

Village of Mukwonago  
**Notice of Meeting and \*Amended\* Agenda**

**REGULAR VILLAGE BOARD MEETING**  
**Wednesday, March 17, 2021**

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,  
Mukwonago, WI 53149**

**Amended Agenda**

**Items #9.4, and #11.2 has been amended**

**1. Call to Order**

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Comments from the Public**

*The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.*

**5. Reconsideration**

- 5.1 Reconsideration of the motion to approve **Resolution 2021-02** a Final Resolution Authorizing the Levying of Special Assessments Against Benefited Property for Sanitary Sewer Water Main and Lateral Improvements (Sugden and Sommer Property Improvements), which was approved at the February 17, 2021 Village Board meeting.

[Attachment - RESOLUTION 2021-02 \(Final SA Sommers\)](#)

[Attachment - Special Assessment Report Jan 21 2021](#)

**6. Consent Agenda**

*All items listed are considered routine and/or have been unanimously recommended by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.*

- 6.1 Approve Village Board Meeting Minutes of February 17, 2021 and Special Village Board Meeting of March 3, 2021.

[Attachment - 2021-03-03 Draft Special VB Minutes](#)

[Attachment - 2021-02-17 Draft VB Minutes](#)



6.2 Approve Vouchers in the amount of \$3,779,619.98.

[Attachment - 2021-03-03 COW AP Packet](#)

6.3 Approve **Resolution 2021-08** a Resolution for the adoption of a Budget Policy.

[Cover Report - Budget Policy & Ordinance](#)

[Attachment - RESOLUTION 2021-08 Budget Policy](#)

6.4 Approve **Ordinance 988** an Ordinance amending Section 2-172 preparation of the annual budget.

[Attachment - ORDINANCE 988 \(Amend Chap 172 re annual budget\)](#)

6.5 Approve **Ordinance 989** an Ordinance to allow for a public comment period at the Committee of the Whole meetings.

[Attachment - ORDINANCE 989 \(COW Public Comment Ordinance\)](#)

6.6 Approve to award Wolf Paving Co., Inc. the 2021 Street Rehabilitation contract with Mandatory Alternates A, B, C, D and E in the amount of \$613,792.45.

[Attachment - 20210219-Recommendation of Award](#)

6.7 Approval of **Resolution 2021-14** A Resolution to adopt Snow & Ice Control Policy.

[Attachment - Agenda Cover Report Snow & Ice](#)

[Attachment - RESOLUTION 2021-14 \(Snow and Ice Control Policy\)](#)

[Attachment - Snow and Ice Policy](#)

## 7. Other Items for Approval

*Other items removed from Consent Agenda which were not unanimously approved from the Committee of the Whole.*

7.1 Discussion and possible action to approve **Task Order No. 2021-01** from Ruekert Mielke, Inc. for the Survey, Design, and Bidding of the Fox River Pedestrian Bridge project in the amount of \$59,615.00.

[Attachment - 2021-01 Fox River Pedestrian Bridge Task Order](#)

## 8. Planning Commission Recommendations

*Discussion and possible action on the following Plan Commission Recommendations*

8.1 Discussion and possible action on **RESOLUTION 2021-11** a Resolution to approve a Conditional Use for a request for a thrift store (secondhand store) Josh and Tonia Property Management, LLC, tenant; and Red Corner Investments LLC, owner, applicant; 201 S Rochester St; Parcel MUKV 1976-121, as recommended by the Planning Commission.

[Attachment - Village Board Cover Report - 201 S Rochester St](#)

[Attachment - Agenda Packet - 201 South Rochester St - CU App Second Hand Store MUKV1976121](#)

[Attachment - RESOLUTION 2021-11 - CU Josh and Tonia Property Management, LLC](#)



- 8.2 Discussion and possible action on **RESOLUTION 2021-13** a Resolution adopting a public participation plan for the zoning code and sign code update, as recommended by the Planning Commission

[Attachment Plan Commission Report- Zoning Sign Code Rewrite - Public Participation Plan](#)

[Attachment - RESOLUTION 2021-13 Zoning Code - Sign Code - Public Participation Plan](#)

## **9. Finance Committee, Trustee Meiners**

*Discussion and possible action on the following items*

- 9.1 Discussion and possible action to approve Vouchers in the amount of \$1,211,839.10.

[Attachment - 03-17-2021 VB AP Packet](#)

- 9.2 Discussion and possible action to approve **Resolution 2021-17** a Resolution to approve a stipend for the interim Public Works Crew Supervisor.

[Attachment - RESOLUTION 2021-17 \(Stipend for Interim PW Crew Super\)](#)

- 9.3 Notification of disbursement of two grant payments to developer in accordance with the performance of Developers Agreement with Hill Court Partners LLC for the completion of the footings and foundation for the project and the closing-in of the structure. The disbursement amount is \$163,333.33. *(This item is for information purposes only. No board action required.)*

[Attachment - Dev Guaranty - Hill Court Partners - Recorded](#)

- 9.4 Discussion and possible action on **Resolution 2021-18** A Resolution to amend the 2020 Budget for Sewer Utilities.

[Attachment - RESOLUTION 2021-18 \(2020 Budget Amendments Sewer Utility Fund\)](#)

## **10. Health and Recreation, Trustee Decker**

*Discussion and possible action on the following items.*

- 10.1 Discussion and possible action on Park and Special Event Permit Application for Mukwonago Chamber of Commerce Farmers Market every Wednesday from May 19 to October 13, 2021, and set the application fee.

[Attachment - Chamber - Application and Plan of Operation](#)

## **11. Public Works Committee, Trustee Brill**

*Discussion and possible action on the following items*

- 11.1 Consideration of **Resolution 2021-15** a Preliminary Resolution declaring intent to levy special assessments under the Village of Mukwonago's police power acting pursuant to Wis. Stats. Sect. 66.0703 (MUKV2016997005)

[Attachment - Prelim Resolution Special Assessments](#)

[Attachment - Sommer Special Assessment Report March 3 2021](#)



- 11.2 Discussion and possible action to approve an amendment to the License Agreement dated July 20, 1993 for Right of Way known as Locust Street. (Sperstad Property)

[Attachment - Cover Report Sperstad License Agreement](#)

[Attachment - Sperstad 1993 License Agreement](#)

[Attachment - Amendment to 1993 Agmt ROW](#)

[Attachment - Sperstad CSM](#)

## **12. Protective Services, Trustee Adler**

*Discussion and possible action on the following items*

- 12.1 Discussion and possible action on the Joint Village and Town Board Fire Department Agreement Revisions, as recommended by the Joint Protective Services Committee.

[Agenda Report - Joint Fire Department Agreement.pdf](#)

- 12.2 Police Report for the month of February 2021

[Attachment - Police Report February 2021](#)

## **13. Village President**

- 13.1 Acceptance of Letter of Resignation from Trustee Roger Walsh effective April 21, 2021.

[Attachment - Resignation Trustee Walsh](#)

## **14. Closed Session**

Closed Session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning GFLP V. Village of Mukwonago; and pursuant to **Wis. Stats. § 19.85(1)(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) for negotiation with St. James Church and an Offer to Purchase and Single Party Listing Agreement for 14ac Village-owned property with Judson and Associates; and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning evaluation of the Village Administrator.

## **15. Reconvene into Open Session**

Motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible discussion and/or action concerning any matter discussed in closed session

## **16. Adjournment**

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the



Municipal Clerk's Office, (262) 363-6420.



**VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES**

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**RESOLUTION NO. 2021-02**

**FINAL RESOLUTION AUTHORIZING THE LEVYING OF SPECIAL  
ASSESSMENTS AGAINST BENEFITED PROPERTY FOR SANITARY,  
SEWER WATER MAIN AND LATERAL IMPROVEMENTS**

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WHEREAS, the Village Board of the Village held a public hearing on January 20, 2021 at 6:30 p.m. for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the Village Engineer on the proposed public improvements consisting of the installation of sanitary sewer, water main and drainage improvements made in conjunction with the Sommer and Sugden properties paving and utilities project, together with the construction of a public street, traffic signals and drainage improvements related thereto, and preliminary assessments against benefited property; and

WHEREAS, the Village Board having heard all persons who desired to speak at the hearing does hereby adopt this Final Assessment Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Mukwonago, that it hereby makes the following conclusions and does further levy special assessment pursuant to Wisconsin Statute Sec. 66.0703 as an exercise of the police power as follows:

1. The report of the Village Engineer, a copy of which is attached hereto and incorporated herein as though fully set forth, including the plans and specifications and assessments set forth herein, is hereby adopted and approved.
2. The Village, having constructed the improvements that are noted herein and having incurred the costs that are set forth on Schedule A of the Engineer's Report, does hereby levy said assessment which shall be considered a lien against the property assessed from the date of this Resolution.
3. Payment for the improvements shall be made by assessing the benefited property as set forth in the attached Exhibit B to the Engineer's Report and the Village Board, having reviewed the total assessable construction costs and having concluded that the assessable area as set forth in Schedule B is reasonable, the Board does thereby conclude that the assessment of those costs is appropriate, as they do benefit the property identified in the Report. Said assessments, as shown in the Report, represent an exercise of the police power and have been determined, on a reasonable basis and are hereby confirmed by the Village Board.
4. The Village Board does hereby approve the assessments as shown in Schedule B, including the Water Lateral Assessment, Sanitary Sewer Lateral Assessment, Water Main Assessment, Sanitary Sewer Main Assessment and the Project Financing Costs, and does hereby approve the Schedule B, Assessment Roll, and finds that the properties set forth within that Roll



are benefited by the improvement and shall therefore, be assessed under the Village's police power as described in said Schedule and in the amounts reflected therein.

5. The assessments for all projects and work set forth in the Engineer's Report are hereby combined as a single assessment, but any interested property owner may be object to each assessment separately or all assessments jointly for any purpose.

6. Assessments shall be due within 45 days of the billing date. Assessments may be paid in cash or in ten annual installments to the Village Clerk. Installments shall be placed on the next tax roll after the due date for collection, and shall bear interest at the rate of 3.4410% per annum on the unpaid balance from the due date set forth in the notice. Installments or assessments not paid when due shall bear additional interest on the amount at the rate of 1.5% per month.

7. The assessments provided for hereunder are further levied in accordance with Chapter 70 of the Mukwonago Village Code and are hereby approved as authorized under Chapter 70.

8. In the event the owner of a benefited property elects to pay the special assessment on an installment basis and the property owner fails to make the payment to the Village Treasurer, the Village Clerk shall place the entire assessment on the succeeding property tax roll and it shall then be immediately due and payable. All assessments or installments which are not paid by the date specified shall be extended on the tax roll as a delinquent tax and collected in the same manner as delinquent real estate taxes.

9. The Village Clerk shall publish this Resolution as a Class I Notice under Chapter 985 of the Wisconsin Statutes in the assessment district and shall further mail a copy of this Resolution and a statement of the final assessment against the benefited property, together with notice of installment payment privileges to every property owner whose name appears on the Assessment Roll, whose post office is known or can, with reasonable diligence, be ascertained.

10. The special assessments provided for hereunder shall be deferred until such time as the assessed property or portion thereof has access to the improvements which are the subject of these assessments and/or the property or portion thereof is the subject of a Zoning or Building Permit Application, but not later than ten years following the date of this assessment Resolution. If the assessment is deferred, the payments may be paid on an installment basis as noted in Paragraph 6 above; however, the maximum number of installments for a deferred special assessment shall be five annual installments with the same interest rate and default payment terms as in Paragraph 6. Said deferred assessments shall bear interest at the rate of 3.4410% per annum on the unpaid balance from the due date set forth in the notice until the assessment is paid in full.

11. Interest shall run on the unpaid deferred balance from the date of the notice of the Final Assessment Resolution until paid.

12. Any person against whose property a special assessment is levied, may appeal therefrom in the manner prescribed in Wisconsin Statute Sec. 66.0703(12).




Adopted this 20<sup>th</sup> day of January, 2021.

APPROVED:

  
Fred Winchowky, Village President

Attestation:

  
Diana Dykstra, Village Clerk

#### CERTIFICATION

I hereby certify that this is a true and correct copy of the Resolution adopted by the Village Board on the 20<sup>th</sup> day of January, 2021.

  
Diana Dykstra, Village Clerk







Report of the Engineer for the Village of Mukwonago  
Special Assessments for the Sugden and Sommer Properties

Ruekert & Mielke, Inc. submits the following report for sanitary sewer, water main, storm water, road, and other improvements in conjunction with the TID 5 project in the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin. This is a special assessment report under Wisconsin Statutes ss. 66.0703(4) through (6). This report also incorporates the project plans and specifications by this reference.

This report consists of the following sections.

Schedule A    Project cost by item and calculations

Schedule B    Assessment roll

Exhibit 1      Map of the assessed properties

These special assessments are an exercise of the Village of Mukwonago's police power under Wisconsin Statutes ss. 66.0703(1)(b) and (5)(d). The improvements provide special benefits to the limited and determinable area identified in Schedule B and Exhibit 1. The allocation of costs in this report is reasonable as determined by the Village of Mukwonago.

Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Parkway  
Waukesha, Wisconsin 53188-1020

January 21, 2021



Schedule A  
Sugden and Sommer Properties Improvements  
Village of Mukwonago, Wisconsin

Table 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
1	Mobilization	Lump Sum	\$ 125,000.00	1.00	\$ 125,000.00
2	Traffic control	Lump Sum	7,800.00	1.00	7,800.00
3	Temporary construction access decel accel lane	Lump Sum	28,700.00	1.00	28,700.00
4	Temporary construction access drive	Lump Sum	19,400.00	-	-
5	Temporary construction access advance warning signage	Lump Sum	3,535.00	1.00	3,535.00
6	Tracking pad	Sqr Feet	1.66	7,500.00	12,450.00
7	Project identification signs	Lump Sum	3,000.00	1.00	3,000.00
8	Barrier fence	Feet	3.15	990.00	3,118.50
9	Silt fence	Feet	1.88	13,764.00	25,876.32
10	Manufactured ditch check	Each	375.00	71.00	26,625.00
11	Inlet sediment guards, Type C	Each	53.00	13.00	689.00
12	Inlet sediment guards, Type D	Each	120.00	2.00	240.00
13	Excavation of contaminated material	Cubic Yard	25.00	11.00	275.00
14	Clearing, grubbing and tree removal	Lump Sum	4,000.00	1.00	4,000.00
15	Demolition, Parcel # VM00008	Lump Sum	75,000.00	1.00	75,000.00
16	Underground septic tank removal	Each	3,000.00	1.00	3,000.00
17	Exploratory trench	Feet	12.42	2,892.00	35,918.64
18	Abandoning drain tiles	Each	400.00	2.00	800.00
19	Temporary seed and mulch	Sqr Yard	0.26	45,980.00	11,954.80
20	Grading	Lump Sum	485,000.00	1.00	485,000.00
21	Topsoil stripping and stockpile	Sqr Yard	0.62	184,218.00	114,215.16
22	Place and compact other excavated material	Cubic Yard	2.50	17,644.00	44,110.00
23	Ditching	Feet	3.00	567.50	1,702.50
24	Storm water detention facility 1	Lump Sum	74,625.00	1.00	74,625.00
25	Storm water facility 1 dewatering	Lump Sum	28,000.00	1.00	28,000.00
26	Storm water facility 1 chain link fence	Feet	13.70	1,670.00	22,879.00
27	Storm water detention facility 2	Lump Sum	72,636.00	1.00	72,636.00
28	Rip Rap	Tons	55.00	392.32	21,577.60
29	Temporary stone sweeper	Each	1,500.00	2.00	3,000.00
30	Dust control using calcium chloride	100 Lbs	200.00	-	-
31	Dust control using water	1,000 Gal	62.00	-	-
32	Full depth saw cutting	Feet	3.10	2,205.00	6,835.50
33	Rock removal	Cubic Yard	25.00	-	-
34	Sanitary sewer, 12-inch, granular backfill	Feet	140.00	2,023.00	283,220.00
35	Sanitary sewer, 12-inch, spoil backfill	Feet	83.00	2,664.10	221,120.30
36	Sanitary sewer, 12-inch, 24-inch steel casing pipe	Feet	575.00	120.00	69,000.00
37	Sanitary sewer manholes	Feet	428.00	280.74	120,156.72
38	Sanitary sewer lateral, 6-inch with cleanout	Feet	134.00	250.00	33,500.00
39	Internal/external sanitary manhole chimney seal	Each	446.00	17.00	7,582.00
40	Water main, 8-inch, granular backfill (water laterals)	Feet	82.00	237.00	19,434.00
41	Water main, 12-inch, granular backfill	Feet	189.00	55.00	10,395.00
42	Water main, 12-inch, spoil backfill	Feet	64.00	55.00	3,520.00
43	Water main, 16-inch, granular backfill	Feet	129.00	2,073.00	267,417.00
44	Water main, 16-inch, spoil backfill	Feet	94.00	2,719.00	255,586.00
45	Water main, 16-inch, 30-inch steel casing pipe	Feet	638.00	120.00	76,560.00
46	Hydrant lead, 6-inch	Feet	102.00	161.50	16,473.00
47	Hydrant assembly w/ 6-inch valve	Each	5,382.00	15.00	80,730.00
48	Temporary hydrant assembly	Each	6,371.00	1.00	6,371.00
49	Water main valves, 8-inch gate valve	Each	1,868.00	5.00	9,340.00
50	Water main valves, 12-inch gate valve	Each	3,038.00	4.00	12,152.00
51	Water main valves, 16-inch butterfly valve	Each	3,269.00	23.00	75,187.00
52	Furnish metal building system and equipment as specified	Lump Sum	557,000.00	1.00	557,000.00
53	Provide all other work within site limits shown	Lump Sum	124,607.00	1.00	124,607.00
54	Storm sewer main, 12-inch RCP, granular backfill	Feet	65.00	349.00	22,685.00



Schedule A  
Sugden and Sommer Properties Improvements  
Village of Mukwonago, Wisconsin

Table 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
55	Storm sewer main, 15-inch RCP, granular backfill	Feet	124.00	36.00	4,464.00
56	Storm sewer main, 18-inch RCP, granular backfill	Feet	116.00	56.00	6,496.00
57	Storm sewer main, 24-inch RCP, granular backfill	Feet	92.00	1,462.00	134,504.00
58	Storm sewer main, 36-inch RCP, granular backfill	Feet	156.00	51.00	7,956.00
59	Storm sewer main, 36-inch RCP, spoil backfill	Feet	108.00	1,042.40	112,579.20
60	Concrete storm sewer end sections, 36-inch, w/ end grate	Each	2,053.00	1.00	2,053.00
61	Concrete storm sewer plug, 15-inch	Each	419.00	1.00	419.00
62	Concrete storm sewer plug, 24-inch	Each	459.00	1.00	459.00
63	Storm sewer manholes, 48-inch w/ frame and cover	Each	2,203.00	6.00	13,218.00
64	Storm sewer manholes, 60-inch w/ frame and cover	Each	2,915.00	5.00	14,575.00
65	Storm sewer manholes, 72-inch w/ frame and cover	Each	4,901.00	2.00	9,802.00
66	Catch basin, w/ frame and grate	Each	3,173.00	12.00	38,076.00
67	Field inlet, w/ frame and grate	Each	2,303.00	2.00	4,606.00
68	Temporary culvert, 24-inch w/ end sections	Feet	97.00	40.00	3,880.00
69	Construct roadway to subgrade	Lump Sum	8,800.00	1.00	8,800.00
70	Excavation below subgrade	Cubic Yard	7.22	632.62	4,567.52
71	Geotextile subgrade stabilization	Sqr Yard	1.75	1,477.00	2,584.75
72	Excavation below subgrade backfill	Tons	17.00	1,505.26	25,589.42
73	Crushed aggregate for road base	Tons	15.26	6,913.00	105,492.38
74	30-inch concrete curb and gutter	Feet	11.30	2,700.00	30,510.00
75	36-inch concrete curb and gutter	Feet	18.60	90.00	1,674.00
76	Concrete flume	Each	230.00	2.00	460.00
77	Asphaltic concrete binder course	Tons	56.00	2,276.61	127,490.16
78	Asphaltic concrete surface course	Tons	61.00	1,198.62	73,115.82
79	Crushed aggregate shoulder	Feet	4.00	540.00	2,160.00
80	Concrete sidewalk and curb ramp	Sqr Feet	13.50	85.00	1,147.50
81	Detectable warning field	Sqr Feet	30.00	16.00	480.00
82	3-inch asphaltic concrete multi-use path	Sqr Feet	1.90	11,533.00	21,912.70
83	Pavement marking, epoxy, 18-inch, stop bar	Feet	11.00	41.00	451.00
84	Pavement marking, epoxy, 4-inch yellow	Feet	3.65	1,014.00	3,701.10
85	Pavement marking, epoxy, 4-inch white	Feet	3.65	210.00	766.50
86	Pavement marking, arrows Type 2	Each	260.00	2.00	520.00
87	Pavement marking, words	Each	315.00	1.00	315.00
88	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	5,034.00	9,061.20
89	Topsoil, no-mow seed and hydro-mulch	Sqr Yard	0.42	99,741.00	41,891.22
90	Topsoil, native seeding and erosion mat	Sqr Yard	2.00	28,900.00	57,800.00
91	Erosion mat	Sqr Yard	2.00	2,325.00	4,650.00
92	Traffic signs	Each	235.00	4.00	940.00
93	Traffic sign posts	Each	160.00	7.00	1,120.00
94	Class III barricades	Each	470.00	-	-
95	Engineer's field office	Lump Sum	10,500.00	1.00	10,500.00
96	Traffic Control	Lump Sum	9,000.00	1.00	9,000.00
97	Construct roadway to subgrade	Lump Sum	39,500.00	1.00	39,500.00
98	Excavation below subgrade	Cubic Yard	7.22	885.34	6,392.15
99	Geotextile subgrade stabilization	Sqr Yard	1.68	1,960.00	3,292.80
100	Excavation below subgrade backfill	Tons	17.00	1,770.65	30,101.05
101	Crushed aggregate for road base	Tons	17.38	2,305.66	40,072.37
102	36-inch concrete curb and gutter	Feet	18.00	130.00	2,340.00
103	Asphaltic concrete binder course	Tons	60.00	701.29	42,077.40
104	Asphaltic concrete surface course	Tons	65.00	370.92	24,109.80
105	Crushed aggregate shoulder	Feet	5.30	1,933.50	10,247.55
106	Ditching	Feet	3.10	854.00	2,647.40
107	Manufactured ditch check	Each	375.00	7.00	2,625.00
108	Storm sewer main, 18-inch RCP, w/granular backfill	Feet	55.00	220.00	12,100.00



Schedule A  
Sugden and Sommer Properties Improvements  
Village of Mukwonago, Wisconsin

Table 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
109	Concrete storm sewer end sections, 18-inch	Each	841.00	2.00	1,682.00
110	Pavement marking, epoxy, 8-inch, white	Feet	1.75	734.00	1,284.50
111	Pavement marking, epoxy, 4-inch white	Feet	1.00	1,944.00	1,944.00
112	Pavement marking, epoxy, 4-inch white	Feet	1.00	192.00	192.00
113	Pavement marking, epoxy, 8-inch white	Feet	1.75	132.00	231.00
114	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	-	-
115	Erosion mat	Sqr Yard	1.60	1,100.00	1,760.00
116	Traffic signs	Each	235.00	4.00	940.00
117	Traffic sign posts	Each	157.00	2.00	314.00
118	Change order 3: 24-inch to 30-inch	Feet	63.00	120.00	7,560.00
119	Change order 1: GPK 12-inch by 6-inch saddle	Each	1,016.00	1.00	1,016.00
120	Change order 1: steel bolts	Lump Sum	18,273.60	1.00	18,273.60
121	Change order 1: temporary gravel access drive	Lump Sum	35,142.00	1.00	35,142.00
122	Change order 2: 4-inch perforated underdrain	Lump Sum	8,000.00	1.00	8,000.00
123	Change order 5: 15-inch CMP culvert	Feet	132.20	20.00	2,644.00
124	Change order 4: concrete storm sewer end sections	Each	849.00	2.00	1,698.00
125	Change order 4: remove and replace catch basin	Each	5,865.00	5.00	29,325.00
126	Change order 4: remove and replace inlet	Each	5,287.00	2.00	10,574.00
127	Change order 4: remove existing 12-inch storm lead	Feet	83.00	40.00	3,320.00
128	Change order 4: remove existing 15-inch storm lead	Feet	69.00	38.00	2,622.00
129	Change order 4: pavement marking, curb epoxy, yellow	Feet	5.78	40.00	231.20
130	Change order 4: pavement marking, epoxy, white	Feet	8.40	264.00	2,217.60
131	Change order 4: remove and relocate hydrant	Each	2,547.00	1.00	2,547.00
132	Change order 4: added roadway to subgrade, backfill	Lump Sum	27,170.00	1.00	27,170.00
133	Change order 4: additional mobilization Zenith Tech	Each	4,725.00	1.00	4,725.00
134	Change order 4: radial warning fields	Sqr Feet	299.00	-	-
135	Change order 4: island curb with hand form	Feet	13.49	660.00	8,903.40
136	Change order 6: dog house catch basin	Each	6,880.00	1.00	6,880.00
137	Change order 6: temporary pavement marking removable	Lump Sum	35,595.00	1.00	35,595.00
138	Change order 7: booster station water main connection	Lump Sum	3,170.00	1.00	3,170.00
139	Change order 8: erosion mat pond spillways	Sqr Yard	26.20	400.00	10,480.00
140	Change order 8: prep, fertilize, erosion mat	Sqr Yard	1.56	25,180.45	39,281.50
141	50 feet of 4-inch perforated drain tile	Lump Sum	1,209.00	1.00	1,209.00
142	Storm manhole number 1 cut down	Lump Sum	2,029.00	1.00	2,029.00
143	Storm manhole number 10 cut down	Lump Sum	2,029.00	1.00	2,029.00
144	Change order 9: asphaltic concrete surface price increase	Ton	13.92	992.77	13,819.36
145	Change order 9: paving mobilization	Lump Sum	5,076.75	1.00	5,076.75
146	Change order 9: traffic control	Lump Sum	1,350.00	2.00	2,700.00
147	Change order 10: liquidated damages	Lump Sum	(35,000.00)	1.00	(35,000.00)

Total Construction Cost	\$ 4,891,477.94
Professional Services	686,267.00
Subtotal	\$ 5,577,744.94
Financing Cost Factor *	12.59%
Financing	702,232.74
Total Project Cost	\$ 6,279,977.69

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



Schedule A Cost of Improvements and Special Assessment Calculations Sugden and Sommer Properties Improvements Village of Mukwonago, Wisconsin						
TABLE 2: Parcel Details						
Property Identifier	Tax Key	Zoning	Frontage (Feet)	Sides Abutting Mains	Assessable Frontage (Feet)	Comments
1	MUKV2016997005	Commercial Business District	1,450.80	1	1,450.80	Length on Highway 83
1	MUKV2016997005	Commercial Business District	953.59	2	1,907.18	Length through parcel from Maple Ave to Highway 83
2	#A477300004	Medium / Heavy Industrial	340.76	1	340.76	-
3	#A477300003	Medium / Heavy Industrial	881.68	1	881.68	-
4	#A477300001	Medium / Heavy Industrial	1,002.95	1	1,002.95	Length on Highway 83 & Boxhorn Dr
5	#A477300002	Medium / Heavy Industrial	420.72	1	420.72	-
6	#A480500001	Medium / Heavy Industrial	593.84	1	593.84	-
Total			5,644.34	not applicable	6,597.93	



Schedule A  
Cost of Improvements and Special Assessment Calculations  
Sugden and Sommer Properties Improvements  
Village of Mukwonago, Wisconsin

TABLE 3: Water Main Assessment

Cost for water main assessments were determined from the actual costs (see Table 1). The total cost is divided by the assessable frontage to arrive at a charge per foot, which is then applied to each property. Property owner is assessed for this item only where a new water main was constructed for an undeveloped or dividable parcel.

Item	Item Description	Unit	Unit Cost	Quantity	Cost
41	Water main, 12-inch, granular backfill	Feet	189.00	55.00	10,395.00
42	Water main, 12-inch, spoil backfill	Feet	64.00	55.00	3,520.00
43	Water main, 16-inch, granular backfill	Feet	129.00	2,073.00	267,417.00
44	Water main, 16-inch, spoil backfill	Feet	94.00	2,719.00	255,586.00
45	Water main, 16-inch, 30-inch steel casing pipe	Feet	638.00	120.00	76,560.00
46	Hydrant lead, 6-inch	Feet	102.00	161.50	16,473.00
47	Hydrant assembly w/ 6-inch valve	Each	5,382.00	15.00	80,730.00
48	Temporary hydrant assembly	Each	6,371.00	1.00	6,371.00
49	Water main valves, 8-inch gate valve	Each	1,868.00	5.00	9,340.00
50	Water main valves, 12-inch gate valve	Each	3,038.00	4.00	12,152.00
51	Water main valves, 16-inch butterfly valve	Each	3,269.00	23.00	75,187.00
118	Change order 3: 24-inch to 30-inch	Feet	63.00	120.00	7,560.00
119	Change order 1: GPK 12-inch by 6-inch saddle	Each	1,016.00	1.00	1,016.00
120	Change order 1: steel bolts	Lump Sum	18,273.60	1.00	18,273.60
131	Change order 4: remove and relocate hydrant	Each	2,547.00	1.00	2,547.00

Total Water Main Construction Cost	\$843,127.60
Remove Oversizing 16-inch Main to 12-Inch	(14,637.00)
<u>Engineering, Legal and Administrative Costs</u>	<u>118,289.53</u>
Subtotal	\$946,780.13
Financing Cost Factor *	12.59%
<u>Financing</u>	<u>119,198.71</u>
Total Water Main Assessable Cost	\$ 1,065,978.85
Assessable Length (Feet)	6,597.930
Assessable Cost per Foot	\$ 161.56

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost

Per Village of Mukwonago Municipal Code, Sec. 70-7(a)(1) and 70-8(a)(1), assessments for all water main and sanitary sewer main extensions are levied on benefitted properties. Special Assessments for new water main and sanitary sewer main are deferred until a property uses the installed water main or sanitary sewer main, or divides, sells, or transfers the property, whichever comes first but not later than 10 years following the date of the Final Assessment Resolution. Upon connection, division, sale, or transfer, the assessment will become due as described in Sec. 70-12(g) of the Village of Mukwonago Municipal Code.



Schedule A  
Cost of Improvements and Special Assessment Calculations  
Sugden and Sommer Properties Improvements  
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TABLE 4: Sanitary Sewer Main Assessment

Cost for sanitary sewer assessments were determined from the actual costs (see Table 1). The total cost is divided by the assessable frontage to arrive at a charge per foot, which is then applied to each property. Property owner is assessed for this item only where a new sanitary sewer was constructed for an undeveloped or dividable parcel.

Item	Item Description		Unit Cost	Quantity	Cost
34	Sanitary sewer, 12-inch, granular backfill	Feet	\$ 140.00	2,023.00	\$ 283,220.00
35	Sanitary sewer, 12-inch, spoil backfill	Feet	83.00	2,664.10	221,120.30
36	Sanitary sewer, 12-inch, 24-inch steel casing pipe	Feet	575.00	120.00	69,000.00
37	Sanitary sewer manholes	Feet	428.00	280.74	120,156.72
39	Internal/external sanitary manhole chimney seal	Each	446.00	17.00	7,582.00

Total Sanitary Sewer Construction Cost \$ 701,079.02

Engineering, Legal and Administrative Costs 98,360.33

Subtotal 799,439.35

Financing Cost Factor \* 12.59%

Financing 100,648.65

Total Sanitary Sewer Assessable Cost \$ 900,088.00

Assessable Length (Feet) 6,597.93

Assessable Cost per Foot \$ 136.42

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost

Per Village of Mukwonago Municipal Code, Sec. 70-7(a)(1) and 70-8(a)(1), assessments for all water main and sanitary sewer main extensions are levied on benefitted properties. Special Assessments for new water main and sanitary sewer main are deferred until a property uses the installed water main or sanitary sewer main, or divides, sells, or transfers the property, whichever comes first but not later than 10 years following the date of the Final Assessment Resolution. Upon connection, division, sale, or transfer, the assessment will become due as described in Sec. 70-12(g) of the Village of Mukwonago Municipal Code.



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Sugden and Sommer Properties Improvements  
Village of Mukwonago, Wisconsin

TABLE 5: Sanitary Sewer Lateral Assessment

Cost for sanitary sewer lateral assessments were determined from the actual costs (see Table 1). The total cost is divided by the number of assessable parcels to arrive at a charge per parcel, which is then applied to each property. Property owner is assessed for this item only where a new sanitary sewer was constructed for an undeveloped or dividable parcel.

Item	Item Description	Unit	Unit Cost	Quantity	Cost
38	Sanitary sewer lateral, 6-inch with cleanout	Feet	\$ 134.00	250.00	\$ 33,500.00

Total Sanitary Lateral Construction Cost	\$ 33,500.00
<u>Engineering, Legal and Administrative Costs</u>	<u>4,700.00</u>
Subtotal	\$ 38,200.00
Financing Cost Factor *	12.5899%
<u>Financing</u>	<u>4,809.34</u>
Total Sanitary Lateral Assessable Cost	\$ 43,009.34
Number of Assessable Laterals	4
Cost per Assessable Lateral	\$ 10,752.34

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



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TABLE 6: Water Lateral Assessment

Costs for water service assessments were determined from the actual costs (see Table I). The total cost for 8-inch water service is divided by the number of 8-inch water services installed. Existing water services replaced or extended are not assessed.

Item	Item Description	Unit	Unit Cost	Quantity	Cost
40	Water main, 8-inch, granular backfill (water laterals)	Feet	82.00	237.00	\$ 19,434.00

Cost of all 8 Inch Water Services Installed	\$19,434.00
Engineering, Legal and Administrative Costs	\$2,726.56
Subtotal	\$22,160.56
Financing Cost Factor *	12.5899%
Financing	\$2,789.99
Total Water Lateral Assessable Cost	\$24,950.55
Number of Services	4
Cost per Assessable Service	\$6,237.64

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



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Cost of Improvements and Special Assessment Calculations  
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TABLE 7: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
1	Mobilization	Lump Sum	\$ 125,000.00	1.00	\$ 125,000.00
2	Traffic control	Lump Sum	7,800.00	1.00	7,800.00
3	Temporary construction access decel accel lane	Lump Sum	28,700.00	1.00	28,700.00
4	Temporary construction access drive	Lump Sum	19,400.00	-	-
5	Temporary construction access advance warning signage	Lump Sum	3,535.00	1.00	3,535.00
6	Tracking pad	Sqr Feet	1.66	7,500.00	12,450.00
7	Project identification signs	Lump Sum	3,000.00	1.00	3,000.00
8	Barrier fence	Feet	3.15	990.00	3,118.50
9	Silt fence	Feet	1.88	13,764.00	25,876.32
10	Manufactured ditch check	Each	375.00	71.00	26,625.00
11	Inlet sediment guards, Type C	Each	53.00	13.00	689.00
12	Inlet sediment guards, Type D	Each	120.00	2.00	240.00
13	Excavation of contaminated material	Cubic Yard	25.00	11.00	275.00
14	Clearing, grubbing and tree removal	Lump Sum	4,000.00	1.00	4,000.00
15	Demolition, Parcel # VM00008	Lump Sum	75,000.00	1.00	75,000.00
16	Underground septic tank removal	Each	3,000.00	1.00	3,000.00
17	Exploratory trench	Feet	12.42	2,892.00	35,918.64
18	Abandoning drain tiles	Each	400.00	2.00	800.00
19	Temporary seed and mulch	Sqr Yard	0.26	45,980.00	11,954.80
20	Grading	Lump Sum	485,000.00	1.00	485,000.00
21	Topsoil stripping and stockpile	Sqr Yard	0.62	184,218.00	114,215.16
22	Place and compact other excavated material	Cubic Yard	2.50	17,644.00	44,110.00
23	Ditching	Feet	3.00	567.50	1,702.50
24	Storm water detention facility 1	Lump Sum	74,625.00	1.00	74,625.00
25	Storm water facility 1 dewatering	Lump Sum	28,000.00	1.00	28,000.00
26	Storm water facility 1 chain link fence	Feet	13.70	1,670.00	22,879.00
27	Storm water detention facility 2	Lump Sum	72,636.00	1.00	72,636.00
28	Rip Rap	Tons	55.00	392.32	21,577.60
29	Temporary stone sweeper	Each	1,500.00	2.00	3,000.00
30	Dust control using calcium chloride	100 Lbs	200.00	-	-
31	Dust control using water	1,000 Gal	62.00	-	-
32	Full depth saw cutting	Feet	3.10	2,205.00	6,835.50
33	Rock removal	Cubic Yard	25.00	-	-
52	Furnish metal building system and equipment as specified	Lump Sum	557,000.00	1.00	557,000.00
53	Provide all other work within site limits shown	Lump Sum	124,607.00	1.00	124,607.00
54	Storm sewer main, 12-inch RCP, granular backfill	Feet	65.00	349.00	22,685.00
55	Storm sewer main, 15-inch RCP, granular backfill	Feet	124.00	36.00	4,464.00
56	Storm sewer main, 18-inch RCP, granular backfill	Feet	116.00	56.00	6,496.00
57	Storm sewer main, 24-inch RCP, granular backfill	Feet	92.00	1,462.00	134,504.00
58	Storm sewer main, 36-inch RCP, granular backfill	Feet	156.00	51.00	7,956.00
59	Storm sewer main, 36-inch RCP, spoil backfill	Feet	108.00	1,042.40	112,579.20
60	Concrete storm sewer end sections, 36-inch, w/ end grate	Each	2,053.00	1.00	2,053.00
61	Concrete storm sewer plug, 15-inch	Each	419.00	1.00	419.00
62	Concrete storm sewer plug, 24-inch	Each	459.00	1.00	459.00
63	Storm sewer manholes, 48-inch w/ frame and cover	Each	2,203.00	6.00	13,218.00
64	Storm sewer manholes, 60-inch w/ frame and cover	Each	2,915.00	5.00	14,575.00
65	Storm sewer manholes, 72-inch w/ frame and cover	Each	4,901.00	2.00	9,802.00
66	Catch basin, w/ frame and grate	Each	3,173.00	12.00	38,076.00
67	Field inlet, w/ frame and grate	Each	2,303.00	2.00	4,606.00
68	Temporary culvert, 24-inch w/ end sections	Feet	97.00	40.00	3,880.00
69	Construct roadway to subgrade	Lump Sum	8,800.00	1.00	8,800.00
70	Excavation below subgrade	Cubic Yard	7.22	632.62	4,567.52
71	Geotextile subgrade stabilization	Sqr Yard	1.75	1,477.00	2,584.75
72	Excavation below subgrade backfill	Tons	17.00	1,505.26	25,589.42
73	Crushed aggregate for road base	Tons	15.26	6,913.00	105,492.38
74	30-inch concrete curb and gutter	Feet	11.30	2,700.00	30,510.00



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TABLE 7: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
75	36-inch concrete curb and gutter	Feet	18.60	90.00	1,674.00
76	Concrete flume	Each	230.00	2.00	460.00
77	Asphaltic concrete binder course	Tons	56.00	2,276.61	127,490.16
78	Asphaltic concrete surface course	Tons	61.00	1,198.62	73,115.82
79	Crushed aggregate shoulder	Feet	4.00	540.00	2,160.00
80	Concrete sidewalk and curb ramp	Sqr Feet	13.50	85.00	1,147.50
81	Detectable warning field	Sqr Feet	30.00	16.00	480.00
82	3-inch asphaltic concrete multi-use path	Sqr Feet	1.90	11,533.00	21,912.70
83	Pavement marking, epoxy, 18-inch, stop bar	Feet	11.00	41.00	451.00
84	Pavement marking, epoxy, 4-inch yellow	Feet	3.65	1,014.00	3,701.10
85	Pavement marking, epoxy, 4-inch white	Feet	3.65	210.00	766.50
86	Pavement marking, arrows Type 2	Each	260.00	2.00	520.00
87	Pavement marking, words	Each	315.00	1.00	315.00
88	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	5,034.00	9,061.20
89	Topsoil, no-mow seed and hydro-mulch	Sqr Yard	0.42	99,741.00	41,891.22
90	Topsoil, native seeding and erosion mat	Sqr Yard	2.00	28,900.00	57,800.00
91	Erosion mat	Sqr Yard	2.00	2,325.00	4,650.00
92	Traffic signs	Each	235.00	4.00	940.00
93	Traffic sign posts	Each	160.00	7.00	1,120.00
94	Class III barricades	Each	470.00	-	-
95	Engineer's field office	Lump Sum	10,500.00	1.00	10,500.00
96	Traffic Control	Lump Sum	9,000.00	1.00	9,000.00
97	Construct roadway to subgrade	Lump Sum	39,500.00	1.00	39,500.00
98	Excavation below subgrade	Cubic Yard	7.22	885.34	6,392.15
99	Geotextile subgrade stabilization	Sqr Yard	1.68	1,960.00	3,292.80
100	Excavation below subgrade backfill	Tons	17.00	1,770.65	30,101.05
101	Crushed aggregate for road base	Tons	17.38	2,305.66	40,072.37
102	36-inch concrete curb and gutter	Feet	18.00	130.00	2,340.00
103	Asphaltic concrete binder course	Tons	60.00	701.29	42,077.40
104	Asphaltic concrete surface course	Tons	65.00	370.92	24,109.80
105	Crushed aggregate shoulder	Feet	5.30	1,933.50	10,247.55
106	Ditching	Feet	3.10	854.00	2,647.40
107	Manufactured ditch check	Each	375.00	7.00	2,625.00
108	Storm sewer main, 18-inch RCP, w/granular backfill	Feet	55.00	220.00	12,100.00
109	Concrete storm sewer end sections, 18-inch	Each	841.00	2.00	1,682.00
110	Pavement marking, epoxy, 8-inch, white	Feet	1.75	734.00	1,284.50
111	Pavement marking, epoxy, 4-inch white	Feet	1.00	1,944.00	1,944.00
112	Pavement marking, epoxy, 4-inch white	Feet	1.00	192.00	192.00
113	Pavement marking, epoxy, 8-inch white	Feet	1.75	132.00	231.00
114	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	-	-
115	Erosion mat	Sqr Yard	1.60	1,100.00	1,760.00
116	Traffic signs	Each	235.00	4.00	940.00
117	Traffic sign posts	Each	157.00	2.00	314.00
121	Change order 1: temporary gravel access drive	Lump Sum	35,142.00	1.00	35,142.00
122	Change order 2: 4-inch perforated underdrain	Lump Sum	8,000.00	1.00	8,000.00
123	Change order 5: 15-inch CMP culvert	Feet	132.20	20.00	2,644.00
124	Change order 4: concrete storm sewer end sections	Each	849.00	2.00	1,698.00
125	Change order 4: remove and replace catch basin	Each	5,865.00	5.00	29,325.00
126	Change order 4: remove and replace inlet	Each	5,287.00	2.00	10,574.00
127	Change order 4: remove existing 12-inch storm lead	Feet	83.00	40.00	3,320.00
128	Change order 4: remove existing 15-inch storm lead	Feet	69.00	38.00	2,622.00
129	Change order 4: pavement marking, curb epoxy, yellow	Feet	5.78	40.00	231.20
130	Change order 4: pavement marking, epoxy, white	Feet	8.40	264.00	2,217.60
132	Change order 4: added roadway to subgrade, backfill	Lump Sum	27,170.00	1.00	27,170.00
133	Change order 4: additional mobilization Zenith Tech	Each	4,725.00	1.00	4,725.00
134	Change order 4: radial warning fields	Sqr Feet	299.00	-	-



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TABLE 7: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
135	Change order 4: island curb with hand form	Feet	13.49	660.00	8,903.40
136	Change order 6: dog house catch basin	Each	6,880.00	1.00	6,880.00
137	Change order 6: temporary pavement marking removable	Lump Sum	35,595.00	1.00	35,595.00
138	Change order 7: booster station water main connection	Lump Sum	3,170.00	1.00	3,170.00
139	Change order 8: erosion mat pond spillways	Sqr Yard	26.20	400.00	10,480.00
140	Change order 8: prep, fertilize, erosion mat	Sqr Yard	1.56	25,180.45	39,281.50
141	50 feet of 4-inch perforated drintile	Lump Sum	1,209.00	1.00	1,209.00
142	Storm manhole number 1 cut down	Lump Sum	2,029.00	1.00	2,029.00
143	Storm manhole number 10 cut down	Lump Sum	2,029.00	1.00	2,029.00
144	Change order 9: asphaltic concrete surface price increase	Ton	13.92	992.77	13,819.36
145	Change order 9: paving mobilization	Lump Sum	5,076.75	1.00	5,076.75
146	Change order 9: traffic control	Lump Sum	1,350.00	2.00	2,700.00
147	Change order 10: liquidated damages	Lump Sum	(35,000.00)	1.00	(35,000.00)

Not Assessed Construction Cost	\$ 3,294,337.32
Not Assessed Professional Services	462,190.57
Not Assessed Oversize Water Main to 16-Inch	14,637.00
Subtotal	\$ 3,771,164.90
Financing Cost Factor *	12.59%
Financing	474,786.05
Total Not Assessed Project Cost	\$ 4,245,950.94

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



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TABLE 8: Project Financing

Project financing costs is the Village's cost incurred to borrow money for the the improvements. The Village borrowed money over a 10-year term at various interest rates. The financing factor is the total interest divided by the total principal. Payment of the Special Assessments will be made as indicated in the Final Resolution adopted by the Village Board. All assessments would be placed on the following year's tax roll with interest accruing on a yearly basis as described in the Final Resolution.

Project Construction and Overhead Cost	\$	5,577,744.94
Interest on Project Financing	\$	702,232.74
Financing Factor Computation	$\$702,232.74 / \$5,577,744.94 =$ .0125899042004422	
Financing Cost Factor *		12.59%

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation above to determine financing cost



Schedule B: Assessment Roll									
Village of Mukwonago, Wisconsin Sugden and Sommer Properties Improvements									
The proposed improvements benefit the following properties.									
Parcel	Owner's Name & Address	Tax Key	Description	Unit	Unit Cost	Quantity	Total Cost	Total Assessment (1)	Deferred
1	Judith Sommer, Jacqueline Pitts PO Box 795 Kimberling City, Missouri 65686-0795	MUKV2016997005	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	3,357.98 3,357.98 - -	\$ 542,524.04 \$ 458,094.81 \$ - \$ -	\$ 1,000,618.85	-
2	Village of Mukwonago 440 River Crest Ct Mukwonago, Wisconsin 53149	#A477300004	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	340.76 340.76 - -	\$ 55,054.08 \$ 46,486.40 \$ - \$ -	\$ 101,540.47	-
3	Village of Mukwonago 440 River Crest Ct Mukwonago, Wisconsin 53149	#A477300003	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	881.68 881.68 1.00 1.00	\$ 142,446.53 \$ 120,278.57 \$ 10,752.34 \$ 6,237.64	\$ 279,715.07	-
4	Village of Mukwonago 440 River Crest Ct Mukwonago, Wisconsin 53149	#A477300001	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	1,002.95 1,002.95 1.00 1.00	\$ 162,039.23 \$ 136,822.19 \$ 10,752.34 \$ 6,237.64	\$ 315,851.40	-
5	Village of Mukwonago 440 River Crest Ct Mukwonago, Wisconsin 53149	#A477300002	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	420.72 420.72 1.00 1.00	\$ 67,972.62 \$ 57,394.52 \$ 10,752.34 \$ 6,237.64	\$ 142,357.12	-
6	Village of Mukwonago 440 River Crest Ct Mukwonago, Wisconsin 53149	#A480500001	Water Main Sanitary Sewer Main Sanitary Sewer Lateral Water Lateral	Feet Feet Each Each	\$ 161.56 \$ 136.42 \$ 10,752.34 \$ 6,237.64	593.84 593.84 1.00 1.00	\$ 95,942.35 \$ 81,011.51 \$ 10,752.34 \$ 6,237.64	\$ 193,943.83	
<b>Total</b>							<b>\$ 2,034,026.74</b>	<b>\$ 2,034,026.74</b>	

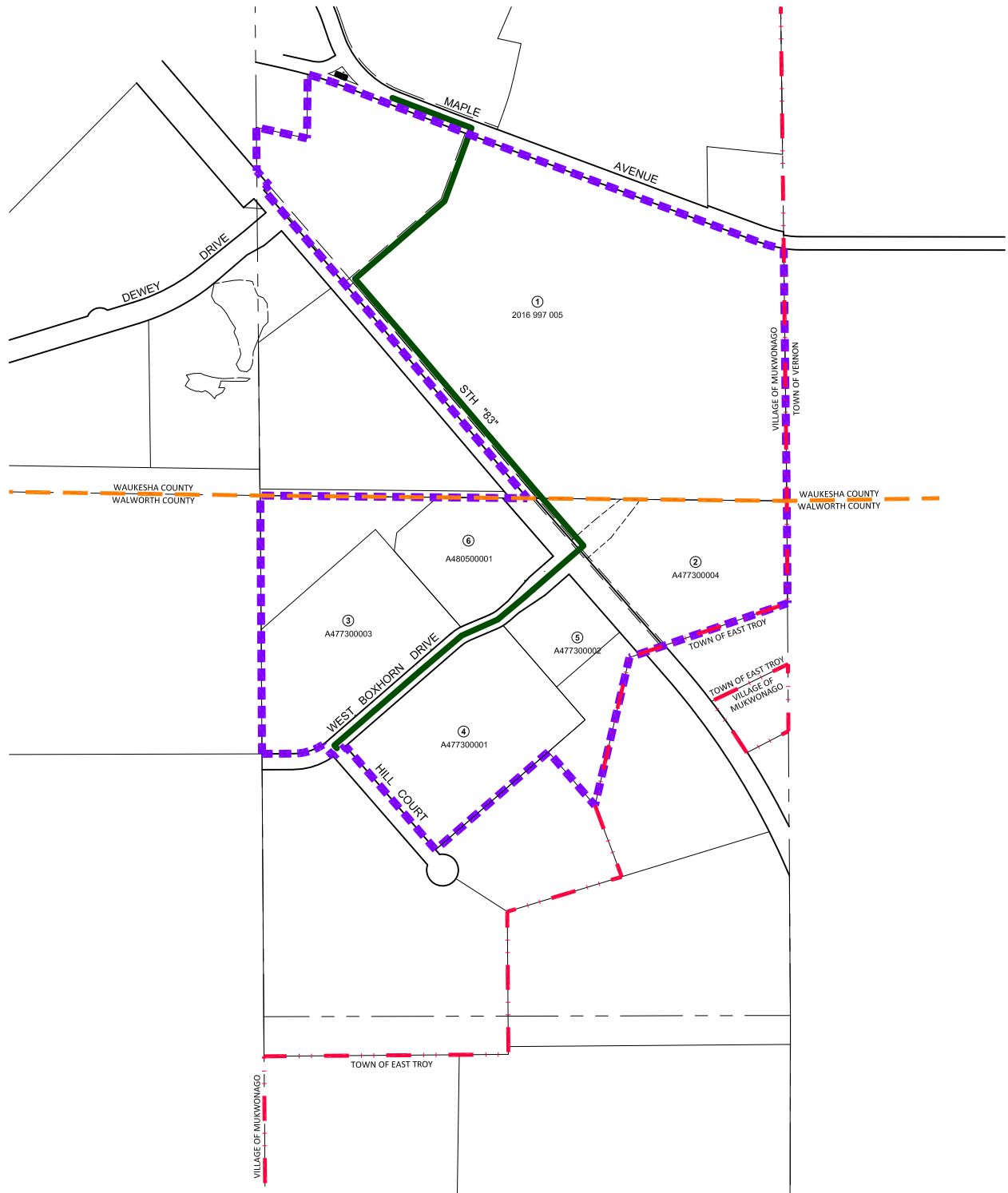
(1) Total assessments are rounded to the nearest penny.



# EXHIBIT #1

## PROPERTY ASSESSMENT DISTRICT TID #5 PUBLIC IMPROVEMENTS

VILLAGE MUKWONAGO  
WAUKESHA COUNTY, WISCONSIN



### LEGEND

- ASSESSMENT BOUNDARY
- MUNICIPAL BOUNDARY
- COUNTY BOUNDARY
- CONSTRUCTED SEWER & WATER MAIN EXTENSION ROUTE
- ① PROPERTY IDENTIFIER
- A477300001 TAX KEY NUMBER



0 1 2 3 4 500 1000  
SCALE IN FEET

The Village of  
**Mukwonago**  
 Where life, leisure and business thrive.

R/M Project #12-10068

SOURCE:  
 BASEMAP SOURCE:

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## **MINUTES OF THE SPECIAL VILLAGE BOARD MEETING Wednesday, March 3, 2021**

Time: **6:30 pm**

Place: **Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149**

This Special Village Board Meeting will begin at 6:30pm or immediately following the Committee of the Whole meeting of 5:30pm.

### **Call To Order**

The Village President Winchowky called the meeting to order at 7:20p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

### **Roll Call**

Board Members Present

Eric Brill  
Jim Decker  
Darlene Johnson  
John Meiners  
Roger Walsh  
Fred Winchowky

Excused

Daniel Adler

Also Present

Diana Dykstra, Village Clerk-Treasurer

### **Approval of Minutes**

**Special Village Board meeting minutes of February 3, 2021.**

Decker/Johnson motion to approve Special Village Board Meeting minutes of February 3, 2021. Unanimously carried.

### **New Business**

**Discussion and action to approve Resolution 2021-07 Amending the 2020 Adopted Budgets for General Fund, Fire, Community Development, Wisconsin Development, TID 3, TID 4, Debt Service, Fire Designated, Village Designated, Capital Equipment, Library, Capital Improvement, Impact Fees, and Parkland Site Funds**

Decker/Meiners motion to approve **Resolution 2021-07** Amending the 2020 Adopted Budgets for General Fund, Fire, Community Development, Wisconsin Development, TID 3, TID 4, Debt Service, Fire Designated, Village Designated, Capital Equipment, Library, Capital Improvement, Impact Fees, and Parkland Site Funds. Unanimously carried.

### **Village Administrator goals for 2021**

Trustee Johnson reviewed the goals submitted by the Village Board which consisted of seventeen possible goals. After reviewing all possible goals it was determined the Board would review them and return to Trustee Johnson the top five goals by March 12, 2021 for the next months Closed Session meeting on March 17, 2021 where Coach Lee Symborski will be present to review with the Board.



**Closed Session**

Decker/Johnson motion to go into Closed session pursuant to Wis. Stats § 19.85(1)(c) (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning the evaluation of the Village Administrator.

Roll Call: "Yes" Trustee Brill, Decker, Johnson, Meiners, Walsh, Winchowky. Unanimously carried. Clerk Dykstra was excused.

**Open Session**

Decker/Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2).

Roll Call: "Yes" Trustee Brill, Decker, Johnson, Meiners, Walsh, Winchowky. Unanimously carried.

**Adjournment**

Meeting was adjourned at 8:05pm.

Respectfully Submitted,

Diana Dykstra, MMC  
Village Clerk-Treasurer



## **MINUTES OF THE VILLAGE BOARD MEETING**

**Wednesday, February 17, 2021**

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,  
Mukwonago, WI 53149**

### **Call to Order**

The Village President Winchowky called the meeting to order at 6:30p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149

### **Roll Call**

Board Members Present

Daniel Adler  
Eric Brill  
Jim Decker  
John Meiners  
Roger Walsh  
Fred Winchowky

Also Present

John Weidl, Village Administrator  
Diana Dykstra, Village Clerk-Treasurer  
Diana Doherty, Finance Director  
Kevin Schmidt, Police Chief  
Wayne Castle, Assistant Utilities Director  
Ron Bittner, Public Works Director  
Mark Blum, Village Attorney  
Jerad Wegner, Village Engineer  
John Fellows, Village Planner

Excused: Darlene Johnson

### **Pledge of Allegiance**

### **Comments from the Public**

Cynthia Eggleston with "Circle of Friends" was present regarding their application for conditional use. She read a letter from the local food pantry to the Board in support of their project. She noted that they both support the mission and help the community and donors for this area. They requested support for this development.

David Boebel, 815 Parkview Ln., noted that on Section 10.4 regarding Turn Out Gear states it only goes half way to replace the turn out gear. He noted they have a surplus of over \$50,000 and he is concerned about the safety of the department since future revenues are difficult to predict. In reference to the closed session for the Village to purchase property, he noted that DPW is asking taxpayers to borrow with no indication of need to support master plan. He feels this purchase of property is similar to MOPS stage issue which the Village demonstrate necessity and cannot afford. He noted that the Village has not shown the ability to repay debt. He stated the Village spending needs to stop.



## **Presentations**

### **Presentation of a Proclamation honoring Alexander Scott Ferguson on his achievement of the rank of Eagle Scout in Troop #363.**

President Winchowky read and presented Alexander Scott Ferguson with a proclamation in honor of his achievement.

## **Consent Agenda**

*All items listed are considered routine and/or have been unanimously recommended by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.*

6.1 Approve Minutes of the Regular Village Board Meeting of January 20, 2021.

6.2 Approve Vouchers in the amount of \$4,369,910.56.

6.3 Denial of an application for operator's license for Cameron Schroeder.

6.4 Approve **Resolution 2021-04** A Resolution to adopt the official seal for the Village of Mukwonago.

Walsh/Adler motion to reconsider vote on Resolution 2021-02 from the January 20, 2021 Regular Village Board Meeting.

Roll Call: "Yes" Trustee Adler, Meiners, Walsh, Winchowky. "No" Trustee Brill and Decker. Motion carried 4-2. It was noted this item will appear on the next Village Board Agenda.

Meiners/Brill motion to approve Consent Agenda items 6.1 to 6.4. Unanimously carried.

## **Planning Commission Recommendations**

**Discussion and possible action to approve RESOLUTION 2021-05 a Resolution to approve a Conditional Use Permit for a request for a thrift store (secondhand store) for Circle of Friends Mission Thrift Shoppe Inc, Applicant; 851 Greenridge Center; Parcel MUKV 1970-988-005; Greenwald Family Limited Partnership, Owner, with conditions as recommended by the Plan Commission.**

Decker/Brill motion to approve **RESOLUTION 2021-05** a Resolution to approve a Conditional Use Permit for a request for a thrift store (secondhand store) for Circle of Friends Mission Thrift Shoppe Inc, Applicant; 851 Greenridge Center; Parcel MUKV 1970-988-005; Greenwald Family Limited Partnership, Owner, with the following conditions as recommended by the Plan Commission:

- a. The property owner must submit site/architectural plans to the Village for review and obtain approval of the same within 9 months of the date of this decision.
- b. The property owner must accept the terms and conditions of this conditional use order in its entirety in writing within 6 months of the date of this decision. Prior to such expiration, the property owner may request an extension to this time period and the Village Clerk may approve an extension with good cause.
- c. This order must be recorded against the subject property in the Waukesha County register of deeds office (only if subsections 3(a) through 3(b) have been satisfied).



In the event the requirements enumerated in subsections 3(a) and 3(b) above are not satisfied, this order shall automatically be null and void without any further action by the Village of Mukwonago on the aforementioned date.

The following conditions shall constitute an ongoing obligation:

- a. The authorized use shall not be conducted in such a way so as to exceed on-site parking.
- b. The authorized use shall not be conducted in such a way so as to violate fire-related building capacity standards established by the local fire department or the state of Wisconsin.
- c. The authorized use shall not be conducted in such a way so as to constitute a public or private nuisance as determined by the Plan Commission.
- d. Potable water and sanitation must be provided and maintained.
- e. The Plan Commission may unilaterally amend an approved site plan/plan of operation by revising existing provisions or adding new provisions. Such amendment shall be limited in scope to address negative impacts the use is having on surrounding properties and/or the public health, safety, and welfare.
- f. The use of the subject property shall at all times be in compliance with all applicable laws, rules, regulations or orders, and ordinances of the federal government, State of Wisconsin, Waukesha County, and Village of Mukwonago.
- g. All buildings on the subject property shall comply with all applicable building requirements as may be adopted by the Village of Mukwonago or the state of Wisconsin.
- h. The subject property must be in a clean and neat appearance as determined by the Plan Commission.
- i. The property owner shall obtain and maintain all licenses for the operation of this facility, as may be required by the Village or the State of Wisconsin.
- j. The Secondhand store shall operate between the hours of 7am and 10pm.
- k. Drop off and collections locations shall be limited to
  - a. Drop offs within the store during posted operating hours,
  - b. At the rear of the building at the overhead door / man door location during posted operating hours.
- l. Drop off items and collections shall not occur outside of posted operating hours. Signs shall be posted at the main entrance and rear door indicating that the dropping off of items outside of normal operating hours is prohibited.

Motion Unanimously carried.



**Discussion and possible action to approve RESOLUTION 2021-06 a Resolution to approve a Site Plan and Architectural Review for Circle of Friends Mission Thrift Shoppe Inc, Applicant; 851 Greenridge Center; Parcel MUKV 1970-988-005; Greenwald Family Limited Partnership, Owner, with conditions as recommended by the Plan Commission.**

Decker/Meiners motion to approve RESOLUTION 2021-06 a Resolution to approve a Site Plan and Architectural Review for Circle of Friends Mission Thrift Shoppe Inc, Applicant; 851 Greenridge Center; Parcel MUKV 1970-988-005; Greenwald Family Limited Partnership, Owner, with the following conditions as recommended by the Plan Commission:

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
9. The applicant applies for and receiving approval for all new signage on the tenant location,
10. Repairing the landscaping bed and replacement of shrubs on the south side of the building/tenant space, prior to the end of Spring 2021.
11. Any future exterior modification to the tenant space (doors, windows, canopies, painting) shall require Site Plan and Architectural Review.
12. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.
13. All relevant building codes must be met before occupancy is issued.

Motion carried Unanimously.

**Finance Committee, Trustee Meiners**

**Discussion and possible action to approve Vouchers in the amount of \$113,898.52.**

Meiners/Decker motion to approve Vouchers in the amount of \$113,898.52. Unanimously carried.

**Public Works Committee, Trustee Brill**

**Consideration of an approval to Release the Restriction on remaining lots in the Fairwinds Subdivision.**

Brill/Meiners motion to approve a Release the Restriction on remaining lots in the Fairwinds Subdivision. Unanimously carried.



**Protective Services, Trustee Adler**  
**Police Report for the Month of January 2021**

This was for information purposes only, no action was required.

**Fire and Ambulance Department reports through January 31, 2021**

This was for information purposes only, no action was required.

**Discussion and possible action on Joint Fire Agreement Revisions.**

Trustee Adler noted at the PSC they discussed the Jt. Fire Agreement revisions which were correcting the statutory provisions, setting inspections as the law provides, changing non-voting members to liaisons, and eliminating an age restriction. This item will come back in final form after Attorney review.

President Winchowky questioned on section four of the cover sheet it notes there will be need for additional fire inspectors to meet their obligations. He wanted to confirm they were not hiring additional personnel. Trustee Adler noted the language only allows for the change in frequency of the inspections so they can meet their obligations.

Adler/Meiners motion to approve the revisions to include in the final Joint Fire Agreement with the Town of Mukwonago.

Unanimously carried.

**Discussion and possible action to use funding from 2020 settlement for turnout gear in the amount of \$40,000.**

Trustee Adler noted the Fire Department is behind on turn out gear. Each set is about \$2,500 and this was a recommendation from the Chief.

Trustee Decker questioned why Turn Out Gear is not budgeted for annually.

Finance Directory Doherty noted he does try to replace annually in regular operating costs as necessary, and the Chief did recommend this amount for replacement.

President Winchowky questioned after reading the request, he felt that purchasing all of these at the same time would require replacement in the future at the same time, and he asked what is the anticipated plan moving forward for replacement.

Trustee Adler noted that Turn Out Gear has been pushed off by the Department and about 50% has been replaced that was necessary and it has a lifetime of (10) years, and they can move to a set schedule moving forward for replacement.

Trustee Decker felt this needs to be an annual line item for the budget.

Finance Directory Doherty noted that the Department was \$242,000 over on revenues collected and this is the use they recommend.

Adler/Decker motion to approve the use funding from 2020 settlement for turnout gear in the amount of \$40,000. Unanimously carried.

**Discussion and possible action to use funding from 2020 Settlement to purchase EVP at Pearl and N Rochester Street in the amount of \$5,500.**

Trustee Adler noted this is for the stop and go traffic lights for interrupters and it will be funded from the additional revenue received.

Chief Schmidt noted once 83/LO is installed then all the lights will be installed. This is ½ funded by the Police Department and has already been budgeted in the 2021 Budget.

The cost here is only for the Fire Department portion.

Adler/Brill motion to approve use of funding from 2020 Settlement to purchase EVP at Pearl and N Rochester Street in the amount of \$5,500. Unanimously carried.



**Discussion and possible action on 2020 Fire Department Joint Settlement and funding of proposed reserves.**

Finance Director Doherty noted that each year there is a settlement between the Town and the Village for the Fire Department. There was an error found after the Joint PSC meeting on Monday and a new document was presented to the Trustees. The total was \$263,000 over revenues and it includes a \$150,000 Pro Health donation which is retained for future use, \$40,000 will be used for Turn Out Gear and \$5,500 will be used for EVP. They would like to use the rest to fund the sick leave reserve payout at 100%.

Adler/Meiners motion to approve the 2020 Fire Department Joint Settlement and funding of proposed reserves. Unanimously carried.

**Discussion and possible action on proposed Budget Amendment for the 2020 Budget, and authorize the Finance Director to draft a budget amendment.**

Finance Director Doherty noted that a revised report was distributed to recognize the additional revenue and this will come to the next Committee of the Whole as a Budget Resolution. The Town has approved this.

Adler/Meiners motion to approve a proposed Budget Amendment for the 2020 Budget, and authorize the Finance Director to draft a budget amendment. Unanimously carried.

**Closed Session**

Decker/Meiners motion to go into Closed Session pursuant to Wis. Stats. § 19.85(1)(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) for negotiation with St. James Parish, and proposed amendment to the Hill Court Partner Option and related developer agreement, and pursuant to Wis. Stats § 19.85 (1) (g) (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning enforcements of the Stormwater Management Plan and Maintenance Agreement for Box Self Storage at 7:14pm.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, Winchowky. Unanimously carried.

**Reconvene into Open Session**

Decker/Meiners motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 7:56pm. Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, Winchowky. Unanimously carried.

Brill/Decker motion to approve a settlement agreement regarding the repair of the Stormwater Pond for Box Self Storage, as outlined by the Village Attorney. Unanimously carried.

**Adjournment**

Meeting was adjourned at 7:56pm.

Respectfully Submitted,

Diana Dykstra, MMC  
Village Clerk-Treasurer



## Accounts Payable Cover Sheet

<b>Report:</b>	<b>Period or corresponding report date</b>		
Village Accounts Payable	3/4/2021	\$	38,070.90
Library Accounts Payable	2/12/2021	\$	41,492.22
Spectrum (ach withdrawal)	2/14/2021	\$	3,102.11
WE Energies (ach withdrawal)	-		
US Bank (ach withdrawal)	2/23/2021	\$	18,665.02
Tax Settlement	2/16/2021	\$	3,526,251.91
Manual Checks or E-checks issued	2/3/2021	\$	1,703.30
Manual Checks or E-checks issued	2/3/2021	\$	401.00
Manual Checks or E-checks issued	2/3/2021	\$	4,316.72
Manual Checks or E-checks issued	2/5/2021	\$	6,004.24
Manual Checks or E-checks issued	2/8/2021	\$	231.00
Manual Checks or E-checks issued	2/17/2021	\$	6,168.04
Manual Checks or E-checks issued	2/18/2021	\$	80,543.75
Manual Checks or E-checks issued	2/23/2021	\$	48,671.92
Manual Checks or E-checks issued	2/23/2021	\$	3,997.85
<b>Total for Approval:</b>		<b>\$</b>	<b><u>3,779,619.98</u></b>

**The preceding list of bills payable was approved for payment**

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

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

\_\_\_\_\_

\_\_\_\_\_



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: 10-33 VEHICLE SERVICES, LLC			
1817	EQUIPMENT FOR NEW 2021 FORD EXPEDITION S 430-5700-571100	6,163.12	6,163.12 POLICE
TOTAL VENDOR 10-33 VEHICLE SERVICES, LLC			6,163.12
VENDOR NAME: AIRGAS USA LLC			
9109684572	EMS SUPPLIES	150-5231-531100 660.30	660.30 FIRE
9976988765	EMS SUPPLIES	150-5231-531100 321.32	321.32 FIRE
TOTAL VENDOR AIRGAS USA LLC			981.62
VENDOR NAME: ALSCO			
IMIL1645699	VH WALKOFF MATS	100-5160-521900 41.10	41.10 DPW
IMIL1650392	VH WALKOFF MATS	100-5160-521900 40.21	40.21 DPW
IMIL1657412	FEB 11 MAT CLEANING SERVICE	100-5211-539400 45.89	45.89 POLICE
TOTAL VENDOR ALSCO			127.20
VENDOR NAME: BRANDON ROBERT MERTEN			
MFD 13026	EBIX PATIENT REFUND	150-0000-130450 50.00	50.00 FINANCE
TOTAL VENDOR BRANDON ROBERT MERTEN			50.00
VENDOR NAME: BUILDING SERVICE INC			
151062	OFFICE CHAIR	100-5141-539900 915.72	915.72 ADMIN
TOTAL VENDOR BUILDING SERVICE INC			915.72
VENDOR NAME: BURKE TRUCK & EQUIPMENT INC			
28188	PLOW BLADES	100-5347-531100 1,607.52	1,607.52 DPW
TOTAL VENDOR BURKE TRUCK & EQUIPMENT INC			1,607.52
VENDOR NAME: C & M AUTO PARTS INC			
6079-332006	DIESEL ADDITIVE	100-5324-535100 14.99	14.99 DPW
6079-332007	FUEL FILTER	100-5324-539500 17.49	17.49 DPW
6079-331817	CAR 1 REPAIRS	150-5222-539500 136.00	136.00 FIRE
6079-331708	SQD #33 - NEW BATTERY	100-5212-539500 139.99	139.99 POLICE
6079-330139	OIL DRY	100-5323-531100 11.19	11.19 DPW
TOTAL VENDOR C & M AUTO PARTS INC			319.66
VENDOR NAME: CENTRAL OFFICE SYSTEMS			
71461699	COPIER INVOICE	150-5221-531100 92.00	92.00 FIRE
71459733	LEASE PAYMENT MARCH 2021	100-5142-531200 23.10	165.00 ALLOCATE
		150-5221-531100 21.45	
		220-5140-531200 1.65	
		410-5363-531200 3.30	
		440-5511-531200 8.25	
		500-5344-531200 1.65	
		610-6902-690300 54.45	
		620-8300-840000 51.15	
TOTAL VENDOR CENTRAL OFFICE SYSTEMS			257.00
VENDOR NAME: CENTRALOFFICE SYSTEMS			
IN236271	COPIER INVOICE	150-5221-531100 137.15	137.15 FIRE



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: CENTRALOFFICE SYSTEMS				
	TOTAL VENDOR CENTRALOFFICE SYSTEMS			137.15
VENDOR NAME: CINTAS				
4076418860	STAFF UNIFORMS	100-5323-531100	88.34	88.34 DPW
4076418879	WATER/WWTF UNIFORM SERVICE	610-6920-693000	43.00	86.25 UTILITIES
		620-8010-827000	43.25	
4075777266	WATER/WWTF UNFIORM SERVICE	610-6920-693000	43.00	86.25 UTILITIES
		620-8010-827000	43.25	
4075777273	STAFF UNIFORMS	100-5323-531100	88.34	88.34 DPW
TOTAL VENDOR CINTAS				349.18
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY				
BCJ 3950	2021 PD EDUCATION PAY - KUBIAK - BCJ3950	100-5212-516300	705.00	705.00 POLICE
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				705.00
VENDOR NAME: EAGLE ENGRAVING				
2021-731	ACCOUNTABILITY TAGS	150-5222-531100	22.90	22.90 FIRE
TOTAL VENDOR EAGLE ENGRAVING				22.90
VENDOR NAME: ELIZABETH DEMEYER				
MFD 479	EBIX PATIENT REFUND	150-0000-130450	125.00	125.00 FINANCE
TOTAL VENDOR ELIZABETH DEMEYER				125.00
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS				
2234996	EMS SUPPLIES	150-5231-531100	216.36	216.36 FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				216.36
VENDOR NAME: EXCEL BUILDING SERVICES LLC				
3630	FEBRUARY CLEANING SERVICE FOR DEPARTMENT	100-5211-539400	975.00	975.00 POLICE
TOTAL VENDOR EXCEL BUILDING SERVICES LLC				975.00
VENDOR NAME: FASTENAL COMPANY				
WIMUK86166	PLOW BOLTS	100-5324-539500	61.19	61.19 DPW
TOTAL VENDOR FASTENAL COMPANY				61.19
VENDOR NAME: FREDERICK PETRI				
MFD 12382	EBIX PATIENT REFUND ACCT# MFD 12382	150-0000-130450	36.48	36.48 FINANCE
TOTAL VENDOR FREDERICK PETRI				36.48
VENDOR NAME: GALLS LLC				
017590091	2021 UNIFORM ALLOWANCE - KREISER - GOLD	100-5211-534600	23.84	23.84 POLICE
TOTAL VENDOR GALLS LLC				23.84
VENDOR NAME: HAWKINS WATER TREATMENT				
4878421	WATER CHEMICALS FOR TREATMENT	610-6300-663100	910.50	910.50 UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				910.50



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
50645	PROSECUTIONS	100-5130-521900	615.00	615.00	FINANCE
50637	MISC MATTERS	100-5130-521900	2,879.00	3,878.00	FINANCE
		250-5130-521900	407.00		
		480-5700-589600	555.00		
		610-6920-692300	37.00		
50638	UTILITIES	610-6920-692300	240.50	425.50	FINANCE
		620-8400-852000	185.00		
50639	FIRE	150-5221-521900	55.50	55.50	FINANCE
50640	ORDINANCE/RESOLUTION	100-5130-521900	129.50	129.50	FINANCE
50642	MINORS SUBDIVISION	100-0000-211400	277.50	277.50	FINANCE
50644	BOX SELF STORAGE	100-0000-211425	721.50	721.50	FINANCE
50643	HILL COURT/BRIOHN	100-0000-211425	55.50	55.50	FINANCE
50641	FAIRWINDS SUBDIVISION	100-0000-211425	231.25	231.25	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				6,389.25	
VENDOR NAME: HOME DEPOT					
2021 JANUARY	SHOP TOOLS	100-5323-531100	44.97	44.97	DPW
TOTAL VENDOR HOME DEPOT				44.97	
VENDOR NAME: JAMES LAWIEN					
MFD 1118	EBIX PATIENT REFUND ACCT# MFD 1118	150-0000-130450	211.52	211.52	FINANCE
TOTAL VENDOR JAMES LAWIEN				211.52	
VENDOR NAME: JAQUELYNN KALINOWSKI					
MFD 385700	EBIX PATIENT REFUND ACCT# MFD 385700	150-0000-130450	19.66	19.66	FINANCE
TOTAL VENDOR JAQUELYNN KALINOWSKI				19.66	
VENDOR NAME: JOHNSON CONTROLS					
35474370	VILLAGE HALL SECURUTY	100-5160-521900	689.32	689.32	DPW
TOTAL VENDOR JOHNSON CONTROLS				689.32	
VENDOR NAME: JORDAN BEARCE					
2021 REFUND	2021 REFUND - OVERPAYMENT FOR OPERATOR'S	100-4410-441700	10.00	10.00	CLERK
TOTAL VENDOR JORDAN BEARCE				10.00	
VENDOR NAME: KARL JAMES & COMPANY LLC					
MUK 0020210004	DDC WEBSITE UPDATES	100-5670-521500	950.00	950.00	ADMIN
TOTAL VENDOR KARL JAMES & COMPANY LLC				950.00	
VENDOR NAME: LEAGUE OF WI MUNICIPALITIES					
82391	HR TRAINING - LEAGUE OF WI MUNIS	100-5141-533500	30.00	30.00	ADMIN
82393	HR TRAINING	100-5141-533500	30.00	30.00	FINANCE
TOTAL VENDOR LEAGUE OF WI MUNICIPALITIES				60.00	
VENDOR NAME: LISA DAY					
MFD 13646	EBIX PATIENT REFUND ACCT# MFD 13646	150-0000-130450	673.71	673.71	FINANCE



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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: LISA DAY					
TOTAL VENDOR LISA DAY				673.71	
VENDOR NAME: MARTENS PLBG & HTG INC					
56636	VH FURNACE REPAIR	100-5160-539500	424.00	424.00	DPW
TOTAL VENDOR MARTENS PLBG & HTG INC				424.00	
VENDOR NAME: MEG WATER DIVISION					
2021 MEMBERSHIP	WATER LEGAL OUTSOURCING	610-6920-692300	787.80	787.80	UTILITIES
TOTAL VENDOR MEG WATER DIVISION				787.80	
VENDOR NAME: MESSAGEUS.COM					
210310134	WWTF PHONE SERVICE	620-8400-851000	13.89	13.89	UTILITIES
TOTAL VENDOR MESSAGEUS.COM				13.89	
VENDOR NAME: MUKWONAGO AUTO PARTS - GENERAL					
124602	WATER CHEMICAL PUMP LINE REPAIR CLEAR	TOS 610-6300-663200	13.98	13.98	UTILITIES
TOTAL VENDOR MUKWONAGO AUTO PARTS - GENERAL				13.98	
VENDOR NAME: PAM DETLOF					
2021 REFUND	2021 DOG LICENCE OVERPAYMENT REFUND	100-0000-243300	5.00	5.00	CLERK
TOTAL VENDOR PAM DETLOF				5.00	
VENDOR NAME: QUILL LLC					
14273210	PARK SUPPLIES	100-5521-531100	210.94	210.94	DPW
14272022	2 CASES OF COPY PAPER, 3 CASES OF WYPAL	100-5211-531100	74.19	154.92	POLICE
		100-5211-539400	80.73		
TOTAL VENDOR QUILL LLC				531.81	
VENDOR NAME: RELIANT FIRE APPARATUS					
CI1002753	3462 WATER LEVEL INDICATOR	150-5222-539500	707.44	707.44	FIRE
TOTAL VENDOR RELIANT FIRE APPARATUS				707.44	
VENDOR NAME: RICOH USA, INC					
34683166	COPIER LEASE PAYMENT MARCH 2021	100-5142-531200	23.88	170.61	ALLOCATE
		150-5221-531100	22.18		
		220-5140-531200	1.71		
		410-5363-531200	3.41		
		440-5511-531200	8.53		
		500-5344-531200	1.71		
		610-6902-690300	56.30		
		620-8300-840000	52.89		
TOTAL VENDOR RICOH USA, INC				170.61	
VENDOR NAME: SCOTT HASTREITER					
MFD 13262	EBIX PATIENT REFUND ACCT# MFD 13262	150-0000-130450	25.00	25.00	FINANCE
TOTAL VENDOR SCOTT HASTREITER				25.00	

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VENDOR NAME: SHI INTERNATIONAL CORP				
B13015243 VH	ADOBE LICENSE RENEWAL	100-5141-521900	798.32	1,397.06 FINANCE
		100-5142-521900	399.16	
		100-5632-521900	199.58	
B13015243 PD	ADOBE LICENSE - 2 LICENSES AT PD	100-5211-521900	199.58	199.58 POLICE
TOTAL VENDOR SHI INTERNATIONAL CORP				1,596.64
VENDOR NAME: SOMAR ENTERPRISES				
102206	1 PACK OF MPD COLLAR BRASS & 1 CASE OF F	100-5212-531100	81.00	93.10 POLICE
		100-5212-539500	12.10	
TOTAL VENDOR SOMAR ENTERPRISES				93.10
VENDOR NAME: TEMPLE DISPLAY LTD				
22237	HOLIDAY DISPLAY LIGHT BULBS	100-5522-539500	126.99	126.99 DPW
TOTAL VENDOR TEMPLE DISPLAY LTD				126.99
VENDOR NAME: UNITED LABORATORIES				
INV310662	WWTF NITRIFYING BACTERIA	620-8010-827000	1,277.53	1,277.53 UTILITIES
TOTAL VENDOR UNITED LABORATORIES				1,277.53
VENDOR NAME: UNITED STATES ALLIANCE FIRE PROTECT				
1046-F049442	VH FIRE PROTECTION REPAIRS	100-5160-539500	4,345.00	4,345.00 DPW
TOTAL VENDOR UNITED STATES ALLIANCE FIRE PROTECT				4,345.00
VENDOR NAME: USA BLUEBOOK				
504334	WWTF LAB SUPPLIES AND EQUIPMENT	620-8010-826000	1,563.06	1,563.06 UTILITIES
TOTAL VENDOR USA BLUEBOOK				1,563.06
VENDOR NAME: VERIZON WIRELESS				
642078714-00001	2021 JAN CELL BILL ACCT#642078714-00001	150-5221-522500	50.10	50.10 FIRE
9873291834	MONTHLY 2021 FEB CELL BILL ACCT#88550390	100-5141-522500	92.08	791.72 MULTIPLE
		100-5241-522500	137.34	
		150-5221-522500	41.06	
		100-5211-522500	3.38	
		100-5323-522500	132.44	
		610-6920-692100	145.15	
		620-8400-851000	145.14	
		100-5632-522500	95.13	
9873291835	2021 FEB CELL BILL SCCT#885503900-00002	150-5221-522500	20.78	276.20 MULTIPLE
		100-5323-522500	20.78	
		610-6920-692100	117.32	
		620-8400-851000	117.32	
9873291836	VERIZON INVOICE	150-5221-522500	360.30	360.30 FIRE
TOTAL VENDOR VERIZON WIRELESS				1,478.32



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VENDOR NAME: WALWORTH CTY EXECUTIVE LAW					
2021 DUES	2021 - 2022 MEMBERSHIP DUES FOR WALWORTH	100-5211-532400	100.00	100.00	POLICE
TOTAL VENDOR WALWORTH CTY EXECUTIVE LAW				100.00	
VENDOR NAME: WAUKESHA COUNTY EMERGENCY					
305	ID CARDS	150-5222-531100	4.50	4.50	FIRE
TOTAL VENDOR WAUKESHA COUNTY EMERGENCY				4.50	
VENDOR NAME: WAUKESHA CTY TREASURER					
2019-00000029	COLLECTION REIMBURSEMENT 2019	150-5231-521900	108.06	108.06	FIRE
TOTAL VENDOR WAUKESHA CTY TREASURER				108.06	
VENDOR NAME: WCTC					
000101576 CPR	OFF STEINBRENNER CPR TRAINING	100-5213-533500	57.28	57.28	POLICE
TOTAL VENDOR WCTC				57.28	
VENDOR NAME: WELDERS SUPPLY CO.					
10193849	WELDING GAS	100-5323-531100	220.00	220.00	DPW
TOTAL VENDOR WELDERS SUPPLY CO.				220.00	
VENDOR NAME: WI RURAL WATER ASSOCIATION					
4081	WATER /SEWER SAFETY TRAINING	610-6920-693000	101.29	202.58	UTILITIES
		620-8400-854100	101.29		
4071	WATER SAFETY CLASS	610-6920-693000	83.80	83.80	UTILITIES
TOTAL VENDOR WI RURAL WATER ASSOCIATION				286.38	
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC					
AR50467	WWTF COPIER COSTS	620-8400-851000	64.40	64.40	UTILITIES
TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC				64.40	
VENDOR NAME: WOLTER POWER SYSTEMS					
522132739	REPAIR BUILDING GENERATOR - FROZEN OIL P.	100-5211-539400	912.50	912.50	POLICE
TOTAL VENDOR WOLTER POWER SYSTEMS				912.50	
VENDOR NAME: ZORN COMPRESSOR & EQUIPMENT					
337224-00	WWTF DRAIN VALVE DIGESTER AIR COMPRESSOR	620-8010-833000	124.74	124.74	UTILITIES
TOTAL VENDOR ZORN COMPRESSOR & EQUIPMENT				124.74	
GRAND TOTAL:				38,070.90	



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IMIL1652733 45699	ALSCO MATS & DUSTERS 440-5511-531100 SUPPLIES	01/28/2021 CKIM	01/12/2021	58.29 58.29	0.00	Paid	Y 02/02/2021
2035722158 45705	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	9.42 9.42	0.00	Paid	Y 02/02/2021
2035722159 45706	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	13.28 13.28	0.00	Paid	Y 02/02/2021
2035722160 45707	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	579.97 579.97	0.00	Paid	Y 02/02/2021
2035722161 45708	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	17.05 17.05	0.00	Paid	Y 02/02/2021
2035722162 45709	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	10.07 10.07	0.00	Paid	Y 02/02/2021
2035722163 45710	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	3.77 3.77	0.00	Paid	Y 02/02/2021
2035722164 45711	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/13/2021 CKIM	01/12/2021	14.55 14.55	0.00	Paid	Y 02/02/2021
2035736555 45712	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/20/2021 CKIM	01/12/2021	143.95 143.95	0.00	Paid	Y 02/02/2021
2035736556 45713	BAKER & TAYLOR INC. BOOKS 440-5700-532800 BOOKS	01/20/2021 CKIM	01/12/2021	41.36 41.36	0.00	Paid	Y 02/02/2021



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2035736557 45714	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/20/2021 CKIM	01/12/2021	4.47 4.47	0.00	Paid	Y 02/02/2021
2035736558 45715	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/20/2021 CKIM	01/12/2021	15.95 15.95	0.00	Paid	Y 02/02/2021
2035736559 45716	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/20/2021 CKIM	01/12/2021	10.07 10.07	0.00	Paid	Y 02/02/2021
2035748304 45717	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	83.30 83.30	0.00	Paid	Y 02/02/2021
2035748305 45718	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	19.02 19.02	0.00	Paid	Y 02/02/2021
2035748306 45719	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	10.63 10.63	0.00	Paid	Y 02/02/2021
2035748307 45720	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	10.07 10.07	0.00	Paid	Y 02/02/2021
2035748308 45721	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	998.86 998.86	0.00	Paid	Y 02/02/2021
2035752394 45722	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/29/2021 CKIM	01/12/2021	101.17 101.17	0.00	Paid	Y 02/02/2021
2035752395 45723	BAKER & TAYLOR INC. BOOKS 440-5700-532800	01/29/2021 CKIM	01/12/2021	93.18 93.18	0.00	Paid	Y 02/02/2021



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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2021-13010013 45734	BRIDGES LIBRARY SYSTEM CAFE ANNUAL SUPPORT 440-5511-534100 CAF+	01/07/2021 CKIM	01/12/2021	22,589.00 22,589.00	0.00	Paid	Y 02/02/2021
2021-13010121 45735	BRIDGES LIBRARY SYSTEM SHARE OF DATABASE COST 440-5511-534400 SHARED COUNTY DATABASES	01/14/2021 CKIM	01/12/2021	1,165.00 1,165.00	0.00	Paid	Y 02/02/2021
2021-13010049 45736	BRIDGES LIBRARY SYSTEM FLIPSTER E-MAGAZINE 440-5511-534400 SHARED COUNTY DATABASES	01/14/2021 CKIM	01/12/2021	1,676.00 1,676.00	0.00	Paid	Y 02/02/2021
2021-13010073 45737	BRIDGES LIBRARY SYSTEM ADVANTAGE PROGRAM 440-5511-534400 SHARED COUNTY DATABASES	01/14/2021 CKIM	01/12/2021	3,264.00 3,264.00	0.00	Paid	Y 02/02/2021
2021-13010097 45738	BRIDGES LIBRARY SYSTEM GALE COURSES 440-5511-534400 SHARED COUNTY DATABASES	01/14/2021 CKIM	01/12/2021	2,570.00 2,570.00	0.00	Paid	Y 02/02/2021
202113010136 45739	BRIDGES LIBRARY SYSTEM BOOKPAGE 440-5511-532700 NEWSPAPERS	02/26/2021 CKIM	01/12/2021	324.00 324.00	0.00	Paid	Y 02/02/2021
2021-13010030 45740	BRIDGES LIBRARY SYSTEM PAPER ROLLS 440-5511-531100 SUPPLIES	02/01/2021 CKIM	01/12/2021	216.00 216.00	0.00	Paid	Y 02/02/2021
B6060643 45724	BRODART BOOKS 440-5700-532800 BOOKS	01/11/2021 CKIM	01/12/2021	480.47 480.47	0.00	Paid	Y 02/02/2021
B6064684 45725	BRODART BOOKS 440-5700-532800 BOOKS	01/14/2021 CKIM	01/12/2021	360.03 360.03	0.00	Paid	Y 02/02/2021
B6070071 45726	BRODART BOOKS 440-5700-532800 BOOKS	01/20/2021 CKIM	01/12/2021	131.12 131.12	0.00	Paid	Y 02/02/2021



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B6074170 45727	BRODART BOOKS 440-5700-532800	01/26/2021 CKIM	01/12/2021	176.80 176.80	0.00	Paid	Y 02/02/2021
B6075159 45728	BRODART BOOKS 440-5700-532800	01/27/2021 CKIM	01/12/2021	259.26 259.26	0.00	Paid	Y 02/02/2021
B6076999 45749	BRODART BOOKS 440-5700-532800	01/11/2021 CKIM	02/12/2021	474.02 474.02	0.00	Paid	Y 02/04/2021
1826924 45861	CENTER POINT LARGE PRINT BOOKS 440-5700-532800	01/28/2021 CKIM	02/12/2021	183.19 183.19	0.00	Paid	Y 02/09/2021
1824776 45862	CENTER POINT LARGE PRINT BOOKS 440-5700-532800	01/19/2021 CKIM	02/12/2021	132.15 132.15	0.00	Paid	Y 02/09/2021
6880940 45700	DEMCO PROCESSING SUPPLIES 440-5511-531100	12/07/2020 CKIM	01/12/2021	237.54 237.54	0.00	Paid	Y 02/02/2021
6894463 45701	DEMCO PROCESSING SUPPLIES 440-5511-531100	01/14/2021 CKIM	01/12/2021	650.94 650.94	0.00	Paid	Y 02/02/2021
35354269 45697	JOHNSON CONTROLS SECURITY 2/1/21-4/30/21 440-5511-522000	01/09/2021 CKIM	01/12/2021	1,620.50 1,620.50	0.00	Paid	Y 02/02/2021
JAN 2021 45741	CATHRYN KIM MISC. ERRANDS 440-5511-533200	01/31/2021 CKIM	01/12/2021	20.16 20.16	0.00	Paid	Y 02/02/2021
265 45750	KLASSY KLEANERS RESTROOM CLEANING 440-5511-531000	02/02/2021 CKIM	02/12/2021	990.00 990.00	0.00	Paid	Y 02/04/2021



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835543 45729	MICROMARKETING LLC AUDIO BOOKS 440-5700-532900	01/07/2021 CKIM	01/12/2021	34.00 34.00	0.00	Paid	Y 02/02/2021
	AV MATERIAL						
836314 45730	MICROMARKETING LLC AUDIO BOOKS 440-5700-532900	01/14/2021 CKIM	01/12/2021	33.99 33.99	0.00	Paid	Y 02/02/2021
	AV MATERIAL						
836892 45731	MICROMARKETING LLC AUDIO BOOKS 440-5700-532900	01/19/2021 CKIM	01/12/2021	44.98 44.98	0.00	Paid	Y 02/02/2021
	AV MATERIAL						
99910257 45732	MIDWEST TAPE AUDIO BOOKS 440-5700-532900	01/18/2021 CKIM	01/12/2021	74.98 74.98	0.00	Paid	Y 02/02/2021
	AV MATERIAL						
99875554 45733	MIDWEST TAPE AUDIO BOOKS 440-5700-532900	01/11/2021 CKIM	01/12/2021	124.97 124.97	0.00	Paid	Y 02/02/2021
	AV MATERIAL						
6655 45744	MUKWONAGO AREA CHAMBER OF COMM STORYBOOKS FOR PROGRAM 440-5511-533100	01/15/2021 CKIM	01/12/2021	108.00 108.00	0.00	Paid	Y 02/02/2021
	PROGRAMMING						
AR131029 45698	OFFICE COPYING EQUIPMENT 12/12/20-1/11/21 440-5511-531000	01/12/2021 CKIM	01/12/2021	228.81 228.81	0.00	Paid	Y 02/02/2021
	OUTSIDE SERVICES						
13601107 45702	QUILL LLC CARD STOCK 440-5511-531100	01/07/2021 CKIM	01/12/2021	41.31 41.31	0.00	Paid	Y 02/02/2021
	SUPPLIES						
13780227 45703	QUILL LLC PROCESSING SUPPLIES 440-5511-531100	01/13/2021 CKIM	01/12/2021	408.83 408.83	0.00	Paid	Y 02/02/2021
	SUPPLIES						
107401 45742	ROMAN ELECTRIC CO., INC. REPAIR LIGHT IN OFFICE AREA 440-5511-539500	01/14/2021 CKIM	01/12/2021	228.35 228.35	0.00	Paid	Y 02/02/2021
	REPAIRS & MAINTENANCE						



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107442 45743	ROMAN ELECTRIC CO., INC. REPAIR LIGHT & CORD REEL 440-5511-539500	01/27/2021 CKIM	01/12/2021	255.00	0.00	Paid	Y 02/02/2021
	REPAIRS & MAINTENANCE			255.00			
485399 45704	VERNON LIBRARY SUPPLIES DVD CASES 440-5511-531100	01/14/2021 CKIM	01/12/2021	150.39	0.00	Paid	Y 02/02/2021
	SUPPLIES			150.39			
# of Invoices:	52	# Due:	0	Totals:	41,492.22	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				41,492.22	0.00		
--- TOTALS BY FUND ---							
440 - LIBRARY FUND				41,492.22	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
5511 - LIBRARY SERVICES				36,802.12	0.00		
5700 - CAPITAL OUTLAY EXPENDITURES				4,690.10	0.00		



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/23/2021	CD	TIME WARNER CABLE	Check: GEN 284 (E)			
AP Trx #: 71881						
		Check: GEN 284	100-0000-111000	TREASURERS CASH @ CITIZI		1,551.21
		Check: GEN 284	100-0000-211000	VOUCHERS PAYABLE	1,551.21	
		Check: GEN 284	150-0000-111000	TREASURERS CASH @ CITIZI		832.37
		Check: GEN 284	150-0000-211000	VOUCHERS PAYABLE	832.37	
		Check: GEN 284	220-0000-111000	TREASURERS CASH @ CITIZI		2.74
		Check: GEN 284	220-0000-211000	VOUCHERS PAYABLE	2.74	
		Check: GEN 284	410-0000-111000	TREASURERS CASH @ CITIZI		5.47
		Check: GEN 284	410-0000-211000	VOUCHERS PAYABLE	5.47	
		Check: GEN 284	440-0000-111000	TREASURERS CASH @ CITIZI		614.56
		Check: GEN 284	440-0000-211000	VOUCHERS PAYABLE	614.56	
		Check: GEN 284	500-0000-111000	TREASURERS CASH @ CITIZI		2.74
		Check: GEN 284	500-0000-211000	VOUCHERS PAYABLE	2.74	
		Check: GEN 284	610-0000-111000	TREASURERS CASH @ CITIZI		46.51
		Check: GEN 284	610-0000-211000	VOUCHERS PAYABLE	46.51	
		Check: GEN 284	620-0000-111000	TREASURERS CASH @ CITIZI		46.51
		Check: GEN 284	620-0000-211000	VOUCHERS PAYABLE	46.51	
					<u>3,102.11</u>	<u>3,102.11</u>
					<u>3,102.11</u>	<u>3,102.11</u>
TOTALS:						
		TREASURERS CASH @ CITIZENS	100-0000-111000			1,551.21
		VOUCHERS PAYABLE	100-0000-211000		1,551.21	
		TREASURERS CASH @ CITIZENS	150-0000-111000			832.37
		VOUCHERS PAYABLE	150-0000-211000		832.37	
		TREASURERS CASH @ CITIZENS	220-0000-111000			2.74
		VOUCHERS PAYABLE	220-0000-211000		2.74	
		TREASURERS CASH @ CITIZENS	410-0000-111000			5.47
		VOUCHERS PAYABLE	410-0000-211000		5.47	
		TREASURERS CASH @ CITIZENS	440-0000-111000			614.56
		VOUCHERS PAYABLE	440-0000-211000		614.56	
		TREASURERS CASH @ CITIZENS	500-0000-111000			2.74
		VOUCHERS PAYABLE	500-0000-211000		2.74	
		TREASURERS CASH @ CITIZENS	610-0000-111000			46.51
		VOUCHERS PAYABLE	610-0000-211000		46.51	
		TREASURERS CASH @ CITIZENS	620-0000-111000			46.51
		VOUCHERS PAYABLE	620-0000-211000		46.51	
GRAND TOTAL:					<u>3,102.11</u>	<u>3,102.11</u>



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INVOICE REGISTER REPORT FOR MUKWONAGO  
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Purchase Card Vendor: 0002 US BANK							
BITTNER RONALD 45877	HEIN ELECTRIC SUPPLY CO LED PARK LIGHTS 100-5521-531100	01/21/2021 mschneider	02/23/2021	347.50	0.00	Paid	Y 02/23/2021
	SUPPLIES			347.50			
BITTNER RONALD 45878	HEIN ELECTRIC SUPPLY CO LED REPLACEMENT LIGHTS 100-5521-531100	01/21/2021 mschneider	02/23/2021	194.02	0.00	Paid	Y 02/23/2021
	SUPPLIES			45.90			
	100-5220-539400	BLDG REPAIRS & MAINTENANCE		148.12			
BITTNER RONALD 45879	HEIN ELECTRIC SUPPLY CO STATION 1 LED LIGHTS 100-5220-539400	01/21/2021 mschneider	02/23/2021	238.28	0.00	Paid	Y 02/23/2021
	BLDG REPAIRS & MAINTENANCE			238.28			
BITTNER RONALD 45880	PAYPAL *WILANDWATER WAUKESHA COUNTY ATORM WATER WORKSHOP 100-5660-535200	02/05/2021 mschneider	02/23/2021	240.00	0.00	Paid	Y 02/23/2021
	STORMWATER COMPLIANCE EXPENSE			220.00			
	500-5344-533500	Training & Travel		20.00			
BITTNER RONALD 45881	HEIN ELECTRIC SUPPLY CO STATION 1 LED BULBS 100-5220-539400	02/10/2021 mschneider	02/23/2021	513.60	0.00	Paid	Y 02/23/2021
	BLDG REPAIRS & MAINTENANCE			513.60			
BITTNER RONALD 45882	US BANK STATION 1 LED BULB CREDIT 100-5220-539400	02/10/2021 mschneider	02/23/2021	(386.40)	0.00	Paid	Y 02/23/2021
	BLDG REPAIRS & MAINTENANCE			(386.40)			
BITTNER RONALD 45883	AMERICAN PUBLIC WORKS BITTNER APWA DUES 410-5363-533500	02/12/2021 mschneider	02/23/2021	230.00	0.00	Paid	Y 02/23/2021
	Training & Travel			20.00			
	500-5344-532400	Membership Dues		20.00			
	100-5300-532400	MEMBERSHIP DUES		190.00			
DEMOTTO CHRIS 45884	APCO INTERNATIONAL INC DISPATCH/TELECOMMUNICATIONS TRAINING 100-5215-533500	02/09/2021 mschneider	02/23/2021	768.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL			768.00			



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Purchase Card Vendor: 0002 US BANK							
DEMOTTO CHRIS 45885	AMZN MKTP US*WO9G48W93 BATTERY REPLACEMENT FOR ONE OF THE 100-5212-539500	02/10/2021 mschneider	02/23/2021	117.50 117.50	0.00	Paid	Y 02/23/2021
	REPAIRS & MAINTENANCE						
DOHERTY DIANA 45886	LEAGUE OF WISCONSIN MUNIC ANNUAL LWM CTFO SEMINAR 100-5141-533500	02/01/2021 mschneider	02/23/2021	100.00 100.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
DOHERTY DIANA 45887	GOVERNMENT FINANCE OFFIC GFOA COMMUNICATING THE BUDGET 100-5141-533500	02/05/2021 mschneider	02/23/2021	210.00 210.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
DOHERTY DIANA 45888	LOCAL GOVERNMENT EDUCATIO WGFOA LOCAL CHAPTER 2021 MEMBERSHIP 100-5141-532400	02/09/2021 mschneider	02/23/2021	25.00 25.00	0.00	Paid	Y 02/23/2021
	MEMBERSHIP DUES						
DYKSTRA DIANA 45889	BALTIC NETWORKS INC WWTF PLANT INTERNET SYSTEM 620-8010-834000	01/15/2021 mschneider	02/23/2021	1,143.74 1,143.74	0.00	Paid	Y 02/23/2021
	MAINT-GENERAL PLANT/STRUCTURES						
DYKSTRA DIANA 45890	LOCAL GOVERNMENT EDUCATIO MASTER ACADEMY CLERK 100-5142-533500	01/15/2021 mschneider	02/23/2021	289.00 289.00	0.00	Paid	Y 02/23/2021
	MASTER ACADEMY CLERK						
DYKSTRA DIANA 45891	INTERNATIONAL INSTITUTE O IIMC MEMBERSHIP 2021 100-5142-532400	01/19/2021 mschneider	02/23/2021	200.00 200.00	0.00	Paid	Y 02/23/2021
	IIMC MEMBERSHIP 2021						
DYKSTRA DIANA 45892	AMAZON.COM*2J2T16XN3 MONITOR FOR PLANNER AND OFFICE 100-5632-531100	01/31/2021 mschneider	02/23/2021	148.61 148.61	0.00	Paid	Y 02/23/2021
	SUPPLIES						
DYKSTRA DIANA 45893	AMZN MKTP US*9U3ZQ31U3 MONITOR STAND FOR PLANNER 100-5632-531100	01/31/2021 mschneider	02/23/2021	34.99 34.99	0.00	Paid	Y 02/23/2021
	SUPPLIES						



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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
DYKSTRA DIANA 45894	LEAGUE OF WISCONSIN MUNIC LWM CLERK-TREAS INSTITUTE 100-5142-533500	02/01/2021 mschneider	02/23/2021	100.00	0.00	Paid	Y 02/23/2021
	LWM CLERK-TREAS INSTITUTE			100.00			
DYKSTRA DIANA 45895	AMAZON.COM*PM1Q91L63 AMZN MONITOR FOR PLANNER 100-5632-531100	02/03/2021 mschneider	02/23/2021	109.99	0.00	Paid	Y 02/23/2021
	SUPPLIES			109.99			
DYKSTRA DIANA 45896	AMZN MKTP US*522HT45P3 WINDOW SIGN HOLDERS 100-5144-531100	02/03/2021 mschneider	02/23/2021	29.98	0.00	Paid	Y 02/23/2021
	WINDOW SIGN HOLDERS			29.98			
DYKSTRA DIANA 45897	AMAZON.COM*0S30S8J73 AMZN HEAD SET RONINS FOR ZOOM MEETING 100-5241-539900	02/13/2021 mschneider	02/23/2021	39.99	0.00	Paid	Y 02/23/2021
	OTHER			39.99			
GOURDOUX LINDA 45898	NEOPOST POSTAGE MACHINE INK 100-5142-531500	01/16/2021 mschneider	02/23/2021	194.91	0.00	Paid	Y 02/23/2021
	POSTAGE			194.91			
GOURDOUX LINDA 45899	WISCMUNCLERKS WMCA MEMBERSHIP DEPUTY 100-5142-532400	01/20/2021 mschneider	02/23/2021	65.00	0.00	Paid	Y 02/23/2021
	WMCA MEMBERSHIP DEPUTY			65.00			
GOURDOUX LINDA 45900	LOCAL GOVERNMENT EDUCATIO MASTER ACADEMY DEPUTY 100-5142-533500	01/29/2021 mschneider	02/23/2021	289.00	0.00	Paid	Y 02/23/2021
	MASTER ACADEMY DEPUTY			289.00			
GOURDOUX LINDA 45901	INTERNATIONAL INSTITUTE O IIMC MEMBERSHIP DEPUTY CLERK 100-5142-532400	02/05/2021 mschneider	02/23/2021	115.00	0.00	Paid	Y 02/23/2021
	IIMC MEMBERSHIP DEPUTY CLERK			115.00			
HARLEY ROBERT J 45902	DJI.COM DRON FOR INSPACTIONS 100-5241-521900	01/20/2021 mschneider	02/23/2021	529.00	0.00	Paid	Y 02/23/2021
	PROFESSIONAL SERVICES			529.00			



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Purchase Card Vendor: 0002 US BANK							
HARLEY ROBERT J 45903	LYNCHS HORTER CHEVROLET I SHIFTER FOR CHEV. TAPTIVA 100-5241-539500	01/21/2021 mschneider	02/23/2021	508.54	0.00	Paid	Y 02/23/2021
	REPAIRS & MAINTENANCE			508.54			
HARLEY ROBERT J 45904	WPY*EDWARD LISINSKI BOBS COMMERCIAL BUILDING TRAINING 100-5241-533500	01/22/2021 mschneider	02/23/2021	210.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL			210.00			
HARLEY ROBERT J 45905	WPY*EDWARD LISINSKI TIMS UDC BUILDING TRAINING 100-5241-533500	01/22/2021 mschneider	02/23/2021	105.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL			105.00			
HARLEY ROBERT J 45906	IAEI IEIA MEMBERSHIP 100-5241-532400	01/26/2021 mschneider	02/23/2021	120.00	0.00	Paid	Y 02/23/2021
	MEMBERSHIP DUES			120.00			
HARLEY ROBERT J 45907	BANGGOOD.COM DRONE CASE ORDER CANCEL PENDING 100-5241-521900	01/26/2021 mschneider	02/23/2021	108.69	0.00	Paid	Y 02/23/2021
	PROFESSIONAL SERVICES			108.69			
ISELY MARY JO 45908	AMAZON.COM*7X2M57M33 AMZN DVD 440-5700-532900	01/18/2021 mschneider	02/23/2021	15.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			15.99			
ISELY MARY JO 45909	AMZN MKTP US*P85BC4UW3 THINGERY ITEMS 440-5511-533000	01/20/2021 mschneider	02/23/2021	73.94	0.00	Paid	Y 02/23/2021
	THINGERY PURCHASES			73.94			
ISELY MARY JO 45910	AMAZON.COM*BU3HU7G83 AMZN DVD 440-5700-532900	01/24/2021 mschneider	02/23/2021	19.98	0.00	Paid	Y 02/23/2021
	AV MATERIAL			19.98			
ISELY MARY JO 45911	AMAZON.COM*SJ7QJ8N83 AMZN BOOK 440-5700-532800	01/26/2021 mschneider	02/23/2021	14.39	0.00	Paid	Y 02/23/2021
	BOOKS			14.39			



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Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 45912	AMAZON.COM*V47V28XJ3 AMZN BOOK 440-5700-532800	01/26/2021 mschneider	02/23/2021	16.49 16.49	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45913	AMZN MKTP US*XE47B9YN3 DVD 440-5700-532900	01/26/2021 mschneider	02/23/2021	95.88 95.88	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45914	AMAZON.COM*ZH7OM9RE3 DVD 440-5700-532900	01/26/2021 mschneider	02/23/2021	60.91 60.91	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45915	AMAZON.COM*KM2DN28M3 DVD 440-5700-532900	01/27/2021 mschneider	02/23/2021	12.96 12.96	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45916	AMAZON.COM*MU94G9YN3 AMZN BOOK 440-5700-532800	02/01/2021 mschneider	02/23/2021	17.98 17.98	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45917	NETFLIX.COM STREAMING 2/1/21-2/28/21 440-5511-534000	02/01/2021 mschneider	02/23/2021	15.99 15.99	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45918	AMAZON.COM*VC35G8PE3 DVD 440-5700-532900	02/02/2021 mschneider	02/23/2021	9.96 9.96	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45919	US BANK GAMES CREDIT 440-5511-533000	02/05/2021 mschneider	02/23/2021	(18.99) (18.99)	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45920	AMAZON.COM*MB5FR5OX3 AMZN DVD 440-5700-532900	02/07/2021 mschneider	02/23/2021	25.40 25.40	0.00	Paid	Y 02/23/2021



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Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 45921	WAL-MART #1571 DVD 440-5700-532900	02/08/2021 mschneider	02/23/2021	81.51	0.00	Paid	Y 02/23/2021
	AV MATERIAL			81.51			
ISELY MARY JO 45922	ACORN TV MONTHLY MONTHLY CHARGE 440-5511-534000	02/08/2021 mschneider	02/23/2021	6.29	0.00	Paid	Y 02/23/2021
	DIGITAL MATERIALS			6.29			
ISELY MARY JO 45923	AMZN MKTP US*X50HS4WU3 DVD 440-5700-532900	02/09/2021 mschneider	02/23/2021	19.15	0.00	Paid	Y 02/23/2021
	AV MATERIAL			19.15			
ISELY MARY JO 45924	KINDLE SVCS*I21117PB3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	13.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			13.99			
ISELY MARY JO 45925	KINDLE SVCS*PS9NC2793 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45926	KINDLE SVCS*FM7VY5WW3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45927	KINDLE SVCS*RS60Q9YF3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	13.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			13.99			
ISELY MARY JO 45928	KINDLE SVCS*Q907D4CU3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	9.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			9.99			
ISELY MARY JO 45929	KINDLE SVCS*YX2RI0553 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			



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Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 45930	KINDLE SVCS*QY5CW73H3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45931	AMAZON.COM*XQ08M6B33 DVD 440-5700-532900	02/09/2021 mschneider	02/23/2021	22.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			22.99			
ISELY MARY JO 45932	KINDLE SVCS*IP38M1GL3 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45933	KINDLE SVCS*WG9SO6663 KINDLE 440-5700-532900	02/09/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45934	AMAZON.COM*HV60E1XT3 DVD 440-5700-532900	02/09/2021 mschneider	02/23/2021	146.31	0.00	Paid	Y 02/23/2021
	AV MATERIAL			146.31			
ISELY MARY JO 45935	KINDLE SVCS*9V43L5DY3 KINDLE 440-5700-532900	02/10/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	AV MATERIAL			14.99			
ISELY MARY JO 45936	US BANK DVD CREDIT 440-5700-532900	02/10/2021 mschneider	02/23/2021	(0.06)	0.00	Paid	Y 02/23/2021
	AV MATERIAL			(0.06)			
ISELY MARY JO 45937	AMZN MKTP US*KK9T86FZ3 DVD 440-5700-532900	02/10/2021 mschneider	02/23/2021	109.23	0.00	Paid	Y 02/23/2021
	AV MATERIAL			109.23			
ISELY MARY JO 45938	AMAZON.COM*5A5UP8JH3 AMZN BOOK 440-5700-532800	02/12/2021 mschneider	02/23/2021	13.99	0.00	Paid	Y 02/23/2021
	BOOKS			13.99			



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Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 45939	AMZN MKTP US*TH3JM9XV3 BOOK 440-5700-532800	02/12/2021 mschneider	02/23/2021	7.59 7.59	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45940	AMAZON.COM*024AQ9RL3 DVD 440-5700-532900	02/12/2021 mschneider	02/23/2021	11.88 11.88	0.00	Paid	Y 02/23/2021
ISELY MARY JO 45941	AMAZON.COM*SG99V1NM3 DVD 440-5700-532900	02/14/2021 mschneider	02/23/2021	22.99 22.99	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45942	AMZN MKTP US*7T15T58S3 DECORATIVE HARDWARE 440-5511-533100	01/15/2021 mschneider	02/23/2021	17.88 17.88	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45943	AMZN MKTP US*ZL3CS6YY3 CONSTRUCTION PAPER 440-5511-531400	01/15/2021 mschneider	02/23/2021	30.30 30.30	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45944	PICK N SAVE #384 SANDWICH BAGS 440-5511-531100	01/19/2021 mschneider	02/23/2021	7.16 7.16	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45945	THE HOME DEPOT #4921 FASTENERS 440-5511-531400	01/19/2021 mschneider	02/23/2021	5.48 5.48	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45946	WM SUPERCENTER #1571 PROGRAM SUPPLIES 440-5511-531400	01/21/2021 mschneider	02/23/2021	14.98 14.98	0.00	Paid	Y 02/23/2021
KIM CATHRYN 45947	US BANK FASTENER CREDIT 440-5511-531400	01/21/2021 mschneider	02/23/2021	(5.48) (5.48)	0.00	Paid	Y 02/23/2021



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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 45948	WAL-MART #1571 CONTAINERS 440-5511-531100	01/24/2021 mschneider	02/23/2021	15.96	0.00	Paid	Y 02/23/2021
	SUPPLIES			15.96			
KIM CATHRYN 45949	TIDIO COMMUNICATOR CHAT COMMUNICATOR 440-5511-534000	01/25/2021 mschneider	02/23/2021	69.30	0.00	Paid	Y 02/23/2021
	DIGITAL MATERIALS			69.30			
KIM CATHRYN 45950	WM SUPERCENTER #1571 PROGRAM SUPPLIES & PRIZES 440-5511-533100	01/27/2021 mschneider	02/23/2021	53.19	0.00	Paid	Y 02/23/2021
	PROGRAMMING			53.19			
KIM CATHRYN 45951	ELEGANT FARMER PROGRAM PRIZE 440-5511-533100	01/27/2021 mschneider	02/23/2021	50.00	0.00	Paid	Y 02/23/2021
	PROGRAMMING			50.00			
KIM CATHRYN 45952	THE HOME DEPOT #4921 CEILING OUTLETS 440-5511-531400	01/28/2021 mschneider	02/23/2021	72.98	0.00	Paid	Y 02/23/2021
	META SPACE EQUIPMENT & SUPPLIE			72.98			
KIM CATHRYN 45953	WM SUPERCENTER #1571 PROGRAM SUPPLIES 440-5511-533100	02/02/2021 mschneider	02/23/2021	5.74	0.00	Paid	Y 02/23/2021
	PROGRAMMING			5.74			
KIM CATHRYN 45954	USPS PO 5657100149 STAMPS 440-5511-531500	02/03/2021 mschneider	02/23/2021	55.00	0.00	Paid	Y 02/23/2021
	POSTAGE			55.00			
KIM CATHRYN 45955	ZOOM.US 888-799-9666 WEBINAR MONTHLY CHARGE 440-5511-534000	02/03/2021 mschneider	02/23/2021	23.04	0.00	Paid	Y 02/23/2021
	DIGITAL MATERIALS			23.04			
KIM CATHRYN 45956	AMAZON.COM*1J9BQ3OW3 AMZN PROGRAM PRIZE 440-5511-533100	02/05/2021 mschneider	02/23/2021	25.50	0.00	Paid	Y 02/23/2021
	PROGRAMMING			25.50			



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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 45957	MOTION PICTURE ECOMMERCE UMBRELLA LICENSE FOR MOVIES 440-5511-533100	02/05/2021 mschneider	02/23/2021	213.36	0.00	Paid	Y 02/23/2021
	PROGRAMMING			213.36			
KIM CATHRYN 45958	D J*WALL-ST-JOURNAL NEWSPAPER SUBSCRIPTION 440-5511-532700	02/06/2021 mschneider	02/23/2021	128.97	0.00	Paid	Y 02/23/2021
	NEWSPAPERS			128.97			
KIM CATHRYN 45959	SP * FLASHFORGE USA 3D PRINTER PARTS 440-5511-531400	02/08/2021 mschneider	02/23/2021	72.00	0.00	Paid	Y 02/23/2021
	META SPACE EQUIPMENT & SUPPLIE			72.00			
KIM CATHRYN 45960	MAILCHIMP *MONTHLY NEWSLETTER 440-5511-534000	02/08/2021 mschneider	02/23/2021	62.99	0.00	Paid	Y 02/23/2021
	DIGITAL MATERIALS			62.99			
KIM CATHRYN 45961	SHOCKBYTE MINECRAFT HOSTING 440-5511-531400	02/10/2021 mschneider	02/23/2021	5.00	0.00	Paid	Y 02/23/2021
	META SPACE EQUIPMENT & SUPPLIE			5.00			
KIM CATHRYN 45962	ADOBE CREATIVE CLOUD CREATIVE CLOUD 440-5511-534000	02/11/2021 mschneider	02/23/2021	83.99	0.00	Paid	Y 02/23/2021
	DIGITAL MATERIALS			83.99			
KIM CATHRYN 45963	AMZN MKTP US*8D1J935X3 FLASH DRIVE 440-5511-531100	02/15/2021 mschneider	02/23/2021	26.99	0.00	Paid	Y 02/23/2021
	SUPPLIES			26.99			
KINDER MATTHEW 45964	SKILLPATH / NATIONAL WWTF MATT EDUCATION CLASSES 620-8400-854100	01/20/2021 mschneider	02/23/2021	299.00	0.00	Paid	Y 02/23/2021
	EDUCATIONAL/TRAINING EXPENSES			299.00			
KINDER MATTHEW 45965	OPC*WISCONSIN RURAL WTR WATER JAYME EDUCATION 610-6920-693000	01/27/2021 mschneider	02/23/2021	100.00	0.00	Paid	Y 02/23/2021
	MISC GENERAL EXPENSES			100.00			



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Purchase Card Vendor: 0002 US BANK							
KINDER MATTHEW 45966	OPC MSC*SERVICE FEE 024 WATER EDUCATION JAYME 610-6920-693000	01/27/2021 mschneider	02/23/2021	4.95	0.00	Paid	Y 02/23/2021
	MISC GENERAL EXPENSES			4.95			
KINDER MATTHEW 45967	THE HOME DEPOT #4921 SEWER MISC DRILL BITS 620-8010-827000	02/01/2021 mschneider	02/23/2021	79.94	0.00	Paid	Y 02/23/2021
	OPERATION SUPPLY/EXPENSE			79.94			
KINDER MATTHEW 45968	USPS PO 5657100149 WATER LAB TESTING POSTAGE 610-6300-663200	02/04/2021 mschneider	02/23/2021	4.00	0.00	Paid	Y 02/23/2021
	OPERATION SUPPLY/EXP-TREATMENT			4.00			
MILLER KENNETH 45969	THE HOME DEPOT #4921 WATER MISC TOOLS 610-6310-663500	01/15/2021 mschneider	02/23/2021	41.48	0.00	Paid	Y 02/23/2021
	MAINTENANCE-WATER TREATMENT			41.48			
MILLER KENNETH 45970	THE HOME DEPOT 4921 WWTF NEW REFRIDGERATOR FOR LAB 620-8010-826000	01/18/2021 mschneider	02/23/2021	649.22	0.00	Paid	Y 02/23/2021
	OTHER CHEMICALS			649.22			
MILLER KENNETH 45971	US BANK WATER WELL 4 HASPS RETURNED 610-6450-664100	01/26/2021 mschneider	02/23/2021	(17.28)	0.00	Paid	Y 02/23/2021
	OPERATION SUPPLY/EXP-T&D			(17.28)			
MILLER KENNETH 45972	BILCO AMESBURY TRUTH WATER KEYS FOR BILCO HATCH DOOR 610-6450-664100	02/08/2021 mschneider	02/23/2021	17.85	0.00	Paid	Y 02/23/2021
	OPERATION SUPPLY/EXP-T&D			17.85			
PETERSON RANDY 45973	SPARTAN SEAL LLC PUMP SEAL KITS 100-5324-539500	02/10/2021 mschneider	02/23/2021	64.97	0.00	Paid	Y 02/23/2021
	REPAIRS & MAINTENANCE			64.97			
SCHMIDT KEVIN B 45974	STAPLS0189210936000001 2 PKS OF LARGE BINDER CLIPS, 2 PKS 100-5211-531100	01/26/2021 mschneider	02/23/2021	45.16	0.00	Paid	Y 02/23/2021
	SUPPLIES			45.16			



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Purchase Card Vendor: 0002 US BANK							
SCHMIDT KEVIN B 45975	STAPLS0189295082000001 4 CARTONS OF MULTIFOLD PAPER TOWELS 100-5211-531100	01/29/2021 mschneider	02/23/2021	65.00 65.00	0.00	Paid	Y 02/23/2021
	SUPPLIES						
SCHMIDT KEVIN B 45976	STAPLS0189295082000002 2 LARGE PUMP BOTTLES OF HAND 100-5211-531100	01/29/2021 mschneider	02/23/2021	39.98 39.98	0.00	Paid	Y 02/23/2021
	SUPPLIES						
SCHMIDT KEVIN B 45977	STAPLS0189356343000001 3 REAMS OF 8.5 X 14 COPY PAPER & 1 100-5211-531100	02/02/2021 mschneider	02/23/2021	17.15 17.15	0.00	Paid	Y 02/23/2021
	SUPPLIES						
SCHMIDT KEVIN B 45978	KALAHARI RESORT - WI HOTEL ROOM FOR 2 NIGHTS AT CHIEF'S 100-5211-533500	02/07/2021 mschneider	02/23/2021	278.00 278.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
SCHMIDT KEVIN B 45979	KWIK TRIP 83400008342 GAS FOR PERSONAL VEHICLE WHILE 100-5211-533500	02/10/2021 mschneider	02/23/2021	22.35 22.35	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
SCHMIDT KEVIN B 45980	T & T UNIFORMS SOUTH CHIEF SCHMIDT'S UNIFORM ALLOWANCE - 100-5211-534600	02/13/2021 mschneider	02/23/2021	43.95 43.95	0.00	Paid	Y 02/23/2021
	CLOTHING ALLOWANCE						
STIEN JEFFREY R 45981	PADDLE.NET* SQUIRRELS 2021 DISPATCH PROJECT 430-5700-571300	01/15/2021 mschneider	02/23/2021	16.79 16.79	0.00	Paid	Y 02/23/2021
	FIRE DEPT CAPITAL EQUIP						
STIEN JEFFREY R 45982	AMZN MKTP US*I34LK50X3 EMS SUPPLIES 150-5231-531100	01/16/2021 mschneider	02/23/2021	12.99 12.99	0.00	Paid	Y 02/23/2021
	SUPPLIES						
STIEN JEFFREY R 45983	AMAZON.COM*6W0VK9QJ3 AMZN STATION SUPPLIES 150-5221-531100	01/19/2021 mschneider	02/23/2021	166.48 166.48	0.00	Paid	Y 02/23/2021
	SUPPLIES						



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Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 45984	THERO* REALTRUCK 2020 SILVERADO LUG NUTS 150-5222-531100	01/19/2021 mschneider	02/23/2021	301.30	0.00	Paid	Y 02/23/2021
	SUPPLIES			301.30			
STIEN JEFFREY R 45985	EMBROIDME EMBROIDME HAHN CLOTHING 150-5221-534600	01/20/2021 mschneider	02/23/2021	469.91	0.00	Paid	Y 02/23/2021
	CLOTHING ALLOWANCE			469.91			
STIEN JEFFREY R 45986	APPLE.COM/US CUOMO CLOTHING 150-5221-534600	01/22/2021 mschneider	02/23/2021	261.45	0.00	Paid	Y 02/23/2021
	CLOTHING ALLOWANCE			261.45			
STIEN JEFFREY R 45987	APPLE.COM/US APPLE STORE FICKAU CLOTHING 150-5221-534600	01/22/2021 mschneider	02/23/2021	261.45	0.00	Paid	Y 02/23/2021
	CLOTHING ALLOWANCE			261.45			
STIEN JEFFREY R 45988	AMZN MKTP US*OC78Z8IQ3 2021 DISPATCH PROJECT 430-5700-571300	01/24/2021 mschneider	02/23/2021	13.97	0.00	Paid	Y 02/23/2021
	FIRE DEPT CAPITAL EQUIP			13.97			
STIEN JEFFREY R 45989	WM SUPERCENTER #1571 2021 DISPATCH PROJECT 430-5700-571300	01/25/2021 mschneider	02/23/2021	194.20	0.00	Paid	Y 02/23/2021
	FIRE DEPT CAPITAL EQUIP			194.20			
STIEN JEFFREY R 45990	NFPA NATL FIRE PROTECT 2021 NFPA MEMBERSHIP 150-5221-532400	01/27/2021 mschneider	02/23/2021	175.00	0.00	Paid	Y 02/23/2021
	MEMBERSHIP DUES			175.00			
STIEN JEFFREY R 45991	AMZN MKTP US*JV10B3C93 FIRE SUPPLIES 3462 150-5222-531100	01/27/2021 mschneider	02/23/2021	64.95	0.00	Paid	Y 02/23/2021
	SUPPLIES			64.95			
STIEN JEFFREY R 45992	AMZ*MONOPRICE HDMI CABLES 150-5221-531100	01/28/2021 mschneider	02/23/2021	178.76	0.00	Paid	Y 02/23/2021
	SUPPLIES			178.76			



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Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 45993	AMZN MKTP US*SY79N8R03 EMS SUPPLIES COVID 150-5231-531100	01/28/2021 mschneider	02/23/2021	174.75	0.00	Paid	Y 02/23/2021
	SUPPLIES			174.75			
STIEN JEFFREY R 45994	AMZN MKTP US*IK98W3853 EMS SUPPLIES 150-5231-531100	01/31/2021 mschneider	02/23/2021	14.99	0.00	Paid	Y 02/23/2021
	SUPPLIES			14.99			
STIEN JEFFREY R 45995	WAL-MART #1571 STIEN CLOTHING 150-5221-534600	02/02/2021 mschneider	02/23/2021	21.76	0.00	Paid	Y 02/23/2021
	CLOTHING ALLOWANCE			21.76			
STIEN JEFFREY R 45996	AMZ*MONOPRICE OFFICE SUPPLIES 150-5221-531100	02/02/2021 mschneider	02/23/2021	175.72	0.00	Paid	Y 02/23/2021
	SUPPLIES			175.72			
STIEN JEFFREY R 45997	AMZN MKTP US*IT8UZ03E3 2021 DISPATCH PROJECT 430-5700-571300	02/03/2021 mschneider	02/23/2021	39.42	0.00	Paid	Y 02/23/2021
	FIRE DEPT CAPITAL EQUIP			39.42			
STIEN JEFFREY R 45998	NATIONAL REGISTRY EMT NREMTP STIEN RECERTIFICATION 150-5221-533500	02/03/2021 mschneider	02/23/2021	25.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL			25.00			
STIEN JEFFREY R 45999	US BANK MONOPRICE CREDIT 150-5221-531100	02/04/2021 mschneider	02/23/2021	(178.76)	0.00	Paid	Y 02/23/2021
	SUPPLIES			(178.76)			
STIEN JEFFREY R 46000	AMERICAN HEART SHOPCPR CPR TRAINING MATERIALS 150-5232-533500	02/04/2021 mschneider	02/23/2021	987.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL			987.00			
STIEN JEFFREY R 46001	WAL-MART #1571 EMS SUPPLIES 150-5231-531100	02/08/2021 mschneider	02/23/2021	15.20	0.00	Paid	Y 02/23/2021
	SUPPLIES			15.20			



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Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 46002	AMZN MKTP US*Q96JB9H93 EMS SUPPLIES 150-5231-531100	02/09/2021 mschneider	02/23/2021	14.99  14.99	0.00	Paid	Y 02/23/2021
STIEN JEFFREY R 46003	AMZN MKTP US*MH16D2F93 STATION-FIRE-EMS SUPPLIES 150-5222-531100 150-5221-531100 150-5231-531100	02/10/2021 mschneider	02/23/2021	213.09  32.97 141.32 38.80	0.00	Paid	Y 02/23/2021
STIEN JEFFREY R 46004	AMZN MKTP US*QR4KP01L3 2021 DISPATCH PROJECT 430-5700-571300	02/13/2021 mschneider	02/23/2021	48.05  48.05	0.00	Paid	Y 02/23/2021
STREIT DANIEL 46005	KALAHARI RESORT - WI 2 NIGHT STAY AT HOTEL WHILE 100-5211-533500	02/07/2021 mschneider	02/23/2021	278.00  278.00	0.00	Paid	Y 02/23/2021
STREIT DANIEL 46006	BP#9266214POYNETTE PLAZA GAS FOR PERSONAL VEHICLE WHILE 100-5211-533500	02/10/2021 mschneider	02/23/2021	47.68  47.68	0.00	Paid	Y 02/23/2021
SURA MATTHEW J 46007	THE HOME DEPOT #4921 2021 DISPATCH PROJECT 430-5700-571300	01/12/2021 mschneider	02/23/2021	14.16  14.16	0.00	Paid	Y 02/23/2021
SURA MATTHEW J 46008	US BANK WALMART CREDIT DISPATCH PROJECT 430-5700-571300	01/25/2021 mschneider	02/23/2021	(239.40)  (239.40)	0.00	Paid	Y 02/23/2021
SURA MATTHEW J 46009	EVER READY FIRSTAID EMS BAG 150-5231-531100	01/27/2021 mschneider	02/23/2021	310.28  310.28	0.00	Paid	Y 02/23/2021
SURA MATTHEW J 46010	VERATHON INC EMS SUPPLIES 150-5231-531100	02/05/2021 mschneider	02/23/2021	1,040.00  1,040.00	0.00	Paid	Y 02/23/2021



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Purchase Card Vendor: 0002 US BANK							
SURA MATTHEW J 46011	VERATHON INC EMS SUPPLIES 150-5231-531100	02/05/2021 mschneider	02/23/2021	36.56 36.56	0.00	Paid	Y 02/23/2021
	SUPPLIES						
SURA MATTHEW J 46012	APPLE.COM/BILL ICLOUD STORAGE 150-5221-531100	02/08/2021 mschneider	02/23/2021	0.99 0.99	0.00	Paid	Y 02/23/2021
	SUPPLIES						
WEGNER LEE 46013	UW EXTENSION MCCUEN LANDSCAPE WORKSHOP 100-5323-533500	01/15/2021 mschneider	02/23/2021	50.00 50.00	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
WEIDL JOHN S 46014	AMAZON.COM*GA0YZ08R3 AMZN IPAD PRO AND KEYBOARD 100-5141-531100	01/19/2021 mschneider	02/23/2021	1,499.02 1,499.02	0.00	Paid	Y 02/23/2021
	SUPPLIES						
WEIDL JOHN S 46015	AMZN MKTP US*VO8KE9DG3 HAND SANITIZER 100-5141-531100	01/22/2021 mschneider	02/23/2021	22.90 22.90	0.00	Paid	Y 02/23/2021
	SUPPLIES						
WEIDL JOHN S 46016	AMZN MKTP US*HR9US8QK3 CABLES FOR OFFICE EQUIP 100-5670-531100	01/24/2021 mschneider	02/23/2021	52.98 52.98	0.00	Paid	Y 02/23/2021
	SUPPLIES						
WEIDL JOHN S 46017	AMZN MKTP US*A333Y2HU3 VH AND TRAINING SNACKS 100-5670-533500	01/24/2021 mschneider	02/23/2021	230.26 230.26	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						
WEIDL JOHN S 46018	AMZN MKTP US*7V5369QB3 CORD COVER - OFFICE FLOOR 100-5670-531100	01/25/2021 mschneider	02/23/2021	14.99 14.99	0.00	Paid	Y 02/23/2021
	SUPPLIES						
WEIDL JOHN S 46019	BADGER BURGER COMPANY SNOWSTORM PIZZA FOR 100-5670-533500	01/27/2021 mschneider	02/23/2021	188.16 188.16	0.00	Paid	Y 02/23/2021
	TRAINING & TRAVEL						



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Purchase Card Vendor: 0002 US BANK							
WEIDL JOHN S 46020	KWIK TRIP 28200002824 THANK YOUS - CLERK/PW/UTIL/FINANCE 100-5141-539800	01/28/2021 mschneider	02/23/2021	250.00 250.00	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46021	DAVID ALAN ALAN S SMOKEHO RON/APRIL - CONCERT SERIES 100-5670-533500	01/29/2021 mschneider	02/23/2021	37.15 37.15	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46022	AMAZON.COM*G643F2U33 MARKERS AND STICKY PAPER FOR PROBLEM 100-5670-531100	02/02/2021 mschneider	02/23/2021	99.92 99.92	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46023	AMZN MKTP US*6X7FU0A63 EASLES/WHIITEBOARD FOR PROBLEM 100-5670-531100	02/02/2021 mschneider	02/23/2021	119.86 119.86	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46024	AMZN MKTP US*GE7W54G73 IPAD COVER 100-5670-531100	02/07/2021 mschneider	02/23/2021	24.64 24.64	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46025	FORK IN THE ROAD PERFECT FIT/BMO/MSI - MEETING ABOUT 100-5670-533500	02/09/2021 mschneider	02/23/2021	75.90 75.90	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46026	AMZN MKTP US*MK1KU6QE3 LAPTOP BAG 100-5670-531100	02/11/2021 mschneider	02/23/2021	35.99 35.99	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46027	NEXT DOOR PUB & PIZZERIA SHODEEN HOMES MEETING 80 ACRES (3) 100-5670-533500	02/11/2021 mschneider	02/23/2021	56.85 56.85	0.00	Paid	Y 02/23/2021
WEIDL JOHN S 46028	BADGER BURGER COMPANY MEETING WITH CHAMBER/ET 100-5670-533500	02/12/2021 mschneider	02/23/2021	75.03 75.03	0.00	Paid	Y 02/23/2021
Total Purchase Card Vendor: 0002 US BANK				18,665.02	0.00		



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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 02/23/2021 - 02/23/2021  
JOURNALIZED PAID  
BANK CODE: GEN - CHECK TYPE: EFT  
CREDIT CARD TRANSACTIONS FOR BOARD  
SORTED BY CARDHOLDER

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	145	# Due:	0	Totals:	19,511.39		0.00
# of Credit Memos:	7	# Due:	0	Totals:	(846.37)		0.00
Net of Invoices and Credit Memos:					18,665.02		0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5141-531100	SUPPLIES	1,521.92
100-5141-532400	MEMBERSHIP DUES	25.00
100-5141-533500	TRAINING & TRAVEL	310.00
100-5141-539800	EMPLOYEE RECOGNITION	250.00
100-5142-531500	POSTAGE	194.91
100-5142-532400	MEMBERSHIP DUES	380.00
100-5142-533500	TRAINING & TRAVEL	678.00
100-5144-531100	SUPPLIES	29.98
100-5211-531100	SUPPLIES	167.29
100-5211-533500	TRAINING & TRAVEL	626.03
100-5211-534600	CLOTHING ALLOWANCE	43.95
100-5212-539500	REPAIRS & MAINTENANCE	117.50
100-5215-533500	TRAINING & TRAVEL	768.00
100-5220-539400	BLDG REPAIRS & MAINTENANCE	513.60
100-5241-521900	PROFESSIONAL SERVICES	637.69
100-5241-532400	MEMBERSHIP DUES	120.00
100-5241-533500	TRAINING & TRAVEL	315.00
100-5241-539500	REPAIRS & MAINTENANCE	508.54
100-5241-539900	OTHER	39.99
100-5300-532400	MEMBERSHIP DUES	190.00
100-5323-533500	TRAINING & TRAVEL	50.00
100-5324-539500	REPAIRS & MAINTENANCE	64.97
100-5521-531100	SUPPLIES	393.40
100-5632-531100	SUPPLIES	293.59
100-5660-535200	STORMWATER COMPLIANCE EXPENSE	220.00
100-5670-531100	SUPPLIES	348.38
100-5670-533500	TRAINING & TRAVEL	663.35
150-5221-531100	SUPPLIES	484.51
150-5221-532400	MEMBERSHIP DUES	175.00
150-5221-533500	TRAINING & TRAVEL	25.00
150-5221-534600	CLOTHING ALLOWANCE	1,014.57
150-5222-531100	SUPPLIES	399.22
150-5231-531100	SUPPLIES	1,658.56
150-5232-533500	TRAINING & TRAVEL	987.00
410-5363-533500	Training & Travel	20.00
430-5700-571300	FIRE DEPT CAPITAL EQUIP	87.19
440-5511-531100	SUPPLIES	50.11
440-5511-531400	META SPACE EQUIPMENT & SUPPLIE	195.26
440-5511-531500	POSTAGE	55.00



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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 02/23/2021 - 02/23/2021  
JOURNALIZED PAID  
BANK CODE: GEN - CHECK TYPE: EFT  
CREDIT CARD TRANSACTIONS FOR BOARD  
SORTED BY CARDHOLDER

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
440-5511-532700	NEWSPAPERS			128.97			
440-5511-533000	THINGERY PURCHASES			54.95			
440-5511-533100	PROGRAMMING			365.67			
440-5511-534000	DIGITAL MATERIALS			261.60			
440-5700-532800	BOOKS			70.44			
440-5700-532900	AV MATERIAL			797.98			
500-5344-532400	Membership Dues			20.00			
500-5344-533500	Training & Travel			20.00			
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT			4.00			
610-6310-663500	MAINTENANCE-WATER TREATMENT			41.48			
610-6450-664100	OPERATION SUPPLY/EXP-T&D			0.57			
610-6920-693000	MISC GENERAL EXPENSES			104.95			
620-8010-826000	OTHER CHEMICALS			649.22			
620-8010-827000	OPERATION SUPPLY/EXPENSE			79.94			
620-8010-834000	MAINT-GENERAL PLANT/STRUCTURES			1,143.74			
620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			299.00			



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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 02/23/2021 - 02/23/2021  
JOURNALIZED PAID  
BANK CODE: GEN - CHECK TYPE: EFT  
CREDIT CARD TRANSACTIONS FOR BOARD  
SORTED BY CARDHOLDER

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			9,471.09	0.00		
	150 - FIRE/AMBULANCE FUND			4,743.86	0.00		
	410 - RECYCLING FUND			20.00	0.00		
	430 - CAPITAL EQUIPMENT FUND			87.19	0.00		
	440 - LIBRARY FUND			1,979.98	0.00		
	500 - STORM WATER UTILITY			40.00	0.00		
	610 - WATER UTILITY FUND			151.00	0.00		
	620 - SEWER UTILITY FUND			2,171.90	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5141 - VILLAGE ADMINISTRATION/FINA			2,106.92	0.00		
	5142 - CLERK-TREASURER			1,252.91	0.00		
	5144 - ELECTIONS			29.98	0.00		
	5211 - POLICE ADMINISTRATION			837.27	0.00		
	5212 - POLICE PATROL			117.50	0.00		
	5215 - POLICE TRAINING			768.00	0.00		
	5220 - FIRE STATION (VILLAGE)			513.60	0.00		
	5221 - FIRE ADMINISTRATION			1,699.08	0.00		
	5222 - FIRE SUPPRESSION			399.22	0.00		
	5231 - AMBULANCE			1,658.56	0.00		
	5232 - AMBULANCE TRAINING			987.00	0.00		
	5241 - BUILDING INSPECTOR			1,621.22	0.00		
	5300 - DPW GENERAL ADMINISTRATION			190.00	0.00		
	5323 - GARAGE			50.00	0.00		
	5324 - MACHINERY & EQUIPMENT			64.97	0.00		
	5344 - STORM SEWER			40.00	0.00		
	5363 - RECYCLING			20.00	0.00		
	5511 - LIBRARY SERVICES			1,111.56	0.00		
	5521 - PARKS			393.40	0.00		
	5632 - PLANNING DEPARTMENT			293.59	0.00		
	5660 - STORMWATER MASTER PLAN			220.00	0.00		
	5670 - ECONOMIC DEVELOPMENT			1,011.73	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			955.61	0.00		
	6300 - WATER TREATMENT OPERATIONS			4.00	0.00		
	6310 - WATER TREATMENT MAINTENANCE			41.48	0.00		
	6450 - T&D-DISTR RSRVR/STNDP MAINT			0.57	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			104.95	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			1,872.90	0.00		
	8400 - ADMINISTRATIVE & GENERAL			299.00	0.00		
TOTALS BY DEPT/ACTIVITY 0366				335.00			



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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 02/23/2021 - 02/23/2021  
JOURNALIZED PAID  
BANK CODE: GEN - CHECK TYPE: EFT  
CREDIT CARD TRANSACTIONS FOR BOARD  
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
---	TOTALS BY PAYMENT CARD ACCOUNT ---						
	0707			1,034.33			
	1051			487.89			
	2365			945.65			
	2380			2,783.65			
	2544			2,096.30			
	3064			885.50			
	4325			50.00			
	4952			1,581.23			
	5538			325.68			
	5724			1,162.59			
	6347			663.91			
	6370			3,668.46			
	8378			511.59			
	8389			691.27			
	9625			64.97			
	9708			1,377.00			



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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK DATE FROM 02/16/2021 - 02/16/2021

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/16/2021	GEN	31413	EAST TROY SCHOOL DISTRICT	TAX SETTLEMENT FEBRUARY 2021	720-0000-246200	127,635.42
02/16/2021	GEN	31414	GATEWAY TECHNICAL COLLEGE	TAX SETTLEMENT FEBRUARY 2021	720-0000-246300	12,443.55
02/16/2021	GEN	31415	MUKWONAGO AREA SCHOOLS	TAX SETTLEMENT FEB 2021 7 DNR PILT	100-0000-211400	1,553.02
		31415		TAX SETTLEMENT FEB 2021 7 DNR PILT	720-0000-246000	2,624,062.54
						<u>2,625,615.56</u>
02/16/2021	GEN	31416	PHANTOM LAKES MGMT DISTRICT	TAX SETTLEMENT FEBRUARY 2021	720-0000-245000	16,909.94
02/16/2021	GEN	31417	WALWORTH CTY TREASURER	TAX SETTLEMENT FEBRUARY 2021	720-0000-243110	51,235.74
02/16/2021	GEN	31418	WAUKESHA CTY TREASURER	TAX SETTLEMENT FEBRUARY 2021 & DNR PILT	100-0000-211400	342.51
		31418		TAX SETTLEMENT FEBRUARY 2021 & DNR	720-0000-243100	577,038.39
						<u>577,380.90</u>
02/16/2021	GEN	31419	WCTC	TAX SETTLEMENT FEBRUARY & DNR PILT	100-0000-211400	68.24
		31419		TAX SETTLEMENT FEBRUARY & DNR PILT	720-0000-246100	114,962.56
						<u>115,030.80</u>
			TOTAL - ALL FUNDS	TOTAL OF 7 CHECKS		3,526,251.91



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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK DATE FROM 02/03/2021 - 02/03/2021

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/03/2021	GEN	275 (E)	B2E SOLUTIONS	PAYROLL FEES 02/05/21	100-5111-539900	34.72
		275 (E)		PAYROLL FEES 02/05/21	100-5120-539900	9.92
		275 (E)		PAYROLL FEES 02/05/21	100-5141-539900	33.22
		275 (E)		PAYROLL FEES 02/05/21	100-5142-539900	9.92
		275 (E)		PAYROLL FEES 02/05/21	100-5144-521900	34.50
		275 (E)		PAYROLL FEES 02/05/21	100-5211-539900	54.56
		275 (E)		PAYROLL FEES 02/05/21	100-5212-539900	73.02
		275 (E)		PAYROLL FEES 02/05/21	100-5213-521900	9.92
		275 (E)		PAYROLL FEES 02/05/21	100-5241-539900	9.92
		275 (E)		PAYROLL FEES 02/05/21	100-5300-539900	41.64
		275 (E)		PAYROLL FEES 02/05/21	100-5632-539900	4.96
		275 (E)		PAYROLL FEES 02/05/21	150-5221-539900	222.77
		275 (E)		PAYROLL FEES 02/05/21	440-5511-539900	104.16
		275 (E)		PAYROLL FEES 02/05/21	610-6902-690300	18.34
		275 (E)		PAYROLL FEES 02/05/21	620-8400-851000	18.34
						<hr/> 679.91
02/03/2021	GEN	276 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 020521	100-0000-215250	600.00
		276 (E)		RETIREMENT PR 020521	150-0000-215250	223.39
		276 (E)		RETIREMENT PR 020521	610-0000-215250	100.00
		276 (E)		RETIREMENT PR 020521	620-0000-215250	100.00
						<hr/> 1,023.39
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		1,703.30



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/03/2021	CD	KENOSHA CIRCUIT COURT	Check: GEN 31391			
AP Trx #:	71579	Check: GEN 31391	100-0000-111000	TREASURERS CASH @ CITIZI		401.00
		Check: GEN 31391	100-0000-211000	VOUCHERS PAYABLE	401.00	
					<hr/>	<hr/>
					401.00	401.00
					<hr/>	<hr/>
					401.00	401.00
TOTALS:		TREASURERS CASH @ CITIZENS	100-0000-111000			401.00
		VOUCHERS PAYABLE	100-0000-211000		401.00	
					<hr/>	<hr/>
					401.00	401.00
GRAND TOTAL:					<hr/>	<hr/>



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CHECK JOURNAL REPORT FOR MUKWONAGO  
CHECK: 31392 (1 CHECK)

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Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/03/2021	CD	VANTAGEPOINT TRANSFER AGENTS	Check: GEN 31392			
AP Trx #: 71580						
		Check: GEN 31392	100-0000-111000	TREASURERS CASH @ CITIZI		3,323.25
		Check: GEN 31392	100-0000-211000	VOUCHERS PAYABLE	3,323.25	
		Check: GEN 31392	150-0000-111000	TREASURERS CASH @ CITIZI		6.71
		Check: GEN 31392	150-0000-211000	VOUCHERS PAYABLE	6.71	
		Check: GEN 31392	440-0000-111000	TREASURERS CASH @ CITIZI		400.55
		Check: GEN 31392	440-0000-211000	VOUCHERS PAYABLE	400.55	
		Check: GEN 31392	610-0000-111000	TREASURERS CASH @ CITIZI		291.54
		Check: GEN 31392	610-0000-211000	VOUCHERS PAYABLE	291.54	
		Check: GEN 31392	620-0000-111000	TREASURERS CASH @ CITIZI		294.67
		Check: GEN 31392	620-0000-211000	VOUCHERS PAYABLE	294.67	
					<u>4,316.72</u>	<u>4,316.72</u>
					4,316.72	4,316.72
TOTALS:						
		TREASURERS CASH @ CITIZENS	100-0000-111000			3,323.25
		VOUCHERS PAYABLE	100-0000-211000		3,323.25	
		TREASURERS CASH @ CITIZENS	150-0000-111000			6.71
		VOUCHERS PAYABLE	150-0000-211000		6.71	
		TREASURERS CASH @ CITIZENS	440-0000-111000			400.55
		VOUCHERS PAYABLE	440-0000-211000		400.55	
		TREASURERS CASH @ CITIZENS	610-0000-111000			291.54
		VOUCHERS PAYABLE	610-0000-211000		291.54	
		TREASURERS CASH @ CITIZENS	620-0000-111000			294.67
		VOUCHERS PAYABLE	620-0000-211000		294.67	
GRAND TOTAL:					<u>4,316.72</u>	<u>4,316.72</u>



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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/05/2021	GEN	31393	ROTE OIL	COURT FEE RESTITUTION	100-0000-233000	150.00
02/05/2021	GEN	31394	TREASURER STATE OF WI	COURT FINES AND FEES	100-0000-243240	4,261.24
02/05/2021	GEN	31395	TREASURER WAUKESHA COUNTY	COURT FINES AND FEES	100-0000-243240	1,503.00
02/05/2021	GEN	31396	WALWORTH CTY TREASURER	COURT FINES AND FEES	100-0000-243250	90.00
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		6,004.24



Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/08/2021	GEN	277 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - JANUARY	100-5142-539900	10.91
		277 (E)		INVOICE CLOUD MONTHLY FEES - JANUARY	100-5241-539900	4.12
		277 (E)		INVOICE CLOUD MONTHLY FEES - JANUARY	410-5363-539900	66.99
		277 (E)		INVOICE CLOUD MONTHLY FEES - JANUARY	610-6902-690300	81.99
		277 (E)		INVOICE CLOUD MONTHLY FEES - JANUARY	620-8300-840000	66.99
						<hr/> 231.00
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		231.00



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/17/2021	CD	MINNESOTA LIFE INSURANCE	Check: GEN 31488			
AP Trx #: 71860						
		Check: GEN 31488	100-0000-111000	TREASURERS CASH @ CITIZI		1,266.55
		Check: GEN 31488	100-0000-211000	VOUCHERS PAYABLE	1,266.55	
		Check: GEN 31488	150-0000-111000	TREASURERS CASH @ CITIZI		129.44
		Check: GEN 31488	150-0000-211000	VOUCHERS PAYABLE	129.44	
		Check: GEN 31488	440-0000-111000	TREASURERS CASH @ CITIZI		196.63
		Check: GEN 31488	440-0000-211000	VOUCHERS PAYABLE	196.63	
		Check: GEN 31488	610-0000-111000	TREASURERS CASH @ CITIZI		79.58
		Check: GEN 31488	610-0000-211000	VOUCHERS PAYABLE	79.58	
		Check: GEN 31488	620-0000-111000	TREASURERS CASH @ CITIZI		61.72
		Check: GEN 31488	620-0000-211000	VOUCHERS PAYABLE	61.72	
					<u>1,733.92</u>	<u>1,733.92</u>
02/17/2021	CD	VANTAGEPOINT TRANSFER AGENTS	Check: GEN 31489			
AP Trx #: 71861						
		Check: GEN 31489	100-0000-111000	TREASURERS CASH @ CITIZI		3,259.70
		Check: GEN 31489	100-0000-211000	VOUCHERS PAYABLE	3,259.70	
		Check: GEN 31489	150-0000-111000	TREASURERS CASH @ CITIZI		5.97
		Check: GEN 31489	150-0000-211000	VOUCHERS PAYABLE	5.97	
		Check: GEN 31489	440-0000-111000	TREASURERS CASH @ CITIZI		626.17
		Check: GEN 31489	440-0000-211000	VOUCHERS PAYABLE	626.17	
		Check: GEN 31489	610-0000-111000	TREASURERS CASH @ CITIZI		240.90
		Check: GEN 31489	610-0000-211000	VOUCHERS PAYABLE	240.90	
		Check: GEN 31489	620-0000-111000	TREASURERS CASH @ CITIZI		301.38
		Check: GEN 31489	620-0000-211000	VOUCHERS PAYABLE	301.38	
					<u>4,434.12</u>	<u>4,434.12</u>
					<u>6,168.04</u>	<u>6,168.04</u>
TOTALS:		TREASURERS CASH @ CITIZENS	100-0000-111000			4,526.25
		VOUCHERS PAYABLE	100-0000-211000		4,526.25	
		TREASURERS CASH @ CITIZENS	150-0000-111000			135.41
		VOUCHERS PAYABLE	150-0000-211000		135.41	
		TREASURERS CASH @ CITIZENS	440-0000-111000			822.80
		VOUCHERS PAYABLE	440-0000-211000		822.80	
		TREASURERS CASH @ CITIZENS	610-0000-111000			320.48
		VOUCHERS PAYABLE	610-0000-211000		320.48	
		TREASURERS CASH @ CITIZENS	620-0000-111000			363.10
		VOUCHERS PAYABLE	620-0000-211000		363.10	
		GRAND TOTAL:			<u>6,168.04</u>	<u>6,168.04</u>



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/18/2021	CD	B2E SOLUTIONS	Check: GEN 278 (E)			
AP Trx #: 71862						
		Check: GEN 278	100-0000-111000	TREASURERS CASH @ CITIZI		185.45
		Check: GEN 278	100-0000-211000	VOUCHERS PAYABLE	185.45	
		Check: GEN 278	150-0000-111000	TREASURERS CASH @ CITIZI		141.60
		Check: GEN 278	150-0000-211000	VOUCHERS PAYABLE	141.60	
		Check: GEN 278	440-0000-111000	TREASURERS CASH @ CITIZI		70.81
		Check: GEN 278	440-0000-211000	VOUCHERS PAYABLE	70.81	
		Check: GEN 278	610-0000-111000	TREASURERS CASH @ CITIZI		13.49
		Check: GEN 278	610-0000-211000	VOUCHERS PAYABLE	13.49	
		Check: GEN 278	620-0000-111000	TREASURERS CASH @ CITIZI		13.49
		Check: GEN 278	620-0000-211000	VOUCHERS PAYABLE	13.49	
					424.84	424.84
02/18/2021	CD	DELTA DENTAL OF WISCONSIN	Check: GEN 279 (E)			
AP Trx #: 71863						
		Check: GEN 279	100-0000-111000	TREASURERS CASH @ CITIZI		270.70
		Check: GEN 279	100-0000-211000	VOUCHERS PAYABLE	270.70	
		Check: GEN 279	440-0000-111000	TREASURERS CASH @ CITIZI		26.10
		Check: GEN 279	440-0000-211000	VOUCHERS PAYABLE	26.10	
					296.80	296.80
02/18/2021	CD	DELTA DENTAL OF WISCONSIN	Check: GEN 280 (E)			
AP Trx #: 71864						
		Check: GEN 280	100-0000-111000	TREASURERS CASH @ CITIZI		62.04
		Check: GEN 280	100-0000-211000	VOUCHERS PAYABLE	62.04	
		Check: GEN 280	440-0000-111000	TREASURERS CASH @ CITIZI		24.32
		Check: GEN 280	440-0000-211000	VOUCHERS PAYABLE	24.32	
					86.36	86.36
02/18/2021	CD	EMPLOYEE TRUST FUNDS	Check: GEN 281 (E)			
AP Trx #: 71865						
		Check: GEN 281	100-0000-111000	TREASURERS CASH @ CITIZI		54,619.97
		Check: GEN 281	100-0000-211000	VOUCHERS PAYABLE	54,619.97	
		Check: GEN 281	150-0000-111000	TREASURERS CASH @ CITIZI		8,955.30
		Check: GEN 281	150-0000-211000	VOUCHERS PAYABLE	8,955.30	
		Check: GEN 281	440-0000-111000	TREASURERS CASH @ CITIZI		7,143.53
		Check: GEN 281	440-0000-211000	VOUCHERS PAYABLE	7,143.53	
		Check: GEN 281	610-0000-111000	TREASURERS CASH @ CITIZI		3,340.49
		Check: GEN 281	610-0000-211000	VOUCHERS PAYABLE	3,340.49	
		Check: GEN 281	620-0000-111000	TREASURERS CASH @ CITIZI		4,660.67
		Check: GEN 281	620-0000-211000	VOUCHERS PAYABLE	4,660.67	
					78,719.96	78,719.96



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/18/2021	CD	GREAT WEST RETIREMENT SERVICES	Check: GEN 282 (E)			
AP Trx #: 71866						
		Check: GEN 282	100-0000-111000	TREASURERS CASH @ CITIZI		600.00
		Check: GEN 282	100-0000-211000	VOUCHERS PAYABLE	600.00	
		Check: GEN 282	150-0000-111000	TREASURERS CASH @ CITIZI		215.79
		Check: GEN 282	150-0000-211000	VOUCHERS PAYABLE	215.79	
		Check: GEN 282	610-0000-111000	TREASURERS CASH @ CITIZI		100.00
		Check: GEN 282	610-0000-211000	VOUCHERS PAYABLE	100.00	
		Check: GEN 282	620-0000-111000	TREASURERS CASH @ CITIZI		100.00
		Check: GEN 282	620-0000-211000	VOUCHERS PAYABLE	100.00	
					<u>1,015.79</u>	<u>1,015.79</u>
					80,543.75	80,543.75
TOTALS:						
		TREASURERS CASH @ CITIZENS	100-0000-111000			55,738.16
		VOUCHERS PAYABLE	100-0000-211000		55,738.16	
		TREASURERS CASH @ CITIZENS	150-0000-111000			9,312.69
		VOUCHERS PAYABLE	150-0000-211000		9,312.69	
		TREASURERS CASH @ CITIZENS	440-0000-111000			7,264.76
		VOUCHERS PAYABLE	440-0000-211000		7,264.76	
		TREASURERS CASH @ CITIZENS	610-0000-111000			3,453.98
		VOUCHERS PAYABLE	610-0000-211000		3,453.98	
		TREASURERS CASH @ CITIZENS	620-0000-111000			4,774.16
		VOUCHERS PAYABLE	620-0000-211000		4,774.16	
GRAND TOTAL:					<u>80,543.75</u>	<u>80,543.75</u>



Post Date	Journal	Description	GL Number	GL Description	DR Amount	CR Amount
02/23/2021	CD	WI RETIREMENT SYSTEM	Check: GEN 283(E)			
AP Trx #: 71879						
		Check: GEN 283	100-0000-111000	TREASURERS CASH @ CITIZI		31,047.33
		Check: GEN 283	100-0000-211000	VOUCHERS PAYABLE	31,047.33	
		Check: GEN 283	150-0000-111000	TREASURERS CASH @ CITIZI		9,299.85
		Check: GEN 283	150-0000-211000	VOUCHERS PAYABLE	9,299.85	
		Check: GEN 283	440-0000-111000	TREASURERS CASH @ CITIZI		4,008.12
		Check: GEN 283	440-0000-211000	VOUCHERS PAYABLE	4,008.12	
		Check: GEN 283	500-0000-111000	TREASURERS CASH @ CITIZI		8.10
		Check: GEN 283	500-0000-211000	VOUCHERS PAYABLE	8.10	
		Check: GEN 283	610-0000-111000	TREASURERS CASH @ CITIZI		2,330.32
		Check: GEN 283	610-0000-211000	VOUCHERS PAYABLE	2,330.32	
		Check: GEN 283	620-0000-111000	TREASURERS CASH @ CITIZI		1,978.20
		Check: GEN 283	620-0000-211000	VOUCHERS PAYABLE	1,978.20	
					48,671.92	48,671.92
					48,671.92	48,671.92
TOTALS:						
		TREASURERS CASH @ CITIZENS	100-0000-111000			31,047.33
		VOUCHERS PAYABLE	100-0000-211000		31,047.33	
		TREASURERS CASH @ CITIZENS	150-0000-111000			9,299.85
		VOUCHERS PAYABLE	150-0000-211000		9,299.85	
		TREASURERS CASH @ CITIZENS	440-0000-111000			4,008.12
		VOUCHERS PAYABLE	440-0000-211000		4,008.12	
		TREASURERS CASH @ CITIZENS	500-0000-111000			8.10
		VOUCHERS PAYABLE	500-0000-211000		8.10	
		TREASURERS CASH @ CITIZENS	610-0000-111000			2,330.32
		VOUCHERS PAYABLE	610-0000-211000		2,330.32	
		TREASURERS CASH @ CITIZENS	620-0000-111000			1,978.20
		VOUCHERS PAYABLE	620-0000-211000		1,978.20	
GRAND TOTAL:					48,671.92	48,671.92



02/23/2021 04:56 PM  
User: mschneider  
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK DATE FROM 02/23/2021 - 02/23/2021

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/23/2021	GEN	31490	AFLAC	ACCOUNT# V1553 FEBRUARY PREMS	100-0000-215302	256.88
		31490		ACCOUNT# V1553 FEBRUARY PREMS	150-0000-215302	258.37
		31490		ACCOUNT# V1553 FEBRUARY PREMS	610-0000-215302	50.76
		31490		ACCOUNT# V1553 FEBRUARY PREMS	620-0000-215302	50.74
						<hr/> 616.75
02/23/2021	GEN	31491	MUKWONAGO PROFESSIONAL	FEB 2021 FIRE UNION DUES	150-0000-215500	225.00
02/23/2021	GEN	31492	MUKWONAGO PROFESSIONAL POLICE	FEB 2021 POLICE UNION DUES	100-0000-215500	550.00
02/23/2021	GEN	31493	SECURIAN FINANCIAL GROUP INC	FEBRUARY 2021 ACCIDENT INS	100-0000-215305	20.78
		31493		FEBRUARY 2021 ACCIDENT INS	150-0000-215305	0.50
						<hr/> 21.28
02/23/2021	GEN	31494	VILLAGE OF MUKWONAGO MRA	FEB 2021 FSA	100-0000-215350	2,207.07
		31494		FEB 2021 FSA	150-0000-215350	326.96
		31494		FEB 2021 FSA	440-0000-215350	0.79
		31494		FEB 2021 FSA	610-0000-215350	25.00
		31494		FEB 2021 FSA	620-0000-215350	25.00
						<hr/> 2,584.82
TOTAL - ALL FUNDS				TOTAL OF 5 CHECKS		3,997.85





## Agenda Item Cover Report

<b>Date:</b> 2-26-2021	<b>Committee/Board:</b> Finance
<b>Submitted by:</b> Village Attorney Mark Blum and Finance Director Diana Doherty	<b>Department:</b>
<b>Date of Committee Action:</b> 3-3-2021	<b>Date of Village Board Action:</b> 3-17-2021

**Subject:** Budget Policy Statement & Amendment to Section 2-172 of the Village Code

**Executive Summary:**

The Board received a comment from a resident regarding whether the preparation of the 2021 budget was done in accordance with the Village Budget Ordinance, Section 2-172. Specifically, issues were raised regarding the timing of the preparation of the budget, its consideration by the Board, etc. Staff reviewed this issue and the content of Section 2-172 and determined that updates were needed to the code. In addition, it was determined that a budget policy would be helpful for the Board staff, as well as the public, in understanding the process and aligning expectations for when various elements of the process are to be completed. The policy also acknowledges provisions under Wisconsin Statutes, specifically section 65.90 which deals with municipal budgeting.

With regard to the Ordinance Section 2-172, it contains deadlines which are not in accordance with the Villages practices. In addition, the Village adopts its budget through a resolution as opposed to an ordinance. With regard to the policy, the updated policy provides general information, specifics as to a budget timeline and what will occur in each month preceding the adoption of the budget. It also discusses the subject of budget amendments and adjustments, as well as non-lapsing reserve funds.

In summary, we believe that the updated policy and amended ordinance will bring our policies, procedures and ordinances in accord with the way the budget process is actually operating and clarifies for all stake holders that process and when they can expect to see various elements of it addressed.

**Fiscal Impact:**

None

**Executive Recommendation/Action:**

Consider the proposed Budget Policy as well as the resulting amendments to Section 2-172 of the Village Code.

Respectfully submitted,

Mark G. Blum  
Diana Doherty

☒ **Attachments Included**



**VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES**

**RESOLUTION 2021-08**

**A RESOLUTION APPROVING VILLAGE OF MUKWONAGO BUDGET POLICY**

**WHEREAS**, the Village Board acknowledges the Adopted Budget is the official financial plan for the Village's operating and capital needs; and

**WHEREAS**, a formal process for the compilation, presentation, approval and execution of the annual budget is necessary and proper; and

**WHEREAS**, said process should include the development of a budget policy; and

**WHEREAS**, the Finance Committee has reviewed the Village of Mukwonago Budget Policy and recommends its adoption; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Village Board of the Village of Mukwonago hereby approves the Village of Mukwonago Budget Policy as attached hereto.

Adopted this 17<sup>rd</sup> day of March, 2021.

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Fred Winchowky, Village President

Attest: \_\_\_\_\_

Diana Dykstra, Clerk-Treasurer



## **VILLAGE OF MUKWONAGO BUDGET POLICY**

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The Village of Mukwonago's annually adopted budget becomes the official financial plan for the Village's operating and capital needs. The information below provides a general outline of budget criteria and the formulation process to help elected officials and residents understand at a high-level what is involved in the creation of the annual budget and the timeframe in which information is available.

### **General Information**

The Village of Mukwonago's budget process will follow all requirements as set forth in Wisconsin Statutes 65.90 for Municipal Budgets and the Village's Ordinance Section 2-172 concerning the preparation and adoption of the annual budget.

As a matter of policy, the Village will pay for all current operating expenses with current revenues and will avoid budgetary procedures that balance current costs at the expense of future years, such as postponing necessary expenses or accruing future revenues. Expenditures will be limited to annual appropriations unless authorized by the Village Board via a Budget Amendment resolution.

The Village will prepare and maintain a 5-year capital improvement and equipment replacement plan. Maintenance and replacement schedules will be updated annually. Ongoing operational costs related to capital equipment or capital improvements will be determined for reference in the capital plan and inclusion in the operating budget.

Intergovernmental funding sources for capital improvements from the federal, state and private sector will be actively sought and used as available to assist financing capital improvement plans.

Once the budget is adopted, any reallocations of a budget within a departmental grouping of accounts within a fund can be approved by the Village Administrator. Any use of fund reserves within a fund or a transfer of reserves between funds must be approved by the Village Board via a Budget Amendment Resolution and properly noticed as prescribed by Wis. Stats. Sec 65.90.

### **Budget Timeline & General Activities**

The following is an outline of activities in the order in which they typically occur. Specific dates for the completion of activities will be provided to staff at the beginning of the annual budget cycle to ensure an orderly process.



Adopted:

## **May**

Department Heads will review the current 5-year capital plan, making any needed cost revisions to the items slated for the upcoming budget year.

- Review current year capital to determine if projects or purchases will be completed by year end or if it's necessary to carry forward part of the current year budget to the subsequent year.
- Re-prioritizing of items within the 5-year plan or addition of new priority items can be proposed with sufficient justification.
- New capital requests are submitted for the fifth year of the plan.
- Ensure costs provided for each item are as accurate as possible and include information about ongoing maintenance costs

Department Heads will also consider operational needs and formulate the rationale for any proposed increases to their operating budgets.

- Any contracts that need to be renewed for the following year should be reviewed and renegotiated if appropriate to establish the correct budget figure.

## **June**

At a special budget planning workshop, the Village Board will set goals and directives for the subsequent year's operation and capital budgets.

- Budget goals and directives will be determined by the Village's strategic plan initiatives in conjunction with evolving Village needs.
- The 5-year Capital Plan will be reviewed for the proposed budget year and any new additions or significant changes to previously submitted items.
- The Village's current debt schedules and General Obligation debt capacity will be presented to the Board at this workshop along with the impact of the proposed Capital budgets on the debt balances for the 5-year capital forecast.
- The percentage for salary and wage increases should be determined at this meeting as well as a discussion of any proposed staffing changes.

Department Heads should be prepared to discuss and quantify specific goals within their departments that may require additional operating budget funds or changes to their planned capital needs that require additional funding.

## **July**

By July 15, the Finance Director will make the budget template and reports available in BS&A for Department Heads to begin entering amounts for non-compensation operating budget expenditures and year-end estimates for the current year's expenses.

Finance Director will update employee compensation budgets related to pay, taxes and retirement contributions.



Adopted:

- Any approved bonus or merit increases must be provided at this time for inclusion in the proposed budget.
- A placeholder for any proposed staffing changes will be included subject to further discussion and approval.
- Health insurance benefit information is not available until mid-September and will be updated at that time.

Finance Director will enter all estimated revenue budget information based on analysis of available information. These figures are subject to change as additional information from the Department of Revenue becomes available.

### **August**

Finance Director will meet with Department Heads to review proposed budgets to ensure year end estimates and proposed budget figures are accurate; also to get a status of current year capital purchases and projects to assess potential availability of reserves for use in the subsequent budget. Final changes to expenditure budgets should be made by August 31.

Finance Director will start compiling and updating information into a Digital Budget Book format.

### **September**

Finance Director will update proposed budget with Health Insurance information when it becomes available and continue work on the Digital Budget Book. By September 30, a preliminary version of the Digital Budget Book will be made available to the Village Board and to the public via the Village's website.

### **October**

A Special Village Board Budget Workshop will be scheduled prior to October 20<sup>th</sup> to review the proposed budget and answer any questions.

- Potential use of reserve funds will be discussed at this workshop.
- Expenditure Restraint information, if available, will be discussed.
- Any changes to the proposed budget based on discussions in this workshop will be made prior to the publication of the public notice announcing the date of the public hearing. Information previously posted to the website concerning the budget may also be updated at this time.
- If any changes are made to the proposed budget following the publication of the budget notice, the changes will be explained at the public hearing.

Clerk will publish a class 1 notice under Wis. Stat. ch. 985 at least 15 days before the date of the public hearing on the budget. The notice will include:

- A budget summary including information specified by state law.
- A notice of the place where the proposed budget in detail may be inspected.



Adopted:

- A notice of the time and place of the budget hearing.

## **November**

A public hearing for the presentation and adoption of the Operating and Capital Budgets for all Village Funds with the possible exception of Tax Increment Financing District Budgets will be scheduled no later than November 15<sup>th</sup> in order to facilitate timely completion of tasks related to the preparation of the tax roll.

- Upon adoption of the budgets and associated tax levies by Village Board Resolution, the Clerk/Treasurer certifies the apportioned property tax levies with Waukesha and Walworth County Treasurers.
- Tax Increment Calculation forms (PC-202) are completed when made available by the Department of Revenue. Revisions to TID budgets will be finalized based on the completion of these forms and the digital budget book available on the Village's website will be updated with the final TID budgets.
- Tax Roll preparation commences.

## **December**

Tax Roll preparation concludes and tax bills are mailed to property owners no later than December 14<sup>th</sup>.

Tax Increment Financing District budgets are adopted at the December Village Board meeting if not already completed in November.

## **Budget Amendments & Adjustments**

Circumstances arise during the budget year that may require amending or adjusting the adopted budget. Budget amendments are required when unforeseen revenue or expenditure activity causes a variance to the adopted budget. Budget adjustments are reallocations of the budgeted amount between revenue line items or expenditure line items within a departmental account grouping but does not result in a change to the overall budgeted total.

A budget amendment is processed via a resolution adopted by the Village Board. Any use of fund balance to offset an unexpected expenditure increase must be done as a budget amendment. Transfers of reserves between funds also requires a budget amendment. A two-thirds vote of the entire governing body is required to change an adopted budget and a class 1 notice of the change must be published within 10 days after the change is made.

A budget adjustment or reallocation within a departmental grouping of accounts or within a fund can be processed after review and approval by the Village Administrator.



## **Non-Lapsing Reserve Funds**

The Village may maintain reasonable amounts of unappropriated funds on hand to meet immediate cash flow needs and accumulate needed capital in non-lapsing funds to finance specifically identified future capital expenditures.

- The Village's Fund Balance Policy establishes a 25% operating reserve requirement in the General Fund to insure against any unforeseen revenue shortfalls or unanticipated expenditures. Any year end operating surpluses will revert to an unreserved fund balance for use in maintaining reserve levels set by policy.
- The availability of funds in excess of 25% operating reserves will be discussed with the Village Board during the October Budget Workshop for consideration and designation for specific capital needs in the proposed budget.



**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

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**ORDINANCE NO. 988**

**ORDINANCE TO AMEND SECTION 2-172  
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE**

---

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

**SECTION I**

Section 2-172(a) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (a) Preparation. On a schedule to be established by the Village Board through its Financial Policies, the Village Administrator, with the assistance of the Village Finance Director, shall prepare and submit to the Village Board a proposed budget, presenting a financial plan for conducting the affairs of the Village for the ensuing year. Before preparing the proposed budget, the Village Administrator shall consult with the heads of the Village Departments and with Village Officials, and shall then determine the total amount to be recommended in the budget for each Village Department or activity.

**SECTION II**

Section 2-172(b) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (b) Form of proposed budget. The form of the proposed budget, as well as a notice where the budget and related details available for review, as well as a notice of the time and place for holding the public hearing on the budget, shall be provided in accordance with Wisconsin Statute Sec. 65.90. Said notice is to be published as a Class I Legal Notice under Chapter 895 of the Wisconsin Statutes not less than 15 days prior to the public hearing.

**SECTION III**

Section 2-172(c) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (c) Appropriation ordinance; hearing. The Village Administrator, with the assistance of the Village Finance Director, shall submit to the Village Board with the annual budget, a draft of an appropriate resolution providing for the expenditures proposed for the ensuing fiscal year. Before adoption of a final appropriate resolution, the proposed appropriate resolution shall be dealt with as required by law.



#### **SECTION IV**

Section 2-172(e) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (e) Expenditures limited by annual appropriation and Village Policy. No monies shall be withdrawn from the treasury of the Village nor shall any obligation for the expenditure of money be incurred except in pursuance of the annual appropriation resolution and changes therein authorized in accordance with Subsection (d) of this Section and as authorized by applicable Village Finance Policy. At the close of each fiscal year, any unencumbered balance of an appropriation shall revert to the General Fund and shall be subject to reappropriation except as specifically designated by action of the Village Board. However, appropriations may be made by the Village Board to be paid out of the income of the current year, in furtherance of improvements or other objects or works which will not be completed within such year. Any such appropriation shall continue in force until the purpose for which it was made shall have been accomplished or abandoned.

#### **SECTION V**

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

#### **SECTION VI**

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

#### **SECTION VII**

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

**PASSED AND ADOPTED** by the Village Board this 17<sup>th</sup> day of March, 2021.

APPROVED:

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Fred Winchowky, Village President

Countersigned:

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Diana Dykstra, Village Clerk/Treasurer



**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

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**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE TO CREATE SECTION 2-31 (11)  
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE  
CONCERNING PUBLIC COMMENTS AT  
COMMITTEE OF THE WHOLE MEETINGS**

---

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

**SECTION I**

Section 2-31 (11) of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

- (11) Committee of the Whole Public Comments. Information and comment may be received from the public by the Committee of the Whole, but solely as to matters that appear on the Agenda for that meeting. The public comment session is granted to the public at the start of each Committee of the Whole meeting. The public comment session shall last no longer than 15 minutes and individual presentations are limited to 3 minutes per speaker. These time limits may be extended in the discretion of the Chief Presiding Officer. The Committee of the Whole may have limited discussion on the information received, however, no action will be taken on issues raised during the public comment session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Committee of the Whole as a body. Presentations shall not deal in personalities or personal attacks on Members of the Plan Commission, the applicant for any project or Village employees. Comments, questions and concerns shall be presented in a respectful and professional manner. Any questions to an individual member of the Committee of the Whole or Staff will be deemed out of order by the Presiding Officer.

**SECTION II**

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

**SECTION VI**

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.



## SECTION VII

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

**PASSED AND ADOPTED** by the Village Board this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

\_\_\_\_\_  
Fred Winchowky, Village President

Countersigned:

\_\_\_\_\_  
Diana Dykstra, Village Clerk/Treasurer



February 19, 2021

Ms. Diana Dykstra, CMC  
Clerk-Treasurer  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, Wisconsin 53149

RE: 2021 Street Rehabilitation

Dear Ms. Dykstra:

Bids for the above project were opened on February 17, 2021 at 10:00 a.m. at the Village Hall and were as listed on attached bid tabulation.

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder, nor to the proposed major subcontractors and suppliers.
3. Low bidder has successfully completed similar projects.

On these bases, we recommend that Wolf Paving Co., Inc. be awarded the 2021 Street Rehabilitation contract with Mandatory Alternates A, B, C, D and E, in the amount of \$613,792.45. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary. On all construction projects, and especially complex ones like this, unpredictable factors may increase the final contract amount. For this reason we recommend that the Village include a 10 percent contingency when preparing the financial plan for this work.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Board approval has been received, please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Bids remain subject to acceptance until April 18, 2021, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.



Michael E. Michalski  
Project Engineer  
[mmichalski@ruekert-mielke.com](mailto:mmichalski@ruekert-mielke.com)

MEM:sjs

Encl: Notice of Award  
Bid Tabulation

cc: Ronald Bittner, Village of Mukwonago  
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.



## NOTICE OF AWARD

---

Date of Issuance: \_\_\_\_\_

Contract: 2021 Street Rehabilitation  
Bidder: Wolf Paving Co., Inc.  
Address: 612 N. Sawyer Road  
Oconomowoc, WI 53066

Owner: Village of Mukwonago  
Engineer: Ruekert & Mielke, Inc.  
Engineer's Project No.: 12-100138.200

---

### TO BIDDER:

You are notified that your Bid dated February 17, 2021 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

2021 Street Rehabilitation Base Bid with Mandatory Alternates A, B, C, D, and E

The Contract Price of your Contract is: \$ 613,792.45

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award, or have been transmitted or made available to Bidder electronically.

Two (2) sets of the Drawings will be delivered separately, or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer One (1) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Bid security as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

---

Owner: VILLAGE OF MUKWONAGO

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

Authorized Signature

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

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

Copy: Engineer



**COST COMPARISON OF BIDDERS**

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Wolf Paving Co., Inc.		Stark Pavement Corporation		All-Ways Contracotrs, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization	L.S.	1	\$16,700.00	\$16,700.00	\$23,500.00	\$23,500.00	\$21,765.00	\$21,765.00
2	Traffic control	L.S.	1	\$2,500.00	\$2,500.00	\$3,800.00	\$3,800.00	\$3,350.00	\$3,350.00
3	Inlet sediment guards	EA.	18	\$40.00	\$720.00	\$150.00	\$2,700.00	\$48.00	\$864.00
4	Full depth saw cutting	L.F.	2,057	\$0.12	\$246.84	\$1.75	\$3,599.75	\$1.75	\$3,599.75
5	Sanitary sewer manhole replacement	V.F.	8.25	\$414.00	\$3,415.50	\$414.00	\$3,415.50	\$1,140.00	\$9,405.00
6	Replace sanitary manhole steps	Per Structure	1	\$561.00	\$561.00	\$561.00	\$561.00	\$1,250.00	\$1,250.00
7	Tuckpoint/remortar sanitary manhole chimney	EA.	4	\$227.00	\$908.00	\$227.00	\$908.00	\$680.00	\$2,720.00
8	Internal/external sanitary manhole chimney seal	EA.	5	\$532.00	\$2,660.00	\$532.00	\$2,660.00	\$530.00	\$2,650.00
9	Replace sanitary manhole frame and lid	EA.	5	\$1,375.00	\$6,875.00	\$1,375.00	\$6,875.00	\$665.00	\$3,325.00
10	Adjust valve box	EA.	15	\$440.00	\$6,600.00	\$440.00	\$6,600.00	\$275.00	\$4,125.00
11	Replace catch basin 1	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$3,740.00	\$3,740.00
12	Replace catch basin 3	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$3,740.00	\$3,740.00
13	Replace catch basin 4	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$3,115.00	\$3,115.00
14	Replace catch basin 5	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$4,250.00	\$4,250.00
15	Replace catch basin 6	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$2,990.00	\$2,990.00
16	Replace catch basin 8	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$5,190.00	\$5,190.00
17	Replace catch basin 9	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,260.00	\$4,260.00
18	Replace catch basin 10	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,980.00	\$4,980.00
19	Replace catch basin 11	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,360.00	\$4,360.00
20	Replace catch basin 12	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,255.00	\$4,255.00
21	Replace catch basin 13	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,360.00	\$4,360.00
22	Replace catch basin 14	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$3,945.00	\$3,945.00
23	Replace catch basin 15	EA.	1	\$1,886.00	\$1,886.00	\$1,886.00	\$1,886.00	\$3,425.00	\$3,425.00
24	Replace catch basin 16	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,565.00	\$4,565.00
25	Replace catch basin 17	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$4,360.00	\$4,360.00
26	Replace catch basin 18	EA.	1	\$2,231.00	\$2,231.00	\$2,231.00	\$2,231.00	\$3,945.00	\$3,945.00
27	Replace storm manhole 4	EA.	1	\$2,829.00	\$2,829.00	\$2,829.00	\$2,829.00	\$5,965.00	\$5,965.00
28	Replace storm manhole 5	EA.	1	\$2,829.00	\$2,829.00	\$2,829.00	\$2,829.00	\$4,795.00	\$4,795.00



**COST COMPARISON OF BIDDERS**

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Wolf Paving Co., Inc.		Stark Pavement Corporation		All-Ways Contracotrs, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
29	Replace storm structure chimney	EA.	7	\$1,049.00	\$7,343.00	\$1,049.00	\$7,343.00	\$975.00	\$6,825.00
30	Reset storm manhole frame and lid	EA.	1	\$789.00	\$789.00	\$789.00	\$789.00	\$665.00	\$665.00
31	Replace catch basin frame and grate	EA.	8	\$1,268.00	\$10,144.00	\$1,268.00	\$10,144.00	\$1,240.00	\$9,920.00
32	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	11,170	\$3.50	\$39,095.00	\$3.85	\$43,004.50	\$2.95	\$32,951.50
33	Excavation below subgrade (EBS), if required	C.Y.	565	\$20.00	\$11,300.00	\$23.00	\$12,995.00	\$16.80	\$9,492.00
34	Geotextile subgrade stabilization, if required	S.Y.	1,695	\$2.50	\$4,237.50	\$3.00	\$5,085.00	\$2.45	\$4,152.75
35	Excavation below subgrade (EBS) backfill, if required	TON	1,130	\$20.00	\$22,600.00	\$24.15	\$27,289.50	\$19.80	\$22,374.00
36	Concrete curb and gutter replacement	L.F.	1,045	\$39.47	\$41,246.15	\$40.50	\$42,322.50	\$34.50	\$36,052.50
37	2-1/2 inch Asphaltic concrete binder course	TON	1,682	\$56.00	\$94,192.00	\$60.90	\$102,433.80	\$56.00	\$94,192.00
38	1-1/2 inch Asphaltic concrete surface course	TON	965	\$62.00	\$59,830.00	\$62.10	\$59,926.50	\$62.00	\$59,830.00
39	7-inch Concrete driveway replacement	S.F.	780	\$9.25	\$7,215.00	\$8.75	\$6,825.00	\$7.50	\$5,850.00
40	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	5,576	\$8.65	\$48,232.40	\$8.75	\$48,790.00	\$7.50	\$41,820.00
41	Detectable warning field	S.F.	176	\$35.00	\$6,160.00	\$35.00	\$6,160.00	\$35.00	\$6,160.00
42	Remove existing pavement (401 Jefferson St. driveway approach & 409 S. Rochester St. concrete terrace)	S.Y.	40	\$18.00	\$720.00	\$22.00	\$880.00	\$12.50	\$500.00
43	Modular block retaining wall	S.F.	65	\$50.00	\$3,250.00	\$25.00	\$1,625.00	\$58.00	\$3,770.00
44	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	600	\$6.00	\$3,600.00	\$6.40	\$3,840.00	\$16.40	\$9,840.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 44)</b>					<b>\$440,424.39</b>		<b>\$473,356.05</b>		<b>\$473,688.50</b>
<b>Mandatory Alternate A - Curb Ramp Replacement at Northeast Corner of Intersection CTH ES and Blood Street</b>									
MA-A1	Full depth saw cutting	L.F.	63	0.25	\$15.75	\$1.75	\$110.25	\$1.75	\$110.25
MA-A2	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	115	\$3.50	\$402.50	\$3.85	\$442.75	\$2.95	\$339.25
MA-A3	Concrete curb and gutter replacement	L.F.	55	\$39.47	\$2,170.85	\$57.00	\$3,135.00	\$50.00	\$2,750.00
MA-A4	2-1/2 inch Asphaltic concrete binder course	TON	18	\$120.00	\$2,160.00	\$60.90	\$1,096.20	\$120.00	\$2,160.00
MA-A5	1-1/2 inch Asphaltic concrete surface course	TON	10	\$170.00	\$1,700.00	\$62.10	\$621.00	\$170.00	\$1,700.00
MA-A6	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	144	\$8.65	\$1,245.60	\$22.00	\$3,168.00	\$20.00	\$2,880.00
MA-A7	Detectable warning field	S.F.	16	\$35.00	\$560.00	\$40.00	\$640.00	\$40.00	\$640.00
MA-A8	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	12	\$6.00	\$72.00	\$15.00	\$180.00	\$16.40	\$196.80
<b>Total of All Mandatory Alternate A Bid Prices</b>					<b>\$8,326.70</b>		<b>\$9,393.20</b>		<b>\$10,776.30</b>



## COST COMPARISON OF BIDDERS

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Wolf Paving Co., Inc.		Stark Pavement Corporation		All-Ways Contracotrs, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Mandatory Alternate B - Mukwonago Fire Station Pavement Repairs</b>									
MA-B1	Mobilization	L.S.	1	\$450.00	\$450.00	\$8,000.00	\$8,000.00	\$4,250.00	\$4,250.00
MA-B2	Traffic control	L.S.	1	\$300.00	\$300.00	\$750.00	\$750.00	\$800.00	\$800.00
MA-B3	Full depth saw cutting	L.F.	385	\$0.50	\$192.50	\$1.75	\$673.75	\$1.75	\$673.75
MA-B4	Remove existing pavement	S.Y.	1,050	\$5.50	\$5,775.00	\$10.00	\$10,500.00	\$8.35	\$8,767.50
MA-B5	Excavation below subgrade (EBS), if required	C.Y.	90	\$23.28	\$2,095.20	\$30.00	\$2,700.00	\$16.80	\$1,512.00
MA-B6	Geotextile subgrade stabilization, if required	S.Y.	270	\$2.50	\$675.00	\$5.00	\$1,350.00	\$2.45	\$661.50
MA-B7	Excavation below subgrade (EBS) backfill, if required	TON	180	\$20.00	\$3,600.00	\$30.00	\$5,400.00	\$19.80	\$3,564.00
MA-B8	Crushed aggregate base course, if required	TON	130	\$19.00	\$2,470.00	\$30.00	\$3,900.00	\$19.80	\$2,574.00
MA-B9	4 inch Asphaltic concrete binder course	TON	80	\$72.00	\$5,760.00	\$120.00	\$9,600.00	\$72.00	\$5,760.00
MA-B10	2 inch Asphaltic concrete surface course	TON	40	\$95.00	\$3,800.00	\$145.00	\$5,800.00	\$95.00	\$3,800.00
MA-B11	Concrete pavement, 8-inch HES	S.Y.	725	\$76.00	\$55,100.00	\$58.00	\$42,050.00	\$58.00	\$42,050.00
<b>Total of All Mandatory Alternate B Bid Prices</b>					<b>\$80,217.70</b>		<b>\$90,723.75</b>		<b>\$74,412.75</b>
<b>Mandatory Alternate C - Indianhead Park Parking Lot Improvements</b>									
MA-C1	Mobilization	L.S.	1	\$450.00	\$450.00	\$2,200.00	\$2,200.00	\$1,450.00	\$1,450.00
MA-C2	Traffic control	L.S.	1	\$300.00	\$300.00	\$500.00	\$500.00	\$450.00	\$450.00
MA-C3	Full depth saw cutting	L.F.	40	\$0.50	\$20.00	\$1.75	\$70.00	\$1.75	\$70.00
MA-C4	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	2,990	\$2.50	\$7,475.00	\$3.50	\$10,465.00	\$3.75	\$11,212.50
MA-C5	Excavation below subgrade (EBS), if required	C.Y.	330	\$19.50	\$6,435.00	\$23.00	\$7,590.00	\$16.80	\$5,544.00
MA-C6	Geotextile subgrade stabilization, if required	S.Y.	990	\$2.50	\$2,475.00	\$3.00	\$2,970.00	\$2.45	\$2,425.50
MA-C7	Excavation below subgrade (EBS) backfill, if required	TON	660	\$19.50	\$12,870.00	\$24.15	\$15,939.00	\$19.80	\$13,068.00
MA-C8	2-1/2 inch Asphaltic concrete binder course	TON	435	\$61.00	\$26,535.00	\$61.50	\$26,752.50	\$61.00	\$26,535.00
MA-C9	1-1/2 inch Asphaltic concrete surface course	TON	250	\$71.00	\$17,750.00	\$62.50	\$15,625.00	\$71.00	\$17,750.00
MA-C10	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	50	\$8.65	\$432.50	\$22.00	\$1,100.00	\$20.00	\$1,000.00
MA-C11	Detectable warning field	S.F.	18	\$35.00	\$630.00	\$40.00	\$720.00	\$40.00	\$720.00
MA-C12	3 inch Asphaltic concrete multi-use path replacement	TON	1	\$293.00	\$293.00	\$150.00	\$150.00	\$293.00	\$293.00
MA-C13	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	480	\$6.00	\$2,880.00	\$6.40	\$3,072.00	\$5.80	\$2,784.00
<b>Total of All Mandatory Alternate C Bid Prices</b>					<b>\$78,545.50</b>		<b>\$87,153.50</b>		<b>\$83,302.00</b>



**COST COMPARISON OF BIDDERS**

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Wolf Paving Co., Inc.		Stark Pavement Corporation		All-Ways Contracotrs, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Mandatory Alternate D – TID #5 Storm Sewer Repairs</b>									
MA-D1	Mobilization	L.S.	1	\$714.00	\$714.00	\$2,600.00	\$2,600.00	\$1,650.00	\$1,650.00
MA-D2	Traffic control	L.S.	1	\$300.00	\$300.00	\$500.00	\$500.00	\$150.00	\$150.00
MA-D3	Full depth saw cutting	L.F.	46	\$0.50	\$23.00	\$1.75	\$80.50	\$1.75	\$80.50
MA-D4	Reset catch basin frame and grate	EA	2	\$789.00	\$1,578.00	\$789.00	\$1,578.00	\$750.00	\$1,500.00
MA-D5	Concrete curb and gutter replacement	L.F.	28	\$39.47	\$1,105.16	\$57.00	\$1,596.00	\$50.00	\$1,400.00
MA-D6	4 inch Asphaltic concrete binder course	TON	2	\$393.00	\$786.00	\$200.00	\$400.00	\$393.00	\$786.00
MA-D7	2 inch Asphaltic concrete surface course	TON	1	\$687.00	\$687.00	\$250.00	\$250.00	\$687.00	\$687.00
MA-D8	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	10	\$6.00	\$60.00	\$15.00	\$150.00	\$16.40	\$164.00
<b>Total of All Mandatory Alternate D Bid Prices</b>					<b>\$5,253.16</b>		<b>\$7,154.50</b>		<b>\$6,417.50</b>
<b>Mandatory Alternate E – Indianhead Park Parking Lot Pavement Markings</b>									
MA-E1	Pavement markings	L.S.	1	\$1,025.00	\$1,025.00	\$1,500.00	\$1,500.00	\$13,420.00	\$13,420.00
<b>Total of All Mandatory Alternate E Bid Prices</b>					<b>\$1,025.00</b>		<b>\$1,500.00</b>		<b>\$13,420.00</b>
<b>Total of All Mandatory Alternate Estimated Bid Prices</b>					<b>\$173,368.06</b>		<b>\$195,924.95</b>		<b>\$188,328.55</b>
<b>Total of All Estimated Bid Prices</b>					<b>\$613,792.45</b>		<b>\$669,281.00</b>		<b>\$662,017.05</b>



## COST COMPARISON OF BIDDERS

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Payne & Dolan, Inc.		Asphalt Contractors, Inc.		Parking Lot Maintenance, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization	L.S.	1	\$13,000.00	\$13,000.00	\$36,000.00	\$36,000.00	\$3,500.00	\$3,500.00
2	Traffic control	L.S.	1	\$5,400.00	\$5,400.00	\$8,000.00	\$8,000.00	\$4,500.00	\$4,500.00
3	Inlet sediment guards	EA.	18	\$126.25	\$2,272.50	\$100.00	\$1,800.00	\$150.00	\$2,700.00
4	Full depth saw cutting	L.F.	2,057	\$2.25	\$4,628.25	\$3.00	\$6,171.00	\$2.00	\$4,114.00
5	Sanitary sewer manhole replacement	V.F.	8.25	\$630.00	\$5,197.50	\$420.00	\$3,465.00	\$940.00	\$7,755.00
6	Replace sanitary manhole steps	Per Structure	1	\$250.00	\$250.00	\$600.00	\$600.00	\$800.00	\$800.00
7	Tuckpoint/remortar sanitary manhole chimney	EA.	4	\$325.00	\$1,300.00	\$250.00	\$1,000.00	\$490.00	\$1,960.00
8	Internal/external sanitary manhole chimney seal	EA.	5	\$500.00	\$2,500.00	\$550.00	\$2,750.00	\$1,480.00	\$7,400.00
9	Replace sanitary manhole frame and lid	EA.	5	\$1,100.00	\$5,500.00	\$1,400.00	\$7,000.00	\$2,130.00	\$10,650.00
10	Adjust valve box	EA.	15	\$400.00	\$6,000.00	\$300.00	\$4,500.00	\$965.00	\$14,475.00
11	Replace catch basin 1	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
12	Replace catch basin 3	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
13	Replace catch basin 4	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
14	Replace catch basin 5	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
15	Replace catch basin 6	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
16	Replace catch basin 8	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
17	Replace catch basin 9	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
18	Replace catch basin 10	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
19	Replace catch basin 11	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
20	Replace catch basin 12	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
21	Replace catch basin 13	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
22	Replace catch basin 14	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
23	Replace catch basin 15	EA.	1	\$2,200.00	\$2,200.00	\$1,900.00	\$1,900.00	\$4,450.00	\$4,450.00
24	Replace catch basin 16	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
25	Replace catch basin 17	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
26	Replace catch basin 18	EA.	1	\$2,200.00	\$2,200.00	\$2,300.00	\$2,300.00	\$4,450.00	\$4,450.00
27	Replace storm manhole 4	EA.	1	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$5,180.00	\$5,180.00
28	Replace storm manhole 5	EA.	1	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$5,180.00	\$5,180.00



## COST COMPARISON OF BIDDERS

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Payne & Dolan, Inc.		Asphalt Contractors, Inc.		Parking Lot Maintenance, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
29	Replace storm structure chimney	EA.	7	\$465.00	\$3,255.00	\$1,100.00	\$7,700.00	\$2,130.00	\$14,910.00
30	Reset storm manhole frame and lid	EA.	1	\$465.00	\$465.00	\$900.00	\$900.00	\$1,770.00	\$1,770.00
31	Replace catch basin frame and grate	EA.	8	\$1,350.00	\$10,800.00	\$1,300.00	\$10,400.00	\$1,770.00	\$14,160.00
32	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	11,170	\$3.19	\$35,632.30	\$2.80	\$31,276.00	\$3.00	\$33,510.00
33	Excavation below subgrade (EBS), if required	C.Y.	565	\$32.94	\$18,611.10	\$40.00	\$22,600.00	\$22.00	\$12,430.00
34	Geotextile subgrade stabilization, if required	S.Y.	1,695	\$2.43	\$4,118.85	\$5.00	\$8,475.00	\$3.00	\$5,085.00
35	Excavation below subgrade (EBS) backfill, if required	TON	1,130	\$19.35	\$21,865.50	\$26.00	\$29,380.00	\$24.00	\$27,120.00
36	Concrete curb and gutter replacement	L.F.	1,045	\$38.00	\$39,710.00	\$48.00	\$50,160.00	\$57.00	\$59,565.00
37	2-1/2 inch Asphaltic concrete binder course	TON	1,682	\$61.20	\$102,938.40	\$61.70	\$103,779.40	\$76.00	\$127,832.00
38	1-1/2 inch Asphaltic concrete surface course	TON	965	\$81.42	\$78,570.30	\$64.00	\$61,760.00	\$82.00	\$79,130.00
39	7-inch Concrete driveway replacement	S.F.	780	\$8.50	\$6,630.00	\$10.00	\$7,800.00	\$11.00	\$8,580.00
40	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	5,576	\$8.50	\$47,396.00	\$10.00	\$55,760.00	\$12.00	\$66,912.00
41	Detectable warning field	S.F.	176	\$40.00	\$7,040.00	\$35.00	\$6,160.00	\$90.00	\$15,840.00
42	Remove existing pavement (401 Jefferson St. driveway approach & 409 S. Rochester St. concrete terrace)	S.Y.	40	\$28.00	\$1,120.00	\$30.00	\$1,200.00	\$25.00	\$1,000.00
43	Modular block retaining wall	S.F.	65	\$65.65	\$4,267.25	\$60.00	\$3,900.00	\$87.50	\$5,687.50
44	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	600	\$10.10	\$6,060.00	\$13.00	\$7,800.00	\$10.00	\$6,000.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 44)</b>					<b>\$475,727.95</b>		<b>\$520,736.40 **</b>		<b>\$618,945.50</b>
<b>Mandatory Alternate A - Curb Ramp Replacement at Northeast Corner of Intersection CTH ES and Blood Street</b>									
MA-A1	Full depth saw cutting	L.F.	63	\$2.25	\$141.75	\$4.00	\$252.00	\$3.00	\$189.00
MA-A2	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	115	\$4.94	\$568.10	\$15.00	\$1,725.00	\$10.00	\$1,150.00
MA-A3	Concrete curb and gutter replacement	L.F.	55	\$46.00	\$2,530.00	\$48.00	\$2,640.00	\$70.00	\$3,850.00
MA-A4	2-1/2 inch Asphaltic concrete binder course	TON	18	\$101.00	\$1,818.00	\$100.00	\$1,800.00	\$80.00	\$1,440.00
MA-A5	1-1/2 inch Asphaltic concrete surface course	TON	10	\$101.00	\$1,010.00	\$140.00	\$1,400.00	\$86.00	\$860.00
MA-A6	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	144	\$10.00	\$1,440.00	\$10.00	\$1,440.00	\$15.00	\$2,160.00
MA-A7	Detectable warning field	S.F.	16	\$40.00	\$640.00	\$35.00	\$560.00	\$110.00	\$1,760.00
MA-A8	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	12	\$101.00	\$1,212.00	\$30.00	\$360.00	\$20.00	\$240.00
<b>Total of All Mandatory Alternate A Bid Prices</b>					<b>\$9,359.85</b>		<b>\$10,177.00</b>		<b>\$11,649.00</b>



**COST COMPARISON OF BIDDERS**

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Payne & Dolan, Inc.		Asphalt Contractors, Inc.		Parking Lot Maintenance, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Mandatory Alternate B - Mukwonago Fire Station Pavement Repairs</b>									
MA-B1	Mobilization	L.S.	1	\$6,700.00	\$6,700.00	\$4,000.00	\$4,000.00	\$1,500.00	\$1,500.00
MA-B2	Traffic control	L.S.	1	\$1,250.00	\$1,250.00	\$800.00	\$800.00	\$1,200.00	\$1,200.00
MA-B3	Full depth saw cutting	L.F.	385	\$2.25	\$866.25	\$3.00	\$1,155.00	\$3.00	\$1,155.00
MA-B4	Remove existing pavement	S.Y.	1,050	\$9.00	\$9,450.00	\$12.00	\$12,600.00	\$4.00	\$4,200.00
MA-B5	Excavation below subgrade (EBS), if required	C.Y.	90	\$28.00	\$2,520.00	\$30.00	\$2,700.00	\$30.00	\$2,700.00
MA-B6	Geotextile subgrade stabilization, if required	S.Y.	270	\$6.00	\$1,620.00	\$5.00	\$1,350.00	\$4.00	\$1,080.00
MA-B7	Excavation below subgrade (EBS) backfill, if required	TON	180	\$24.00	\$4,320.00	\$40.00	\$7,200.00	\$24.00	\$4,320.00
MA-B8	Crushed aggregate base course, if required	TON	130	\$23.00	\$2,990.00	\$30.00	\$3,900.00	\$22.00	\$2,860.00
MA-B9	4 inch Asphaltic concrete binder course	TON	80	\$110.00	\$8,800.00	\$90.00	\$7,200.00	\$80.00	\$6,400.00
MA-B10	2 inch Asphaltic concrete surface course	TON	40	\$110.00	\$4,400.00	\$140.00	\$5,600.00	\$85.00	\$3,400.00
MA-B11	Concrete pavement, 8-inch HES	S.Y.	725	\$68.00	\$49,300.00	\$62.00	\$44,950.00	\$108.00	\$78,300.00
<b>Total of All Mandatory Alternate B Bid Prices</b>					<b>\$92,216.25 *</b>		<b>\$91,455.00</b>		<b>\$107,115.00</b>
<b>Mandatory Alternate C - Indianhead Park Parking Lot Improvements</b>									
MA-C1	Mobilization	L.S.	1	\$2,700.00	\$2,700.00	\$4,000.00	\$4,000.00	\$1,500.00	\$1,500.00
MA-C2	Traffic control	L.S.	1	\$800.00	\$800.00	\$800.00	\$800.00	\$1,200.00	\$1,200.00
MA-C3	Full depth saw cutting	L.F.	40	\$2.25	\$90.00	\$3.00	\$120.00	\$5.00	\$200.00
MA-C4	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	2,990	\$3.40	\$10,166.00	\$2.80	\$8,372.00	\$3.00	\$8,970.00
MA-C5	Excavation below subgrade (EBS), if required	C.Y.	330	\$30.66	\$10,117.80	\$40.00	\$13,200.00	\$25.00	\$8,250.00
MA-C6	Geotextile subgrade stabilization, if required	S.Y.	990	\$2.29	\$2,267.10	\$3.00	\$2,970.00	\$3.00	\$2,970.00
MA-C7	Excavation below subgrade (EBS) backfill, if required	TON	660	\$18.48	\$12,196.80	\$32.00	\$21,120.00	\$24.00	\$15,840.00
MA-C8	2-1/2 inch Asphaltic concrete binder course	TON	435	\$65.52	\$28,501.20	\$63.00	\$27,405.00	\$79.00	\$34,365.00
MA-C9	1-1/2 inch Asphaltic concrete surface course	TON	250	\$81.24	\$20,310.00	\$66.00	\$16,500.00	\$84.00	\$21,000.00
MA-C10	Concrete sidewalk, curb ramp, and carriage walk replacement	S.F.	50	\$10.00	\$500.00	\$40.00	\$2,000.00	\$45.00	\$2,250.00
MA-C11	Detectable warning field	S.F.	18	\$40.00	\$720.00	\$35.00	\$630.00	\$110.00	\$1,980.00
MA-C12	3 inch Asphaltic concrete multi-use path replacement	TON	1	\$90.00	\$90.00	\$300.00	\$300.00	\$500.00	\$500.00
MA-C13	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	480	\$11.62	\$5,577.60	\$15.00	\$7,200.00	\$12.00	\$5,760.00
<b>Total of All Mandatory Alternate C Bid Prices</b>					<b>\$94,036.50</b>		<b>\$104,617.00</b>		<b>\$104,785.00</b>



**COST COMPARISON OF BIDDERS**

OWNER: Village of Mukwonago  
PROJECT: 2021 Street Rehabilitation  
BID OPENING DATE: February 17, 2021

BASE BID				Payne & Dolan, Inc.		Asphalt Contractors, Inc.		Parking Lot Maintenance, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Mandatory Alternate D – TID #5 Storm Sewer Repairs</b>									
MA-D1	Mobilization	L.S.	1	\$750.00	\$750.00	\$600.00	\$600.00	\$1,200.00	\$1,200.00
MA-D2	Traffic control	L.S.	1	\$400.00	\$400.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00
MA-D3	Full depth saw cutting	L.F.	46	\$2.25	\$103.50	\$3.00	\$138.00	\$5.00	\$230.00
MA-D4	Reset catch basin frame and grate	EA	2	\$2,000.00	\$4,000.00	\$1,000.00	\$2,000.00	\$1,210.00	\$2,420.00
MA-D5	Concrete curb and gutter replacement	L.F.	28	\$55.00	\$1,540.00	\$60.00	\$1,680.00	\$80.00	\$2,240.00
MA-D6	4 inch Asphaltic concrete binder course	TON	2	\$230.00	\$460.00	\$300.00	\$600.00	\$250.00	\$500.00
MA-D7	2 inch Asphaltic concrete surface course	TON	1	\$230.00	\$230.00	\$300.00	\$300.00	\$280.00	\$280.00
MA-D8	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	10	\$101.00	\$1,010.00	\$22.00	\$220.00	\$25.00	\$250.00
<b>Total of All Mandatory Alternate D Bid Prices</b>					<b>\$8,493.50</b>		<b>\$6,538.00</b>		<b>\$7,620.00</b>
<b>Mandatory Alternate E – Indianhead Park Parking Lot Pavement Markings</b>									
MA-E1	Pavement markings	L.S.	1	\$1,500.00	\$1,500.00	\$800.00	\$800.00	\$16,775.00	\$16,775.00
<b>Total of All Mandatory Alternate E Bid Prices</b>					<b>\$1,500.00</b>		<b>\$800.00</b>		<b>\$16,775.00</b>
<b>Total of All Mandatory Alternate Estimated Bid Prices</b>					<b>\$205,606.10</b>		<b>\$213,587.00</b>		<b>\$247,944.00</b>
<b>Total of All Estimated Bid Prices</b>					<b>\$681,334.05</b>		<b>\$734,323.40</b>		<b>\$866,889.50</b>

\* Payne & Dolan, Inc.  
Mandatory Alternate B, \$94,036.50  
Total should be: \$92,216.25

\*\* Asphalt Contractors  
Base Bid, \$518,836.00  
Should be: \$520,736.40





## Agenda Item Cover Report

<b>Date:</b> <b>2/25/21</b>	<b>Committee/Board:</b> <b>Public Works</b>
<b>Submitted by:</b> <b>Ron Bittner</b>	<b>Department:</b> <b>Public Works</b>
<b>Date of Committee Action:</b> <b>3/3/21</b>	<b>Date of Village Board Action:</b> <b>3/17/21</b>

**Subject:**

Snow & Ice Control Policy

**Executive Summary:**

The village currently does not have a formal policy for snow & ice control measures and guidelines. The policy started as a written procedure for the Wisconsin Department of Natural Resources as a requirement for the village's MS4 permit. After review this became an opportunity to inform the public and create a better understanding of the approach village staff uses for winter events. Outlined in the policy are procedures for pre-event, event, and post event measures taken to provide safe drivable streets within the village.

**Fiscal Impact:**

N/A

**Executive Recommendation/Action:**

We are requesting a recommendation the Village Board to approve the Snow & Ice control Policy.

☐ **Attachments Included**



**VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES**

**RESOLUTION 2021-14**

**A Resolution Adopting the Village of Mukwonago Snow and Ice Control Policy**

**WHEREAS**, the Village currently does not have a formal policy for snow and ice control measures and guidelines; and

**WHEREAS**, a written procedure is required by the Wisconsin DNR for the MS4 permit, and

**WHEREAS**, a formal process allows for a more standardized approach that staff will use during winter events, outlining procedures for pre-event, event, and post event measures taken to provide safe drivable streets within the Village; and

**WHEREAS**, the Public Works Committee has reviewed the Village of Mukwonago Snow and Ice Control Policy and recommends its final adoption.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the Village Board of the Village of Mukwonago hereby approves the Village of Mukwonago Snow and Ice Control Policy dated March 17, 2021, as attached hereto.

Adopted this 17<sup>rd</sup> day of March, 2021.

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Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Diana Dykstra, Clerk-Treasurer



# SNOW AND ICE CONTROL POLICY

February 25, 2021





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## I. INTRODUCTION

### PURPOSE

The purpose of this manual is to establish an acceptable policy and operational procedures for snow and ice control on public streets and parking under the jurisdiction of the Village of Mukwonago. This policy provides a uniform understanding of the priorities and procedures used to combat accumulation of snow and ice on Village streets.

### OBJECTIVE

The objective of these policies and procedures is to provide adequate traction for vehicles properly equipped for winter driving conditions. Priority is given to streets which carry the largest traffic volume. Limited resources preclude service on lower priority streets until higher priority streets have been completed. It should be expected that during storms of high intensity or long duration and during non-regular working hours, drivers on lower priority streets will encounter snow-covered or icy conditions. Snow and ice control operations will continue during regular hours and/or until all streets have passable pavement or when plowing and de-icing is no longer effective.

### SCOPE

This policy applies only to public streets under the jurisdiction of the Village of Mukwonago. The village has approximately 91 lane miles of arterial, collector and residential streets that it maintains. Snow removal on county and state highways is provided by Waukesha County.

The Public Works Department is responsible for snow removal from 11 village-owned public parking lots and 3 miles of village-maintained sidewalks. The Utilities Department is responsible for 9 facility lots.

Village ordinance assigns the responsibility of sidewalk snow removal from the Village to the adjacent property owner. § 74-8 **Snow and ice removal**. [Ord. No. 880, § I, 9-16-2014; Ord. No. 910, § I, 3-15-2016]



## II. POLICIES

### RESPONSIBILITY

The responsibility for implementing the snow and ice control policy lies with DPW supervision, or designee. The Village of Mukwonago Police Department may request operations during off hours by contacting the assigned DPW supervision.

### TRAINING

Prior to the start of the snow season, the Department of Public Works will conduct training activities for personnel that will be involved in snow control activities. The training will consist of classroom, hands-on equipment operation and calibration.

### WEATHER MONITORING

DPW supervision will use the National Weather Service, local meteorologists, and on-line resources to develop a mobilization plan for each winter event.

### COMMENCEMENT OF OPERATIONS

The Department of Public Works will monitor conditions whenever there is danger of ice or snow conditions developing on village streets. The Police Department also reports icy conditions to the DPW after regular working hours. The Village of Mukwonago Police Department may request operations during off hours by contacting the assigned DPW supervision.

### PRIORITIES

A limited number of resources and the need to provide the greatest level of safety and benefit to the traveling public, in an efficient manner, necessitate that priority be given to certain heavily used streets above others more minor in nature. Therefore, streets with higher intensity use have a higher priority for snow removal service. Minor streets which require proportionally more time for snow removal for traffic served have a lower priority.

### DEVIATION FROM POLICY

Deviations from standard policies and procedures may occur due to unusual or extraordinary circumstances. Every winter storm has unique characteristics such as storm intensity, duration, wind, temperature, and moisture content that influence the methodology used in response to each storm.



Deviations and exceptions from the general priorities and procedures may be made when, in the judgment of the responsible authority, such deviations will best support meeting established objectives and ensuring public safety.

The time required to clear snow and ice from streets depends on a variety of conditions often unique to each storm event. The strategies used to plow streets depend on several factors including:

- Snowstorm intensity and accumulation.
- Anticipated snowstorm duration.
- Type of snow, ranging from light/dry to heavy/wet.
- Ambient air and pavement surface temperatures before and expected after snowfall.
- High winds and drifting conditions.
- Traffic conditions, weekday versus weekend.
- Time of day.
- Time of season – fall, winter, or spring; and
- Availability of equipment and staff.

### III. OPERATIONS PLAN

#### EQUIPMENT RESOURCES

Six (6) single axel patrol trucks equipped with a 2-way plow, wing, salter/sander and pre-wet. One (1) baby dump truck with a 2-way plow and salt/sander. One (1) wheel loader with a 2-way plow and wing. One (1) pickup truck with a plow.

The department may at times utilize equipment from the Utilities Department to assist with snow removal activities. This equipment includes one (1) pickup truck with a 2-way plow and a skid loader.

#### STAFFING

There are seven employees who work full time for the Department of Public Works. These employees can operate plows, sanders, and front-end loaders for snow



removal. Seven (7) staff members from the Utilities Department are available when snow events require additional support or equipment operators.

## RESPONSE PLAN

When weather forecasts indicate a, pending storm is anticipated to deposit snow within the Village, public works staff will begin applying salt-brine (anti-icing) to priority streets to aid in ice and snow control. This application can generally be completed within eight hours and helps prevent the occurrence of ice buildup on these higher priority streets.

Each plow route contains priority streets and areas of concentrated traffic such as schools, industrial parks, police, and fire services, and will be cleared of snow and are deemed safe for travel during or after a snow event. Snow removal operations shift to secondary streets and cul-de-sacs after priority street have been cleared. Public facilities and public parking lots are cleared at the same time as street operations. Village maintained sidewalk will be cleared within 24 hours after a snowfall ends per village ordinance. Cul-de-sacs, multi-use trails and park lots/roads will be cleared as time allows during normal hours of operation.

## PRE-STORM APPLICATION OF SALT BRINE

Anti-icing is considered the most cost-effective method of preventing snow and ice from bonding to the pavement. Application rates require far less material when compared to de-icing operations. Brine applied before an event allows for cleaner mechanical removal and requires less salt for deicing. The DPW will begin applying salt-brine to priority streets identified on the **Primary Anti-Icing Route** when weather forecasts indicate a storm is anticipated. Salt brine is applied at 40 gallons per lane mile when conditions outlined on the **Anti-Icing Flow Chart** are met.

## DE-ICING

De-icing is generally completed along with plowing in conformance with the priority road response system. Pre-wetting of salt prior to dispensing prevents dry salt from bouncing and blowing off the road. This is a cost-effective measure while reducing environmental impacts. Current village equipment uses pre-wet units that spray a salt brine solution on the spinner at a rate of 10 gallons per ton of salt. Staff refer to the **Winter Maintenance Application Guideline** for salt application rates based on best practices of similar events. Rates are adjusted as conditions change. Sanding alone is conducted when roads are icy and low temperatures make salt ineffective on snow-packed roads.

Once operations have begun, de-icing will continue until the selected streets have had traction restored. Depending on the weather conditions, arterial and collector streets



may receive multiple applications along with other high use intersections or streets with inclines.

## MATERIALS

Salt pre-wet with chemical blends as outlined Winter Maintenance Application Guideline is used for deicing operations.

For sanding operations, salt and sand mixtures will be used in different amounts, depending on pavement/air temperature and the amount of precipitation. Generally, a mixture consisting of two (2) parts sand to one (1) part salt is used.

## SALT STORAGE

The salt storage facility at 630 Veterans Way East has a capacity of approximately 1,000 tons. Orders for salt delivery are regularly made to keep the storage facility at capacity.

## BRIDGES

Bridges often become icy before the adjacent streets because the ambient air temperature is lower beneath the bridges than the ground temperature beneath the pavement. Bridges are monitored for icy conditions department staff personnel during normal working hours and after-hours by the Police Department.

Salt brine is usually applied to bridge decks before a snow or ice event to prevent the snow and ice from bonding to the bridge deck. If ice is present, a salt and sand mixture may be spread to increase traction and melt ice.

## CUL-DE-SACS

To become more efficient, crews will make one (1) full pass around the perimeter of the cul-de-sac with a snowplow. When clearing the cul-de-sac, snow will be pushed to a safe location for storage. Snow will be removed from the cul-de-sac later when storage capacity is reached.

## LOADING AND HAULING OF SNOW

Snow removal will begin after streets, municipal facility parking and village sidewalks are cleared and deemed not hazardous. Village crews will remove snow from the downtown business district when parking, passenger loading and unloading become



hazardous. Loading and hauling snow is time-consuming and will be performed in other areas as time allows during normal hours of operation.

## PUBLIC RELATIONS

Providing information to the public is a vital part of the snow removal process. Residents need to know how they can help facilitate snow removal and what to expect in terms of a response by village crews to winter storms. Messages sent to the public can range from simple requests to remove parked vehicles from the street, to notification of street closures, or snow emergencies.

Prior to snow season each year, the village will convey information regarding the sidewalk ordinance and parking restrictions.

The Department of Public Works will work closely with the Police Department to convey information regarding snow removal activities as needed and to request resident compliance with snow removal and parking restrictions.

## DISPATCHING REQUESTS FOR SERVICE

Since snowplow operators are already trained to follow priorities established by policies and procedures contained herein, it is inefficient to respond to individual concerns before allowing operators to respond in accordance with existing procedures.

The Police Department dispatch center will log requests for service and forward these logs to snow removal supervision for review and potential action. DPW Supervision will use these logs to direct operators to areas of concern, after they have achieved the goals established within existing snow removal policies.

## V. OPERATIONAL PROCEDURES FOR DIFFERENT STORM INTENSITIES

The following procedures describe implementation of the Operations Plan for various storm intensities. These procedures are intended as an aide to supervisors and management staff to ensure essential actions are taken. Variations to these procedures may be made by public work supervision, or his designate, to best meet the demands of changing storm events. These procedures will also help provide residents with a better understanding of how the Village manages snow removal.



## MINOR SNOW EVENT

Generally, < four (4) inches' accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** and may start up to 72 hours in advance of an event.

Plowing and deicing operations begin when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.

## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service.

## MODERATE SNOW EVENT

Generally, four – eight (4– 8) inches' anticipated accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** are met and may start up to 72 hours in advance of an event.

Plowing and deicing operations when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.



## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service as needed.

## ADDITIONAL RESOURCES NEEDED

During events in the upper range, an additional pickup and wheel loader equipped with a plow and wing will be placed into service requiring support from two utility staff members.

## HEAVY SNOW EVENT

Generally, > eight (8) inches accumulation of snow within the roadway.

Anti-icing operations will begin when conditions as outlined in the **Anti-Icing Flow Chart** and may start up to 72 hours in advance of an event.

Plowing and deicing operations when unsafe conditions warrant, or cleanup operations begin. Initially one patrol truck to be placed in service to when conditions become hazardous. Primary streets, arterials and hospital routes will be priority for this initial response route.

Additional trucks will be dispatched when conditions require a more effective response or the initiation of cleanup operations.

Sidewalk snow removal operations begin after street operations are completed.

## AUTHORITY

Public Works Supervision or designee during off-hours has the authority to call-out an initial response unit for the Primary Route. Public Works Supervision has the authority to place additional units in service as needed.

## ADDITIONAL RESOURCES NEEDED

One (1) an additional pickup and the wheel loader equipped with a plow and wing will be placed into service requiring support from three (3) utility staff members.



## SNOW EMERGENCY

Generally, when eight (8) inches or more snow anticipated within the roadway and/or storm durations exceed 24 hours a snow emergency will be called. Eliminating street parking during plowing operations provides for a more efficient process and a quicker return to winter street parking privileges. § 82-177 **Parking during snowstorm emergency**. [Code 1966, § 4.16; Ord. No. 888, § 1, 12-16-2014; Ord. No. 895, § IV, 3-17-2015]

Resources will be committed to priority streets first. Additional resources, as described below, will be brought in to clear lower-priority roads. Only after priority streets are cleared, will all resources be shifted to the remaining streets and cul-de-sacs.

## AUTHORITY

Public Works Supervision has the authority to callout and direct snow removal resources. The Public Works Director coordinates public information updates through Village Administrator and the Village of Mukwonago Police Department. The Public Works Director may also seek assistance from other departments within the village to provide additional labor to meet the conditions.

## VI. PUBLIC INFORMATION

### PUBLIC INFORMATION

The Village of Mukwonago Police Department will notify the following TV and radio stations notifying residents that on-street parking restrictions will be actively enforced.

WTMJ (TV channel 4, 94.5 FM and 620 AM)  
WITI (TV channel 6)  
WISN (TV channel 12)  
WDJT (TV channel 58)

The Police Department will also post notices on the RAVE alert system, community message centers and the department's Facebook page.

Additional departments may post notices to their social media accounts,



## ON-STREET PARKING

It is dangerous and difficult to plow narrow streets that are congested with parked vehicles. Plowing around parked cars limits the effectiveness of snow removal activities. Some narrow streets may not be plowed if equipment cannot safely drive down them. The most helpful thing residents can do to facilitate snow removal is to move vehicles off the street and encourage their neighbors to do the same.

To facilitate snow removal, the police department will enforce the village's winter parking ordinance requiring alternate side on-street parking. § 82-231 **Winter parking on through highways.** [Code 1966, § 4.24(8); Ord. No. 888, § I, 12-16-2014; Ord. No. 937, § II, 10-17-2017; Ord. No. 953, § 11, 11-15-2018] § 82-191 **At certain hours and dates.**

[Code 1966, § 4.24(1); Ord. No. 394, § 1, 12-18-1984; Ord. No. 530, § 1, 11-11-1993; Ord. No. 603, § I, 9-2-1997; Ord. No. 608, § I, 12-16-1997; Ord. No. 806, § I, 7-17-2007; Ord. No. 817, § I, 2-17-2009; Ord. No. 822, § I, 6-16-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 941, § I, 12-19-2017]

## SNOW BLOWING

Blowing, throwing, or pushing snow from driveways and walks into the street creates additional work for snowplow operators and may create significant traffic hazards. Some businesses and residents have pushed large piles of snow into the street, hoping it would melt quickly. The snow pile is a hazard itself, but the ice created when the melting snow refreezes can make the situation even more dangerous. Move snow onto landscaped areas in the yard or parking lot. Village Code prohibits placing snow upon any public street, sidewalk, easement, right-of-way, or public way, or sidewalk. 34-32(a)(10). § 34-32 **Public nuisances affecting peace and safety.** [Code 1966, § 16.02(4)(a) — (q); Ord. No. 611, § I, 1-6-1998; Ord. No. 804, § I, 5-15-2007]

## CUL-DE-SACS

There are approximately 56 cul-de-sacs in the Village. It takes considerably longer to clear snow from cul-de-sacs than other “uninterrupted” stretches of village streets. Cul-de-sacs will be cleared, but it will likely be several days after a major storm ends.

Parking on cul-de-sac. Between November 1 through March 31, no person shall park any motor vehicle, which may interfere with snow and/or ice control operations, within a cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution. § 82-180 **Miscellaneous parking restrictions.**

[Code 1966, § 4.09(5); Ord. No. 581, § 1, 11-5-1996; Ord. No. 588, § I, 1-7-1997; Ord. No. 596, § I, 4-15-1997; Ord. No. 805, § I, 6-19-2007; Ord. No. 818,



§ I, 2-17-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 937, § I, 10-17-2017; Ord. No. 953, § I, 11-15-2018

## SIDEWALKS

Snowplow operators try to avoid placing snow on sidewalks, but in some instances this may not be possible. The adjacent property owner is responsible to keep sidewalks clear.

## RESIDENTIAL DRIVEWAYS

One of the most frequent concerns in the removal of snow from public streets is snow being deposited at the approach to residential driveways during plowing operations. As plows travel along streets, the snow accumulated on the plow blade has no place to go but on to the adjacent street landscaping areas and in driveways. The more snow that has fallen, the greater the problem encountered.

Residents can help this situation by piling snow they have shoveled from their driveways on to the right side facing the street, instead of placing it on both sides at the end of the driveway. By doing so operators can avoid carrying piles from the “upstream” portion of the street back across driveways.

## MAIL DELIVERY

Village snow removal operators make every effort to remove snow as close to the curb as practical and to provide access to mailboxes for postal carriers. However, it is not always possible to provide ideal conditions and not damage mailboxes with the size and type of equipment the village operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.

If there is an accumulation of snow blocking your mailbox, it is the property owner’s responsibility to remove the snow so the mailbox can be reached by your letter carrier and label it with your address and the words “U.S. Mail.”

## PROPERTY DAMAGE CLAIMS

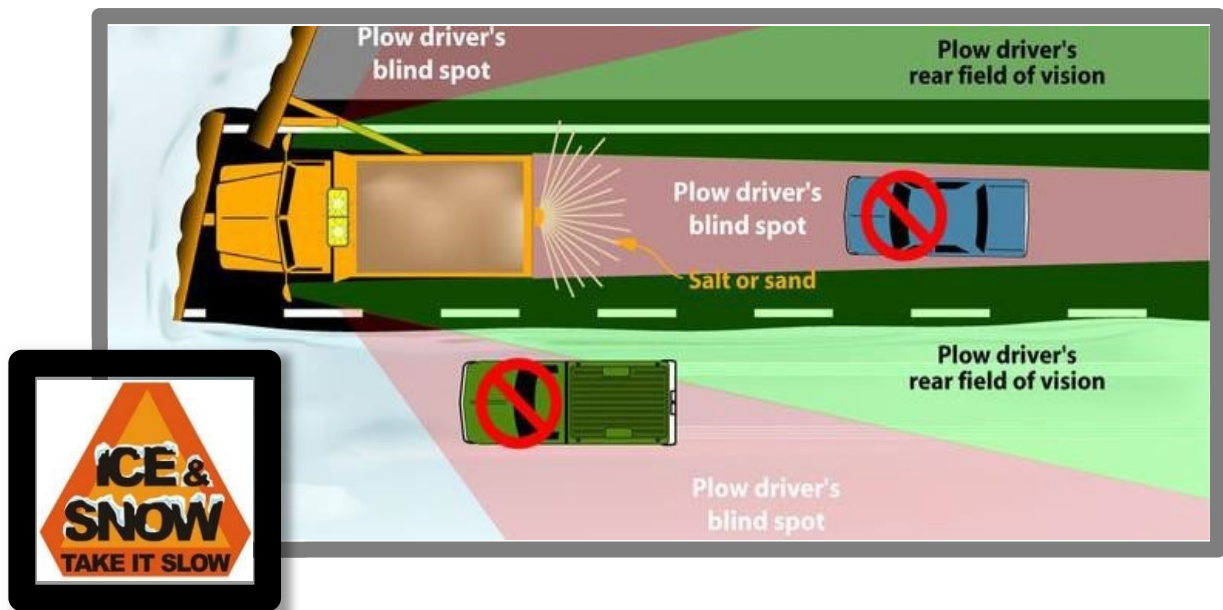
Incidents involving contact between Village equipment and private property typically occur within the public right-of-way. Although the public right-of-way is maintained by the adjacent property owner, there are times when the right-of-way is the only available space to store excess snow removed from the roads. A village right-of-way is commonly defined as roadway, sidewalks, terrace (grass strip) curbs and gutters. Terrace areas may be necessary to serve as excess snow storage, therefore, actions taken by operators can occasionally result in property damage, particularly during blizzard conditions or night-time snow plowing.



In the event of damage to property during snow removal, the property owner should notify the Public Works Office by calling (262) 363-6447 or by filling out a REPORT A CONCERN email on the Village's website <https://villageofmukwonago.com/>. The claim will then be reviewed to determine if the damage was a result of impact with a plow blade or other piece of equipment. It should be noted that mailboxes should be constructed to United States Postal service (USPS) standards and be able to withstand the force of snow rolling off a plow. Mailboxes That extend beyond the curb face into the street will be replaced or repaired by village staff.

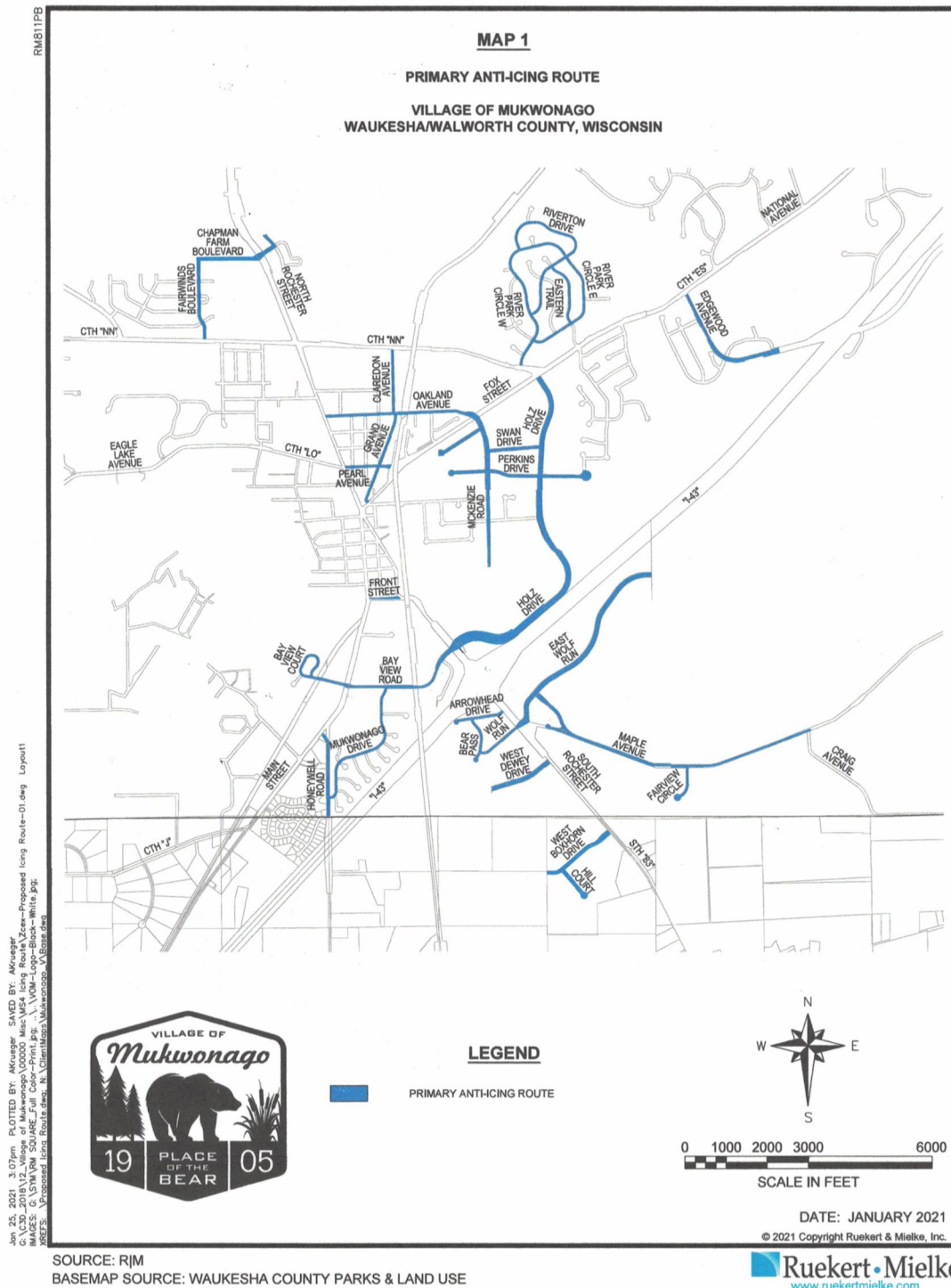
## SAFETY TIPS

- When trucks are plowing snow and spreading sanding material, stay back from the vehicle 100 feet to avoid problems.
- Plow trucks often must back up. There are blind spots in the mirrors. For your safety, do not pull up directly behind them. They may not be able to see you.
- When cleaning driveways or parking lots, do not put snow in the street. This can cause problems for other motorists.
- Plow trucks generally push snow to the passenger side of the truck (right side when looking at it from the rear). Never attempt to pass a truck on the right since there can be much more snow on that side of the vehicle.



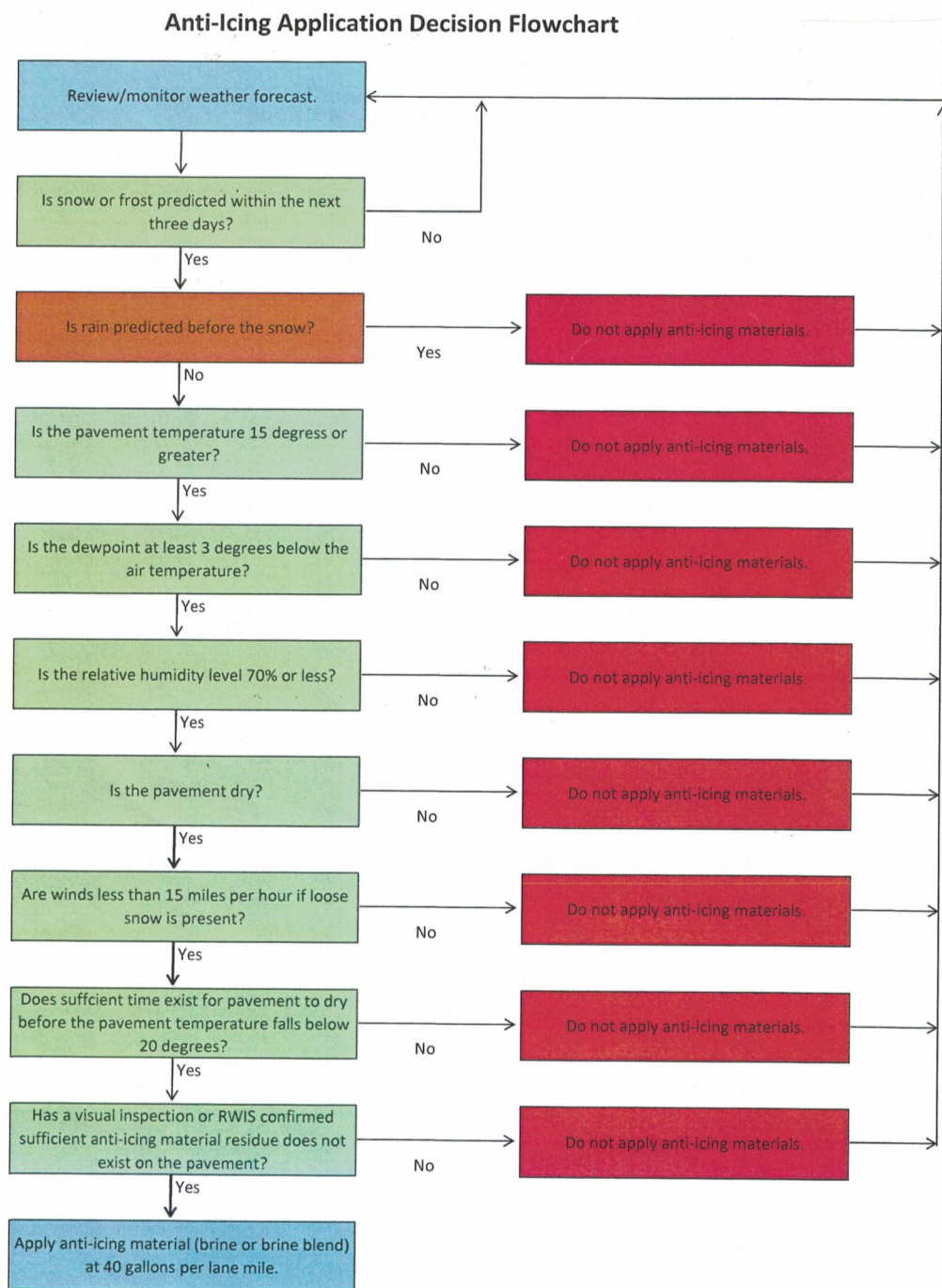


# PRIMARY ANTI-ICING ROUTE





## ANTI-ICING FLOW CHART





## WINTER MAINTENANCE APPLICATION GUIDELINE

### Highway Division Application Rate Guidelines

Appendix H

24' of pavement (typical two-lane road)

These rates are not fixed values, but rather the middle of a range to be selected and adjusted by an agency according to its local conditions and experience.

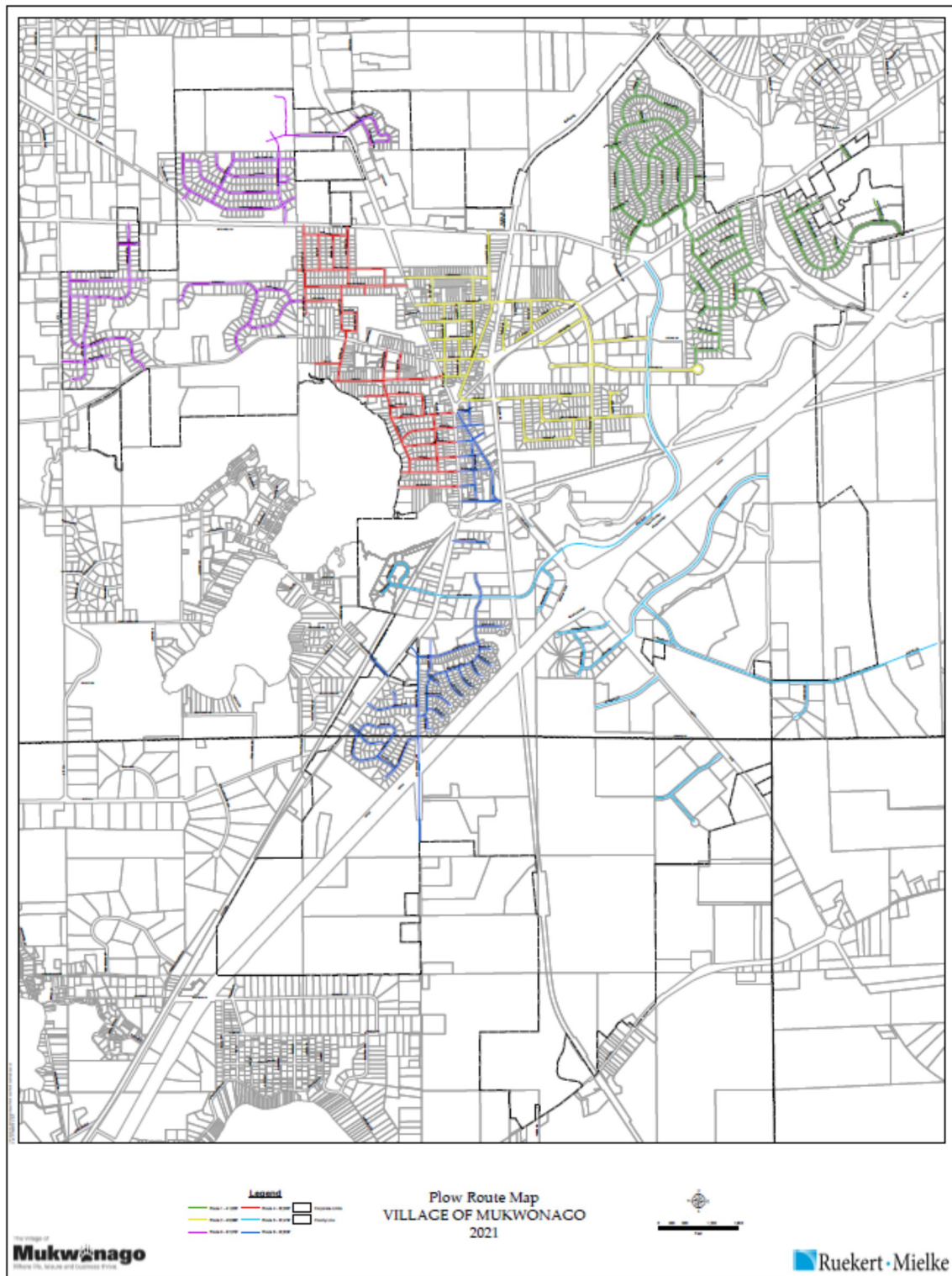
Pavement Temp. (°F) And Trend ↑↓	Weather Condition	Maintenance Actions	lbs / two – lane mile			
			Salt <u>Prewetted/</u> <u>Pretreated</u> With Salt Brine	Salt <u>Prewetted/</u> <u>Pretreated</u> With Other Blends	Dry Salt*	Winter Sand (abrasives)
>30°↑	Snow	Plow, treat Intersections only	80	70	100*	Not recommended
	Freezing Rain	Apply chemical	80 - 160	70 - 140	100 – 200*	Not recommended
30°↓	Snow	Plow & apply chemical	80 - 160	70 - 140	100 – 200*	Not recommended
	Freezing Rain	Apply chemical	150 - 200	130 - 180	180 – 240*	Not recommended
25 - 30°↑	Snow	Plow & apply chemical	120 - 160	100 - 140	150 – 200*	Not recommended
	Freezing Rain	Apply chemical	150 - 200	130 - 180	180 – 240*	Not recommended
25-30°↓	Snow	Plow & apply chemical	120 - 160	100 - 140	150 – 200*	Not recommended
	Freezing Rain	Apply chemical	160 - 240	140 - 210	200 – 300*	400
20 - 25°↑	Snow or Freezing Rain	Plow & apply chemical	160 - 240	140 - 210	200 – 300*	400
20 - 25°↓	Snow	Plow & apply chemical	200 - 280	175 - 250	250 – 350*	Not recommended
	Freezing Rain	Apply chemical	240 - 320	210 - 280	300 – 400*	400
15 - 20°↑	Snow	Plow & apply chemical	200 - 280	175 - 250	250 – 350*	Not recommended
	Freezing Rain	Apply chemical	240 - 320	210 - 280	300 – 400*	400
15 - 20°↓	Snow or Freezing Rain	Plow & apply chemical	240 - 320	210 - 280	300 – 400*	500 for Freezing Rain
0-15°↑↓	Snow	Plow, treat w/blends, sand hazardous areas	Not recommended	300 - 400	Not recommended	500 – 750 spot treat as needed
< 0°	Snow	Plow, treat w/blends, sand hazardous areas	Not recommended	400 – 600**	Not recommended	500 – 750 spot treat as needed

\* Dry salt is not recommended. It is likely to blow off the road before it melts ice

\*\* A blend of 6 – 8 gal/ton MgCl<sub>2</sub> or CaCl<sub>2</sub> added to NaCl can melt ice as low as - 10°

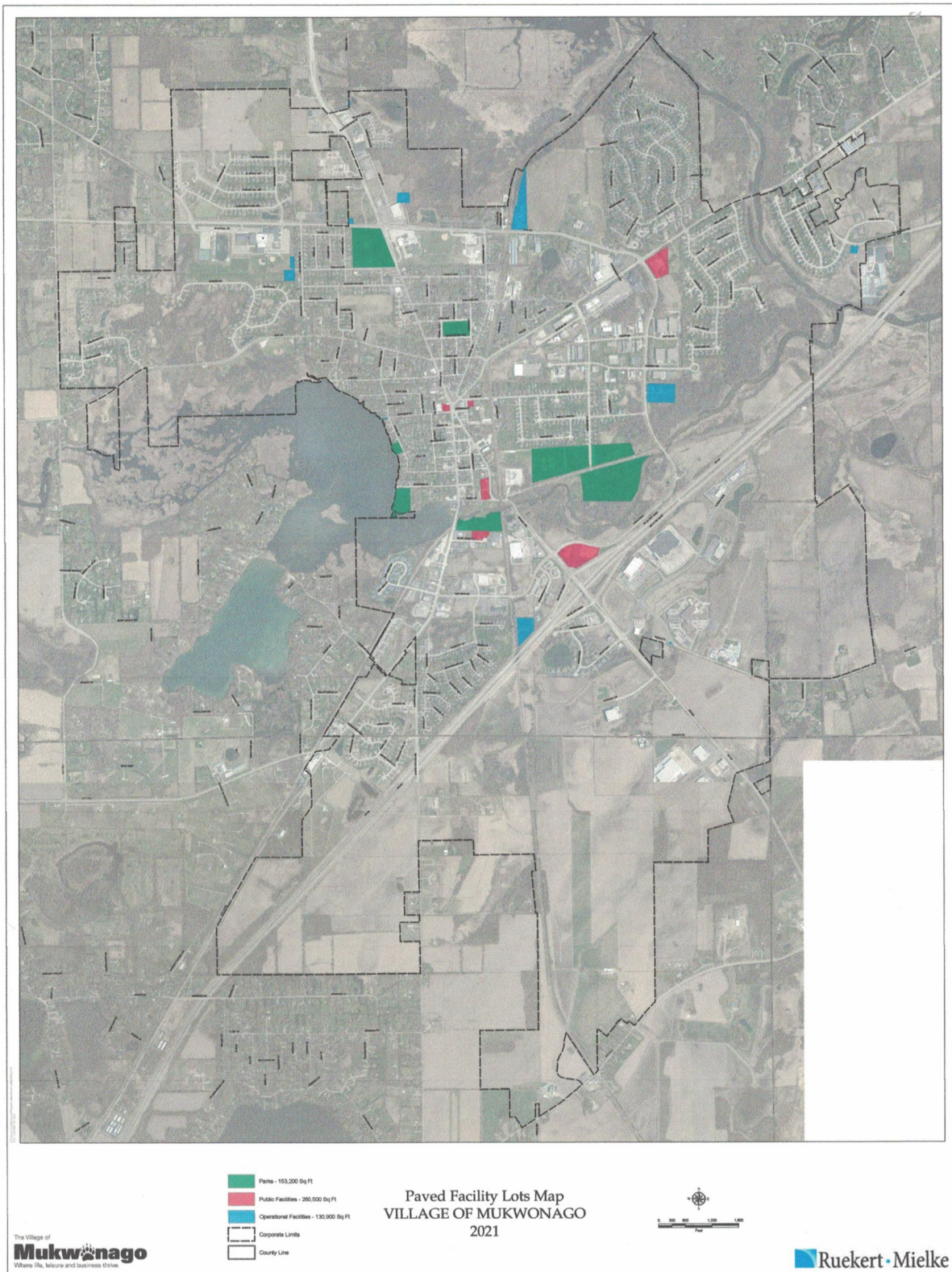


## PLOW ROUTES





## VILLAGE FACILITIES AND PUBLIC PARKING LOTS





## VILLAGE ORDINANCES

**§ 74-8 Snow and ice removal.** [Ord. No. 880, § I, 9-16-2014; Ord. No. 910, § I, 3-15-2016]

The owner, occupant or person in charge of each and every building or structure or unoccupied lot in the Village fronting or abutting any street shall clean or cause to be cleaned the sidewalk in front of or adjoining each such home, building or unoccupied lot, as the case may be, of snow or ice to the width of such sidewalk within 24 hours after snowfall ceases and shall cause the sidewalk to be kept clear from ice and snow, provided that when the ice has formed on a sidewalk so that it cannot be immediately removed, such persons shall keep the sidewalk sprinkled with sand or salt. For purposes of this section, sidewalk shall include the handicapped access ramps between the sidewalk and roadway.

**§ 82-177 Parking during snowstorm emergency.**[Code 1966, § 4.16; Ord. No. 888, § 1, 12-16-2014; Ord. No. 895, § IV, 3-17-2015]

**(a)**

Emergency declarations. The Village Board hereby declares that an emergency exists in the Village whenever a snowfall during any period of 24 hours or less, is predicted to, or does reach a depth of six inches or more, as reported by the weather service. Such emergency is declared to be a serious public hazard impairing transportation and public health, safety, and welfare for a period of 48 hours or until such earlier time as snow removal operations have been declared completed by the public works director. From Subsection **82-180(d)**, "Snow emergency parking restrictions" whenever the Village President shall, by reason of heavy snowstorm or blizzard, proclaim a snow emergency pursuant to W.S.A., §§ 323.11 and 323.14, no person shall park, stop, or leave standing any vehicle upon the streets or any portion of the streets during the hours set forth in such proclamation.

**(b)**

Parking regulations during snow emergencies. Whenever an emergency exists and the public works director shall cause announcement of such emergency to be made by not less than two radio stations whose normal operating range covers the Village, and thereafter, no person shall park, or suffer to be parked, any vehicle of any kind or description in an area marked by temporary no parking signs or between the hours of 12:00 p.m. and 6:00 a.m., inclusive, upon any street in the Village; provided, however, that, notwithstanding such emergency restrictions, vehicles may be parked for a period of time not longer than three minutes for actually loading or unloading of passengers, or 30 minutes for actually loading or unloading of property; and provided further that no other regulation restricting parking as to place, time, or manner is violated thereby.



c)

Authorization of erection of no parking signs. Pursuant to the provisions of W.S.A., §§ 323.11 and 323.14, the public works director is authorized to erect temporary no parking signs during the existence of an emergency created by a snowstorm or excessive snowfall which impairs or prevents the full use of any highway, street, or roadway for transportation.

(d)

Snow tow-away zone. The public works director is hereby authorized to cause the towing away of vehicles parked in violation of this section.

(e)

Penalty for violation of section. Notwithstanding any other provisions of this chapter, any person violating the provisions of this section shall pay a forfeiture as set forth in the most current Village Board bail bond resolution, plus penalty assessment and court costs and, upon failure to pay any forfeiture, penalty assessment and court costs imposed, may be imprisoned not exceeding six months or until such forfeiture, penalty assessment and costs are paid. This provision is based upon the special penalty provisions of W.S.A., §§ 323.11 and 323.14.

## **§ 82-180 Miscellaneous parking restrictions.**

[Code 1966, § 4.09(5); Ord. No. 581, § 1, 11-5-1996; Ord. No. 588, § I, 1-7-1997; Ord. No. 596, § I, 4-15-1997; Ord. No. 805, § I, 6-19-2007; Ord. No. 818, § I, 2-17-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 937, § I, 10-17-2017; Ord. No. 953, § I, 11-15-2018]

(h)

Parking on cul-de-sac. Between November 1 through March 31, no person shall park any motor vehicle, which may interfere with snow and/or ice control operations, within a cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution.

**§ 82-231 Winter parking on through highways.**[Code 1966, § 4.24(8); Ord. No. 888, § I, 12-16-2014; Ord. No. 937, § II, 10-17-2017; Ord. No. 953, § 11, 11-15-2018]

(a)

A night privilege parking permit issued under this division shall not permit parking in violation of any other provision of this article relating to time, place, and manner of parking, stopping, or standing of vehicles, including regulations relating to civil defense and snow emergencies.

(b)

A night privilege parking permit issued under this division shall not permit parking of any motor vehicle which may interfere with snow and/or ice control operations within



a cul-de-sac upon the streets as set forth in the most current Village Board traffic resolution.

**§ 82-191 At certain hours and dates.**

[Code 1966, § 4.24(1); Ord. No. 394, § 1, 12-18-1984; Ord. No. 530, § 1, 11-11-1993; Ord. No. 603, § I, 9-2-1997; Ord. No. 608, § I, 12-16-1997; Ord. No. 806, § I, 7-17-2007; Ord. No. 817, § I, 2-17-2009; Ord. No. 822, § I, 6-16-2009; Ord. No. 888, § 1, 12-16-2014; Ord. No. 941, § I, 12-19-2017]

**(a)**

No person shall park or leave standing any vehicle on any public highway of the Village for more than 30 minutes between the hours of 2:00 a.m. and 6:00 a.m. from November 1 through March 31.

**§ 34-32 Public nuisances affecting peace and safety.**

[Code 1966, § 16.02(4)(a) — (q); Ord. No. 611, § I, 1-6-1998; Ord. No. 804, § I, 5-15-2007]

**(a)** The following acts, omissions, places, conditions, and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety:

**(10)** All obstructions of streets, alleys, sidewalks or crosswalks and all excavations in or under the same, except as permitted by the ordinances of the Village or which, although made in accordance with such ordinances, are kept or maintained for an unreasonable or illegal length of time after the purpose thereof has been accomplished. Obstructions of streets or alleys includes the depositing or placing of leaves, brush or snow into the street or alley.



# Mailbox Installation

## How to Set Up & Mount a Mailbox

Follow U.S. Postal Service® guidelines for installing and placing a new mailbox at your home. Get tips on the best materials to use to set up a curbside mailbox and how to keep it in good condition. Make sure that your mail carrier always has a clear path to your mailbox whether it is by the street or mounted on your house.



## Curbside Mailboxes

### Mailbox Size & Construction Standards

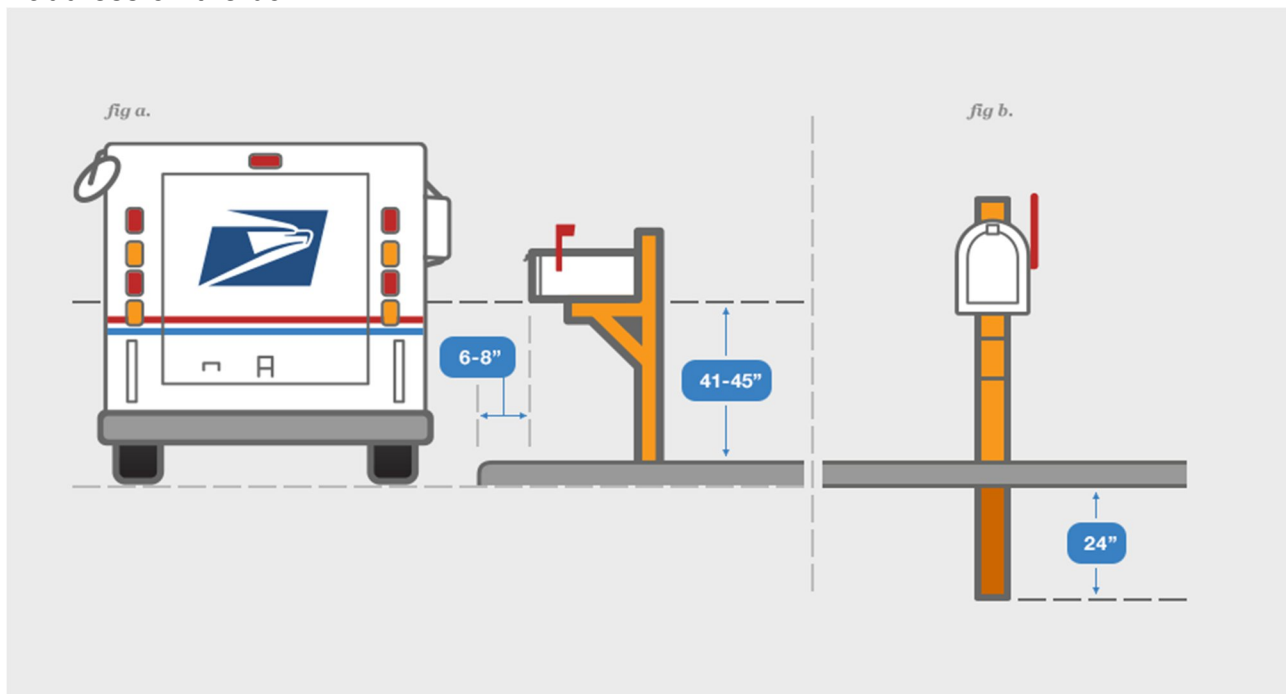
A mailbox with the Postmaster General's (PMG) seal of approval meets USPS size and construction standards. If you build your own mailbox or buy a custom-made one, it must meet the PMG standards. Show your local postmaster your mailbox plans or your custom-made box for approval.



## Where to Place the Mailbox

Here are some helpful guidelines to follow when placing your mailbox:

- Position your mailbox 41" to 45" from the road surface to the bottom of the mailbox or point of mail entry.
- Place your mailbox 6" to 8" back from the curb. If you do not have a raised curb, contact your local postmaster for guidance.
- Put your house or apartment number on the mailbox.
- If your mailbox is on a different street from your house or apartment, put your full street address on the box.



## Installing the Mailbox Post

The best mailbox supports are stable but bend or fall away if a car hits them. The Federal Highway Administration recommends:

- A 4" x 4" wooden support or a 2"-diameter standard steel or aluminum pipe.
- Avoid unyielding and potentially dangerous supports, like heavy metal pipes, concrete posts, and farm equipment (e.g., milk cans filled with concrete).
- Bury your post no more than 24" deep.



## TASK ORDER

This is Task Order No. 2021-01,  
consisting of 3 pages  
**Village of Mukwonago**  
*Fox River Pedestrian Bridge*

### Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert-Mielke, Inc. (Engineer) dated February 20, 2019, Owner and Engineer agree as follows:

#### 1. Specific Project Data

- A. Title: Fox River Pedestrian Bridge
- B. Description: Provide engineering related services for the survey, design, and bidding of the proposed prefabricated steel truss pedestrian bridge across the Fox River and the extension of the multi-use trail from the Fox River View subdivision to the Two Rivers subdivision.

#### 2. Services of Engineer

##### Phase 200 – Design and Bidding

- Prepare and coordinate overall project schedule,
- Perform site topographic survey, including structures, piping, and any other features needed for design,
- Easements and title searches,
- Site visit to review layout and planned construction,
- Wetland delineation,
- Environmental assessments and investigations,
- Coordinate geotechnical engineering firm for supplemental geotechnical investigations,
- Prepare plan and profile set of drawings along the centerline alignment for the proposed multi-use trail and prefabricated steel truss pedestrian bridge,
- Prepare cross section drawings along the centerline alignment for the proposed multi-use trail and prefabricated steel truss pedestrian bridge,
- Prepare plan drawings for storm sewer extension,
- Prepare plan of drawings for construction details, traffic control and erosion control,
- Prepare project specifications and other bidding documents,
- WDNR Chapter 30/wetland permitting,
- ACOE permitting,
- Floodplain analysis and approvals,
- Waukesha County permitting,
- Upload bidding documents for online viewing/ordering,
- Answer Contractor questions during bidding period,
- Attend Bid Opening,
- Review bids for completion of all contract requirements. Review prequalification statements, and bidder references,
- Issue Recommendation of Award and Notice of Award,
- Attend Village Board meeting to answer questions about the award of the project.

##### Work Available as additional services:

The following services are not included in this effort because we have assumed they are not necessary or the scope of such services has not yet been defined:

- Design of prefabricated steel pedestrian bridge foundation and footings by others,
- Design of prefabricated steel pedestrian bridge by others,
- Land acquisition services,
- SEWRPC coordination,
- Archaeological survey by others,
- Environmental Phase 1, 2 or 3 investigations or permitting,
- Funding requirements,



## TASK ORDER

- Permit applications not listed,
- Permit application fees by the Village,
- Public Information Meetings,
- All construction phase services via a separate Task Order.

### 3. Owner's Responsibilities

The Village will Coordinate with Ruekert Mielke staff to review draft plans, meet onsite to review layout and attend bid opening. Owner will pay for the cost of advertisement, Engineer's reimbursable expenses, reproduction of the bidding documents, distribution of the bidding documents, and will refer all bidders' questions to the Engineer for response.

### 4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
Advertisement for Bid	July 7, 2021
Bid Opening	July 21, 2021
Recommendation of Award	August 4, 2021

### 5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
200 Design and Bidding	Lump Sum	\$59,615

B. The terms of payment are set forth in the Standard Terms and Conditions.

### 6. Consultants

A geotechnical engineering firm for supplemental geotechnical investigations.

### 7. Other Modifications to Standard Terms and Conditions

N/A

### 8. Attachments

Preliminary Environmental Screening,  
Level of Effort breakdown for Design and Construction,  
Engineer's Estimated Construction Cost.

### 9. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement



## TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated February 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_, \_\_\_\_\_.

OWNER:

Village of Mukwonago

ENGINEER:

Ruekert & Mielke, Inc.

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

Name: \_\_\_\_\_

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

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

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

Name: Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: February 23, 2021

### DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: \_\_\_\_\_

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Name: Michael E. Michalski

Title: Project Engineer

Address: W233 N2080 Ridgeview Parkway  
Waukesha, WI 53188-1020

Email: mmichalski@ruekert-mielke.com

Phone: 262-953-3004



## ESTIMATED CONSTRUCTION COST

### *Fox River Pedestrian Bridge Village of Mukwonago*

#### **8-Foot Wide H-5 Pedestrian Bridge**

#	Description	Unit	Quantity	Unit Price	Total
1	Construct multi-use trail to subgrade	L.S.	1	\$98,400.00	\$98,400.00
2	6" Crushed aggregate base course for trail	TON	280	\$30.00	\$8,400.00
3	3-inch Asphalt Concrete Surface Course	TON	112	\$175.00	\$19,600.00
4	Erosion Control and Grading	L.S.	1	\$10,000.00	\$10,000.00
5	Restoration	S.Y.	2,500	\$14.00	\$35,000.00
6	Clearing and grubbing	L.S.	1	\$5,000.00	\$5,000.00
7	Pedestrian Bridge	L.S.	1	\$214,700.00	\$214,700.00
8	Abutment design and construction	L.S.	1	\$45,000.00	\$45,000.00
9	Grading and backfilling abutment	L.S.	1	\$20,000.00	\$20,000.00
	Sub Total				\$456,100.00
	Administration, Engineering & Contingencies			30%	\$136,830.00
	<b>Estimated Total Project Cost</b>				<b>\$592,930.00</b>

#### **10-Foot Wide H-5 Pedestrian Bridge**

#	Description	Unit	Quantity	Unit Price	Total
1	Construct multi-use trail to subgrade	L.S.	1	\$98,400.00	\$98,400.00
2	6" Crushed aggregate base course for trail	TON	280	\$30.00	\$8,400.00
3	3-inch Asphalt Concrete Surface Course	TON	112	\$175.00	\$19,600.00
4	Erosion Control and Grading	L.S.	1	\$10,000.00	\$10,000.00
5	Restoration	S.Y.	2,500	\$14.00	\$35,000.00
6	Clearing and grubbing	L.S.	1	\$5,000.00	\$5,000.00
7	Pedestrian Bridge	L.S.	1	\$219,750.00	\$219,750.00
8	Abutment design and construction	L.S.	1	\$45,000.00	\$45,000.00
9	Grading and backfilling abutment	L.S.	1	\$20,000.00	\$20,000.00
	Sub Total				\$461,150.00
	Administration, Engineering & Contingencies			30%	\$138,345.00
	<b>Estimated Total Project Cost</b>				<b>\$599,495.00</b>

#### **10-Foot Wide H-10 Pedestrian Bridge**

#	Description	Unit	Quantity	Unit Price	Total
1	Construct multi-use trail to subgrade	L.S.	1	\$98,400.00	\$98,400.00
2	6" Crushed aggregate base course for trail	TON	280	\$30.00	\$8,400.00
3	3-inch Asphalt Concrete Surface Course	TON	112	\$175.00	\$19,600.00
4	Erosion Control and Grading	L.S.	1	\$10,000.00	\$10,000.00
5	Restoration	S.Y.	2,500	\$14.00	\$35,000.00
6	Clearing and grubbing	L.S.	1	\$5,000.00	\$5,000.00
7	Pedestrian Bridge	L.S.	1	\$248,750.00	\$248,750.00
8	Abutment design and construction	L.S.	1	\$45,000.00	\$45,000.00
9	Grading and backfilling abutment	L.S.	1	\$20,000.00	\$20,000.00
	Sub Total				\$490,150.00
	Administration, Engineering & Contingencies			30%	\$147,045.00
	<b>Estimated Total Project Cost</b>				<b>\$637,195.00</b>



**Fox River Pedestrian Bridge  
Design and Bidding Estimate**

	Jerad Wegner	Michael Michalski	Terry Tavera	Drafting	Sue Shird	Ecologist / Biologist	Survey	Survey	Other Expenses	
Initials	JJW	MEM	TRT		SJS					
Employee Class	E6	E3	E6	ET-2	AA	EB2	RLS	Crew		Task Total
Hourly Rates	\$ 160	\$ 129	\$ 170	\$ 121	\$ 78	\$ 118	\$ 139	\$ 218		Dollars
<b>Field Survey</b>										
Perform Site Survey							4	10	\$300	\$ 3,036
Create project in Cad, Format Drawing, Call Diggers, Prep Data for Field Crew, Instructions							2	2		\$ 714
Process Downloads, Analyze Data, Build Surface and Cadastral							2	2		\$ 714
<b>Environmental</b>										
Preliminary Environmental Screening						6				\$ 708
Wetland Delineations						34				\$ 4,012
Endangered Resources Investigations						20				\$ 2,360
Geotechnical Investigations									\$5,600	\$ 5,600
<b>Design</b>										
Coordinate Design of Pedestrian Bridge		12			6					\$ 2,016
Floodplain Analysis			32							\$ 5,440
Design Multi-Use Trail		21								\$ 2,709
Design Storm Sewer		6								\$ 774
Design Traffic Control		8								\$ 1,032
Design Erosion Control		6								\$ 774
Design Details		8								\$ 1,032
Project Manual and Specifications	4	42			16					\$ 7,306
Drafting				70						\$ 8,470
<b>100% Design Review</b>										
Internal Quality Control Review	2	2								\$ 578
Village of Mukwonago Review	2	1								\$ 449
<b>Approvals - Regulatory Agencies</b>										
Waukesha County Work in Right-of-way Permits		16								\$ 2,064
Waukesha County Floodplain Approvals			6							
Chapter 30 Permit						42				\$ 4,956
U.S. Army Corps of Engineer						14				\$ 1,652
<b>Bidding</b>										
Prepare Advertisement for Bids		2			4					\$ 570
Answer Contractor Questions		2								\$ 258
Attend Bid Opening		2								\$ 258
Evaluate Bids, Prepare Bid Tab		1			4					\$ 441
Assist Village with Contractor References		2								\$ 258
Prepare Recommendation for Award		2			2					\$ 414
<b>Survey, Design and Bidding Phase Subtotal (Hours) =</b>										
Survey, Design and Bidding Phase Subtotal (Dollars) =	\$ 1,280	\$ 17,157	\$ 6,460	\$ 8,470	\$ 2,496	\$ 13,688	\$ 1,112	\$ 3,052	\$ 5,900	\$ 59,615



# Preliminary Environmental SCREENING



## Preliminary Environmental Screening February 3, 2021

### PREPARED FOR:

**Michael Michalski**  
**Ruekert & Mielke, Inc.**  
W233 N2080 Ridgeview Parkway  
Suite 300  
Waukesha, WI 53188

### PREPARED BY:

**Ruekert & Mielke, Inc.**  
W233 N2080 Ridgeview Parkway  
Suite 300  
Waukesha, WI 53188





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- Figure 1: Wetlands and Waterways
  - Surface Water Data Viewer Layers: Wetlands, Hydric soils
- Figure 2: Additional Surface Water Resources
  - Surface Water Data Viewer Layers: Impaired Waterways, FEMA Floodplain, PNW-ASNRI
- Figure 3: BRRts Export
- Figure 4: Shoreland Zoning
- 

### Attachments:

- Attachment A: Rare, Threatened and Endangered Species Information  
NHI Public Portal Report  
IPaC Database Export (Preliminary Assessment)
- Attachment B: Hazardous Waste Supplemental Information  
SHWIMS Database Export  
BRRts Export



PRELIMINARY ENVIRONMENTAL SCREENING  
FEBRUARY 3, 2021

The information contained in this report is confidential in nature. This report is exclusively for the use and benefit of Ruekert & Mielke and is not for the use or benefit of, nor may it be relied upon by, any other person or entity without the written consent of Ruekert & Mielke. The information presented in this report is preliminary and shall not be used for final environmental compliance certifications or property valuation.

FOX RIVER PEDESTRAIN BRIDGE, VILLAGE OF MUKWONAGO

R/M Requestor: Michael Michalski

Municipal pedestrian bridge over the Fox River in the Village of Mukwonago, Waukesha County.

General project location lat/long: 42.875647, -88.306448

Quarter Quarter Section / Township / Range: NE-SE Section 24/T5N/R18E

Parcel Numbers: ROW of CTH ES, 20910011002

General timeline of project was not provided, anticipated summer/fall 2021 construction. Estimated project disturbance was not provided, anticipated it will exceed 1 acre of disturbance.

Summary of Findings of Reported and/or Mapped Features

Assessment	Database / designation	Y/N	Follow Up	Summary of Findings
<b>Aquatic Features Summary:</b>	WWI	Y	Wetland Delineation Needed	S3/E2H and T3K wetlands are adjacent to the site. Wetland indicator soils indicators within mapped project boundary.
	Streams	Y	OHWM Determination Needed	Fox River is present onsite.
	Contours	Y	N/A	Contours are indicative of wetlands present onsite.
	Impaired Waters	Y	N/A	Impaired waters are present onsite.



Assessment	Database / designation	Y/N	Follow Up	Summary of Findings
	Section 10	Y	Section 10 Permit	Fox River is navigable.
<b>FEMA Floodplain</b>	Zone A	N	N/A	
	Zone AE	Y	Floodplain Permit	Most of the project area is located within Zone AE. Permit needed.
	Zone X	Y	N/A	No additional requirements.
<b>Shoreland</b>	Waukesha County Parks and Land Use Information System	Y	Shoreland Zoning Permit	Within Village of Mukwonago shoreland zoning.
<b>Cultural Assessment</b>	Burials	Y	Coordination with SHPO	A site adjacent to the project area is present. Additional studies may be required.
	Cemetery	N	N/A	No cemeteries onsite.
	Historic District / Additional features	N	N/A	No historical districts or archaeological features onsite or in viewshed.
<b>Rare, Threatened, and Endangered Species Assessment</b>	WDNR NHI	Y	Certified ER Review	There are multiple threatened and endangered species within the project vicinity. Further actions are required to ensure compliance.
	IPaC	Y	N/A	Recommendations provided under NHI analysis.
<b>Hazardous Waste</b>	SHWIMS	N	N/A	No known sites located on site or adjacent to the site.
	BRRTs	N	N/A	No known sites are present within 0.25 mile buffer zone.
<b>Proposed Earth Disturbance</b>	<1 acre	Y	Village Engineer	Village of Mukwonago requires EC permit for disturbance > 1 acre. At Village Engineer discretion for small sites.
	>1 acre, up to 5	N	N/A	
	> 5 acres, up to 25	N	N/A	
	25+ acres	N	N/A	
<b>Pit dewatering anticipated?</b>		Y	WPDES Permit	Anticipated
<b>Tree Clearing</b>		N		No tree clearing anticipated.



Summary of Expected Environmental Permits

Authorization/Coordination Types	Further Studies Required	Required	Not Required	Comments
USACE LOP	X			If the project does not fit within the NWP program, it will then fall under an LOP.
USACE Section 404 Permit	X			Will depend on the amount and type of wetland/waterway impacted. Potential options include: NWP 18. Minor Discharges; NWP 33. Temporary construction, access and dewatering;
USACE Section 10 Permit		X		Fox River is a Section 10 waterway.
WDNR General Permit			X	Due to project activities, the project falls under a state individual water quality permit.
WDNR Section 401 Individual Water Quality Certification		X		IP required for construction of a bridge over a waterway wider than 35'
USFWS Consultation	X			A full ER Review will need to be completed and species specific survey and management requirements will need to be followed.
WDNR NHI Consultation		X		Certified ER Review Required
Section 106 Consultation	X			Resources adjacent to the project area. Consultation with Archaeologist recommended.
WDNR - Fish Spawning Waiver	X			Will depend on the timing of the project.
WDNR Stormwater Notice-of-Intent (NOI) General Permit			X	A WDNR NOI is not needed for disturbance under 1 acre.
County/City Erosion Control Permit	X			Less than 1 acre of disturbance is proposed. Follow up with Village Engineer to determine if project will require an EC Permit.
WDNR Hydrostatic Test (HT) Permit NOI			X	No hydrostatic test needed.



Authorization/Coordination Types	Further Studies Required	Required	Not Required	Comments
WDNR Pit Dewatering Permit NOI		X		WPDES Permit required for pit/trench dewatering.
Floodplain Permit		X		Zone AE regulated by Waukesha County. Floodplain permit required.
Shoreland Permit		X		Village of Mukwonago Shoreland Zoning Permit required.

### Recommendations

1. If Wetlands/waterways present:
  - a. If present, schedule a field assessment or Assured Delineation for wetlands/waterways (must be performed during growing season, April/May to October)
    1. Assured Delineation: Base fee set for delineation. No concurrence needed from WDNR. Schedule with T. Stautz.
    2. You can save money by scheduling additional field work at the same time. i.e. invasive species, endangered species, tree inventories, stream assessments, vegetation sampling, Environmental Phase I Assessments, etc...
2. Rare, Threatened and Endangered Species Assessments. These must be scheduled based on WDNR species specific requirements. Contact R/M's Environmental Services team for more information on timing.
  - a. If Threatened and endangered species are present and project timing restrictions cannot be met, schedule this field assessment at the same time as the delineation if possible
3. Cultural Resources:
  - a. A cultural resources site is located in the vicinity of the project and will require further consultation with State Historical Site.
4. Permitting timelines
  - a. If Wetland Impacts are Anticipated:



- i. State: WDNR General wetland/waterway impact permit:
  - 1. Requires field assessment performed during growing season
  - 2. Coordination of **final** project impacts. Anticipate 1-2 weeks permit development; 1-3 months WDNR approval
- ii. State and Federal: Joint WDNR & USACE Individual wetland/waterway impact permit:
  - 1. Requires field assessment performed during growing season & more intensive on the ground assessment
  - 2. Coordination of **final** project impacts. Anticipate 2-4 weeks permit development; 3-6 months WDNR & USACE approval
- iii. Federal: PCN wetland/waterway impact permit:
  - 1. Requires field assessment performed during growing season
  - 2. Coordination of **final** project impacts. Anticipate 1-2 weeks permit development; 3+ month for USACE approval
- b. Construction Disturbance:
  - i. State Construction Permit – Pit/Trench Dewatering NOI:
    - 1. Requires Dewatering plan
    - 2. Anticipate 3 days permit development, 15 days WDNR approval
  - ii. Local permits – they vary with timing and permit approvals.



## Figures

INTERNAL USE ONLY

























-  Impaired Rivers and Streams
-  Impaired Lakes
-  Stream Assessments
-  Lake Assessments
-  PNW-ASNRI Sensitive Areas of Lakes
-  PNW-ASNRI Wild and Scenic Rivers
-  PNW-ASNRI Outstanding and Exceptional Streams
-  PNW-ASNRI Trout Streams
-  PNW-ASNRI Wild Rice Streams
-  PNW-ASNRI Outstanding and Exceptional Lakes
-  PNW-ASNRI Special Area Management Plan Streams
-  PNW-ASNRI Special Wetlands Inventory Study Streams
-  PNW-ASNRI Coastal Wisconsin Wetlands Streams
-  PNW-ASNRI Special Area Management Plan Areas
-  PNW-ASNRI Special Wetlands Inventory Study Areas
-  PNW-ASNRI Coastal Wisconsin Wetlands Areas
-  PNW-ASNRI Wild Rice Areas
-  PNW-ASNRI Trout Spring Ponds
-  PNW-ASNRI State Natural Areas
-  PNW-PRF Other Public Rights Features

Figure 1

NAD 1983 HARN Wisconsin TM

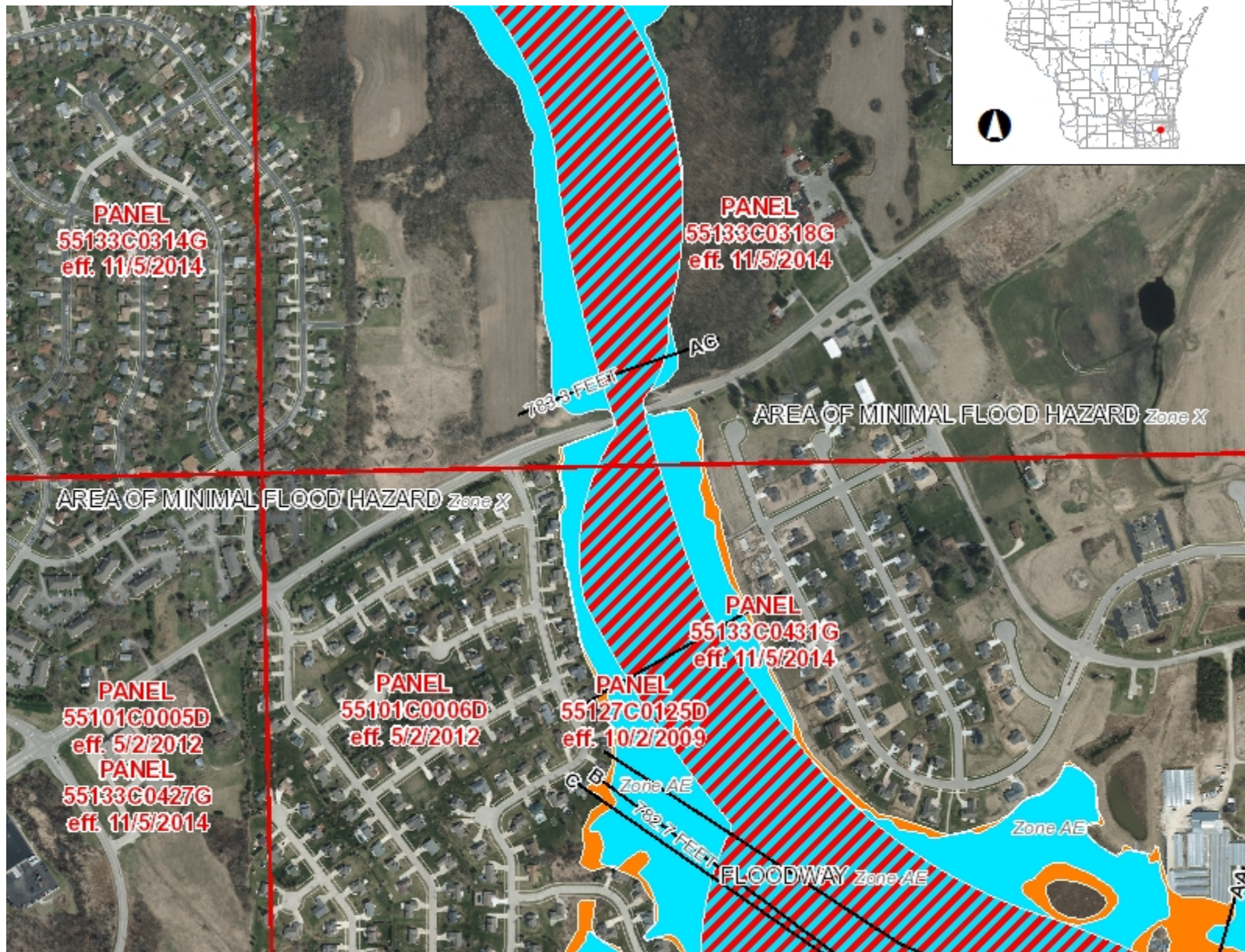
1: 7,920

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# FEMA Floodplain Mapping



## Legend

- FIRM Panels
- Cross-Sections
- Flood Hazard Boundaries
- Other Boundaries
- Limit Lines
- SFHA / Flood Zone Boundary
- 1% Annual Chance Flood Hazard
- Regulatory Floodway
- Special Floodway
- Area of Undetermined Flood Hazard
- 0.2% Annual Chance Flood Hazard
- Future Conditions 1% Annual Chance Flood Hazard
- Area with Reduced Risk Due to Levee
- Index to EN\_Image\_Basemap\_Leaf\_Off

## Notes

Figure 2

0.3 0 0.13 0.3 Miles

NAD\_1983\_HARN\_Wisconsin\_TM

1: 7,920

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## RR Sites



0.5 0 0.25 0.5 Miles

NAD\_1983\_HARN\_Wisconsin\_TM

1:15,840



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**Note: Not all sites are mapped.**



### Legend

- Open Site
- Closed Site
- Continuing Obligations Apply
- Facility-wide Site

### Notes

Figure 3





**Legend**

- Conditional Zoning Change
- Shoreland Zoning Jurisdiction
- Delafield Shoreland Overlay
- North Lake Overlay
- Wetland Overlay
- Environmental Corridor Overlay
- Zoning Floodplain Overlay
- Floodway (FEMA)
- Floodplain (FEMA)
- Dam Failure Study Floodway
- Existing Floodplain Development
- County Zoning Districts**
  - A-1 Agricultural District
  - A-2 Rural Home District
  - A-3 Suburban Estate District
  - A-4 Country Estate District
  - A-5 Mini-Farm District
  - A-B Agricultural Business District
  - A-T Agricultural Land Preservation
  - AD-10 Agricultural Density -
  - B-1 Restricted Business District
  - B-2 Local Business District
  - B-3 General Business District
  - B-4 Community Business District
  - B-P Mixed Use Business District
  - DOD Downtown Okauchee District
  - FLC Farmland Conservancy
  - FLP Farmland Preservation
  - HG High Groundwater
  - M-1 Limited Industrial District
  - M-2 General Industrial District
  - Not Zoned
  - P-1 Public and Institutional District
  - Q-1 Quarrying District
  - R-1 Residential District
  - R-2 Residential District
  - R-3 Residential District
  - RRD-5 Rural Residential District
  - Right of Way
  - Water
  - Planned Unit Development

0 490.14 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

**Notes:** Shoreland Zoning

Printed: 2/2/2021





## Attachments



## Attachment A: Rare, Threatened and Endangered Species





## Endangered Resources Preliminary Assessment

Created on **1/29/2021**. This report is good for one year after the created date.

*DNR staff will be reviewing the ER Preliminary Assessments to verify the results provided by the Public Portal. ER Preliminary Assessments are only valid if the project habitat and waterway-related questions are answered accurately based on current site conditions. If an assessment is deemed invalid, a full ER review may be required even if the assessment indicated otherwise.*

### Results

A search was conducted of the NHI Portal within a 1-mile buffer (for terrestrial and wetland species) and a 2-mile buffer (for aquatic species) of the project area. Based on these search results, below are your follow-up actions.

**Further actions are required to ensure compliance** with Wisconsin's Endangered Species Law (s. 29.604 Wis. Stats.) and the Federal Endangered Species Act (16 USC ss 1531-43).

One or more of the following situations apply:

- The species recorded are state or federal threatened or endangered animals.
- The species recorded are state threatened or endangered plants on public land.
- The species recorded are federal threatened or endangered plants on federal land or involve federal funds or a federal permit.
- The project site overlaps the Karner Blue Butterfly High Potential Range.
- The project overlaps the Rusty Patched Bumble Bee High Potential Zone.

Therefore you should request an Endangered Resources Review <https://dnr.wi.gov/topic/ERReview/Review.html>. An ER Review is the mechanism to ensure compliance with Wisconsin's Endangered Species Law (s. 29.604 Wis. Stats.) and the Federal Endangered Species Act (16 USC ss 1531-43). The ER Review will list the endangered resources that have been recorded within the vicinity of the project area and follow-up actions may be necessary.

*A copy of this document can be kept on file and submitted with any other necessary DNR permit applications to show that the need for an ER Review has been met. This notice only addresses endangered resources issues. This notice does not constitute DNR authorization of the proposed project and does not exempt the project from securing necessary permits and approvals from the DNR and/or other permitting authorities.*

### Project Information

Landowner name	City of Mukwanago
Project address	27890 County Rd ES, Mukwonago, WI 53149
Project description	Pedestrian Bridge

### Project Questions

Does the project involve a public property?	Yes
Is there any federal involvement with the project?	Yes
Is the project a utility, agricultural, forestry or bulk sampling (associated with mining) project?	No
Is the project property in Managed Forest Law or Managed Forest Tax Law?	No
Project involves tree removal?	Yes
Is project near (within 300 ft) a waterbody or a shoreline?	Yes

Public Portal ID: **n08aToWxN**

1/29/2021, 1:09:40 PM

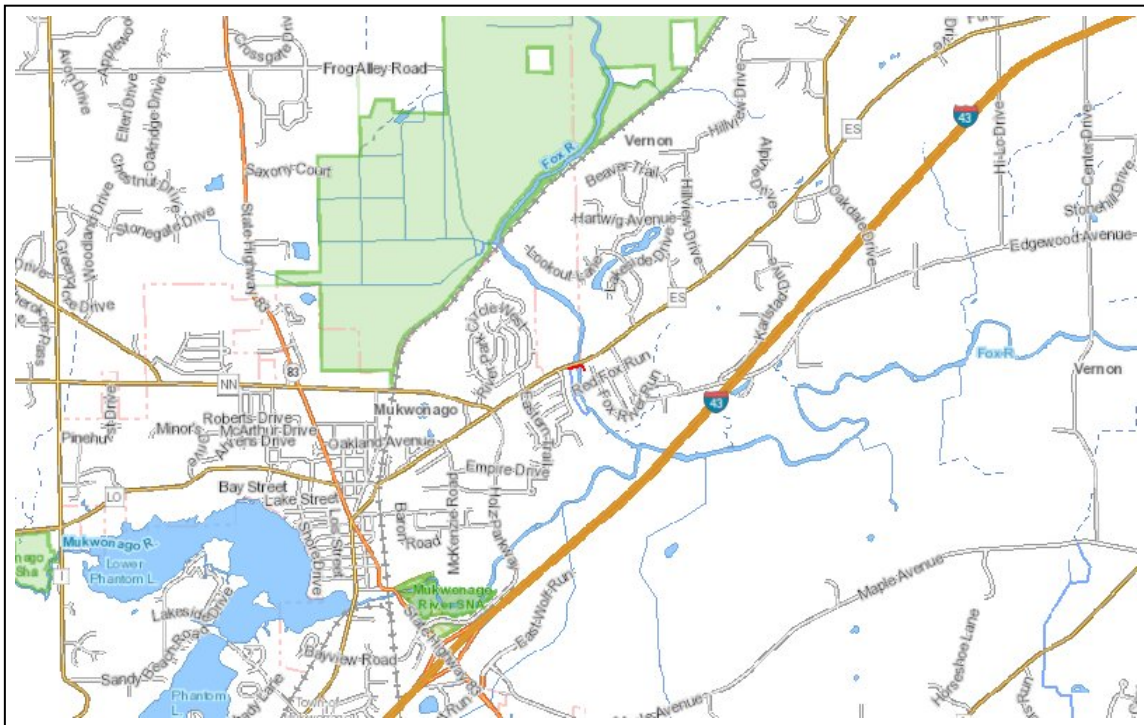
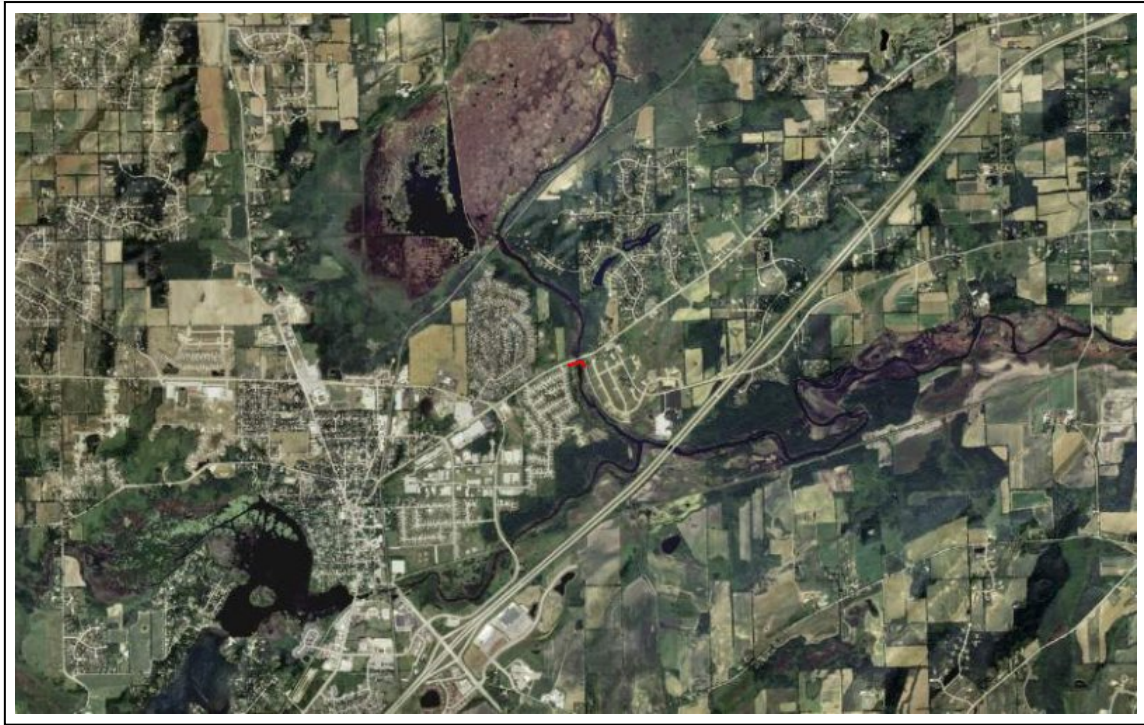


Is project within a waterbody or along the shoreline?	Yes
---	-----

Does the project area (including access routes, staging areas, laydown yards, select sites, source/fill sites, etc.) occur **entirely within** one or more of the following habitats?

Urban/residential	No
Manicured lawn	No
Artificial/paved surface	No
Agricultural land	No
Areas covered in crushed stone or gravel	No





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<https://dnrx.wisconsin.gov/nhiportal/public>

101 S. Webster Street . PO Box 7921 . Madison, Wisconsin 53707-7921



# IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

## Location

Waukesha County, Wisconsin



## Local office

Green Bay Ecological Services Field Office

☎ (920) 866-1717

📠 (920) 866-1710

2661 Scott Tower Drive

New Franken, WI 54229-9565



# Endangered species

**This resource list is for informational purposes only and does not constitute an analysis of project level impacts.**

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log in (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species<sup>1</sup> and their critical habitats are managed by the [Ecological Services Program](#) of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries<sup>2</sup>).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact [NOAA Fisheries](#) for [species under their jurisdiction](#).

1. Species listed under the [Endangered Species Act](#) are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the [listing status page](#) for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
2. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

## Mammals

NAME

STATUS



Northern Long-eared Bat *Myotis septentrionalis*

Threatened

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/9045>

## Insects

NAME

STATUS

Poweshiek Skipperling *Oarisma poweshiek*

Endangered

Wherever found

There is **final** critical habitat for this species. The location of the critical habitat is not available.<https://ecos.fws.gov/ecp/species/9161>

## Flowering Plants

NAME

STATUS

Eastern Prairie Fringed Orchid *Platanthera leucophaea*

Threatened

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/601>

## Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

THERE ARE NO CRITICAL HABITATS AT THIS LOCATION.

## Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act<sup>1</sup> and the Bald and Golden Eagle Protection Act<sup>2</sup>.

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described [below](#).

1. The [Migratory Birds Treaty Act](#) of 1918.
2. The [Bald and Golden Eagle Protection Act](#) of 1940.

Additional information can be found using the following links:

- Birds of Conservation Concern <http://www.fws.gov/birds/management/managed-species/birds-of-conservation-concern.php>



- Measures for avoiding and minimizing impacts to birds  
<http://www.fws.gov/birds/management/project-assessment-tools-and-guidance/conservation-measures.php>
- Nationwide conservation measures for birds  
<http://www.fws.gov/migratorybirds/pdf/management/nationwidestandardconservationmeasures.pdf>

The birds listed below are birds of particular concern either because they occur on the [USFWS Birds of Conservation Concern](#) (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ [below](#). This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the [E-bird data mapping tool](#) (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found [below](#).

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the PROBABILITY OF PRESENCE SUMMARY at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON (IF A BREEDING SEASON IS INDICATED FOR A BIRD ON YOUR LIST, THE BIRD MAY BREED IN YOUR PROJECT AREA SOMETIME WITHIN THE TIMEFRAME SPECIFIED, WHICH IS A VERY LIBERAL ESTIMATE OF THE DATES INSIDE WHICH THE BIRD BREEDS ACROSS ITS ENTIRE RANGE. "BREEDS ELSEWHERE" INDICATES THAT THE BIRD DOES NOT LIKELY BREED IN YOUR PROJECT AREA.)
------	--

#### American Bittern *Botaurus lentiginosus*

This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA  
<https://ecos.fws.gov/ecp/species/6582>

Breeds Apr 1 to Aug 31

#### American Golden-plover *Pluvialis dominica*

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Breeds elsewhere



<b>Bald Eagle</b> <i>Haliaeetus leucocephalus</i> This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities. <a href="https://ecos.fws.gov/ecp/species/1626">https://ecos.fws.gov/ecp/species/1626</a>	Breeds Dec 1 to Aug 31
<b>Black Tern</b> <i>Chlidonias niger</i> This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA <a href="https://ecos.fws.gov/ecp/species/3093">https://ecos.fws.gov/ecp/species/3093</a>	Breeds May 15 to Aug 20
<b>Black-billed Cuckoo</b> <i>Coccyzus erythrophthalmus</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. <a href="https://ecos.fws.gov/ecp/species/9399">https://ecos.fws.gov/ecp/species/9399</a>	Breeds May 15 to Oct 10
<b>Bobolink</b> <i>Dolichonyx oryzivorus</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds May 20 to Jul 31
<b>Buff-breasted Sandpiper</b> <i>Calidris subruficollis</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. <a href="https://ecos.fws.gov/ecp/species/9488">https://ecos.fws.gov/ecp/species/9488</a>	Breeds elsewhere
<b>Dunlin</b> <i>Calidris alpina arctica</i> This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA	Breeds elsewhere
<b>Least Bittern</b> <i>Ixobrychus exilis</i> This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA <a href="https://ecos.fws.gov/ecp/species/6175">https://ecos.fws.gov/ecp/species/6175</a>	Breeds Aug 16 to Oct 31
<b>Lesser Yellowlegs</b> <i>Tringa flavipes</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. <a href="https://ecos.fws.gov/ecp/species/9679">https://ecos.fws.gov/ecp/species/9679</a>	Breeds elsewhere
<b>Red-headed Woodpecker</b> <i>Melanerpes erythrocephalus</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds May 10 to Sep 10
<b>Rusty Blackbird</b> <i>Euphagus carolinus</i> This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds elsewhere



**Semipalmated Sandpiper** *Calidris pusilla*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

**Short-billed Dowitcher** *Limnodromus griseus*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/9480>

**Willow Flycatcher** *Empidonax traillii*

Breeds May 20 to Aug 31

This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA

<https://ecos.fws.gov/ecp/species/3482>

**Wood Thrush** *Hylocichla mustelina*

Breeds May 10 to Aug 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

## Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

### Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is  $0.25/0.25 = 1$ ; at week 20 it is  $0.05/0.25 = 0.2$ .
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.



To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

### Breeding Season (■)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

### Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

To see a bar's survey effort range, simply hover your mouse cursor over the bar.

### No Data (—)

A week is marked as having no data if there were no survey events for that week.

### Survey Timeframe

Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.

**Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.**

[Nationwide Conservation Measures](#) describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. [Additional measures](#) or [permits](#) may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

**What does IPaC use to generate the migratory birds potentially occurring in my specified location?**

The Migratory Bird Resource List is comprised of USFWS [Birds of Conservation Concern \(BCC\)](#) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle ([Eagle Act](#) requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the [AKN Phenology Tool](#).

**What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?**

The probability of presence graphs associated with your migratory bird list are based on data provided by the [Avian Knowledge Network \(AKN\)](#). This data is derived from a growing collection of [survey, banding, and citizen science datasets](#).



Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go to the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

### How do I know if a bird is breeding, wintering, migrating or present year-round in my project area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may refer to the following resources: [The Cornell Lab of Ornithology All About Birds Bird Guide](#), or (if you are unsuccessful in locating the bird of interest there), the [Cornell Lab of Ornithology Neotropical Birds guide](#). If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

### What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are [Birds of Conservation Concern](#) (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the [Eagle Act](#) requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

### Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the [Northeast Ocean Data Portal](#). The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the [NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf](#) project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the [Diving Bird Study](#) and the [nanotag studies](#) or contact [Caleb Spiegel](#) or [Pam Loring](#).

### What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to [obtain a permit](#) to avoid violating the Eagle Act should such impacts occur.

### Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look



carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

## Facilities

### National Wildlife Refuge lands

Any activity proposed on lands managed by the [National Wildlife Refuge](#) system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

THERE ARE NO REFUGE LANDS AT THIS LOCATION.

### Fish hatcheries

THERE ARE NO FISH HATCHERIES AT THIS LOCATION.

## Wetlands in the National Wetlands Inventory

Impacts to [NWI wetlands](#) and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local [U.S. Army Corps of Engineers District](#).

Please note that the NWI data being shown may be out of date. We are currently working to update our NWI data set. We recommend you verify these results with a site visit to determine the actual extent of wetlands on site.

This location overlaps the following wetlands:

RIVERINE

[R2UBH](#)

[R5UBH](#)



A full description for each wetland code can be found at the [National Wetlands Inventory website](#)

### Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

### Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tubercid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

### Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.



## Attachment B: Hazardous Waste Supplemental Information



WDNR SHWIMS on the Web

Navigation: [SOTW Home](#) >> [Advanced Search](#) >> **Search Results**

<a href="#">HELP</a>   <a href="#">DOWNLOAD</a>	
<b>No Facilities Found</b>	
Searching For: Municipality begins with MUKWONAGO Facility in State of WI 1/4 1/4 is NE 1/4 is SE Section 24 Township is 5 Range is 18E	
Sorted by Facility Name	
<b>Search Again</b>	





## Agenda Item Cover Report

<b>Date:</b> 03-10-2021	<b>Committee/Board:</b> Planning Commission
<b>Submitted by:</b> John Fellows, Planner	<b>Department:</b> Planning
<b>Date of PC Action:</b> 03-09-2021	<b>Date of Village Board Action:</b> 03-17-2021

**Subject:** Conditional Use

**Executive Summary:**

Josh and Tonia Property Management, LLC is a small business employing the maximum of 5 individuals at any given time. They will operate a resell store that will be selling antiques, gifts, and furniture items. Their inventory will consist of items from Foreclosure, clean out as well as items that are purchased at estate sales and auctions. They are entering into a 3-year lease with a land contract at the end of the lease if not purchased prior to the lease end.

**Fiscal Impact:**

As this is vacant commercial structure the fiscal impact would be beneficial for the Village, and larger community.

**Executive Recommendation/Action:**

Staff recommends approval of the Resolution  
Planning Commission recommends approval of the Resolution

☒ **Attachments Included**





## PLANNING COMMISSION

March 9, 2021 at 6:30pm  
Mukwonago, WI

### CONDITIONAL USE PERMIT

201 South Rochester Street Parcel Number: M MUKV1976-121

### Case Summary

#### Parcel Data

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Proposal:	Secondhand Store
Applicant:	<b>Josh and Tonia Property Management, LLC</b> (tenant), <b>RED CORNER INVESTMENTS LLC</b> (property owner)
Request:	Conditional Use Permit for a Secondhand Store
Staff Recommendation:	Approve
Planning Commission Recommendation:	Approve

#### Parcel Characteristics / Conditions

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Acreage:	0.09
Current Use:	Vacant Retail Space
Proposed Use:	Secondhand Store
Reason for Request:	New Tenant
Land Use Classification:	Low Intensity Commercial Business / Village Center Downtown Overlay
Zoning Classification:	B-2 General Business District / Village Center Overlay
Census Tract:	2039.01

#### Public Notice

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A public hearing notice was published two times in the Waukesha Freeman, and letters were mailed to surrounding property owners. Public comment as of this date, staff has not received any comments or other communications regarding this proposal.

#### Site Plan and Architectural Review Request

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<b>Architectural Review</b>	The applicant is proposing to make no exterior structural modifications to the building at this time.
<b>Site Modifications</b>	No Modifications proposed at this time
<b>Utilities</b>	No modification to utilities is planned
<b>Stormwater Management</b>	No modification to are planned or required.
<b>Wetlands</b>	None



<b>Signage</b>	Will be reviewed by Staff at a future date.
<b>Parking</b>	Not Required.
<b>Landscaping</b>	No modifications at this time.
<b>Trash Enclosure</b>	None all trash will be contained within the building.
<b>Fencing</b>	No modifications proposed
<b>Outdoor Lighting</b>	No modifications proposed
<b>Misc. Performance Standards</b>	None

## Conditional Use Request

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### About the Business:

Josh and Tonia Property Management, LLC is a small business employing the maximum of 5 individuals at any given time. They will operate a resell store that will be selling antiques, gifts, and furniture items. Their inventory will consist of items from Foreclosure, clean out as well as items that are purchased at estate sales and auctions. They are entering into a 3 year lease with a land contract at the end of the lease if not purchased prior to the lease end.

### Harmony with Village policies, ordinances, and programs

*The applicant has stated "Our Purpose is to help folks in need of furniture, clothing, items that we will take in for donations. We will have county wide prom dress give always, toys for tots, winter clothing (coat) drives to help keep everyone warm."*

*Our store would give the community a place to shop for antiques, furniture, and other items of similar taste, with also the opportunity to consign items for sale through our store. We hope to be able to give back to the community with donations of items that less fortunate people may need.*

### Specific Location within harmony with Village policies, ordinances and programs

*Being able to operate out of the location will be great value as it is a center point in the city, a vacant building that now could have occupancy. Changing window designs each month to bring something new for the 16000 plus people that drive through the intersection each week is just one focus.*

### Potential Adverse Impact on surrounding:

*We have not plans to change the building or property in any manner other than any updates that would be required by the Village of us to do.*

### Maintaining consistency within the environs of the property:

Our building will remain the same without change to structure of the property.

### Adequate Services

Yes the property will be serviceable by all agencies without any problems or modifications needed.



**Benefits of the use outweigh adverse impacts**

I believe the public will benefit from a store here in this location as many have hated to see the building sit vacant. This store will bring people into the village to shop and dine at all the restaurant in town as our sales also stream from online, bringing customers to the store.

**Hours of Operation:**

Hours of operation are planned to be within the hours of 8am to 9 pm. Hours vary by day of the week and season.

**Conditional Use Process / Findings**

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**Review procedures** The Plan Commission holds the public hearing and makes a recommendation to the Village Board which makes the final decision.

Following the close of the public hearing, the Plan Commission may recommend (1) approval, (2) approval with conditions, or (3) denial.

If approval is recommended, the Plan Commission can recommend conditions deemed necessary to protect the public health, safety, and welfare. The Plan Commission, in passing on the matter, will need to make the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner / tenant has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

The Village Board will carefully review the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

These findings are incorporated into the draft conditional use order which is attached.



The Plan Commission shall approve a conditional use application if the terms and conditions of the zoning regulations are met. However, in the event the terms and conditions of the ordinance are not consented to and complied with by the applicant, the Commission may deny the application. In addition, the Commission may deny the application or place conditions on it if substantial evidence, as defined in §62.23(7) Wis. Stats. is presented. That evidence must demonstrate the inability of the applicant to comply with or meet the conditions of the zoning regulations or that the conditions to be applied by the Plan Commission are necessary to protect the public health, safety or welfare of the community based upon the presentation of substantial evidence. Potential motion for approval Recommend to the Village Board approval of the project as a conditional use as set forth in the attached conditional use order as drafted, provided the Village Attorney approves the final form of the conditional use order.

## **Recommendation**

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### **Site Plan and Architectural Review**

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
9. The applicant applies for and receiving approval for all new signage on the tenant location,
10. Any future exterior modification to the tenant space (doors, windows, canopies, painting) shall require Site Plan and Architectural Review.
11. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

### **Conditional Use**

Staff Recommends the Planning Commission recommend to the Village Board approval of a conditional use permit as set forth in the attached resolution.

To – Grant a Conditional Use permit for a Secondhand Store for Circle of Friends Thrift Shop subject to the following on going conditions deemed necessary to protect the health, safety, and welfare



1. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:
  - a. The authorized use shall not be conducted in such a way so as to violate fire-related building capacity standards established by the local fire department or the state of Wisconsin.
  - b. The authorized use shall not be conducted in such a way so as to constitute a public or private nuisance as determined by the Plan Commission.
  - c. Potable water and sanitation must be provided and maintained.
  - d. The Plan Commission may unilaterally amend an approved site plan/plan of operation by revising existing provisions or adding new provisions. Such amendment shall be limited in scope to address negative impacts the use is having on surrounding properties and/or the public health, safety, and welfare.
  - e. The use of the subject property shall at all times be in compliance with all applicable laws, rules, regulations or orders, and ordinances of the federal government, State of Wisconsin, Walworth County, and Village of Mukwonago.
  - f. All buildings on the subject property shall comply with all applicable building requirements as may be adopted by the Village of Mukwonago or the state of Wisconsin.
  - g. The subject property must be in a clean and neat appearance as determined by the Plan Commission.
  - h. The property owner shall obtain and maintain all licenses for the operation of this facility, as may be required by the Village or the State of Wisconsin.
  - i. The Secondhand store shall operate between the hours of 8 am to 9pm
  - j. No Drop off collections will occur.

and determining that the conditions are consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

#### Attachments

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1. Maps
2. Resolution 2021-XX for approval of a Conditional Use





Village of Mukwonago GIS  
201 S Rochester Conditional Use

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

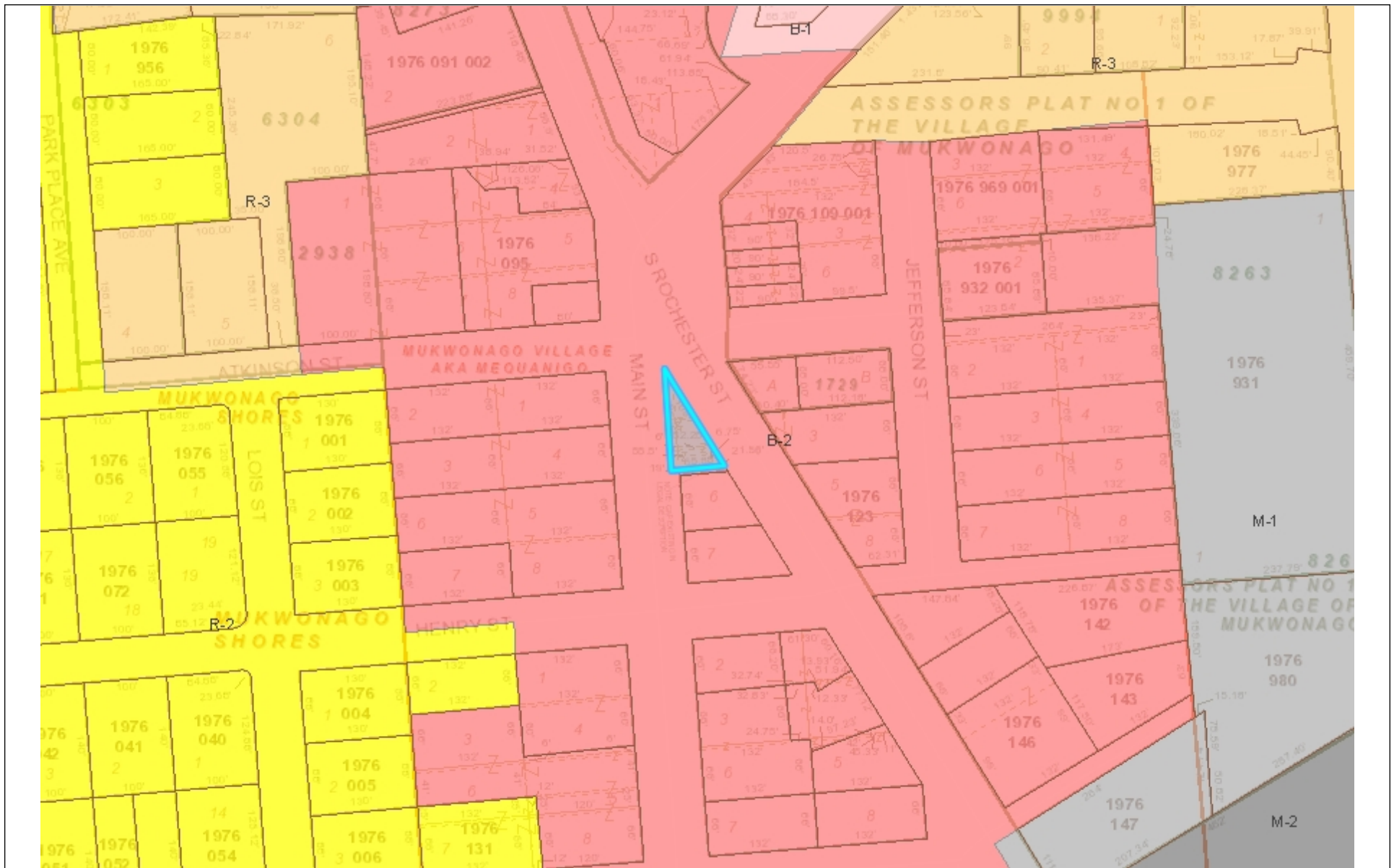


SCALE: 1" = 167'

VILLAGE OF MUKWONAGO  
440 River Crest Court  
PO Box 206  
Mukwonago, WI 53149  
262-363-6420

Print Date: 2/24/2021





## Village of Mukwonago GIS

### 201 S Rochester Conditional Use

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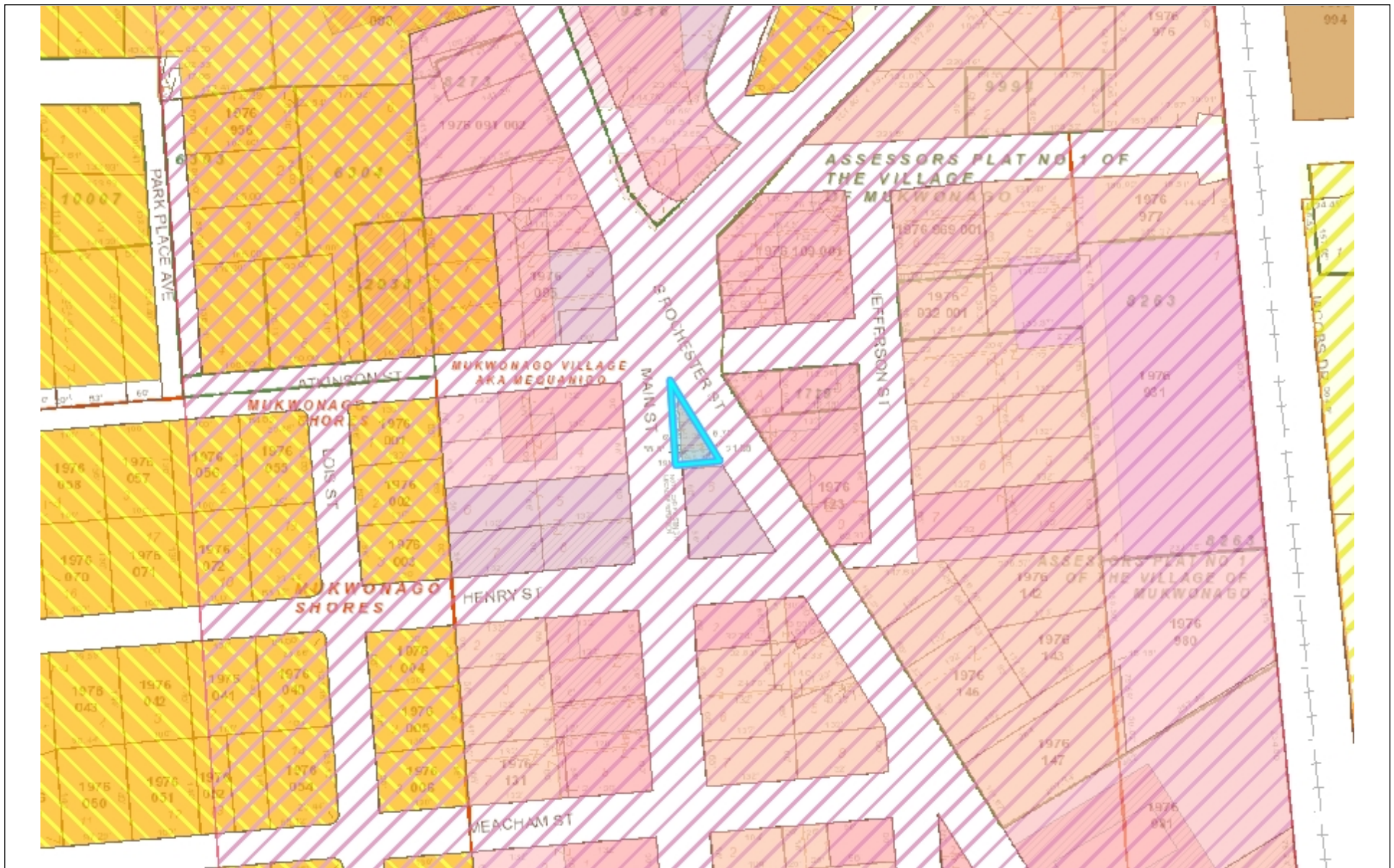


SCALE: 1" = 167'

VILLAGE OF MUKWONAGO  
440 River Crest Court  
PO Box 206  
Mukwonago, WI 53149  
262-363-6420

Print Date: 2/24/2021





# Village of Mukwonago GIS 201 S Rochester Conditional Use

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SCALE: 1" = 200'

VILLAGE OF MUKWONAGO  
440 River Crest Court  
PO Box 206  
Mukwonago, WI 53149  
262-363-6420

Print Date: 2/24/2021







**RESOLUTION 2020-11**  
**Village of Mukwonago Order Granting a**  
**Conditional**  
**Use and Prescribing Conditions for a**  
**Secondhand Store for Josh and Tonia Property**  
**Management, LLC (tenant) and RED CORNER**  
**INVESTMENTS LLC (owner) Located at 201 South**  
**Rochester Street**

---

WHEREAS, **RED CORNER INVESTMENTS LLC** (hereinafter “property owner”) owns the property located at 201 South Rochester Street (hereinafter “subject property”) in the Village of Mukwonago, more particularly described as follows:

PT LOTS 2 & 3 BLK 12 ORIGINAL PLAT PT SE1/4 SEC 26  
T5N R18E COM 163.00 FT 6.00 IN FROM SW COR BLK  
12 N86 E 52.00 FT 3.00 IN N35.5 W 109.00 FT S4 E  
96.00 FT TO BGN ALSO COM 138.00 FT 6.00 IN FROM  
SW COR BLK 12 N86 E 65.00 FT 10.00 IN N32.5 W 21.00  
FT 7.00 IN S86 W 55.00 FT 6.00 IN S4 E 19.00 FT TO  
BGN ALSO COM 157.00 FT 6.00 IN FROM SW COR BLK  
12 N86 E 55.00 FT 6.00 IN N32.5 W 6.00 FT 9.00 IN S86  
W 52.00 FT 3.00 IN S4 E 6.00 FT TO BGN R2674/1110

WHEREAS, and **Josh and Tonia Property Management, LLC** (hereinafter “tenant”) leases tenant space identified as 201 South Rochester Street (hereinafter “subject property”) in the Village of Mukwonago, more particularly described as follows:

WHEREAS, the property owner has, consistent with the Village of Mukwonago’s zoning regulations, submitted a conditional use application for a secondhand store; and

WHEREAS, and **Josh and Tonia Property Management, LLC** (the tenant has, consistent with the Village of Mukwonago’s zoning regulations, submitted a conditional use application for a secondhand store; and

WHEREAS, upon receipt of the petition submitted by the property owner/tenant, the Village Clerk properly referred such petition to the Plan Commission; and

WHEREAS, allowing for required public notice, the Plan Commission conducted a public hearing on March 9, 2021 to consider the petitioner’s request; and

WHEREAS, members of the public in attendance were given ample opportunity to provide comment regarding the petitioner’s request; and

WHEREAS, the Plan Commission passed a motion recommending to the Village Board that the conditional use be approved subject to certain conditions; and

WHEREAS, the Plan Commission, in passing on the matter, has made the following determinations consistent with Section 100-354 of Mukwonago’s zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and

**Return to:**

Diana Dykstra, Clerk-Treasurer  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

**Parcel Number:** MUKV1976-121



improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.

4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner / tenant has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

WHEREAS, the Village Board has carefully reviewed the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. **Authorized uses.** Subject to the terms and conditions of this approval and the sections of the zoning code that apply, the property owner is authorized to operate a secondhand store as set forth herein and as specified in the Village's zoning code.
2. **Issuance of permit required.** The zoning administrator is authorized to issue the property owner a conditional use permit when all conditions enumerated in section 3 have been satisfied to his or her satisfaction. Such permit is the last approval before the property owner/tenant can begin to establish the use as authorized herein.
3. **Initial conditions of approval.** The following conditions shall be satisfied prior to the issuance of the conditional use permit:
  - a. The property owner must accept the terms and conditions of this conditional use order in its entirety in writing within 6 months of the date of this decision. Prior to such expiration, the property owner may request an extension to this time period and the Village Clerk may approve an extension with good cause.
  - b. This order must be recorded against the subject property in the Waukesha County register of deeds office (only if subsections 3(a) have been satisfied).

In the event the requirements enumerated in subsections 3(a) above are not satisfied, this order shall automatically be null and void without any further action by the Village of Mukwonago on the aforementioned date.

4. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:
  - a. The authorized use shall not be conducted in such a way so as to violate fire-related building capacity standards established by the local fire department or the state of Wisconsin.
  - b. The authorized use shall not be conducted in such a way so as to constitute a public or private nuisance as determined by the Plan Commission.
  - c. Potable water and sanitation must be provided and maintained.
  - d. Any modification to the site or exterior of the building shall require Site Plan and Architectural Review (SPAR) and approval.



- e. The Plan Commission may unilaterally amend an approved site plan/plan of operation by revising existing provisions or adding new provisions. Such amendment shall be limited in scope to address negative impacts the use is having on surrounding properties and/or the public health, safety, and welfare.
- f. The use of the subject property shall at all times be in compliance with all applicable laws, rules, regulations or orders, and ordinances of the federal government, State of Wisconsin, Waukesha County and Village of Mukwonago.
- g. All buildings on the subject property shall comply with all applicable building requirements as may be adopted by the Village of Mukwonago or the state of Wisconsin.
- h. The subject property must be in a clean and neat appearance as determined by the Plan Commission.
- i. The property owner shall obtain and maintain all licenses for the operation of this facility, as may be required by the Village or the State of Wisconsin.
- j. The Secondhand store shall operate between the hours of 8 am to 9pm
- k. No Drop off collections will occur.

5. **Expansion or changes.** The conditional use hereby authorized shall be confined to the subject property without extension or expansion. Any expansion or change in use shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

6. **Modification of property boundary lines.** The property owner shall not change the size and/or shape of the subject property by any means without the approval of the Village Board. If the Village Board determines that a proposed change is substantial with regard to the overall size of the parcel and/or configuration, such change shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

7. **Plans and related matters.** Unless otherwise expressly stated herein, plans that are specifically required by this conditional use order may be amended upon the prior approval of the Plan Commission if the Plan Commission finds the amendment to be minor and consistent with the conditional use order and permit. Any change in any plan that the Plan Commission feels, in its sole discretion to be substantial, shall require a new conditional use approval and all procedures in place at the time must be followed.

8. **Inspection.** The property owner shall allow Village of Mukwonago staff, officials, and other authorized agents to inspect the subject property, at any reasonable time and for any proper purpose related to compliance with this conditional use order.

9. **Discontinuance.** Should the conditional use be discontinued in use for 365 consecutive days the use shall be terminated as set forth in the Village of Mukwonago's zoning regulations.

10. **Private rights.** This approval is given under the Village of Mukwonago's zoning regulations and is not to be interpreted to abrogate any private rights other property owners may have pursuant to deed restrictions or restrictive covenants.

11. **Interpretation.** If any aspect of this conditional use order is in conflict with any other aspect of the conditional use order, the more restrictive provisions shall be controlling, as determined by the Plan Commission.

12. **Other permits.** This order shall not be deemed to constitute a building permit, or constitute any other license or permit required by Village ordinance, or other local, state, or federal law.



13. **Severability.** In the event a court of competent jurisdiction determines that a paragraph or phrase of this conditional use order is unlawful, illegal, or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use order and the remainder shall continue in full force and effect.

14. **Heirs, successors, and assigns.** This conditional use order shall be binding upon the property owner and their heirs, successors, and assigns. Upon a change in ownership, the property owner shall notify the Village Clerk.

15. **Ongoing review.** This conditional use may be reviewed by the Plan Commission with notice to the property owner at any time upon complaint or upon Plan Commission initiative. If it is determined that the authorized use is no longer compatible, or that the provisions of this approval have not been complied with, the Village Board may revoke or amend this order after recommendation by the Plan Commission and holding of a public hearing.

16. **Amendment.** The property owner may propose an amendment to this conditional use order at anytime by submitting a written petition to the Village Clerk, which shall be reviewed pursuant to the requirements in effect at the time of application.

17. **Violation.** Any violation of this order may be treated as a violation of Mukwonago's zoning regulations and each day of each violation of each condition herein shall be treated as a separate violation.

Approved this 17<sup>th</sup> day of March, 2021

BY THE VILLAGE BOARD OF THE VILLAGE OF MUKWONAGO

---

Fred Winchowky, Village President

Attest:

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Diana Dykstra, Village Clerk



STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally came before me this \_\_\_\_ day of \_\_\_\_\_ 2020, the persons described above, Fred Winchowky, Village President, and Diana Dykstra, Village Clerk, to me known to be the persons who executed the foregoing instrument and to me known to be such Village President and Village Clerk of the Village of Mukwonago and acknowledged that they executed the foregoing instrument as such officers of said municipal corporation by its authority and pursuant to the authorization by the Village Board from their meeting on the 16<sup>th</sup> day of September, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

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

**Acceptance by Property Owner**

I, Heidi Nunnemacher, verify that I am an authorized agent for **RED CORNER INVESTMENTS LLC** accepts the terms stated herein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
**RED CORNER INVESTMENTS LLC (**  
Heidi Nunnemacher, agent

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally, came before me this \_\_\_\_ day of \_\_\_\_\_, 2021, the above-named person, Robert Chandler, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
NOTARY PUBLIC

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



**Acceptance by Tenant**

I, Josh Manka, verify that I am an authorized agent for Josh and Tonia Property Management, accepts the terms stated herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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**Josh and Tonia Property Management, LLC**

Josh Manka, agent

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally, came before me this \_\_\_\_ day of \_\_\_\_\_, 2021, the above-named person, John Manka, to me known to be the person who executed the foregoing instrument and acknowledged the same.

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NOTARY PUBLIC

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My Commission Expires:

Drafted by John S. Fellows, AICP, Planner, at the direction of the Mukwonago Village Board.





## PLANNING COMMISSION

March 9, 2021 at 6:30pm

Mukwonago, WI

### Zoning Code and Sign Code Rewrite Public Participation Plan

#### Case Summary

##### Project Request

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Proposal:	Public Participation Plan for the Zoning Code and Sign Code Rewrite
Applicant:	Village of Mukwonago
Request:	Recommendation (Planning Commission) and Adoption (Village Board) of a public participation plan for this project as detailed in the attached document.
Staff Recommendation:	Approve
Planning Commission Recommendation:	Pending

##### Recommendation

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Staff recommends that the planning commission recommend the Village Board approve a resolution adopting a public participation plan for the zoning code and sign code rewrite.

##### Attachments

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1. Draft - Public Participation Plan



# Public Participation Plan

## Zoning and Sign Code Rewrite Project

### Village of Mukwonago

#### **INTRODUCTION**

Public participation in government decision making is vital in our system of governance. While it is true that our elected officials were chosen to make decisions on behalf of the people they represent, it is also true that elected officials need to inform, be informed by, and interact with the public on an ongoing basis if their representation is to be meaningful. Regular and continuing involvement in government decision making is the very basis for the idea of citizenship. Public participation is likely to produce better decisions by utilizing the knowledge of the populace and by allocating part of the responsibility for formulating and implementing decisions to the citizens.

The Village of Mukwonago is therefore committed to encouraging and facilitating public participation throughout the preparation, review, and adoption of new zoning and sign regulations. This public participation plan serves as a basic framework for achieving an open dialogue between Village residents, property owners, Village staff, and elected and appointed officials.

#### **OBJECTIVES FOR PUBLIC PARTICIPATION**

- The public has opportunities to provide input (both formally and informally) to appropriate decision makers.
- The public has access to technical information created during the process.
- Elected officials will have input from a broad range of perspectives and interests in the community.
- Public input is elicited through a variety of means (electronic, printed, and oral) in such a way that it may be carefully considered and responded to in a timely fashion.
- The process strengthens the sense of community and civic engagement.
- The process furthers the vision of having active and positive participation throughout the process by those most directly affected.

#### **RESPONSIBILITY FOR IMPLEMENTATION**

The Village of Mukwonago Village Board, Plan Commission, Village staff, and project consultant will share the responsibility for implementing the public participation activities described in this plan.

#### **RESPONSIBILITY FOR DEVELOPING THE ZONING AND SIGN CODES**

The Plan Commission will have the primary responsibility of developing a proposed zoning/sign code and submitting it to the Village Board for further deliberations. The Village Board has the ultimate responsibility to ensure the adopted regulations achieve community-wide objectives.

#### **PLANNED PUBLIC PARTICIPATION ACTIVITIES**

- The project consultant will conduct confidential listening sessions with key stakeholders, which may include elected and appointed officials, department staff, and representatives of civic organizations, the local chamber of commerce, business groups, neighborhood groups, and the like.
- The project consultant will conduct one or more workshops for the Plan Commission to identify issues the new zoning/sign codes should address in new or different ways. The purpose of this exercise is to develop consensus on what needs to be addressed in the rewrite and sufficient direction to begin drafting the zoning ordinance.





- The project consultant and Village staff will conduct an open house prior to the public hearing to create an informal setting for residents and others to learn more about the proposed zoning code and to offer their suggestions and comments.
- The project consultant will use the ZoningHub platform to share the proposed zoning regulations and sign regulations in an online interactive way so that people can find out how their property may be zoned and related development standards.
- A public hearing will be conducted to solicit input relating to the proposed zoning code and sign code.
- The project consultant, in consultation with Village staff, may issue news releases when appropriate.
- Residents and others will be able to provide written comments throughout the entire project.
- Various drafts of the zoning/sign codes will be made available as they are submitted for public review.

#### **OPPORTUNITY FOR WRITTEN COMMENTS**

- Written comments will be accepted throughout the process and should be sent to John Fellows, Community Planner, at [jfellows@villageofmukwonago.com](mailto:jfellows@villageofmukwonago.com).
- At public meetings or hearings, the presiding officer will clearly announce any deadline for submitting written comments, if such comments are allowed subsequent to the meeting or hearing.

#### **PUBLIC NOTICES FOR MEETINGS AND HEARINGS**

Public notices of all meetings and public hearings will be prepared and distributed consistent with applicable notice requirements of the Wisconsin Open Meetings Law, and any other notice requirements imposed by local ordinance or bylaws.

#### **APPROVAL**

The Village Board approved this public participation plan at their meeting on March   , 2021.



**RESOLUTION 2021 - 13**

**A RESOLUTION TO ADOPT A PUBLIC PARTICIPATION PLAN FOR  
THE ZONING CODE AND SIGN CODE REWRITE PROCESS.**

**WHEREAS**, the Village Board has authorized staff and provided funds for the rewriting of the zoning code and the sign code of the Village of Mukwonago,

**WHEREAS**, the State of WI requires under State Statutes 62.23 allows for communities to adopt and amend zoning codes and sign codes with public participation and a public hearing, and

**WHEREAS**, the Village Plan Commission at their meeting on March 9, 2021 has recommended the adoption of the public participation plan, and

**NOW, THEREFORE**, the Board of Trustees of the Village of Mukwonago, Waukesha and Walworth Counties, **DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION I:** The adoption of a public participation plan for the zoning code and sign code write as follows:

Public Participation Plan  
Zoning and Sign Code Rewrite Project  
Village of Mukwonago

**INTRODUCTION**

Public participation in government decision making is vital in our system of governance. While it is true that our elected officials were chosen to make decisions on behalf of the people they represent, it is also true that elected officials need to inform, be informed by, and interact with the public on an ongoing basis if their representation is to be meaningful. Regular and continuing involvement in government decision making is the very basis for the idea of citizenship. Public participation is likely to produce better decisions by utilizing the knowledge of the populace and by allocating part of the responsibility for formulating and implementing decisions to the citizens.

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## Village of Mukwonago, Walworth and Waukesha Counties, State of Wisconsin

- The process strengthens the sense of community and civic engagement.
- The process furthers the vision of having active and positive participation throughout the process by those most directly affected.

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The Village of Mukwonago Village Board, Plan Commission, Village staff, and project consultant will share the responsibility for implementing the public participation activities described in this plan.

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Village of Mukwonago, Walworth and Waukesha Counties, State of Wisconsin

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**PUBLIC NOTICES FOR MEETINGS AND HEARINGS**

Public notices of all meetings and public hearings will be prepared and distributed consistent with applicable notice requirements of the Wisconsin Open Meetings Law, and any other notice requirements imposed by local ordinance or bylaws.

**APPROVAL**

The Village Board approved this public participation plan at their meeting on March 17, 2021.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the applicant, upon the approval of this site plan and architectural review shall agree to accept the same in writing.

Passed and dated this 17<sup>th</sup> day of March 2021.

VILLAGE OF MUKWONAGO

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

Fred Winchowky, Village President

Attest: \_\_\_\_\_

Diana Dykstra, Village Clerk-Treasurer



## Accounts Payable Cover Sheet

<b>Report:</b>	<b>Period or corresponding report date</b>	
Village Accounts Payable	3/18/2021	\$ 1,211,839.10
	<b>Total for Approval:</b>	<b>\$ 1,211,839.10</b>

The preceding list of bills payable was approved for payment

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

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

\_\_\_\_\_  
\_\_\_\_\_



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: AIR ONE					
166078	SKED RESCUE DEVICE	150-5700-571300	720.00	720.00	FIRE
TOTAL VENDOR AIR ONE				720.00	
VENDOR NAME: ALSCO					
IMIL1662044	FEB 25 MAT CLEANING SERVICE	100-5211-539400	45.89	45.89	POLICE
TOTAL VENDOR ALSCO				45.89	
VENDOR NAME: AM TOWING					
W28925	PATROL TRUCK # 9 REPAIRS	100-5324-539500	2,261.60	2,261.60	DPW
W29027	PATROL TRUCK #9 REPAIRS	100-5324-539500	533.95	533.95	DPW
TOTAL VENDOR AM TOWING				2,795.55	
VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC					
153142	MARCH 2021 ASSESSMENT SERVICES	100-5153-521900	1,430.90	1,430.90	CLERK
TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC				1,430.90	
VENDOR NAME: AT & T MOBILITY					
X02152021	FEBRUARY CELLPHONE & AIR CARD BILL	100-5211-522500	580.81	580.81	POLICE
TOTAL VENDOR AT & T MOBILITY				580.81	
VENDOR NAME: BLOOM COMPANIES LLC					
12105	DESIGN HWY 83 PROJECT INDUSTRIAL PARK	250-5335-521900	7,904.73	7,904.73	FINANCE
TOTAL VENDOR BLOOM COMPANIES LLC				7,904.73	
VENDOR NAME: BOUND TREE MEDICAL LLC					
83969645	EMS SUPPLIES	150-5231-531100	19.30	19.30	FIRE
83975340	EMS SUPPLIES	150-5231-531100	232.41	232.41	FIRE
83977162	EMS SUPPLIES	150-5231-531100	184.32	184.32	FIRE
TOTAL VENDOR BOUND TREE MEDICAL LLC				436.03	
VENDOR NAME: BROOKS TRACTOR					
M50268	WWTF- SKIDSTER WIPER MOTOR REPAIR	620-8010-828000	200.41	200.41	UTILITIES
TOTAL VENDOR BROOKS TRACTOR				200.41	
VENDOR NAME: C & M AUTO PARTS INC					
6079-332807	3471 REPAIR	150-5222-539500	41.49	41.49	FIRE
6079-332816	3471 OIL CHANGE	150-5222-539500	33.96	33.96	FIRE
6079-332749	3463 MAINTENANCE	150-5222-539500	9.99	9.99	FIRE
6079-332421	UNIT #1 PARTS	100-5324-539500	31.79	31.79	DPW
6079-332354 DPW	WIPER BLADES	100-5324-539500	20.97	20.97	DPW
6079-332354 PD	SQD #30 - NEW BATTERY	100-5212-539500	139.99	139.99	POLICE
TOTAL VENDOR C & M AUTO PARTS INC				278.19	
VENDOR NAME: CENTURY SPRINGS BOTTLING					
5783894	VH DRINKING WATER	100-5160-531100	15.95	15.95	DPW
5779742	VILLAGE HALL WATER	100-5160-531100	18.00	18.00	DPW
TOTAL VENDOR CENTURY SPRINGS BOTTLING				33.95	
VENDOR NAME: CENTURYLINK					



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: CENTURYLINK					
2021 FEBRUARY	2021 TELEPHONE SERVICE FEB 21 - MAR 20	100-5142-522500	75.72	590.52	MULTIPLE
		100-5211-522500	55.95		
		100-5323-522500	97.31		
		100-5512-522500	114.76		
		440-5511-522500	115.11		
		610-6920-692100	32.89		
		620-8400-851000	98.78		
TOTAL VENDOR CENTURYLINK				590.52	
VENDOR NAME: CINTAS					
4077749774	STAFF UNIFORMS	100-5323-531100	88.90	88.90	DPW
4077749796	WATER/WWTF UNIFORM SERVICE	610-6920-693000	65.00	137.25	UTILITIES
		620-8010-827000	72.25		
4077075932	STAFF UNIFORMS	100-5323-531100	88.90	88.90	DPW
4077075942	WATER/SEWER- UNIFORM SERVICE	610-6920-693000	43.12	86.25	UTILITIES
		620-8010-827000	43.13		
TOTAL VENDOR CINTAS				401.30	
VENDOR NAME: CIT					
37330225	WATER/SEWER- COPIER LEASE	610-6920-692100	44.32	88.64	UTILITIES
		620-8400-851000	44.32		
TOTAL VENDOR CIT				88.64	
VENDOR NAME: CITY OF NEW BERLIN					
2021 JAN BOTS	2021 JANUARY BOTS ALCOHOL ENFORCEMENT/SA	100-4300-435500	617.80	617.80	POLICE
TOTAL VENDOR CITY OF NEW BERLIN				617.80	
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY					
HIS 1301	2021 EDUCATION PAY - ZAJICHEK - COURSE #	100-5212-516300	705.00	705.00	POLICE
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				705.00	
VENDOR NAME: CONLEY MEDIA, LLC					
6362410221	PLANNER PUBLIC NOTICES	100-5632-531200	193.31	193.31	PLANNER
6362410221	CLERK LEGAL NOTICE FOR FEB ELECTION	100-5144-531200	11.99	11.99	CLERK
6362410221	DPW PUBLIC ADD FOR STREET PROJECT	480-5700-587000	119.92	119.92	DPW
6262410221	FIRE CONLY MEDIA INVOICE	150-5221-521900	2.00	2.00	FIRE
3275880221	FINANCE BUDGET AMENDMENT NOTICE	100-5141-539900	341.08	341.08	FINANCE
TOTAL VENDOR CONLEY MEDIA, LLC				668.30	
VENDOR NAME: CORE & MAIN LP					
N799560	WATER- WELL #4 CHLORINE REPAIRS	610-6310-663500	71.78	71.78	UTILITIES
TOTAL VENDOR CORE & MAIN LP				71.78	
VENDOR NAME: DAVID FORJAN OVERHEAD DOORS					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: DAVID FORJAN OVERHEAD DOORS				
2-26-2021	STATION 1 GARAGE DOOR REPAIR	100-5220-539400	125.00	125.00 DPW
TOTAL VENDOR DAVID FORJAN OVERHEAD DOORS				125.00
VENDOR NAME: DE LAGE LANDEN FINANCIAL				
71620305	COPIER LEASE MARCH	100-5211-521900	108.00	108.00 POLICE
TOTAL VENDOR DE LAGE LANDEN FINANCIAL				108.00
VENDOR NAME: DIGGERS HOTLINE INC				
200638301	WATER/SEWER- LOCATES	620-8030-531000	160.20	320.39 UTILITIES
		610-6920-693000	160.19	
200738301	WATER/SEWER- LOCATES	610-6920-693000	178.11	356.21 UTILITIES
		620-8030-531000	178.10	
200838301	WATER/SEWER- LOCATES	620-8030-531000	130.35	260.69 UTILITIES
		610-6920-693000	130.34	
200938301	WATER/SEWER- LOCATES	610-6920-693000	98.51	197.01 UTILITIES
		620-8030-531000	98.50	
201038301	WATER/SEWER- LOCATES	620-8030-531000	103.48	206.96 UTILITIES
		610-6920-693000	103.48	
201138301	WATER/SEWER- LOCATES	610-6920-693000	96.52	193.03 UTILITIES
		620-8030-531000	96.51	
201238301	WATER/SEWER- LOCATES	620-8030-531000	64.68	129.35 UTILITIES
		610-6920-693000	64.67	
210138301	WATER/SEWER- LOCATES	610-6920-693000	53.73	107.46 UTILITIES
		620-8030-531000	53.73	
210238301	WATER/SEWER- DIGGERS HOTLINE UTILITY LOC	620-8030-531000	59.70	119.40 UTILITIES
		610-6920-693000	59.70	
TOTAL VENDOR DIGGERS HOTLINE INC				1,890.50
VENDOR NAME: EBIX				
10866	FEB DEPOSITS	150-5231-521900	2,738.71	2,738.71 FIRE
TOTAL VENDOR EBIX				2,738.71
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS				
2238981	EMS SUPPLIES	150-5231-531100	64.90	64.90 FIRE
2238080	EMS SUPPLIES	150-5231-531100	434.11	434.11 FIRE



03/11/2021 12:26 PM  
User: mschneider  
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO  
EXP CHECK RUN DATES 03/18/2021 - 03/18/2021  
UNJOURNALIZED OPEN  
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 4/10

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS				
2238538	EMS SUPPLIES	150-5231-531100	598.26	598.26 FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				1,097.27
VENDOR NAME: ENVIRONMENT CONTROL				
17214-613	VH CLEANING	100-5160-521900	298.00	298.00 DPW
TOTAL VENDOR ENVIRONMENT CONTROL				298.00
VENDOR NAME: FASTENAL COMPANY				
WIMUK86321	WATER/SEWER- BATTERIES	620-8400-851000	10.56	21.12 UTILITIES
		610-6920-692100	10.56	
TOTAL VENDOR FASTENAL COMPANY				21.12
VENDOR NAME: GALLS LLC				
017470800	REPLACEMENT OF 1 LONG SLEEVE SHIRT & 1 N	100-5211-534700	57.99	115.98 POLICE
		100-5211-539500	57.99	
017481249	REPLACE 1 CARDIGAN SWEATER & 1 NEW DISPA	100-5211-534700	52.99	105.98 POLICE
		100-5211-539500	52.99	
017701252	2021 UNIFORM ALLOWANCE - DEMOTTO - ONE G	100-5211-534600	40.93	40.93 POLICE
TOTAL VENDOR GALLS LLC				262.89
VENDOR NAME: HACH COMPANY				
12347375	WATER/WWTF HACH SERVICE AGREEMENT	610-6920-693000	450.00	905.83 UTILITIES
		620-8400-852000	455.83	
TOTAL VENDOR HACH COMPANY				905.83
VENDOR NAME: HAHN ACE HARDWARE				
2021 FEB FIRE	HAHN ACE HARDWARE INVOICE	150-5222-539500	116.16	157.14 FIRE
		150-5221-531100	40.98	
2021 FEB DPW	MISC SUPPLIES	100-5323-531100	79.42	96.41 DPW
		100-5324-539500	16.99	
2021 FEB UTILITIES	WATER- HEAT TAPE FOR SUMP PUMP DRAIN LIN	610-6450-664100	74.79	74.79 UTILITIES
TOTAL VENDOR HAHN ACE HARDWARE				328.34
VENDOR NAME: HAWKINS WATER TREATMENT				
4886679	WATER- SPARE CL2 INJECTOR PARTS WELL #5	610-6310-663500	163.50	163.50 UTILITIES
4885956	WATER- SPARE CL2 INJECTOR FOR WELL #5	610-6310-663500	157.47	157.47 UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				320.97
VENDOR NAME: HILL COURT PARTNERS LLC				



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: HILL COURT PARTNERS LLC					
2021 DEV PMNT 1	DEVELOPER INCENTIVE #1	250-5670-589500	81,666.66	81,666.66	FINANCE
2021 DEV PMNT 2	DEVELOPER INCENTIVE #2	250-5670-589500	81,666.67	81,666.67	FINANCE
TOTAL VENDOR HILL COURT PARTNERS LLC				163,333.33	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
50710	MISC MATTERS	100-5130-521900	1,654.50	2,579.50	FINANCE
		250-5130-521900	925.00		
50701	UTILITIES	610-6920-692300	37.00	37.00	FINANCE
50702	ORDINANCES & RESOLUTIONS	100-5130-521900	212.50	212.50	FINANCE
50708	PROSECUTIONS	100-5130-521900	1,435.00	1,435.00	FINANCE
50707	BOX SELF STORAGE	100-0000-211425	129.50	129.50	FINANCE
50709	CHAPMAN	100-0000-211425	333.00	333.00	FINANCE
50703	FAIRWINDS SUBDIVISION	100-0000-211425	37.00	37.00	FINANCE
50705	HILL COURT/BRIOHN PROJECT	100-0000-211425	37.00	37.00	FINANCE
50706	MALCOLM	100-0000-211425	87.50	87.50	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				4,888.00	
VENDOR NAME: HORN FEEDS					
32981	WWTF- SALT FOR SIDEWALKS	620-8010-827000	526.75	526.75	UTILITIES
TOTAL VENDOR HORN FEEDS				526.75	
VENDOR NAME: HORN OIL					
2021 FEBRUARY	MONTHLY FUEL	100-5212-535100	2,066.30	8,466.49	ALLOCATE
		100-5241-535100	57.94		
		100-5324-535100	4,174.53		
		150-5222-535100	430.86		
		150-5231-535100	1,294.13		
		610-6920-693300	92.24		
		620-8010-828000	350.49		
TOTAL VENDOR HORN OIL				8,466.49	
VENDOR NAME: JOE WILDE COMPANY LLC					
216245	BEACH HOUSE GARAGE DOOR	480-5700-584900	875.00	875.00	DPW
TOTAL VENDOR JOE WILDE COMPANY LLC				875.00	
VENDOR NAME: JOHNS DISPOSAL SVC. INC.					
603608	FEBRUARY GARBAGE AND RECYCLING	410-5362-531000	24,120.72	42,133.95	DPW
		410-5363-522000	18,013.23		
TOTAL VENDOR JOHNS DISPOSAL SVC. INC.				42,133.95	
VENDOR NAME: KIESLERS POLICE SUPPLY					
IN159287	4 CASES OF FEDERAL AMERICAN EAGLE 223 RI	100-5215-531100	641.64	641.64	POLICE
TOTAL VENDOR KIESLERS POLICE SUPPLY				641.64	
VENDOR NAME: LANGE ENTERPRISES INC					
75425	CHAPMAN FARMS STREET SIGNS	100-5348-531100	3,934.11	3,934.11	DPW



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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: LANGE ENTERPRISES INC				
TOTAL VENDOR LANGE ENTERPRISES INC				3,934.11
VENDOR NAME: LEAGUE OF WI MUNICIPALITIES				
2021 MEMBERSHIP	STORMATER ADVOCACY GROUP	500-5344-532400	16.00	200.00 DPW
		100-5660-535200	184.00	
TOTAL VENDOR LEAGUE OF WI MUNICIPALITIES				200.00
VENDOR NAME: MARSHALL-BOND PUMPS				
39834.0	WWTF- SLUDGE PUMP REPAIR PARTS	620-8010-833000	337.32	337.32 UTILITIES
TOTAL VENDOR MARSHALL-BOND PUMPS				337.32
VENDOR NAME: MCDONOUGH SEPTIC				
14740	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14741	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14742	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14743	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14672	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14670	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14676	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14674	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14673	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14671	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14677	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
14675	PORTABLE RESTROOMS	100-5521-531100	110.00	110.00 DPW
TOTAL VENDOR MCDONOUGH SEPTIC				1,320.00
VENDOR NAME: NOAH CURTIS				
2021 UNIFORM	2021 UNFIROM ALLOWANCE - CURTIS	150-5222-534600	50.00	50.00 FIRE
TOTAL VENDOR NOAH CURTIS				50.00
VENDOR NAME: OFFICE PRO				
0416988-001	OFFICE SUPPLIES & PAPER	100-5142-531100	42.40	220.05 ALLOCATE
		100-5141-531100	42.40	
		100-5241-531100	38.96	
		100-5632-531100	38.96	
		150-5221-531100	12.61	
		220-5140-531100	1.15	
		410-5363-531100	2.29	
		440-5511-531100	5.73	
		500-5344-531100	1.15	
		610-6902-690300	17.20	
		620-8300-840000	17.20	
TOTAL VENDOR OFFICE PRO				220.05
VENDOR NAME: PROHEALTH CARE LAB BILLING				
19524930	OWI BLOOD DRAW	100-5212-521900	35.00	35.00 POLICE
TOTAL VENDOR PROHEALTH CARE LAB BILLING				35.00



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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: PROHEALTH CARE MEDICAL ASSOC INC					
307101	DOT RANDOM TESTING	100-5300-521900	56.00	56.00	DPW
TOTAL VENDOR PROHEALTH CARE MEDICAL ASSOC INC				56.00	
VENDOR NAME: QUILL LLC					
14654934	AIR FRESHNERS FOR THE RESTROOMS, PENS FO	100-5211-531200	130.68	130.68	POLICE
14670346	PACK OF BLACK, BLUE & RED PENS FOR DEPAR	100-5211-531100	5.09	5.09	POLICE
TOTAL VENDOR QUILL LLC				135.77	
VENDOR NAME: R & R INSURANCE SERVICES					
2418884	2021 Q2 WORKERS COMP INSURANCE	100-5154-551100	14,180.99	24,692.00	FINANCE
		100-5254-522600	87.50		
		150-5221-522600	6,220.64		
		410-5363-522600	87.50		
		440-5511-522600	180.05		
		500-5344-522600	87.50		
		610-6920-692400	1,604.33		
		620-8400-853000	2,243.49		
2418883	2021 Q2 VEHICLE INSURANCE	100-5154-551400	228.17	25,474.00	FINANCE
		100-5154-551400	6,694.20		
		100-5154-551400	2,936.37		
		150-5221-522600	13,725.65		
		610-6920-692400	649.62		
		620-8400-853000	1,239.99		
TOTAL VENDOR R & R INSURANCE SERVICES				50,166.00	
VENDOR NAME: RAVE MOBILE SAFETY					
INV-31752	FINAL YEAR OF RAVE ALERT AGREEMENT	100-5521-531100	385.20	3,081.60	POLICE
		100-5142-521900	385.20		
		100-5211-521900	385.20		
		150-5221-521900	385.20		
		440-5511-531000	385.20		
		610-6920-692300	385.20		
		620-8400-852000	385.20		
		100-5211-521900	385.20		
TOTAL VENDOR RAVE MOBILE SAFETY				3,081.60	
VENDOR NAME: RAY O'HERRON CO INC					
2091248-IN	2021 UNIFORM ALLOWANCE - SCHUBEL - 9MM A	100-5212-534600	217.00	217.00	POLICE
TOTAL VENDOR RAY O'HERRON CO INC				217.00	
VENDOR NAME: RICOH USA, INC					
5061536435	PRINTER SERVICE	100-5632-531200	8.12	8.12	PLANNER
TOTAL VENDOR RICOH USA, INC				8.12	
VENDOR NAME: ROSENBAUER SOUTH DAKOTA, LLC					
91118	PUMPER APPARATUS	430-5700-571300	740,000.00	740,000.00	FIRE



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT
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VENDOR NAME: ROSENBAUER SOUTH DAKOTA, LLC

TOTAL VENDOR ROSENBAUER SOUTH DAKOTA, LLC

740,000.00

VENDOR NAME: RUEKERT & MIELKE, INC.

135621	12-92136.302 CHAPMAN FARM / CHAPMAN VILL	100-0000-211425	3,407.30	3,407.30	FINANCE
135600	12-00000.100 General Services	100-5335-521900	3,567.04	5,906.24	FINANCE
		250-5335-521900	1,343.20		
		100-5660-521900	916.32		
		500-5344-521900	79.68		

135601	12-00000.300 Water Utility Services	610-6920-692300	265.75	265.75	FINANCE
135302	12-00000.400 Sewer Utility Services	620-8400-852000	1,102.50	1,102.50	FINANCE
135603	12-10028.302 Front Street & Meacham Stre	100-5300-521900	290.50	290.50	FINANCE
135605	12-10061.300 Boat Launch Improvements /	480-5700-586400	521.00	521.00	FINANCE
135606	12-10063.210 2021 GIS Services - GIS Dat	610-6920-692300	745.12	1,490.25	FINANCE
		620-8400-852000	745.13		

135607	12-10086.300 Pick 'n Save Pond Improveme	480-5700-584800	453.00	453.00	FINANCE
135608	12-10015.300 2019 Well & Well Pump Impro	610-6920-692300	497.25	497.25	FINANCE
135613	12-10131.200 Atkinson Pump Station Capac	620-0000-000104	2,418.00	2,418.00	FINANCE
135614	12-10131.210 Atkinson Pump Station Capac	620-0000-000104	562.50	562.50	FINANCE
135615	12-10135.200 VUEWorks Site & Implementat	100-5341-539500	1,028.50	11,550.00	FINANCE
		100-5344-521900	877.25		
		100-5611-521900	514.25		
		500-5344-521900	90.75		
		100-5660-521900	514.25		
		610-6920-692300	4,262.50		
		620-8400-852000	4,262.50		

135616	12-10138.200 2021 Street Rehabilitation	480-5700-584000	19,842.00	19,842.00	FINANCE
135618	12-92041.487 2021 SCADA Service Work	610-6920-692300	10,428.89	10,428.89	FINANCE
135620	12-92116.306 Edgewood Meadows / Edgewood	100-0000-211400	173.75	173.75	FINANCE
135622	12-92190.210 Dam Failure Analysis / Mukw	480-5700-585200	85.00	85.00	FINANCE
135604	12-10044.300 BOX SELF STORAGE / CONSTRUC	100-0000-211425	266.00	266.00	FINANCE
135609	12-10116.300 THE POINTE APARTMENTS / ERO	100-0000-211425	129.00	129.00	FINANCE
135610	12-10120.300 PHANTOM LAKES PRESERVE / CO	100-0000-211425	2,461.50	2,461.50	FINANCE
135611	12-10130.300 HITTMAN PROPERTY DEVELOPMEN	100-0000-211425	589.50	589.50	FINANCE
135617	12-10139.310 MEADOWLAND TOWNHOMES DEVELO	100-0000-211425	14,033.65	14,033.65	FINANCE
135619	12-92113.302 ORCHARDS OF MUKWONAGO SUBDI	100-0000-211425	129.00	129.00	FINANCE

TOTAL VENDOR RUEKERT & MIELKE, INC.

76,602.58

VENDOR NAME: RUTENBECK, TIM

2021 CLOTHING	2021 CLOTHING ALLOWANCE - RUTENBECK	100-5241-539900	200.00	200.00	BUILDING
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TOTAL VENDOR RUTENBECK, TIM

200.00

VENDOR NAME: SCAN GROUP

210791	INTERN BUSINESS CARDS	100-5670-516200	56.00	56.00	ADMIN
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TOTAL VENDOR SCAN GROUP

56.00

VENDOR NAME: SHERWIN-WILLIAMS

1229-5	WWTF- PAINT FOR WAS PIPING	620-8010-833000	90.93	90.93	UTILITIES
2719-4	WATER- PAINT FOR BOOSTER MOTOR #1 AT WEL	610-6210-662500	88.29	88.29	UTILITIES



INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: SHERWIN-WILLIAMS				
TOTAL VENDOR SHERWIN-WILLIAMS				179.22
VENDOR NAME: SHRED-IT USA				
8181465544	2021 FEB VH SHREDDING SERVICES	100-5141-531100	33.23	66.45 ALLOCATE
		100-5142-531100	16.61	
		100-5632-531100	16.61	
8181511857	JANUARY & FEBRUARY SHREDDING SERVICE	100-5211-521900	135.95	135.95 POLICE
TOTAL VENDOR SHRED-IT USA				202.40
VENDOR NAME: SOMAR ENTERPRISES				
102170	2021 UNIFROM ALLOWANCE - KREISER - GOLD	100-5211-534600	14.20	14.20 POLICE
102217	2021 UNIFORM ALLOWANCE - SCHMIDT	100-5211-534600	97.95	97.95 POLICE
TOTAL VENDOR SOMAR ENTERPRISES				112.15
VENDOR NAME: STAAB CONSTRUCTION CORP				
7775-01	NORTH GATE REPAIR MUKWONAGO DAM	480-5700-585200	46,750.00	46,750.00 DPW
TOTAL VENDOR STAAB CONSTRUCTION CORP				46,750.00
VENDOR NAME: STAR CRANE & HOIST SERVICE				
1711-W	WWTF- PLANT CRANE MAINTENANCE	620-8010-827000	728.00	728.00 UTILITIES
TOTAL VENDOR STAR CRANE & HOIST SERVICE				728.00
VENDOR NAME: SUBURBAN LABORATORIES INC				
185475	WATER- BACTI TESTING	610-6300-663200	96.00	96.00 UTILITIES
TOTAL VENDOR SUBURBAN LABORATORIES INC				96.00
VENDOR NAME: TERMINAL ANDRAE INC.				
51871	WATER/WWTF LITES AND SECURITY LOCKS	610-6210-662500	1,226.18	3,226.18 UTILITIES
		620-8010-833000	2,000.00	
TOTAL VENDOR TERMINAL ANDRAE INC.				3,226.18
VENDOR NAME: TKK ELECTRONICS				
119191616	COMPUTER 3453	150-5700-571400	3,389.35	3,389.35 FIRE
TOTAL VENDOR TKK ELECTRONICS				3,389.35
VENDOR NAME: TOWN OF MUKWONAGO				
2020 SETTLEMENT	2020 FIRE DEPARTMENT SETTLEMENT	150-0000-244100	29,544.78	29,544.78 FINANCE
TOTAL VENDOR TOWN OF MUKWONAGO				29,544.78
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN				
2021 FEB UTILITIES	WWTF- SHOP SUPPLIES	620-8010-827000	27.24	27.24 UTILITIES
2021 FEB DPW	MISC PARTS AND SUPPLIES	100-5324-539500	25.99	37.98 DPW
		100-5323-531100	11.99	
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN				65.22



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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: TRIPLE CROWN PRODUCTS					
268445	2021 UNIFORM ALLOWANCE - CIESZYNSKI	100-5212-534600	111.05	111.05	POLICE
TOTAL VENDOR TRIPLE CROWN PRODUCTS				111.05	
VENDOR NAME: USA BLUEBOOK					
516890	WWTF LAB SUPPLIES	620-8010-826000	33.74	33.74	UTILITIES
TOTAL VENDOR USA BLUEBOOK				33.74	
VENDOR NAME: VARITECH INDUSTRIES					
060-1020088	FLOW METER	100-5347-531100	454.35	454.35	DPW
060-1020035	BRINE FLOW METER	100-5347-531100	361.71	361.71	DPW
060-1019930	BRINE FLOW METER	100-5347-531100	692.27	692.27	DPW
TOTAL VENDOR VARITECH INDUSTRIES				1,508.33	
VENDOR NAME: VELOCITY LLC					
2021003	VELOCITY IT SERVICES INVOICE	150-5221-521900	1,256.90	1,256.90	FIRE
TOTAL VENDOR VELOCITY LLC				1,256.90	
VENDOR NAME: WCTC					
S0737739	OFFICER CIESZYNSKI HANDGUN AND RIFLE INS	100-5215-533500	510.00	510.00	POLICE
5030421 MAR 21	WCTC FIREARMS RANGE RENTAL	100-5215-533500	195.00	195.00	POLICE
2021 SPRING CPR	ROB KREISER CPR TRAINING	100-5215-533500	57.28	57.28	POLICE
S0737738	WCTC FIRE CLASS	150-5223-533500	93.84	93.84	FIRE
2021 SPRING CPR	OFFICER ZAJICHEK CPR TRAINING	100-5215-533500	57.28	57.28	POLICE
2021 SPRING CPR	OFFICER PINKOWSKI CPR TRAINING AT WCTC	100-5215-533500	57.28	57.28	POLICE
TOTAL VENDOR WCTC				970.68	
VENDOR NAME: WELDERS SUPPLY CO.					
10195689	WELDING SUPPLIES	100-5323-531100	67.96	67.96	DPW
TOTAL VENDOR WELDERS SUPPLY CO.				67.96	
VENDOR NAME: WI DEPT OF JUSTICE CIB					
G3385 202102	BACKGROUND CHECKS	150-5221-521900	120.00	120.00	FIRE
TOTAL VENDOR WI DEPT OF JUSTICE CIB				120.00	
VENDOR NAME: WI STATE LAB OF HYGIENE					
667100	WWTF- PROFICIENCY TESTING	620-8010-826000	50.00	50.00	UTILITIES
667886	WATER- FLUORIDE SAMPLE TESTING	610-6300-663200	26.00	26.00	UTILITIES
TOTAL VENDOR WI STATE LAB OF HYGIENE				76.00	
VENDOR NAME: WISCONSIN CENTRAL					
9500222915	WATER R/R ROW PERMIT	610-6920-693000	250.00	250.00	UTILITIES
TOTAL VENDOR WISCONSIN CENTRAL				250.00	
GRAND TOTAL:				1,211,839.10	





## Agenda Item Cover Report

<b>Date:</b>	<b>Committee/Board:</b>
<b>Submitted by:</b>	<b>Department:</b>
<b>Date of Committee Action:</b>	<b>Date of Village Board Action:</b>

<b>Subject:</b>
<b>Executive Summary:</b>
<b>Fiscal Impact:</b>
<b>Executive Recommendation/Action:</b>

☐ Attachments Included



**VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES**

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**RESOLUTION NO. 2021-17**

**A RESOLUTION AUTHORIZING A STIPEND FOR  
THE INTERIM PUBLIC WORKS CREW SUPERVISOR**

---

**WHEREAS**, it has become a practice to offer a stipend for individuals who are taking on additional duties as a supervisor for a period of time, and,

**WHEREAS**, Brennen McCuen has been filling in as Crew Supervisor for the Public Works Department since March 1, 2021, and

**WHEREAS**, it is the recommendation of the Public Works Director to provide a \$200 per pay period stipend since March 1, 2021, for the additional duties until the Crew Supervisor returns.

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Mukwonago Village Board, that Brennen McCuen will receive a \$200 per pay period stipend beginning on March 1, 2021 until the Crew Supervisor returns to duty or position is otherwise filled.

Adopted this 17<sup>th</sup> day of March, 2021.

APPROVED:

Attestation:

\_\_\_\_\_  
Fred Winchowky, Village President

\_\_\_\_\_  
Diana Dykstra, Village Clerk



DOCUMENT#: 1020326  
 10-12-2020 at 12:15 PM  
 REGISTER OF DEEDS  
 WALWORTH COUNTY, WISCONSIN  
 Pages: 21 Fee Amount: \$30.00

\*\*\*The above recording information verifies  
 this document has been electronically  
 recorded and returned to the submitter\*\*\*

**Developer Guaranty  
 Agreement with Hill Court Partners  
 LLC and the Village  
 Of Mukwonago**

Document Number

Title of Document

The property affected by this Agreement is legally described on the  
 attached Exhibit A.

Record this document with the Register of Deed.

Name and Return Address

Atty. Mark G. Blum  
 PO Box 766  
 Waukesha, WI 53187-0766

**#A493600001**

(Parcel Identification Number)



**Developer Guaranty  
Agreement with Hill Court Partners  
LLC and the Village  
Of Mukwonago**

Document Number

Title of Document

The property affected by this Agreement is legally described on the attached Exhibit A.

Record this document with the Register of Deed.

Name and Return Address

Atty. Mark G. Blum

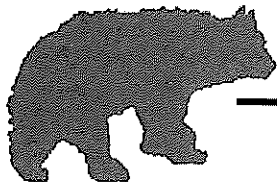
PO Box 766

Waukesha, WI 53187-0766

**#A493600001**

(Parcel Identification Number)





**Mukwonago** – Place of the Bear

*a Waukesha County blue chip community*

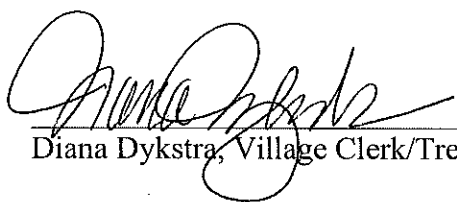
[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

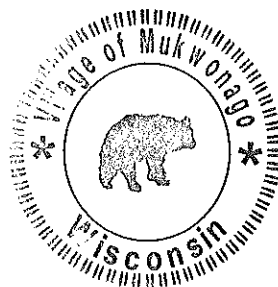
Village of Mukwonago

### CERTIFICATION

I, Diana Dykstra, the duly appointed Village Clerk/Treasurer of the Village of Mukwonago, do hereby certify that the attached Exhibits are a true and correct copy of the original and if they are not legible or readable, a copy of the original is available from the Village of Mukwonago Clerk's Office.

Dated this 7<sup>th</sup> day of October, 2020

  
Diana Dykstra, Village Clerk/Treasurer



This Certification relates to the Exhibits the Developer Guaranty Agreement with Hill Court Partners, LLC and the Village of Mukwonago.



## DEVELOPER GUARANTY AGREEMENT

This Developer Guaranty Agreement (the "Agreement") Agreement is made and entered into this 9<sup>th</sup> day of October, 2020, (the "Effective Date"), by and between the **VILLAGE OF MUKWONAGO**, a Wisconsin municipal corporation (hereinafter referred to as the "Village") and **HILL COURT PARTNERS, LLC**, and its successors and assigns, with its principal office and place of business located at 3885 N<sup>th</sup> Brookfield Rd Suite 200, (hereinafter referred to as "Developer").  
Brookfield, WI 53045

### R E C I T A L S

**WHEREAS**, the Village and Developer have entered into a Vacant Land Offer to Purchase dated September 16, 2020 ("Purchase Agreement") for the Developer's purchase of approximately 15.796 acres of vacant land which is a part of the parcel known as Lot 1, Certified Survey Map No. 4773 as set forth as Lot 1 on the attached Certified Survey Map (the "Property"), a copy of which is attached hereto and incorporated herein as **Exhibit A**; and

**WHEREAS**, the Property is part of a larger parcel of land that the Village owns and has developed into an industrial park (the "Industrial Park"); and

**WHEREAS**, Pursuant to Section 66.1105, Wis. Stat. (the "Tax Increment Law"), the Village has created Tax Increment District No. 5 (the "District") and approved a project plan for redevelopment within the District (the "TID Project Plan"). The boundaries of the District include all of the Industrial Park, including the Property; and

**WHEREAS**, Subject to the Village's providing the financial assistance set forth herein, Developer intends to acquire the Property and construct a building and other improvements on the Property (collectively the "Facility") which Developer intends to use in connection with its manufacturing business and to lease to other tenants. A preliminary site plan showing projected future development of the Property is attached hereto as **Exhibit B** (the "Preliminary Development Plan"), which is consistent with the current zoning of the Property. The Preliminary Development Plan is also consistent with the TID Project Plan; and

**WHEREAS**, the projected aggregate assessed valuation for Property, when fully developed, is anticipated to be approximately \$8,500,000; and

**WHEREAS**, the District will provide reimbursement to the Village for the acquisition costs of the Industrial Park and the Village's debt service expense for the public infrastructure to serve the Industrial Park; and

**WHEREAS**, the parties acknowledge that the Developer's development of the Property is a material inducement for the Village in acquiring the Property and conveying it to the Developer; and

**WHEREAS**, the construction of the Facility would not occur without the financial assistance provided herein; and



**WHEREAS**, The Village, pursuant to Village Board action dated October 7, 2020, has approved the terms of this Agreement and authorized the execution of the Agreement by the proper Village officers on the Village's behalf; and

**WHEREAS**, it is anticipated that construction of the Facility will be completed and be ready for occupancy by January 1, 2022; and

**WHEREAS**, it is now necessary that the Developer and the Village enter into this Agreement to provide for the manner and method by which the Property will be developed.

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

1. Responsibilities of the Village:

1.1. The Developer, at its expense, will record the Certified Survey Map ("CSM") attached hereto as Exhibit A, creating the Property, which CSM has been approved by the Developer.

1.2. The Village has designed and constructed a roadway to serve the Property, as well as to provide sanitary sewer and water mains to the lot line of the Property. The Village further has constructed a storm water management facility to service a portion of the Property and the balance of the Industrial Park, in accordance with the Ordinances of the Village of Mukwonago, as well as applicable State of Wisconsin Administrative Code and Wisconsin Statutes. Such storm water management facility is located on property in the Industrial Park other than the Property. The Property will be subject to a Storm Water Maintenance Agreement in the standard form utilized by the Village of Mukwonago for the portion of the property utilizing the Village's storm water pond. The Developer shall be responsible for constructing storm water BMPs to serve the balance of the property being acquired by Developer at the Developer's request.

1.3. The Village has obtained from the Department of Transportation ("DOT") access approval to State Highway 83 for the Property. The Village has completed construction of a public road from State Highway 83 to the Property with access to the Property at a location as shown on the approved CSM, Exhibit A, and as designated by the State of Wisconsin Department of Transportation (the "Public Road"). The Developer shall be entitled to use the Public Road for construction purposes.

1.4. The Village has provided public water and sanitary sewer infrastructure to the Property line of the Property.

1.5. The Village agrees to convey the Property to the Developer pursuant to the terms and conditions of the Purchase Agreement. The Property is comprised of approximately 15.796 acres for a total purchase price of \$1.00. The closing for this purchase shall occur on or before November 1, 2020.

1.6. Except as otherwise provided in the Purchase Agreement, the Developer shall be responsible for the closing costs of the transaction, including, but not limited to, the payment of title insurance premiums and recording fees (except those required to clear title).



2. Responsibilities of the Developer: Subject to satisfaction of the conditions set forth in this Agreement, Developer shall perform the following:

2.1. Developer and the Village have entered into a Purchase Agreement which provides that Developer shall purchase the Property from Village, subject to satisfaction of Developer's contingencies under the Purchase Agreement. The purchase of the Property shall occur as provided below on or before November 1, 2020. The Village agrees to pay to the Developer a Developer Incentive Payment in the sum of \$245,000.00, which shall be disbursed as follows: (i) \$81,666.66 upon the completion of the footing and foundation for the project; (ii) \$81,666.67 at the time of the closing-in of the structure; and (iii) \$81,666.67 upon the issuance of an Occupancy Permit.

2.2. Developer shall be responsible for the complete civil design for all site work contained within the Property.

2.3. Developer agrees, subject to unanticipated delays, delays by the Village and force majeure, to promptly commence, diligently pursue and complete the construction of the Facility on the Property such that the total assessed value for the Property shall, by January 1, 2022 be not less than \$8,500,000.00 (the "Guaranteed Tax Assessed Value"). The failure of the Developer to achieve the Guaranteed Tax Assessed Value by January 1, 2022 and thereafter maintain that value, for the balance of the term of this Agreement shall allow the Village to collect the shortfall pursuant to the guaranties referenced in this Agreement, which Guaranty Payment (as hereinafter defined) shall be deemed indebtedness of Developer to the Village.

2.4. Security for Construction Obligations. To secure receipt by the Village of the annual Guaranty Payment, the Developer agrees to provide the Village with an Irrevocable Standby Letter of Credit in the initial amount of \$2,200,000.00. The Letter of Credit shall be in a form acceptable to the Village and shall be provided to the Village not later than the closing of the purchase of the Property. In the event that the Guaranty Payment is applicable and Developer fails to pay the Guaranty Payment prior to the LOC Termination Date (as hereinafter defined), the Village shall be entitled to submit an Affidavit of Default and Sight Draft to draw upon the Letter of Credit in the amount of the Guaranty Payment for the subject year. The amounts drawn upon the Letter of Credit by the Village shall be applied to any deficiency of the Guaranty Payment by the Developer. Developer has agreed to construct a building pursuant to the plans submitted to and approved by the Village and Building Inspector and attached hereto as Exhibit B (the "Building"). Upon the earlier of (the "LOC Termination Date") (i) the completion of construction of the Building as evidenced by the issuance of an occupancy permit by the Village Building Inspector and confirmation by the Village Building Inspector that the work has been completed in accordance with the plans and the Village Building Code; or (ii) upon Buyer's, or its successor's and assign's, payment of real estate taxes on the Property totaling \$2,200,000.00, the Seller will release the unapplied Letter of Credit to the Buyer and the Letter of Credit shall be terminated.

2.5. Developer warrants and represents that the Property shall be owned by entities that are not exempt from real estate taxes, and that the Guaranteed Tax Assessed Value and the Guaranty Payment shall be maintained until the Termination Date. It shall be a further condition of this Agreement that ownership or occupancy of any portion of the Property may not be transferred to an entity which is exempt from real estate taxes without the prior written consent of the Village, which consent may be conditioned upon the execution by such new owner or occupant of an agreement to



make payments in lieu of taxes in an amount of the then-existing non-exempt property tax assessment, multiplied by the applicable tax rate for the Village of Mukwonago. These obligations shall survive and continue until the Termination Date. In the event Developer receives an exemption from general real estate taxes prior to the Termination Date, the Village may exercise its right to require the Developer to make the Guaranty Payments as provided for under this Agreement.

2.6. Subject to force majeure, unanticipated delays, and delays caused by the Village, failure by the Developer to cause substantial and material completion of the Facility to occur pursuant to the terms, conditions and limitations of this Agreement and to fulfill its obligations, conditions, agreements or covenants under this Agreement shall constitute an event of default unless Developer makes the Guaranty Payments provided hereunder. Notwithstanding the foregoing, the Developer acknowledges that a worldwide pandemic related to the Novel Coronavirus, a/k/a COVID 19, exists at the time of the execution of this Agreement. The parties further acknowledge that the existence of said pandemic shall not be considered a force majeure in and of itself unless there is an order issued by any governmental entity with jurisdiction which would directly prevent the performance of any of the terms of this Agreement.

2.7. Guaranty Payments. In the event an event of default occurs on account of the failure to pay real estate taxes based upon the Guaranteed Tax Assessed Value for any calendar year commencing on or after January 1, 2022, then, for the calendar year in which such event occurs, the Developer shall pay the Village an amount equal to the difference between the net real estate taxes from all taxing jurisdictions that would be payable based on the Guaranteed Tax Assessed Value and the actual real estate taxes due for such calendar year (the "Guaranty Payment"). If applicable, the Guaranty Payment shall be due on June 20<sup>th</sup> in the year following the applicable tax year, commencing in 2023 and shall be paid in lieu of all other taxes for such year. In the event that Developer fails to make one or more Guaranty Payments described herein, the parties acknowledge that the Village shall have the right, with twenty-one (21) days prior written notice, to impose special assessments or charges for any amount to which it is entitled by virtue of this Agreement and otherwise consistent with the special assessment statute, Wisconsin Statute Section 66.0701, et. seq. or to draw on the Line of Credit (if available), but not both. Developer's obligation to make Guaranty Payments hereunder shall terminate on the Termination Date.

2.8. Special Assessments. Should the Village's right to any special assessments or charges arise under Section 2.7 above, special assessment rights hereunder may be exercised pursuant to this paragraph on the Property without a hearing. Developer does hereby waive hearing on such special assessment and agrees that an assessment to cover the Village's lost tax revenue is reasonable and benefits the Property. Such special assessments or charges shall be collected in the next succeeding tax roll or as other special assessments or special charges may be. This paragraph constitutes Developer's waiver of notice and its consent to the special assessment and special charges which may be required by law to the extent of an amount equal to the then-remaining balance of any shortfall on the Guaranty Payments due under this Agreement.

2.9. The Developer agrees to work in conjunction with the Village to obtain the building use, site and architecture approvals with the Village as well as access to the storm water management facility located on property in the Industrial Park other than the Property. Developer agrees to be responsible for obtaining approval from the State DSPS for its building plans, as well as the DNR, and any required local permit submissions. Developer acknowledges that the Village's approval of



this document does not necessarily indicate that other Village bodies with jurisdiction will necessarily approve the use, site and architecture of the site.

3. The parties acknowledge that the special assessment procedure noted herein is not the exclusive method of enforcement of the obligations of this Agreement, and that the Village shall be entitled to pursue those remedies which may be available to it according to law.

4. Term. The term of this Agreement shall commence upon its execution and shall continue until the Termination Date. This Agreement shall run with the land and be binding upon the successors and assigns of the parties hereto. The Termination Date shall be the date that the Village's debt for the acquisition of the Property and the construction of the road and utilities to service the Property is paid in full. Paragraphs 9 and 10 shall survive the termination of this Agreement.

5. Assignment. The Developer shall be entitled to assign this Agreement to any party assuming the Developer's rights and obligations under the Purchase Agreement or any subsequent owner of the Property.

6. Default by Developer. Failure of the Developer to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement within thirty (30) days after receipt of written notice of default from the Village specifying such default shall be an event of default, provided that is such default cannot be cured within such thirty (30) day period, such thirty (30) period shall be extended to allow for such cure provided that Developer commences the cure within such thirty (30) day period and diligently pursues the same. In the event that the default is such that immediate harm may result from such default, then the Developer shall be given five (5) days written notice to cure such default, provided that is such default cannot be cured within such five (5) day period, such five (5) period shall be extended to allow for such cure provided that Developer commences the cure within such five (5) day period and diligently pursues the same.

7. Remedies of Default. Whenever an event of default referred to herein occurs and is continuing, the Village may take any one or more of the following actions:

- (i) The Village may suspend its performance under this Agreement until it receives assurances from the Developer, deemed reasonably adequate by the Village, that the Developer will cure its default and continue its performance of this Agreement;
- (ii) The Village may take any action, including legal or administrative action in law or equity, which may reasonably be necessary or desirable to enforce performance and the observance of the obligations hereunder.

These remedies shall not be deemed to be exclusive and the Village shall have the right to pursue all rights or remedies available to it under applicable Wisconsin law. No delay or omission in pursuing any rights in the event of a default shall impair such right or power or shall be construed to be a waiver thereof. Such rights may be exercised from time to time as may be deemed expedient by the Village.

8. Enforcement Costs. Whenever an event of default by the Developer occurs and continues beyond the applicable cure period, and the Village shall employ attorneys or incur other



expenses for the collection of payments due or to become due, or for the enforcement or performance or observance of any obligations or agreements on the part of the Developer herein contained, the Developer agrees it shall, on demand thereof, pay the Village the reasonable fees of such attorneys and such other expenses so incurred by the Village.

9. Developer Indemnity. Developer covenants and agrees that the Village, its governing body, members, officers, agents, including independent contractors, consultants, legal counsel, servants and employees, hereinafter collectively referred to as the “Village Indemnified Parties” shall not be liable for and Developer agrees to jointly and severally indemnify and hold harmless the Village Indemnified Parties against the following which occur on or after the Effective Date (i) any loss or damage to the Property, or (ii) any injury to or death of any person occurring at the Facility and resulting from any defect in the Facility during construction, or (iii) from any costs or claim, including reasonable attorney fees, which may result from the Developer’s material breach of this Agreement, including but not limited to injuries or damage arising from the construction of the Facility, including construction liens, or (iv) any claim, demand, suit, action or other proceedings whatsoever by any person or entity whatsoever arising from the actions or inactions of the Developer (or other persons acting on its behalf or under its direction or control) under this Agreement or the transactions contemplated hereby, including the acquisition, construction, installation, Developer’s ownership (specifically excluding any warranties provided by Village in the covenant of the Property to Developer) and operation of the project, except for any of the foregoing arising from the willful misrepresentation, gross negligence, or any willful or wanton misconduct of the Village Indemnified Parties.

10. Village Indemnity. The Village covenants and agrees that the Developer, its members, officers, agents, including independent contractors, consultants, legal counsel, servants and employees, hereinafter collectively referred to as the “Developer Indemnified Parties” shall not be liable for and Village agrees to jointly and severally indemnify and hold harmless the Developer Indemnified Parties against any costs or claim, including reasonable attorney fees, which may result from the Village’s default under this Agreement, including but not limited to injuries or damage arising from the construction of the Industrial Park, including construction liens, except for any of the foregoing arising from the willful misrepresentation or any willful wanton misconduct of the Developer Indemnified Parties, the Village agrees to protect and defend the Developer Indemnified Parties now and forever and further agrees to hold the aforesaid Developer Indemnified Parties harmless from any claim, demand, suit, action or other proceedings whatsoever by any person or entity whatsoever arising or purportedly arising from the actions or inactions of the Village (or other persons acting on its behalf or under its direction or control) under this Agreement or the transactions contemplated hereby or the acquisition, construction, installation, ownership and operation of the project. Notwithstanding the foregoing, nothing contained within this Agreement is intended to be a waiver or estoppel of the Village or its insurer to rely upon the limitations, defenses and immunities contained under Wisconsin law, including those set forth in Wisconsin Statute Secs. 893.80, 895.52 and 345.05. To the extent that indemnification is available and enforceable, the Village or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established under Wisconsin law.

11. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.







Dated: 10/9/20

Dated: \_\_\_\_\_

**DEVELOPER:**

HILL COURT PARTNERS, LLC


By:

NERS, LLC

  
manager

[illegible]

Personally came before me, this 7 day of October, 2020, the above-named Nelson Williams, to me known to be the person who executed the foregoing instrument and acknowledged the same.

  
Notary Public, State of Wisconsin, Milwaukee County  
Commission is permanent  
Lisa Wood



This document was drafted by:

Attorney Mark G Blum  
Hippenmeyer, Reilly, Blum,  
Schmitzer, Fabian & English, SC  
720 Clinton St., PO Box 766  
Waukesha, WI 53187-0766  
Phone: (262) 549-8181  
Email: [mglum@hrblawfirm.com](mailto:mglum@hrblawfirm.com)



**EXHIBIT A**  
**PROPOSED CERTIFIED SURVEY MAP**

**EXHIBIT B**  
**PRELIMINARY SITE PLAN**



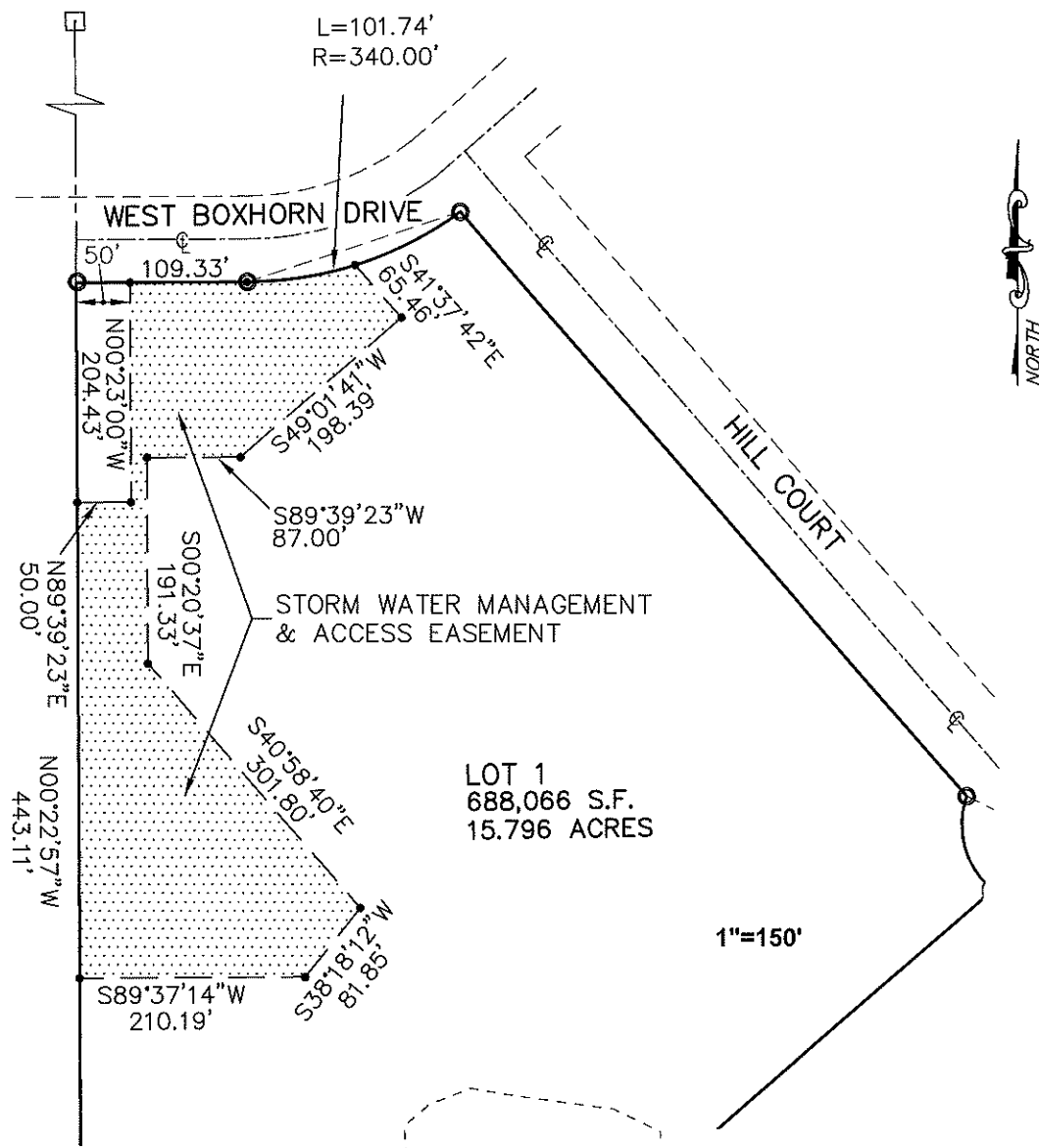




# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF OUTLOT 1, CSM 4773, LOCATED IN THE NORTHEAST  $\frac{1}{4}$ , SOUTHEAST  $\frac{1}{4}$ , SOUTHWEST  $\frac{1}{4}$ , AND NORTHWEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$ , AND THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN.

## STORM WATER MANAGEMENT & ACCESS EASEMENT





# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF OUTLOT 1, CSM 4773, LOCATED IN THE NORTHEAST  $\frac{1}{4}$ , SOUTHEAST  $\frac{1}{4}$ , SOUTHWEST  $\frac{1}{4}$ , AND NORTHWEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$ , AND THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, CHRISTOPHER JACKSON, A PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED AND MAPPED A PART OF THE NORTHEAST  $\frac{1}{4}$ , SOUTHEAST  $\frac{1}{4}$ , SOUTHWEST  $\frac{1}{4}$ , AND NORTHWEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$ , AND THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST  $\frac{1}{4}$  OF SAID SECTION 1; THENCE S 00°23'00" E, ALONG THE WEST LINE OF NE  $\frac{1}{4}$  OF SAID SECTION 1, 1377.11 FEET TO A POINT ON THE SOUTH R.O.W. LINE OF WEST BOXHORN DRIVE AND THE POINT OF BEGINNING; THENCE N 89°37'00" E, ALONG THE SOUTH R.O.W. LINE OF WEST BOXHORN DRIVE, 159.33 FEET; THENCE NORTHEASTERLY, ALONG SAID SOUTH R.O.W. LINE, 212.29 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE NORTH, WHOSE RADIUS IS 340.00 FEET, AND WHOSE CHORD BEARS N 71°43'47" E, 208.86 FEET TO A POINT ON THE SOUTHWEST R.O.W. LINE OF HILL COURT; THENCE S 40°58'54" E, ALONG THE SOUTHWEST R.O.W. LINE OF HILL COURT, 720.20 FEET; THENCE SOUTHEASTERLY, ALONG SAID SOUTHWEST R.O.W. LINE, 232.17 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE NORTHEAST, WHOSE RADIUS IS 80.00 FEET, AND WHOSE CHORD BEARS S 64°07'07" E, 158.86 FEET; THENCE S 57°15'42" E, 306.85 FEET; THENCE S 00°26'32" E, 717.03 FEET; THENCE S 89°33'28" W, 1226.75 FEET TO THE WEST LINE OF THE SOUTHEAST  $\frac{1}{4}$  OF SAID SECTION 1; THENCE N 00°26'33" W, ALONG THE WEST LINE OF THE SOUTHEAST  $\frac{1}{4}$  OF SAID SECTION 1, 199.10 FEET TO THE SOUTHWEST CORNER OF THE NORTHEAST  $\frac{1}{4}$  OF SAID SECTION 1; THENCE N 00°23'00" W, ALONG THE WEST LINE OF THE NE  $\frac{1}{4}$  OF SAID SECTION 1, 1239.85' TO A POINT ON THE SOUTH R.O.W. LINE OF WEST BOXHORN DRIVE AND THE POINT OF BEGINNING.  
SAID LANDS CONTAINING 1,423,976 SQ. FT (32.690 ACRES) MORE OR LESS.

THAT I HAVE MADE SUCH SURVEY, DIVISION AND MAP AT THE DIRECTION OF THE VILLAGE OF MUKWONAGO, OWNERS OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE STATUTES OF THE STATE OF WISCONSIN AND THE VILLAGE OF MUKWONAGO IN SURVEYING, DIVIDING, AND MAPPING SAID LANDS.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHRISTOPHER A. JACKSON  
PROFESSIONAL LAND SURVEYOR, S-2851  
STATE OF WISCONSIN



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF OUTLOT 1, CSM 4773, LOCATED IN THE NORTHEAST  $\frac{1}{4}$ , SOUTHEAST  $\frac{1}{4}$ , SOUTHWEST  $\frac{1}{4}$ , AND NORTHWEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$ , AND THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN.

## CORPORATE OWNER'S CERTIFICATE

THE VILLAGE OF MUKWONAGO, A MUNICIPAL CORPORATION DULY ORGANIZED AND EXISTING UNDER, AND BY VIRTUE OF, THE LAWS OF THE STATE OF WISCONSIN, AND AS OWNER(S), DO HEREBY CERTIFY THAT SAID MUNICIPAL CORPORATION, CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THIS MAP.

THE VILLAGE OF MUKWONAGO, DOES FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:  
(VILLAGE OF MUKWONAGO)

WITNESS THE HAND AND SEAL OF SAID OWNER(S) THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

IN THE PRESENCE OF:

\_\_\_\_\_  
FRED WINCHOWKY, VILLAGE PRESIDENT

\_\_\_\_\_  
DIANA DYKSTRA, VILLAGE CLERK-TREASURER

STATE OF WISCONSIN) ss  
COUNTY OF \_\_\_\_\_)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, FRED WINCHOWKY, VILLAGE PRESIDENT AND DIANA DYKSTRA, VILLAGE CLERK-TREASURER OF THE ABOVE NAMED MUNICIPAL CORPORATION, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND TO ME KNOWN TO BE SUCH VILLAGE PRESIDENT AND VILLAGE CLERK OF SAID MUNICIPAL CORPORATION AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH OFFICER(S) AS THE DEED OF SAID MUNICIPAL CORPORATION, BY ITS AUTHORITY.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION EXPIRES \_\_\_\_\_, 20\_\_\_\_



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF OUTLOT 1, CSM 4773, LOCATED IN THE NORTHEAST  $\frac{1}{4}$ , SOUTHEAST  $\frac{1}{4}$ , SOUTHWEST  $\frac{1}{4}$ , AND NORTHWEST  $\frac{1}{4}$  OF THE NORTHEAST  $\frac{1}{4}$ , AND THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 1, TOWNSHIP 4 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WALWORTH COUNTY, WISCONSIN.

## VILLAGE BOARD CERTIFICATE

RESOLVED, THAT THIS CERTIFIED SURVEY MAP, IN THE VILLAGE OF MUKWONAGO, IS HEREBY APPROVED BY THE VILLAGE BOARD.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
FRED WINCHOWKY, VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE VILLAGE OF MUKWONAGO BOARD

\_\_\_\_\_  
DIANA DYKSTRA, VILLAGE CLERK-TREASURER

## VILLAGE PLANNING COMMISSION CERTIFICATE

RESOLVED, THAT THIS CERTIFIED SURVEY MAP, IN THE VILLAGE OF MUKWONAGO, IS HEREBY APPROVED BY THE VILLAGE PLANNING COMMISSION.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
FRED WINCHOWKY, VILLAGE PRESIDENT

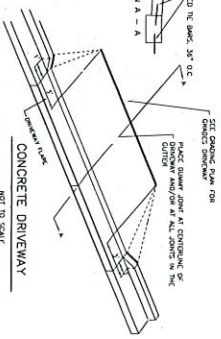
I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE PLANNING COMMISSION OF THE VILLAGE OF MUKWONAGO

\_\_\_\_\_  
DIANA DYKSTRA, VILLAGE CLERK-TREASURER



## MUKWONAGO, WISCONSIN

SHEET 1 OF 5



SECTION A - A

SIDE = 15' PER 15' OF GREENSPACE  
REAR = 35' PER 10' OF GREENSPACE

SITE AREA BASED ON PROPOSED PROPERTY BOUNDARY TO BE VERIFIED BY CSM

SITE AREAS:

Continued from page 7

END SECTION CURB TAPER

## HANDICAP CLUB AND SENEWALK RANG

NOT TO SCALE

NOT TO SCALE

Don't know, sorry,

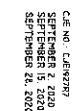
NOT TO SCALE

## CONCRETE SIDEWALK

SECTION A-A

## HANDICAP CLUB AND SIDEWALK BARS





MUKWONAGO, WISCONSIN

## C2.0

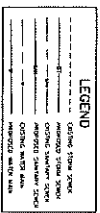
5 40 2 133M5

www.DiggerInHoles.com  
**DIGGERS HOTLINE**  
 DIAL 811 OR (800) 242-8511

GRAPHIC SCALE  
11th ECLT  
2 INCHES = 40 FT.

CUE NO.: CUE1927R7  
SEPTEMBER 2, 2020  
SEPTEMBER 15, 2020  
SEPTEMBER 28, 2020



[illegible]

**DIGEST HOTLINE**  
write Digest@Shir.com  
DIAL 877 OR (603) 242-9511

# SITE UTILITY PLAN

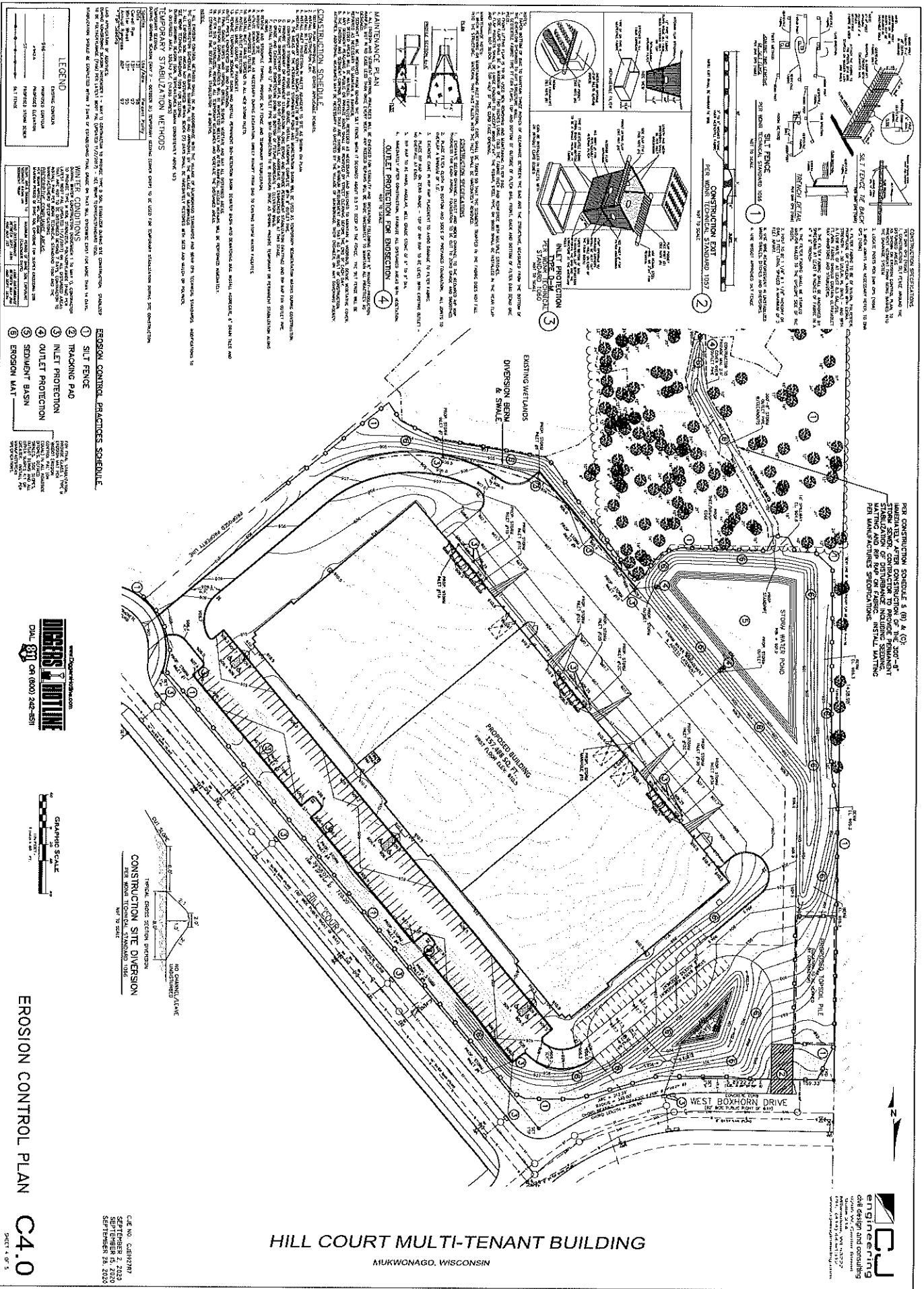
C3.0

CJE NO. CJE02707  
SEPTEMBER 2, 2020  
SEPTEMBER 15, 2020  
SEPTEMBER 20, 2020

HILL COURT MULTI-TENANT BUILDING

MUKWONAGO, WISCONSIN





# HILL COURT MULTI-TENANT BUILDING

MUKWONAGO, WISCONSIN

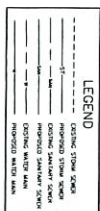


CUE NO. CUE02787  
 SEPTEMBER 2, 2010  
 SEPTEMBER 23, 2010

## EROSION CONTROL PLAN

C4.0  
 SHEET 4 OF 5



[illegible]

# FIRE DEPARTMENT ACCESS PLAN

C5.0

CJE NO : CJE027A7  
SEPTEMBER 2, 2020  
SEPTEMBER 15, 2020  
SEPTEMBER 20, 2020

*HILL COURT MULTI-TENANT BUILDING*

MUKWONAGO, WISCONSIN

**engineering**  
civil design and consulting

112420 W. Coastline Blvd.  
Suite 2714  
Milliken, CO 80543  
(303) 441-2100  
www.civilanddesign.com



VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES

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RESOLUTION NO. 2021-18

**A Resolution Amending the 2020 Adopted Budget  
for the Sewer Utility Fund**

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**WHEREAS**, action by the Village Board of the Village of Mukwonago is required to amend the 2020 Adopted Budget, and,

**WHEREAS**, there is a need to amend the 2020 adopted Budget for the Sewer Utility, and

**WHEREAS**, the Village Board has reviewed the budget amendment listed below and recommends its adoption for the reasons specified,

**NOW, THEREFORE, BE IT RESOLVED** the Village Board of the Village of Mukwonago hereby approves amending 2020 Adopted Village Budget as follows:

	Revenue Budget Increase (Decrease)	Expenditure Budget Increase (Decrease)
Fund 620 – SEWER UTILITY		
Increase budget for depreciation expense		
620-4900-493000 Fund Balance Applied	85,000.00	
620-8900-890000 Depreciation Expense		85,000

Adopted this 17<sup>th</sup> day of March, 2021.

\_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Diana Dykstra, Clerk-Treasurer



Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149  
Phone: (262) 363-6420  
Fax: (262) 363-6425  
[www.villageofmukwonago.com](http://www.villageofmukwonago.com)

## VILLAGE OF MUKWONAGO PARK FACILITIES RENTAL APPLICATION FIELD PARK

Date Submitted: 1/28/21

Event Date: May 19 - Oct 13 2021  
Every Wed.

Complete, accurate and specific information must be entered. Please Print.

### GUIDELINES

This form must be completely in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Court, Mukwonago, WI, 53149, for approval. A signed copy authorizing the use of the Park Facility will be returned to the requesting party. Fees and the park form must be on file **two (2) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office  
ATTN: Field Park Usage  
440 River Crest Ct  
Mukwonago, WI 53149  
Email to: [lgourdoux@villageofmukwonago.com](mailto:lgourdoux@villageofmukwonago.com)

### FEES (check all that apply)

- |   |                            |          |
|---|----------------------------|----------|
| <input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 1-49 people           | \$100.00 per day           | \$ _____ |
| <input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 50-100 people         | \$150.00 per day           | \$ _____ |
| <input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – more than 100 people  | \$175.00 per day           | \$ _____ |
| <input type="checkbox"/> Field Park Pavilion B Resident (Ball Diamond Pavilion)                 | \$75.00 per day            | \$ _____ |
| <input type="checkbox"/> Field Park Pavilion C Resident (Playground Pavilion)                   | \$75.00 per day            | \$ _____ |
| <input type="checkbox"/> Field Park Baseball Field Reservation (for non-athletic organizations) | \$25.00 per day            | \$ _____ |
| <input type="checkbox"/> Field Park Baseball Field Lights                                       | \$40.00 per day            | \$ _____ |
| <input type="checkbox"/> Entire Park Resident   | \$200.00 per day           | \$ _____ |
| <input type="checkbox"/> Electricity and Coordination (Pavilions B or C)                        | \$15.00 per day            | \$ _____ |
| <input type="checkbox"/> Non-Resident Fee   | Additional \$25.00 per day | \$ _____ |

☒ Farmers Market  
Special Rate TBD

Fee Total \$ \_\_\_\_\_

### DEPOSIT (check all that apply)

- |   |          |          |
|---|----------|----------|
| <input type="checkbox"/> Field Park Pavilion A and/or entire park Deposit | \$200.00 | \$ _____ |
| <input type="checkbox"/> Field Park Pavilion B and C Deposit              | \$100.00 | \$ _____ |
| <input type="checkbox"/> Key Deposit                                      | \$25.00  | \$ _____ |

Deposit Total \$ \_\_\_\_\_



H. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

\* See special events application  
submitted online

## INSURANCE REQUIREMENTS

The Applicant will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

Are you able to provide these insurance documents, if required?: ☒ YES ☐ NO

## DEPOSIT REQUIREMENTS

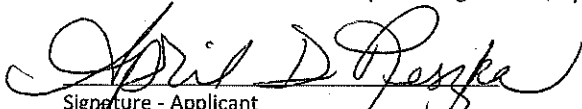

The applicant is required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit (amount listed above) each scheduled day of the event (or portion thereof) two months prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. (This deposit is separate from any deposit required for rental of Village parks).

## TERMINATION OF AN EVENT

The Village reserves the right to shut down an event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved park facilities use permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

## CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

  
Signature - Applicant  
  
Print Name

1/28/2021  
Date

FOR OFFICE USE ONLY			
Date Fees/Deposit Paid	Receipt #	Date Deposit Returned	Permit #
Key # Issued	Date Key Issued	Key # Returned	Date Key Issued
Application forwarded to: <input type="checkbox"/> Administrator <input type="checkbox"/> Building Inspection <input type="checkbox"/> Fire Department <input type="checkbox"/> Police Department <input type="checkbox"/> Public Works Department <input type="checkbox"/> Clerk <input type="checkbox"/> Utilities - Sewer or Water			



**MUKWONAGO AREA CHAMBER OF COMMERCE & TOURISM CENTER**  
100 Atkinson Street, Mukwonago, WI 53149

**Farmers' Market - Every Wednesday, May 19 - October 13, 2021 - 2pm - 6pm**

**Plan of Operation 2021**

***Mukwonago Area of Chamber of Commerce & Tourism Center's Mission Statement:***

The Mukwonago Area Chamber of Commerce & Tourism Center is an organization of community focused leaders dedicated to promoting a positive business environment by supporting economic development through networking, educating and promoting our local businesses, as a voice and resource for business, education, agriculture, civic and community organizations throughout the Mukwonago Area.

**Farmers' Market Plan of Operation**

- Both Entrances Open: Hwy 83 and NN/Veterans Parkway
- Farmers' Market to be held at Field Park - Please see area map attached
- Farmers' Market Manager on premise from 12:00 - 7pm
- Set-up 12pm, cleanup 6:01pm
- Expecting: 700+ patrons and 25 seasonal vendors with 10 additional for Artisans week. (first weeks we expect a lower number of vendors)
- Artisans Week – 1<sup>st</sup> Wednesday of each month. Additional 10 spaces added.
- Please note monthly "Special Events" – will not be held
- No electricity provided
- DPW:
  1. Hang Farmers Market Sign May 13th - take down October 14th, 2021
  2. 2 Barricades - both end of Market
  3. 4 Garbage cans throughout market.
  4. 4 Picnic tables moved from center of market and placed around outer walkway of asphalt path. \*\*\* For people to rest if needed. Noted in Green on map.
- 5. \*\*\*Covid 19 guidelines practiced in 2020 will be repeated for Summer 2021 - with 1 way walking paths, distanced, vendors, etc.

**Per Covid-19 regulations from the State of Wisconsin Executive Orders we will incorporate and direct vendors with the following information:**

The main messages:

1. Farmers' markets, farm and produce stands are allowed to be open.
2. No samples; all food is to be consumed off-site.
3. Practice social distancing; 6 feet apart. Booths set farther apart.
4. Social Distancing Signs will posted.
5. Vendors tents setup on one side only for one way walking around park circle. Flow of traffic paths will be marked.
6. Vendors will be required to have hand sanitizer at tent.
7. Vendors will be required to Wash hands with soap and water for at least 20 seconds as frequently as possible, or use hand sanitizer.
8. Vendors required to wear masks following State and Local mandates.
9. Regularly clean high-touch surfaces.
10. Chamber will remain current with COVID-19 related directives and contact 2-1-1 with general questions about COVID-19 or through. <https://www.dhs.wisconsin.gov/covid-19/index.htm>
11. Resources and questions specific to program and new regulations can be directed to: [dhswicfinnp@dhs.wisconsin.gov](mailto:dhswicfinnp@dhs.wisconsin.gov)

Please call April Reszka at the Chamber office with any questions (262) 363-7758 or email [assistant@mukwonagochamber.org](mailto:assistant@mukwonagochamber.org)

Last Updated: 01/26/2021



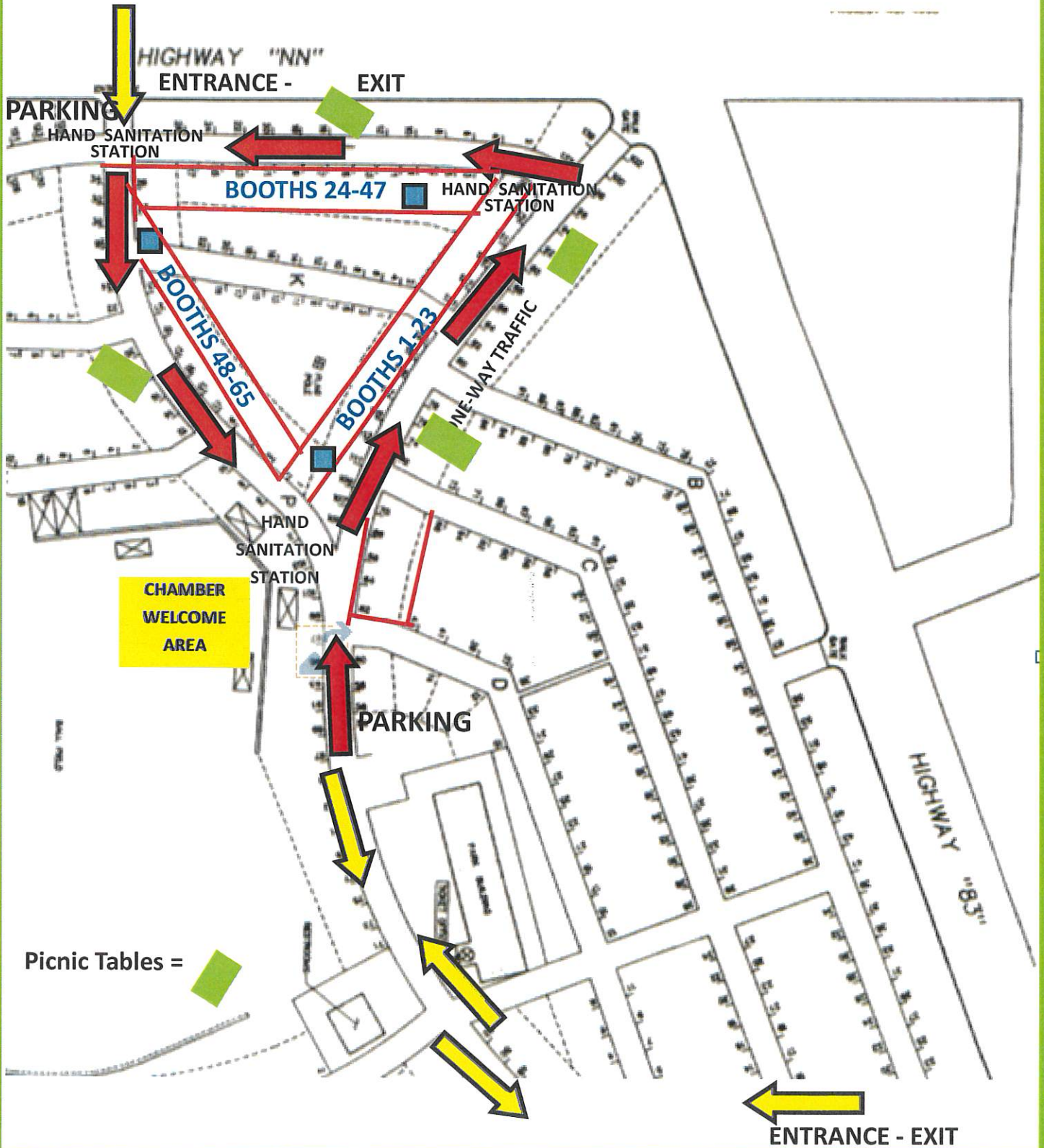


# Mukwonago Farmers' Market

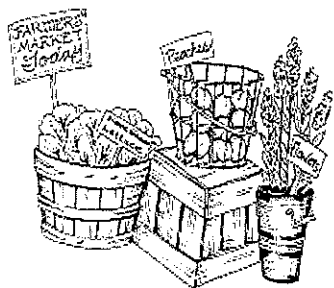
Presented by Mukwonago Area Chamber of Commerce & Tourism Center

Every Wednesday – 2pm to 6pm

May 19 – October 13, 2021







# Mukwonago Farmers' Market <sup>223</sup>

Presented by Mukwonago Area Chamber of Commerce & Tourism Center  
Every Wednesday – 2pm to 6pm May 19 – October 13, 2021

## Let's Keep our Community Safe - Prevent Covid-19 Plan

All Market shoppers will follow ONE way foot traffic around the park.

### Market

Thank you for supporting our local Market and Vendors

ALL shoppers will remain on the Asphalt one way path

Park Bathrooms closed

Porta Potty will be provided

No Seating, Consuming Food or Gathering

Shoppers may point to products but will not touch them – remaining 6 feet away

Hand Sanitizing Stations will be provided

### Customers

Practice Social Distances with other Customers and Vendors

Consider not bringing immune compromised individuals, children or pets

Avoid touching your face – you are welcomed to wear a mask

Cover your cough and sneezes with your sleeve or elbow

Use Hand Sanitizers stationed throughout Market

Consider bringing a variety of bills to make exact change

### Vendors

Must use Hand Sanitizer between transactions

Clean and Disinfect high touch areas

Welcomed to wear a mask

No product Sampling

ALL food must be pre-prepared and pre-packaged

NO food can be consumed on-site

We are looking forward to a great season!

The Chamber of Commerce and our Farmers' Market Committee will remain current with all Covid-19 related directives.



**HIPPENMEYER, REILLY, BLUM,  
SCHMITZER, FABIAN & ENGLISH S.C.**

MARK G. BLUM  
THOMAS G. SCHMITZER  
LORI J. FABIAN  
RONALD E. ENGLISH III  
MATTHEW R. GRALINSKI

720 CLINTON STREET  
P. O. BOX 766  
WAUKESHA, WISCONSIN 53187-0766  
TELEPHONE: (262) 549-8181  
FACSIMILE: (262) 549-8191  
www.hrblawfirm.com

RICHARD S. HIPPENMEYER  
(1911-1979)  
WILLIAM F. REILLY  
(1932-2007)

EMAIL: [MGBLUM@HRBLAWFIRM.COM](mailto:MGBLUM@HRBLAWFIRM.COM)

March 1, 2021

**Via Email ([ddykstra@villageofmukwonago.com](mailto:ddykstra@villageofmukwonago.com))**

Ms. Diana Dykstra  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Re: Sommer Property Special Assessments – Preliminary Resolution

Dear Diana:

Enclosed is the revised Preliminary Special Assessment Resolution for the Sommer property. It is my anticipation this Preliminary Resolution will be taken up at the Board meeting of March 17, 2021. As you look at this, you will see the text of the Resolution is the same as the one previously adopted by the Board, of course subject to the change of the dates and most importantly, with the change of Exhibit A (the bounds of the Assessment District). That map has been modified based upon the fact that only the Sommer property will be assessed.

I would ask that this Resolution be placed on that Agenda with the expectation that we will be receiving a new engineer's report, which will be considered at a public hearing to be held at the April Village Board meeting. In that regard, I am enclosing an updated Final Assessment Resolution for inclusion in that Agenda. As I have noted, Jerad will be preparing an Amended Assessment Report and Assessment District Boundary Map to just include the Sommer property.

As we discussed, I would also anticipate there being action on the previous Assessment Resolution, which I believe was Resolution 2021-02. That should occur at the March Board meeting and would precede the action on the new Preliminary Assessment Resolution. I would expect there would be a vote to deny Resolution 2021-02, which would then clear the way for a new special assessment process to begin. My view is this is the cleanest path forward to deal with this issue.

Thank you for your consideration of these matters.

Sincerely,

HIPPENMEYER, REILLY, BLUM,  
SCHMITZER, FABIAN & ENGLISH, S.C.

  
Mark G. Blum

MGB/jb  
Enc.

Cc: President Fred Winchowky  
Mr. John Weidl  
Mr. Jerad Wegner



**VILLAGE OF MUKWONAGO  
PRELIMINARY RESOLUTION DECLARING THE INTENT TO LEVY  
SPECIAL ASSESSMENTS UNDER THE VILLAGE OF MUKWONAGO'S POLICE  
POWER ACTING PURSUANT TO WIS. STAT. §66.0703**

WHEREAS, the Village of Mukwonago, is desirous of extending sanitary sewer and water main service that would benefit the properties shown on the attached map, Exhibit A; and

WHEREAS, this proposed project would involve the installation of sanitary sewer main, storm water facilities and its appurtenances; and

WHEREAS, this project would also involve the installation of water main and its appurtenances; and

WHEREAS, the Village is desirous of recovering the cost for the installation of these utilities from the benefited properties in accordance with the Village's Water Rate Tariff from the PSC and Section 70-7 and Section 70-8 of the Village's Code and Wisconsin Statute Section 66.0703.

NOW, THEREFORE, be it resolved by the Village Board of the Village of Mukwonago, as follows:

1. The Village Board does hereby declare its intention to exercise its police power under Wisconsin Statute Section 66.0703 and Chapter 70 of the Village of Mukwonago Municipal Code to levy special assessments upon property in the Assessment District hereinafter described on the attached map, Exhibit A, for benefits incurred upon such property by reason of the following public works and improvements, more specifically the sanitary sewer, storm sewer and water mains and related structures and appurtenances as described above.

2. The property to be assessed lies within the following described Assessment District, which is more specifically described in the attached map, Exhibit A.

3. Before the improvements are made, the Village of Mukwonago shall cause water and sewer pipes to be laid across easements acquired for the installation of said sanitary sewer, storm sewer and water mains in the Assessment District. The Village shall keep an accurate account of the expenses incurred by virtue of the linear footage of sanitary sewer and water main abutting each parcel. Said expenses shall be reported to the Village Board, which shall cause the amount charged to each lot to be entered on the Tax Roll as a special tax against each said lot.

4. The Village Board determines that the aforementioned improvements constitute an exercise of the Village's police power for the health, safety and general welfare of the Village and its inhabitants.

5. The Village Engineer shall prepare a report which shall consist of:

- A. The preliminary plans and specifications for the improvements;
- B. An estimate of the entire cost of the proposed sanitary sewer main and lateral and water main and lateral improvements; and



- C. A schedule of the proposed assessments and the method for determining the assessment for each property.

When the report is completed, the Village Engineer shall file a copy of the report with the Village Clerk/Treasurer for public inspection and if State property is to be assessed, shall mail a copy of the report to the responsible State Agency for assessments of \$50,000.00 or more to the Wisconsin State Building Commission.

6. Upon receiving the report of the Village Engineer, the Village Clerk/Treasurer shall cause Notice to be given, stating the nature of the proposed improvements; the general boundary lines of the proposed Assessment District (including a small map thereof); the time/place that which the report may be inspected; and the time/place of the public hearing on the matters contained in the preliminary resolution and report. The Notice shall be published as a Class I Notice under Chapter 985 of the Wisconsin Statutes, and shall be mailed at least ten (10) days before the hearing to every interested party whose address is known or can be ascertained with reasonable diligence.

7. The hearing shall be held in the Village Board Room at the Mukwonago Village Hall, 440 River Crest Court, Mukwonago, Wisconsin, 53149, at a time set by the Village Clerk/Treasurer in accordance with Wisconsin Statute Section 66.0703(7).

8. The assessment against any parcel may be paid in cash or in annual installments, the number of which shall be determined at the public hearing, as well as the interest to be assessed for the installment payments, and following action by the Village Board on the proposed assessments.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

Attestation:

\_\_\_\_\_  
Fred Winchowky, Village President

\_\_\_\_\_  
Diana Dykstra, Village Clerk



**VILLAGE OF MUKWONAGO  
WAUKESHA/WALWORTH COUNTIES**

---

**RESOLUTION NO. 2021-\_\_\_\_\_**

**FINAL RESOLUTION AUTHORIZING THE LEVYING OF SPECIAL  
ASSESSMENTS AGAINST BENEFITED PROPERTY FOR SANITARY,  
SEWER WATER MAIN AND LATERAL IMPROVEMENTS**

---

WHEREAS, the Village Board of the Village held a public hearing on April 21, 2021 at 6:30 p.m. for the purpose of hearing all interested persons concerning the Preliminary Resolution and report of the Village Engineer on the proposed public improvements consisting of the installation of sanitary sewer, water main and drainage improvements made in conjunction with the Sommer and Sugden properties paving and utilities project, together with the construction of a public street, traffic signals and drainage improvements related thereto, and preliminary assessments against benefited property; and

WHEREAS, the Village Board having heard all persons who desired to speak at the hearing does hereby adopt this Final Assessment Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Mukwonago, that it hereby makes the following conclusions and does further levy special assessment pursuant to Wisconsin Statute Sec. 66.0703 as an exercise of the police power as follows:

1. The report of the Village Engineer, a copy of which is attached hereto and incorporated herein as though fully set forth, including the plans and specifications and assessments set forth herein, is hereby adopted and approved.
2. The Village, having constructed the improvements that are noted herein and having incurred the costs that are set forth on Schedule A of the Engineer's Report, does hereby levy said assessment which shall be considered a lien against the property assessed from the date of this Resolution.
3. Payment for the improvements shall be made by assessing the benefited property as set forth in the attached Exhibit B to the Engineer's Report and the Village Board, having reviewed the total assessable construction costs and having concluded that the assessable area as set forth in Schedule B is reasonable, the Board does thereby conclude that the assessment of those costs is appropriate, as they do benefit the property identified in the Report. Said assessments, as shown in the Report, represent an exercise of the police power and have been determined, on a reasonable basis and are hereby confirmed by the Village Board.
4. The Village Board does hereby approve the assessments as shown in Schedule B, including the Water Lateral Assessment, Sanitary Sewer Lateral Assessment, Water Main Assessment, Sanitary Sewer Main Assessment and the Project Financing Costs, and does hereby approve the Schedule B, Assessment Roll, and finds that the properties set forth within that Roll



are benefited by the improvement and shall therefore, be assessed under the Village's police power as described in said Schedule and in the amounts reflected therein.

5. The assessments for all projects and work set forth in the Engineer's Report are hereby combined as a single assessment, but any interested property owner may be object to each assessment separately or all assessments jointly for any purpose.

6. Assessments shall be due within 45 days of the billing date. Assessments may be paid in cash or in ten annual installments to the Village Clerk. Installments shall be placed on the next tax roll after the due date for collection, and shall bear interest at the rate of 3.4410% per annum on the unpaid balance from the due date set forth in the notice. Installments or assessments not paid when due shall bear additional interest on the amount at the rate of 1.5% per month.

7. The assessments provided for hereunder are further levied in accordance with Chapter 70 of the Mukwonago Village Code and are hereby approved as authorized under Chapter 70.

8. In the event the owner of a benefited property elects to pay the special assessment on an installment basis and the property owner fails to make the payment to the Village Treasurer, the Village Clerk shall place the entire assessment on the succeeding property tax roll and it shall then be immediately due and payable. All assessments or installments which are not paid by the date specified shall be extended on the tax roll as a delinquent tax and collected in the same manner as delinquent real estate taxes.

9. The Village Clerk shall publish this Resolution as a Class I Notice under Chapter 985 of the Wisconsin Statutes in the assessment district and shall further mail a copy of this Resolution and a statement of the final assessment against the benefited property, together with notice of installment payment privileges to every property owner whose name appears on the Assessment Roll, whose post office is known or can, with reasonable diligence, be ascertained.

10. The special assessments provided for hereunder shall be deferred until such time as the assessed property or portion thereof has access to the improvements which are the subject of these assessments and/or the property or portion thereof is the subject of a Zoning or Building Permit Application, but not later than ten years following the date of this assessment Resolution. If the assessment is deferred, the payments may be paid on an installment basis as noted in Paragraph 6 above; however, the maximum number of installments for a deferred special assessment shall be five annual installments with the same interest rate and default payment terms as in Paragraph 6. Said deferred assessments shall bear interest at the rate of 3.4410% per annum on the unpaid balance from the due date set forth in the notice until the assessment is paid in full.

11. Interest shall run on the unpaid deferred balance from the date of the notice of the Final Assessment Resolution until paid.

12. Any person against whose property a special assessment is levied, may appeal therefrom in the manner prescribed in Wisconsin Statute Sec. 66.0703(12).



Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

Attestation:

\_\_\_\_\_  
Fred Winchowky, Village President

\_\_\_\_\_  
Diana Dykstra, Village Clerk

#### CERTIFICATION

I hereby certify that this is a true and correct copy of the Resolution adopted by the Village Board on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Diana Dykstra, Village Clerk



Report of the Engineer for the Village of Mukwonago  
Special Assessments for the Sommer Property

Ruekert & Mielke, Inc. submits the following report for sanitary sewer, water main, storm water, road, and other improvements in conjunction with the TID 5 project in the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin. This is a special assessment report under Wisconsin Statutes ss. 66.0703(4) through (6). This report also incorporates the project plans and specifications by this reference.

This report consists of the following sections.

Schedule A    Project cost by item and calculations

Schedule B    Assessment roll

Exhibit A      Map of the assessed property

These special assessments are an exercise of the Village of Mukwonago's police power under Wisconsin Statutes ss. 66.0703(1)(b) and (5)(d). The improvements provide special benefits to the limited and determinable area identified in Schedule B and Exhibit A. The allocation of costs in this report is reasonable as determined by the Village of Mukwonago.

Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Parkway  
Waukesha, Wisconsin 53188-1020

March 3, 2021



Schedule A  
Sommer Property Improvements  
Village of Mukwonago, Wisconsin

TABLE 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
1	Mobilization	Lump Sum	\$ 125,000.00	1.00	\$ 125,000.00
2	Traffic control	Lump Sum	7,800.00	1.00	7,800.00
3	Temporary construction access decel accel lane	Lump Sum	28,700.00	1.00	28,700.00
4	Temporary construction access drive	Lump Sum	19,400.00	-	-
5	Temporary construction access advance warning signage	Lump Sum	3,535.00	1.00	3,535.00
6	Tracking pad	Sqr Feet	1.66	7,500.00	12,450.00
7	Project identification signs	Lump Sum	3,000.00	1.00	3,000.00
8	Barrier fence	Feet	3.15	990.00	3,118.50
9	Silt fence	Feet	1.88	13,764.00	25,876.32
10	Manufactured ditch check	Each	375.00	71.00	26,625.00
11	Inlet sediment guards, Type C	Each	53.00	13.00	689.00
12	Inlet sediment guards, Type D	Each	120.00	2.00	240.00
13	Excavation of contaminated material	Cubic Yard	25.00	11.00	275.00
14	Clearing, grubbing and tree removal	Lump Sum	4,000.00	1.00	4,000.00
15	Demolition, Parcel # VM00008	Lump Sum	75,000.00	1.00	75,000.00
16	Underground septic tank removal	Each	3,000.00	1.00	3,000.00
17	Exploratory trench	Feet	12.42	2,892.00	35,918.64
18	Abandoning drain tiles	Each	400.00	2.00	800.00
19	Temporary seed and mulch	Sqr Yard	0.26	45,980.00	11,954.80
20	Grading	Lump Sum	485,000.00	1.00	485,000.00
21	Topsoil stripping and stockpile	Sqr Yard	0.62	184,218.00	114,215.16
22	Place and compact other excavated material	Cubic Yard	2.50	17,644.00	44,110.00
23	Ditching	Feet	3.00	567.50	1,702.50
24	Storm water detention facility 1	Lump Sum	74,625.00	1.00	74,625.00
25	Storm water facility 1 dewatering	Lump Sum	28,000.00	1.00	28,000.00
26	Storm water facility 1 chain link fence	Feet	13.70	1,670.00	22,879.00
27	Storm water detention facility 2	Lump Sum	72,636.00	1.00	72,636.00
28	Rip Rap	Tons	55.00	392.32	21,577.60
29	Temporary stone sweeper	Each	1,500.00	2.00	3,000.00
30	Dust control using calcium chloride	100 Lbs	200.00	-	-
31	Dust control using water	1,000 Gal	62.00	-	-
32	Full depth saw cutting	Feet	3.10	2,205.00	6,835.50
33	Rock removal	Cubic Yard	25.00	-	-
34	Sanitary sewer, 12-inch, granular backfill	Feet	140.00	2,023.00	283,220.00
35	Sanitary sewer, 12-inch, spoil backfill	Feet	83.00	2,664.10	221,120.30
36	Sanitary sewer, 12-inch, 24-inch steel casing pipe	Feet	575.00	120.00	69,000.00
37	Sanitary sewer manholes	Feet	428.00	280.74	120,156.72
38	Sanitary sewer lateral, 6-inch with cleanout	Feet	134.00	250.00	33,500.00
39	Internal/external sanitary manhole chimney seal	Each	446.00	17.00	7,582.00
40	Water main, 8-inch, granular backfill (water laterals)	Feet	82.00	237.00	19,434.00
41	Water main, 12-inch, granular backfill	Feet	189.00	55.00	10,395.00
42	Water main, 12-inch, spoil backfill	Feet	64.00	55.00	3,520.00
43	Water main, 16-inch, granular backfill	Feet	129.00	2,073.00	267,417.00
44	Water main, 16-inch, spoil backfill	Feet	94.00	2,719.00	255,586.00
45	Water main, 16-inch, 30-inch steel casing pipe	Feet	638.00	120.00	76,560.00
46	Hydrant lead, 6-inch	Feet	102.00	161.50	16,473.00
47	Hydrant assembly w/ 6-inch valve	Each	5,382.00	15.00	80,730.00
48	Temporary hydrant assembly	Each	6,371.00	1.00	6,371.00
49	Water main valves, 8-inch gate valve	Each	1,868.00	5.00	9,340.00
50	Water main valves, 12-inch gate valve	Each	3,038.00	4.00	12,152.00
51	Water main valves, 16-inch butterfly valve	Each	3,269.00	23.00	75,187.00
52	Furnish metal building system and equipment as specified	Lump Sum	557,000.00	1.00	557,000.00
53	Provide all other work within site limits shown	Lump Sum	124,607.00	1.00	124,607.00
54	Storm sewer main, 12-inch RCP, granular backfill	Feet	65.00	349.00	22,685.00



Schedule A  
Sommer Property Improvements  
Village of Mukwonago, Wisconsin

TABLE 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
55	Storm sewer main, 15-inch RCP, granular backfill	Feet	124.00	36.00	4,464.00
56	Storm sewer main, 18-inch RCP, granular backfill	Feet	116.00	56.00	6,496.00
57	Storm sewer main, 24-inch RCP, granular backfill	Feet	92.00	1,462.00	134,504.00
58	Storm sewer main, 36-inch RCP, granular backfill	Feet	156.00	51.00	7,956.00
59	Storm sewer main, 36-inch RCP, spoil backfill	Feet	108.00	1,042.40	112,579.20
60	Concrete storm sewer end sections, 36-inch, w/ end grate	Each	2,053.00	1.00	2,053.00
61	Concrete storm sewer plug, 15-inch	Each	419.00	1.00	419.00
62	Concrete storm sewer plug, 24-inch	Each	459.00	1.00	459.00
63	Storm sewer manholes, 48-inch w/ frame and cover	Each	2,203.00	6.00	13,218.00
64	Storm sewer manholes, 60-inch w/ frame and cover	Each	2,915.00	5.00	14,575.00
65	Storm sewer manholes, 72-inch w/ frame and cover	Each	4,901.00	2.00	9,802.00
66	Catch basin, w/ frame and grate	Each	3,173.00	12.00	38,076.00
67	Field inlet, w/ frame and grate	Each	2,303.00	2.00	4,606.00
68	Temporary culvert, 24-inch w/ end sections	Feet	97.00	40.00	3,880.00
69	Construct roadway to subgrade	Lump Sum	8,800.00	1.00	8,800.00
70	Excavation below subgrade	Cubic Yard	7.22	632.62	4,567.52
71	Geotextile subgrade stabilization	Sqr Yard	1.75	1,477.00	2,584.75
72	Excavation below subgrade backfill	Tons	17.00	1,505.26	25,589.42
73	Crushed aggregate for road base	Tons	15.26	6,913.00	105,492.38
74	30-inch concrete curb and gutter	Feet	11.30	2,700.00	30,510.00
75	36-inch concrete curb and gutter	Feet	18.60	90.00	1,674.00
76	Concrete flume	Each	230.00	2.00	460.00
77	Asphaltic concrete binder course	Tons	56.00	2,276.61	127,490.16
78	Asphaltic concrete surface course	Tons	61.00	1,198.62	73,115.82
79	Crushed aggregate shoulder	Feet	4.00	540.00	2,160.00
80	Concrete sidewalk and curb ramp	Sqr Feet	13.50	85.00	1,147.50
81	Detectable warning field	Sqr Feet	30.00	16.00	480.00
82	3-inch asphaltic concrete multi-use path	Sqr Feet	1.90	11,533.00	21,912.70
83	Pavement marking, epoxy, 18-inch, stop bar	Feet	11.00	41.00	451.00
84	Pavement marking, epoxy, 4-inch yellow	Feet	3.65	1,014.00	3,701.10
85	Pavement marking, epoxy, 4-inch white	Feet	3.65	210.00	766.50
86	Pavement marking, arrows Type 2	Each	260.00	2.00	520.00
87	Pavement marking, words	Each	315.00	1.00	315.00
88	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	5,034.00	9,061.20
89	Topsoil, no-mow seed and hydro-mulch	Sqr Yard	0.42	99,741.00	41,891.22
90	Topsoil, native seeding and erosion mat	Sqr Yard	2.00	28,900.00	57,800.00
91	Erosion mat	Sqr Yard	2.00	2,325.00	4,650.00
92	Traffic signs	Each	235.00	4.00	940.00
93	Traffic sign posts	Each	160.00	7.00	1,120.00
94	Class III barricades	Each	470.00	-	-
95	Engineer's field office	Lump Sum	10,500.00	1.00	10,500.00
96	Traffic Control	Lump Sum	9,000.00	1.00	9,000.00
97	Construct roadway to subgrade	Lump Sum	39,500.00	1.00	39,500.00
98	Excavation below subgrade	Cubic Yard	7.22	885.34	6,392.15
99	Geotextile subgrade stabilization	Sqr Yard	1.68	1,960.00	3,292.80
100	Excavation below subgrade backfill	Tons	17.00	1,770.65	30,101.05
101	Crushed aggregate for road base	Tons	17.38	2,305.66	40,072.37
102	36-inch concrete curb and gutter	Feet	18.00	130.00	2,340.00
103	Asphaltic concrete binder course	Tons	60.00	701.29	42,077.40
104	Asphaltic concrete surface course	Tons	65.00	370.92	24,109.80
105	Crushed aggregate shoulder	Feet	5.30	1,933.50	10,247.55
106	Ditching	Feet	3.10	854.00	2,647.40
107	Manufactured ditch check	Each	375.00	7.00	2,625.00
108	Storm sewer main, 18-inch RCP, w/granular backfill	Feet	55.00	220.00	12,100.00



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TABLE 1: Construction Cost by Item

Item	Item Description	Unit	Unit Cost	Quantity	Cost
109	Concrete storm sewer end sections, 18-inch	Each	841.00	2.00	1,682.00
110	Pavement marking, epoxy, 8-inch, white	Feet	1.75	734.00	1,284.50
111	Pavement marking, epoxy, 4-inch white	Feet	1.00	1,944.00	1,944.00
112	Pavement marking, epoxy, 4-inch white	Feet	1.00	192.00	192.00
113	Pavement marking, epoxy, 8-inch white	Feet	1.75	132.00	231.00
114	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	-	-
115	Erosion mat	Sqr Yard	1.60	1,100.00	1,760.00
116	Traffic signs	Each	235.00	4.00	940.00
117	Traffic sign posts	Each	157.00	2.00	314.00
118	Change order 3: 24-inch to 30-inch	Feet	63.00	120.00	7,560.00
119	Change order 1: GPK 12-inch by 6-inch saddle	Each	1,016.00	1.00	1,016.00
120	Change order 1: steel bolts	Lump Sum	18,273.60	1.00	18,273.60
121	Change order 1: temporary gravel access drive	Lump Sum	35,142.00	1.00	35,142.00
122	Change order 2: 4-inch perforated underdrain	Lump Sum	8,000.00	1.00	8,000.00
123	Change order 5: 15-inch CMP culvert	Feet	132.20	20.00	2,644.00
124	Change order 4: concrete storm sewer end sections	Each	849.00	2.00	1,698.00
125	Change order 4: remove and replace catch basin	Each	5,865.00	5.00	29,325.00
126	Change order 4: remove and replace inlet	Each	5,287.00	2.00	10,574.00
127	Change order 4: remove existing 12-inch storm lead	Feet	83.00	40.00	3,320.00
128	Change order 4: remove existing 15-inch storm lead	Feet	69.00	38.00	2,622.00
129	Change order 4: pavement marking, curb epoxy, yellow	Feet	5.78	40.00	231.20
130	Change order 4: pavement marking, epoxy, white	Feet	8.40	264.00	2,217.60
131	Change order 4: remove and relocate hydrant	Each	2,547.00	1.00	2,547.00
132	Change order 4: added roadway to subgrade, backfill	Lump Sum	27,170.00	1.00	27,170.00
133	Change order 4: additional mobilization Zenith Tech	Each	4,725.00	1.00	4,725.00
134	Change order 4: radial warning fields	Sqr Feet	299.00	-	-
135	Change order 4: island curb with hand form	Feet	13.49	660.00	8,903.40
136	Change order 6: dog house catch basin	Each	6,880.00	1.00	6,880.00
137	Change order 6: temporary pavement marking removable	Lump Sum	35,595.00	1.00	35,595.00
138	Change order 7: booster station water main connection	Lump Sum	3,170.00	1.00	3,170.00
139	Change order 8: erosion mat pond spillways	Sqr Yard	26.20	400.00	10,480.00
140	Change order 8: prep, fertilize, erosion mat	Sqr Yard	1.56	25,180.45	39,281.50
141	50 feet of 4-inch perforated drain tile	Lump Sum	1,209.00	1.00	1,209.00
142	Storm manhole number 1 cut down	Lump Sum	2,029.00	1.00	2,029.00
143	Storm manhole number 10 cut down	Lump Sum	2,029.00	1.00	2,029.00
144	Change order 9: asphaltic concrete surface price increase	Ton	13.92	992.77	13,819.36
145	Change order 9: paving mobilization	Lump Sum	5,076.75	1.00	5,076.75
146	Change order 9: traffic control	Lump Sum	1,350.00	2.00	2,700.00
147	Change order 10: liquidated damages	Lump Sum	(35,000.00)	1.00	(35,000.00)

Total Construction Cost	\$ 4,891,477.94
Professional Services	686,267.00
Subtotal	\$ 5,577,744.94
Financing Cost Factor *	12.59%
Financing	702,232.74
Total Project Cost	\$ 6,279,977.69

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



<p>Schedule A</p> <p>Cost of Improvements and Special Assessment Calculations</p> <p>Sommer Property Improvements</p> <p>Village of Mukwonago, Wisconsin</p>		
TABLE 2: Parcel Details		
Property Identifier	Tax Key	Zoning
1	MUKV2016997005	Commercial Business District



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**TABLE 3: Water Main Assessment**

Cost for water main assessments were determined from the actual costs (see Table 1). Property owner is assessed based on actual quantities installed. Property owner is assessed for this item only where a new water main was constructed for an undeveloped or dividable parcel.

Item	Item Description	Unit	Unit Cost	Quantity	Cost
41	Water main, 12-inch, granular backfill	Feet	189.00	13.00	2,457.00
43	Water main, 16-inch, granular backfill	Feet	129.00	486.30	62,732.70
44	Water main, 16-inch, spoil backfill	Feet	94.00	2,360.00	221,840.00
46	Hydrant lead, 6-inch	Feet	102.00	77.00	7,854.00
47	Hydrant assembly w/ 6-inch valve	Each	5,382.00	8.00	43,056.00
50	Water main valves, 12-inch gate valve	Each	3,038.00	2.00	6,076.00
51	Water main valves, 16-inch butterfly valve	Each	3,269.00	11.00	35,959.00
120	Change order 1: steel bolts	Lump Sum	18,273.60	0.60	10,891.07

Total Water Main Construction Cost	\$390,865.77
Remove Oversizing 16-inch Main to 12-Inch	(14,637.00)
<u>Engineering, Legal and Administrative Costs</u>	<u>54,837.88</u>
Subtotal	\$431,066.65
Financing Cost Factor *	12.59%
<u>Financing</u>	<u>54,270.88</u>
Total Water Main Assessable Cost	\$ 485,337.53

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost

Quantities are actual quantities installed, except steel bolts, which were allocated according to property 1's area in proportion to total project area

Per Village of Mukwonago Municipal Code, Sec. 70-7(a)(1) and 70-8(a)(1), assessments for all water main and sanitary sewer main extensions are levied on benefitted properties. Special Assessments for new water main and sanitary sewer main are deferred until a property uses the installed water main or sanitary sewer main, or divides, sells, or transfers the property, whichever comes first but not later than 10 years following the date of the Final Assessment Resolution. Upon connection, division, sale, or transfer, the assessment will become due as described in Sec. 70-12(g) of the Village of Mukwonago Municipal Code.



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**TABLE 4: Sanitary Sewer Main Assessment**

Cost for sanitary sewer assessments were determined from the actual costs (see Table 1). Property owner is assessed based on actual quantities installed. Property owner is assessed for this item only where a new sanitary sewer was constructed for an undeveloped or dividable parcel.

Item	Item Description		Unit Cost	Quantity	Cost
34	Sanitary sewer, 12-inch, granular backfill	Feet	\$ 140.00	506.00	\$ 70,840.00
35	Sanitary sewer, 12-inch, spoil backfill	Feet	83.00	2,356.00	195,548.00
37	Sanitary sewer manholes	Feet	428.00	183.50	78,538.00
39	Internal/external sanitary manhole chimney seal	Each	446.00	10.00	4,460.00

Total Sanitary Sewer Construction Cost	\$ 349,386.00
<u>Engineering, Legal and Administrative Costs</u>	<u>49,018.33</u>
Subtotal	398,404.33
Financing Cost Factor *	12.59%
<u>Financing</u>	<u>50,158.72</u>
Total Sanitary Sewer Assessable Cost	\$ 448,563.05

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost

Quantities are actual quantities installed

Per Village of Mukwonago Municipal Code, Sec. 70-7(a)(1) and 70-8(a)(1), assessments for all water main and sanitary sewer main extensions are levied on benefitted properties. Special Assessments for new water main and sanitary sewer main are deferred until a property uses the installed water main or sanitary sewer main, or divides, sells, or transfers the property, whichever comes first but not later than 10 years following the date of the Final Assessment Resolution. Upon connection, division, sale, or transfer, the assessment will become due as described in Sec. 70-12(g) of the Village of Mukwonago Municipal Code.



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TABLE 5: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
1	Mobilization	Lump Sum	\$ 125,000.00	1.00	\$ 125,000.00
2	Traffic control	Lump Sum	7,800.00	1.00	7,800.00
3	Temporary construction access decel accel lane	Lump Sum	28,700.00	1.00	28,700.00
4	Temporary construction access drive	Lump Sum	19,400.00	-	-
5	Temporary construction access advance warning signage	Lump Sum	3,535.00	1.00	3,535.00
6	Tracking pad	Sqr Feet	1.66	7,500.00	12,450.00
7	Project identification signs	Lump Sum	3,000.00	1.00	3,000.00
8	Barrier fence	Feet	3.15	990.00	3,118.50
9	Silt fence	Feet	1.88	13,764.00	25,876.32
10	Manufactured ditch check	Each	375.00	71.00	26,625.00
11	Inlet sediment guards, Type C	Each	53.00	13.00	689.00
12	Inlet sediment guards, Type D	Each	120.00	2.00	240.00
13	Excavation of contaminated material	Cubic Yard	25.00	11.00	275.00
14	Clearing, grubbing and tree removal	Lump Sum	4,000.00	1.00	4,000.00
15	Demolition, Parcel # VM00008	Lump Sum	75,000.00	1.00	75,000.00
16	Underground septic tank removal	Each	3,000.00	1.00	3,000.00
17	Exploratory trench	Feet	12.42	2,892.00	35,918.64
18	Abandoning drain tiles	Each	400.00	2.00	800.00
19	Temporary seed and mulch	Sqr Yard	0.26	45,980.00	11,954.80
20	Grading	Lump Sum	485,000.00	1.00	485,000.00
21	Topsoil stripping and stockpile	Sqr Yard	0.62	184,218.00	114,215.16
22	Place and compact other excavated material	Cubic Yard	2.50	17,644.00	44,110.00
23	Ditching	Feet	3.00	567.50	1,702.50
24	Storm water detention facility 1	Lump Sum	74,625.00	1.00	74,625.00
25	Storm water facility 1 dewatering	Lump Sum	28,000.00	1.00	28,000.00
26	Storm water facility 1 chain link fence	Feet	13.70	1,670.00	22,879.00
27	Storm water detention facility 2	Lump Sum	72,636.00	1.00	72,636.00
28	Rip Rap	Tons	55.00	392.32	21,577.60
29	Temporary stone sweeper	Each	1,500.00	2.00	3,000.00
30	Dust control using calcium chloride	100 Lbs	200.00	-	-
31	Dust control using water	1,000 Gal	62.00	-	-
32	Full depth saw cutting	Feet	3.10	2,205.00	6,835.50
33	Rock removal	Cubic Yard	25.00	-	-
34	Sanitary sewer, 12-inch, granular backfill	Feet	140.00	1,517.00	212,380.00
35	Sanitary sewer, 12-inch, spoil backfill	Feet	83.00	308.10	25,572.30
36	Sanitary sewer, 12-inch, 24-inch steel casing pipe	Feet	575.00	120.00	69,000.00
37	Sanitary sewer manholes	Feet	428.00	97.24	41,618.72
38	Sanitary sewer lateral, 6-inch with cleanout	Feet	134.00	250.00	33,500.00
39	Internal/external sanitary manhole chimney seal	Each	446.00	7.00	3,122.00
40	Water main, 8-inch, granular backfill (water laterals)	Feet	82.00	237.00	19,434.00
41	Water main, 12-inch, granular backfill	Feet	189.00	42.00	7,938.00
42	Water main, 12-inch, spoil backfill	Feet	64.00	55.00	3,520.00
43	Water main, 16-inch, granular backfill	Feet	129.00	1,586.70	204,684.30
44	Water main, 16-inch, spoil backfill	Feet	94.00	359.00	33,746.00
45	Water main, 16-inch, 30-inch steel casing pipe	Feet	638.00	120.00	76,560.00
46	Hydrant lead, 6-inch	Feet	102.00	84.50	8,619.00
47	Hydrant assembly w/ 6-inch valve	Each	5,382.00	7.00	37,674.00
48	Temporary hydrant assembly	Each	6,371.00	1.00	6,371.00
49	Water main valves, 8-inch gate valve	Each	1,868.00	5.00	9,340.00
50	Water main valves, 12-inch gate valve	Each	3,038.00	2.00	6,076.00
51	Water main valves, 16-inch butterfly valve	Each	3,269.00	12.00	39,228.00
52	Furnish metal building system and equipment as specified	Lump Sum	557,000.00	1.00	557,000.00
53	Provide all other work within site limits shown	Lump Sum	124,607.00	1.00	124,607.00
54	Storm sewer main, 12-inch RCP, granular backfill	Feet	65.00	349.00	22,685.00
55	Storm sewer main, 15-inch RCP, granular backfill	Feet	124.00	36.00	4,464.00
56	Storm sewer main, 18-inch RCP, granular backfill	Feet	116.00	56.00	6,496.00



Schedule A  
Cost of Improvements and Special Assessment Calculations  
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Village of Mukwonago, Wisconsin

TABLE 5: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
57	Storm sewer main, 24-inch RCP, granular backfill	Feet	92.00	1,462.00	134,504.00
58	Storm sewer main, 36-inch RCP, granular backfill	Feet	156.00	51.00	7,956.00
59	Storm sewer main, 36-inch RCP, spoil backfill	Feet	108.00	1,042.40	112,579.20
60	Concrete storm sewer end sections, 36-inch, w/ end grate	Each	2,053.00	1.00	2,053.00
61	Concrete storm sewer plug, 15-inch	Each	419.00	1.00	419.00
62	Concrete storm sewer plug, 24-inch	Each	459.00	1.00	459.00
63	Storm sewer manholes, 48-inch w/ frame and cover	Each	2,203.00	6.00	13,218.00
64	Storm sewer manholes, 60-inch w/ frame and cover	Each	2,915.00	5.00	14,575.00
65	Storm sewer manholes, 72-inch w/ frame and cover	Each	4,901.00	2.00	9,802.00
66	Catch basin, w/ frame and grate	Each	3,173.00	12.00	38,076.00
67	Field inlet, w/ frame and grate	Each	2,303.00	2.00	4,606.00
68	Temporary culvert, 24-inch w/ end sections	Feet	97.00	40.00	3,880.00
69	Construct roadway to subgrade	Lump Sum	8,800.00	1.00	8,800.00
70	Excavation below subgrade	Cubic Yard	7.22	632.62	4,567.52
71	Geotextile subgrade stabilization	Sqr Yard	1.75	1,477.00	2,584.75
72	Excavation below subgrade backfill	Tons	17.00	1,505.26	25,589.42
73	Crushed aggregate for road base	Tons	15.26	6,913.00	105,492.38
74	30-inch concrete curb and gutter	Feet	11.30	2,700.00	30,510.00
75	36-inch concrete curb and gutter	Feet	18.60	90.00	1,674.00
76	Concrete flume	Each	230.00	2.00	460.00
77	Asphaltic concrete binder course	Tons	56.00	2,276.61	127,490.16
78	Asphaltic concrete surface course	Tons	61.00	1,198.62	73,115.82
79	Crushed aggregate shoulder	Feet	4.00	540.00	2,160.00
80	Concrete sidewalk and curb ramp	Sqr Feet	13.50	85.00	1,147.50
81	Detectable warning field	Sqr Feet	30.00	16.00	480.00
82	3-inch asphaltic concrete multi-use path	Sqr Feet	1.90	11,533.00	21,912.70
83	Pavement marking, epoxy, 18-inch, stop bar	Feet	11.00	41.00	451.00
84	Pavement marking, epoxy, 4-inch yellow	Feet	3.65	1,014.00	3,701.10
85	Pavement marking, epoxy, 4-inch white	Feet	3.65	210.00	766.50
86	Pavement marking, arrows Type 2	Each	260.00	2.00	520.00
87	Pavement marking, words	Each	315.00	1.00	315.00
88	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	5,034.00	9,061.20
89	Topsoil, no-mow seed and hydro-mulch	Sqr Yard	0.42	99,741.00	41,891.22
90	Topsoil, native seeding and erosion mat	Sqr Yard	2.00	28,900.00	57,800.00
91	Erosion mat	Sqr Yard	2.00	2,325.00	4,650.00
92	Traffic signs	Each	235.00	4.00	940.00
93	Traffic sign posts	Each	160.00	7.00	1,120.00
94	Class III barricades	Each	470.00	-	-
95	Engineer's field office	Lump Sum	10,500.00	1.00	10,500.00
96	Traffic Control	Lump Sum	9,000.00	1.00	9,000.00
97	Construct roadway to subgrade	Lump Sum	39,500.00	1.00	39,500.00
98	Excavation below subgrade	Cubic Yard	7.22	885.34	6,392.15
99	Geotextile subgrade stabilization	Sqr Yard	1.68	1,960.00	3,292.80
100	Excavation below subgrade backfill	Tons	17.00	1,770.65	30,101.05
101	Crushed aggregate for road base	Tons	17.38	2,305.66	40,072.37
102	36-inch concrete curb and gutter	Feet	18.00	130.00	2,340.00
103	Asphaltic concrete binder course	Tons	60.00	701.29	42,077.40
104	Asphaltic concrete surface course	Tons	65.00	370.92	24,109.80
105	Crushed aggregate shoulder	Feet	5.30	1,933.50	10,247.55
106	Ditching	Feet	3.10	854.00	2,647.40
107	Manufactured ditch check	Each	375.00	7.00	2,625.00
108	Storm sewer main, 18-inch RCP, w/granular backfill	Feet	55.00	220.00	12,100.00
109	Concrete storm sewer end sections, 18-inch	Each	841.00	2.00	1,682.00
110	Pavement marking, epoxy, 8-inch, white	Feet	1.75	734.00	1,284.50
111	Pavement marking, epoxy, 4-inch white	Feet	1.00	1,944.00	1,944.00
112	Pavement marking, epoxy, 4-inch white	Feet	1.00	192.00	192.00



Schedule A  
Cost of Improvements and Special Assessment Calculations  
Sommer Property Improvements  
Village of Mukwonago, Wisconsin

TABLE 5: Costs Not Assessed

Item	Item Description	Unit	Unit Cost	Quantity	Cost
113	Pavement marking, epoxy, 8-inch white	Feet	1.75	132.00	231.00
114	Topsoil, turf grass seed, fertilizer and hydro-mulch	Sqr Yard	1.80	-	-
115	Erosion mat	Sqr Yard	1.60	1,100.00	1,760.00
116	Traffic signs	Each	235.00	4.00	940.00
117	Traffic sign posts	Each	157.00	2.00	314.00
118	Change order 3: 24-inch to 30-inch	Feet	63.00	120.00	7,560.00
119	Change order 1: GPK 12-inch by 6-inch saddle	Each	1,016.00	1.00	1,016.00
120	Change order 1: steel bolts	Lump Sum	18,273.60	0.40	7,382.53
121	Change order 1: temporary gravel access drive	Lump Sum	35,142.00	1.00	35,142.00
122	Change order 2: 4-inch perforated underdrain	Lump Sum	8,000.00	1.00	8,000.00
123	Change order 5: 15-inch CMP culvert	Feet	132.20	20.00	2,644.00
124	Change order 4: concrete storm sewer end sections	Each	849.00	2.00	1,698.00
125	Change order 4: remove and replace catch basin	Each	5,865.00	5.00	29,325.00
126	Change order 4: remove and replace inlet	Each	5,287.00	2.00	10,574.00
127	Change order 4: remove existing 12-inch storm lead	Feet	83.00	40.00	3,320.00
128	Change order 4: remove existing 15-inch storm lead	Feet	69.00	38.00	2,622.00
129	Change order 4: pavement marking, curb epoxy, yellow	Feet	5.78	40.00	231.20
130	Change order 4: pavement marking, epoxy, white	Feet	8.40	264.00	2,217.60
131	Change order 4: remove and relocate hydrant	Each	2,547.00	1.00	2,547.00
132	Change order 4: added roadway to subgrade, backfill	Lump Sum	27,170.00	1.00	27,170.00
133	Change order 4: additional mobilization Zenith Tech	Each	4,725.00	1.00	4,725.00
134	Change order 4: radial warning fields	Sqr Feet	299.00	-	-
135	Change order 4: island curb with hand form	Feet	13.49	660.00	8,903.40
136	Change order 6: dog house catch basin	Each	6,880.00	1.00	6,880.00
137	Change order 6: temporary pavement marking removable	Lump Sum	35,595.00	1.00	35,595.00
138	Change order 7: booster station water main connection	Lump Sum	3,170.00	1.00	3,170.00
139	Change order 8: erosion mat pond spillways	Sqr Yard	26.20	400.00	10,480.00
140	Change order 8: prep, fertilize, erosion mat	Sqr Yard	1.56	25,180.45	39,281.50
141	50 feet of 4-inch perforated daintile	Lump Sum	1,209.00	1.00	1,209.00
142	Storm manhole number 1 cut down	Lump Sum	2,029.00	1.00	2,029.00
143	Storm manhole number 10 cut down	Lump Sum	2,029.00	1.00	2,029.00
144	Change order 9: asphaltic concrete surface price increase	Ton	13.92	992.77	13,819.36
145	Change order 9: paving mobilization	Lump Sum	5,076.75	1.00	5,076.75
146	Change order 9: traffic control	Lump Sum	1,350.00	2.00	2,700.00
147	Change order 10: liquidated damages	Lump Sum	(35,000.00)	1.00	(35,000.00)

Not Assessed Construction Cost	\$ 4,151,226.17
Not Assessed Professional Services	582,410.79
Not Assessed Oversize Water Main to 16-Inch	14,637.00
Subtotal	\$ 4,748,273.96
Financing Cost Factor *	12.59%
Financing	597,803.14
Total Not Assessed Project Cost	\$ 5,346,077.11

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation on Table 8 to determine financing cost



Schedule A Cost of Improvements and Special Assessment Calculations Sommer Property Improvements Village of Mukwonago, Wisconsin		
<b>TABLE 6: Project Financing</b> Project financing costs is the Village's cost incurred to borrow money for the the improvements. The Village borrowed money over a 10-year term at various interest rates. The financing factor is the total interest divided by the total principal. Payment of the Special Assessments will be made as indicated in the Final Resolution adopted by the Village Board. All assessments would be placed on the following year's tax roll with interest accruing on a yearly basis as described in the Final Resolution.		
Project Construction and Overhead Cost	\$	5,577,744.94
Interest on Project Financing	\$	702,232.74
Financing Factor Computation	$\frac{\$702,232.74}{\$5,577,744.94} = .0125899042004422$	
Financing Cost Factor *		12.59%

\* Financing Cost Factor is displayed only to hundredths place but uses full value shown in computation above to determine financing cost



## Schedule B: Assessment Roll

Village of Mukwonago, Wisconsin  
Sommer Property Improvements

The proposed improvements benefit the following properties.

Parcel	Owner's Name & Address	Tax Key	Description	Total Cost (1)	Total Assessment (2)	Deferred
1	Judith Sommer, Jacqueline Pitts PO Box 795 Kimberling City, Missouri 65686-0795	MUKV2016997005	Water Main Sanitary Sewer Main	\$ 485,337.53 \$ 448,563.05	\$ 933,900.58	-
				<b>\$ 933,900.58</b>	<b>\$ 933,900.58</b>	

(1) Total costs are based on actual quantities installed on the property.

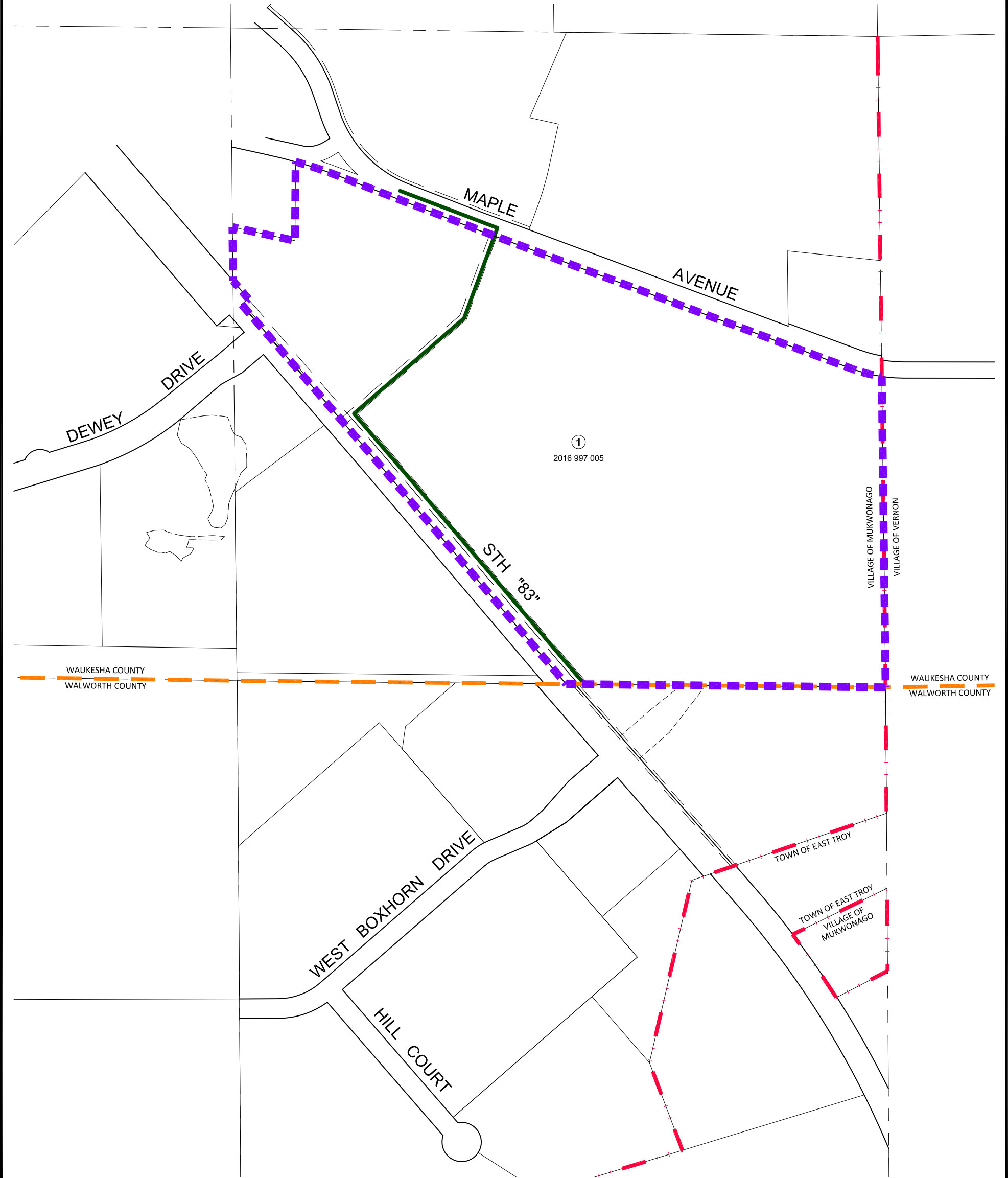
(2) Total assessments are rounded to the nearest penny.



EXHIBIT A

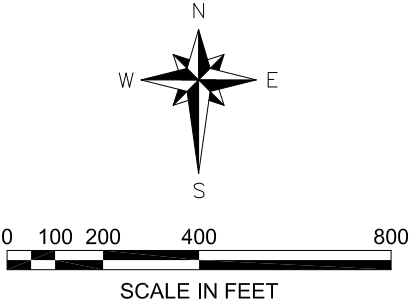
ASSESSMENT DISTRICT  
TID #5 PUBLIC IMPROVEMENTS

VILLAGE MUKWONAGO  
WAUKESHA COUNTY, WISCONSIN



LEGEND

- ASSESSMENT BOUNDARY
- MUNICIPAL BOUNDARY
- COUNTY BOUNDARY
- CONSTRUCTED SEWER & WATER MAIN EXTENSION ROUTE
- PROPERTY IDENTIFIER
- TAX KEY NUMBER







## Agenda Item Cover Report

<b>Date:</b> <b>March 15, 2021</b>	<b>Committee/Board:</b> <b>Village Board</b>
<b>Submitted by:</b> <b>Village Attorney Blum and Gralinski</b>  <b>Cc: Ron Bittner and John Fellows</b>	<b>Department:</b>
<b>Date of Committee Action:</b>	<b>Date of Village Board Action:</b>

**Subject:**

Amendment to License Agreement re: Driveway Access for MUKV1973244001 MUKV1973244002; 525 Oakland Avenue

**Executive Summary:**

This matter is coming forward based on a request from Timothy and Karen Sperstad, who own two parcels at 525 Oakland Ave having Tax ID Nos. MUKV1973244001 and MUKV197344002. Directly adjacent to the Sperstad's property, to the west, is a Village right-of-way known as Locust Street. The Village has, to date, never constructed any improvement or roadway in the Locust Street right-of-way, however, a search by staff of the Village's records revealed that the Village has not, at any time, discontinued or vacated the right-of-way. The only access to the Sperstad's parcels comes from an existing driveway that accesses Oakland Avenue to the north; the parcels are otherwise landlocked. The driveway was constructed in the Village right of way, with the permission of the Village under a license agreement dated July 20, 1993. The agreement provides the driveway may occupy the easterly 20 feet of the Locust Street right of way.

You will note that in the original license agreement, the Village agreed to provide access to its right of way in order to construct a driveway for the purposes of accessing Lots 16 and 17 in the Oakland Ranch Heights Subdivision. The Sperstads were apparently the owners of those parcels in 1993 as well. The Sperstads have since prepared and recorded a CSM (which the Village approved in 2014) adjusting the boundary between those two original parcels, lots 16 and 17. A copy of that CSM is enclosed for reference and to demonstrate the property's location in relation to the right-of-way. With the CSM essentially creating two new lots by way of redivision, the references to access in the 1993 license agreement are obsolete. The property owners have requested that the Village amend the original license agreement in order to reference the new lots, guaranteeing that access is continued under the license agreement.



Our office has prepared the enclosed amendment to the original license agreement for the Board's consideration. The amendment does not change the size of the driveway allowed under the license, nor does it change the fact that maintenance of the driveway is the sole responsibility of the Sperstads or their successors. The amendment only provides that the purpose of the license is for access to the Sperstad's parcels as they are identified and exist today. The amendment has been reviewed and signed by the property owners.

**Fiscal Impact:**

None

**Executive Recommendation/Action:**

Approval of an Amendment to License Agreement Dated July 20, 1993, regarding a license for construction of a driveway within a Village right of way for purposes of providing access to parcels MUKV1973244001 and MUKV197344002.

**Attachments Included**



3/25/6

1866724  
REGISTER'S OFFICE  
WAUKESHA COUNTY, WIS } SS  
RECORDED ON  
93 AUG -2 PM 2:21  
REEL 1754 IMAGE 1027  
Return to:  
*Richard J. Heringer*  
REGISTER OF DEEDS

245

AGREEMENT

1866724

pg 14

This agreement made by and between the Village of Mukwonago, a municipal corporation and Timothy and Karen Sperstad, IT IS HEREBY AGREED:

That the Village of Mukwonago in consideration of the covenants and agreements hereinafter set forth, does hereby confer upon Timothy and Karen Sperstad, their heirs and assignees, a license and permission to enter upon certain lands of the Village of Mukwonago described as the right-of-way of Locust Street, a fifty (50) foot wide street line adjacent to Lot Seventeen (17) and Nineteen (19) in the plat of Oakland Ranch Heights Subdivision, a recorded plat lying in the Northwest 1/4 of Section 26, Township 5 North, Range 18 East, in the Village of Mukwonago, for the purpose of constructing and maintaining a driveway over and across the easterly twenty (20) feet of said street to connect with Lots Sixteen (16) and Seventeen (17) of said plat and Oakland Avenue. The license and permission to use that portion of Locust Street above set forth is upon the explicit conditions as follows:

1. That said license and permission may be terminated at the will of the Village of Mukwonago at such time as the Village opens and constructs Locust Street as a public street.
2. That the said, Timothy and Karen Sperstad, their heirs



and/or assignees will secure and supply to the Village of Mukwonago a liability insurance policy covering the injury or death to persons in the amount of \$100,000.00 per for each person, \$300,000.00 per each accident, and property damage in the amount of at least \$50,000.00 for each accident in extending such coverage to the premises hereinafter described.

3. That any improvements constructed upon the area described above will be at the sole cost and expense of Timothy and Karen Sperstad, their heirs and assignees. The Village assumes no responsibility for such improvement of any kind and the Village may order said improvements to be removed with no compensation to be provided to the owners of said improvements at such time as this license or permission is terminated.


4. The Village of Mukwonago does not guarantee in any manner that upon the construction of Locust Street as a public street that assessments for improvements would not otherwise be levied against the said Lot Sixteen (16) and Seventeen (17).

IN WITNESS WHEREOF the Village of Mukwonago has caused these presence to be signed by Jerry Gasser, Village President, Bernard Kahl, Village Clerk and by Timothy and Karen Sperstad.


Dated this 20 day of July, 1993.

VILLAGE OF MUKWONAGO

  
Timothy Sperstad

  
Jerry Gasser

  
Karen Sperstad

  
Bernard W. Kahl

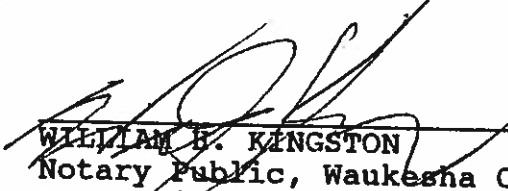
This Instrument Drafted by  
Attorney Shawn N. Reilly



REEL 1754 IMAGE 1029

STATE OF WISCONSIN )  
 ) SS.  
WAUKESHA COUNTY )

Personally came before me this 6<sup>th</sup> day of July, 1993 the  
above named Timothy Sperstad and Karen Sperstad to me known to be  
the persons who executed the foregoing instrument and acknowledge  
the same.

  
WILLIAM B. KINGSTON  
Notary Public, Waukesha County, WI  
My commission is permanent.



**AMENDMENT TO LICENSE AGREEMENT DATED JULY 20, 1993**

**R E C I T A L S**

WHEREAS, a License Agreement dated July 20, 1993, was made by and between the Village of Mukwonago, a Wisconsin Municipal Corporation, and Timothy and Karen Sperstad, and is hereinafter referred to as the "Agreement"; and

WHEREAS, the Agreement was recorded with the Waukesha County Register of Deeds on August 2, 1993 as Document No. 1866724; and

WHEREAS, under said Agreement, the Village of Mukwonago conferred upon the Sperstads a license and permission to enter upon the Village's right-of-way known as Locust Street, for the purpose of constructing and maintaining a driveway in order to provide access to the Sperstads' property, specifically Lots 16 and 17 of the plat of Oakland Ranch Heights subdivision; and

WHEREAS, subsequent to the 1993 Agreement, the Sperstads prepared, and the Village approved, Certified Survey Map No. 11167, dated November 19, 2013, and recorded with the Waukesha County Register of Deeds as Document No. 4075017 on April 21, 2014, which re-divided Lots 16 and 17 of the plat of Oakland Ranch Heights subdivision; and

WHEREAS, the Sperstads' desire to maintain access to the re-divided lots, thus, it is necessary to amend the Agreement to account for the re-division of these lots; and

NOW THEREFORE, the Agreement is hereby amended as follows:

1. That the first full paragraph of the Agreement is hereby deleted and recreated as follows:

That the Village of Mukwonago in consideration of the covenants and agreements hereinafter set forth, does hereby confer upon Timothy and Karen Sperstad, their heirs and assignees, a license and permission to enter upon certain lands of the Village of Mukwonago described as the right-of-way of Locust Street, a fifty (50) foot wide street line adjacent to Lot 17 in the plat of Oakland Ranch Heights subdivision, a recorded plat line in the northwest quarter of Section 26, Township 5 North, Range 18 East, in the Village of Mukwonago, as well as adjacent to Lots 1 and 2 of Certified Survey Map No. 11167 recorded as Document No. 4075017 with the Waukesha County Register of Deeds on April 21, 2014, for the purpose of constructing and maintaining a driveway over and across the easterly 20 feet of said street to connect with Lots 1 and 2 of said Certified Survey Map and Oakland Avenue. The license and permission to use that portion of Locust Street above set forth is upon the explicit conditions as follows:

2. That Section 4 of the Agreement is hereby deleted and recreated as follows:

The Village of Mukwonago does not guarantee in any manner that upon the construction of Locust Street as a public street that assessments or improvements would not otherwise be levied against the said Lots 1 and 2 of said Certified Survey Map.

3. That Section 5 of the Agreement is hereby created as follows:

That said license and permission shall in no way be construed as a grant of easement by the Village on behalf of the Sperstads and shall confer no rights or benefits beyond those explicitly provided for herein.



4. That all other terms and conditions of the Agreement are hereby confirmed and republished in all respects other than those herein mentioned. The terms of this Amendment shall supersede and replace any terms to the contrary.
5. This Amendment shall be effective as of the last undersigned date.

IN WITNESS WHEREOF, the Village of Mukwonago has cause to these present to be signed by Fred Winchowky, Village President, Diana Dykstra, Village Clerk-Treasurer, and by Timothy and Karen Sperstad.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Dated this 16 day of Dec, 2020.

VILLAGE OF MUKWONAGO

By:

\_\_\_\_\_  
Fred Winchowky, Village President

\_\_\_\_\_  
Timothy Sperstad

\_\_\_\_\_  
Diana Dykstra, Village Clerk-Treasurer

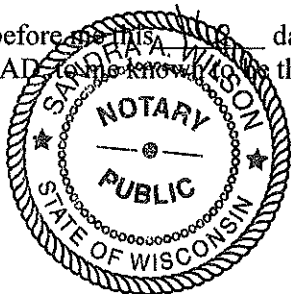
\_\_\_\_\_  
Karen Sperstad

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2020, the above-named, FRED WINCHOWKY and DIANA DYKSTRA, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin.

My commission expires: \_\_\_\_\_

Personally came before me this 16 day of Dec 2020, the above-named, TIMOTHY SPERSTAD and KAREN SPERSTAD, to me known to be the person who executed the foregoing instrument and acknowledged the same.



\_\_\_\_\_  
Sara Wilson

Notary Public, State of Wisconsin.

My commission expires: 10-4-2023



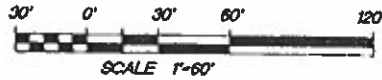
4075017



## CERTIFIED SURVEY MAP NO. 111167

Being a redivision of Lots 16 and 17, Oakland Ranch Heights Subdivision, being a part of the Northeast 1/4 of the Northeast 1/4 of Section 26, Town 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin.

OAKLAND AVENUE



NORTHEAST CORNER OF  
THE NORTHEAST 1/4 OF  
SECTION 26-5-18  
STATE PLANE COORDINATES:  
NORTHING: 322,170.83  
EASTING: 2,448,838.60

OWNERS  
TIMOTHY AND KAREN SPERSTAD  
525 OAKLAND AVENUE  
MUKWONAGO WI 53149

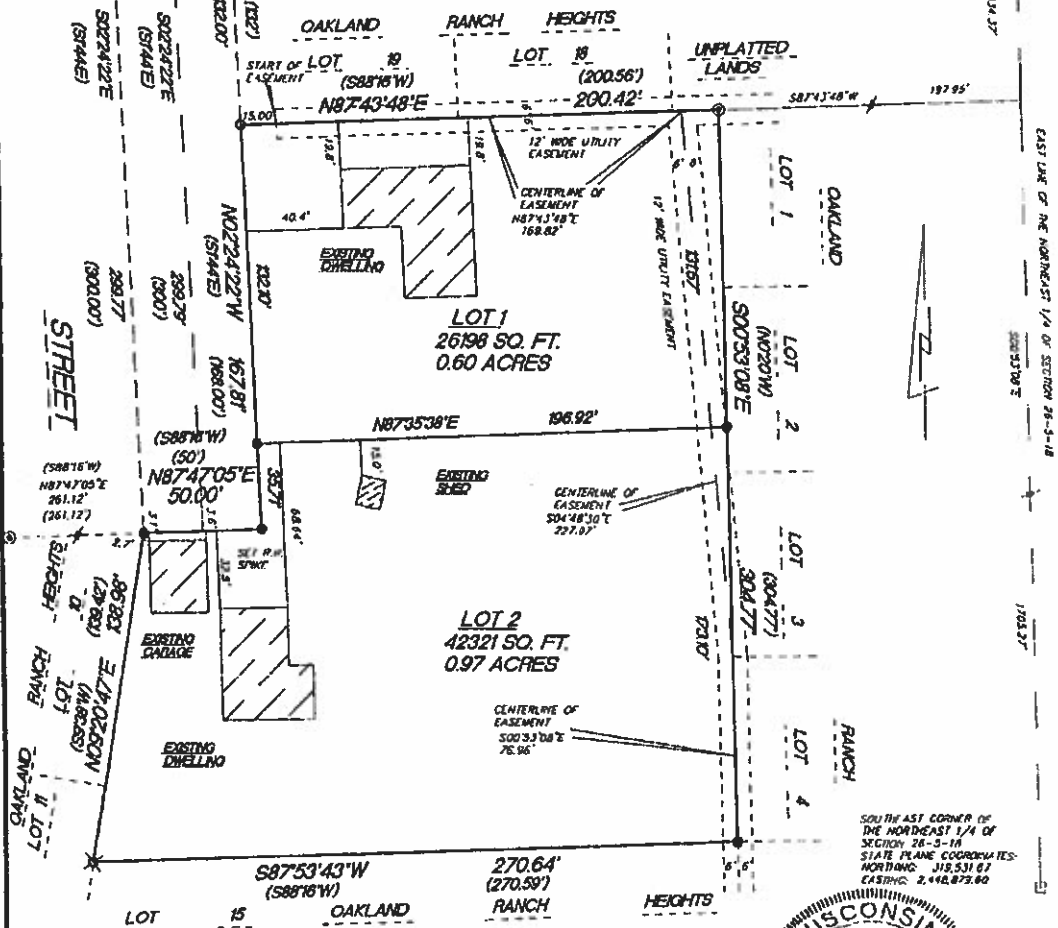
SURVEYOR  
KETTLE MORAINES SURVEYING INC.  
P.O. BOX 357  
EAGLE WI 53109  
(262)594-3484

BEARINGS ARE REFERENCED TO THE EAST LINE OF  
THE NORTHEAST 1/4 OF SECTION 26-5-18 AND IS  
ASSUMED TO BEAR S00°53'08\"/>

ZONING: R-2  
FRONT SETBACK: 35'  
REAR SETBACK: 40'  
SIDE ONE STORY 15' EACH SIDE  
OTHER: 20' ONE SIDE 15' OTHER

LOCUST

STREET



LOCATION MAP  
NE 1/4 SEC. 26-5-18  
1\"/>

- LEGEND
- FOUND 6\"/>



TERRANCE E. PISAREK S-1930  
DATED THIS 19TH DAY OF NOVEMBER, 2013  
REVISED THIS 19TH DAY OF FEBRUARY, 2014

THIS INSTRUMENT WAS DRAFTED BY: TERRANCE E. PISAREK

JOB NO. 13096

SHEET 1 OF 3

322



CERTIFIED SURVEY MAP NO. 11167

Being a redivision of Lots 16 and 17, Oakland Ranch Heights Subdivision, being a part of the Northeast ¼ of the Northeast ¼ of Section 26, Town 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin.

**SURVEYORS CERTIFICATE**

I, Terrance E. Pisarek, registered land surveyor, do hereby certify: That I have surveyed, divided and mapped a parcel of land being a redivision of Lots 16 and 17, Oakland Ranch Heights Subdivision, being a part of the Northeast ¼ of the Northeast ¼ of Section 26, Town 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin, described as follows:

Commencing at the Northeast corner of the Northeast ¼ of said Section 26; thence South 00°53'08" East, along the East line of the Northeast ¼ of said Section 26, 934.37 feet to the Northerly line of said Lot 17 extended Easterly; thence South 87°43'48" West along said line, 197.95 feet to the Easterly line of said Lot 17 and the Point of Beginning; thence South 00°53'08" East along said Easterly line and the Easterly line of said Lot 16, being parallel to the East line of the Northeast ¼ of said Section 26, 304.77 feet to the Southerly line of said Lot 16; thence South 87°53'43" West along said Southerly line, 270.64 feet to the Westerly line of said Lot 16; thence North 09°20'47" East along said Westerly line, 138.98 feet to a Northerly line of said Lot 16; thence North 87°47'05" East along said Northerly line, 50.00 feet to the Westerly line of said Lot 17; thence North 02°24'22" West along said Westerly line, 167.81 feet to the Northerly line of said Lot 17; thence North 87°43'48" East along said Northerly line, 200.42 feet to the Point of Beginning, containing 1.57 acres of land.

That I have made such survey, land division and map by the direction of Timothy and Karen Sperstad, Owners of said land.

That such map is a true representation of all exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes and the Land Division Ordinances of the Village of Mukwonago in surveying, dividing and mapping the same.

Dated this 19<sup>th</sup> Day of November, 2013

Revised this 19<sup>th</sup> Day of February, 2014

**OWNERS CERTIFICATE**

We, Timothy and Karen Sperstad as Owners, do hereby certify that We have caused the land described to be surveyed, divided and mapped as represented on this map in accordance with the requirements of Chapter 236 of the Wisconsin State Statutes and the Village of Mukwonago Land Division Ordinance.

We also certify that this plat is required to be approved by the following: The Village of Mukwonago

DATE: 2/24, 2014

Timothy Sperstad  
Timothy Sperstad, Owner

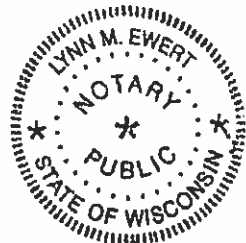
Karen Sperstad  
Karen Sperstad, Owner

STATE OF WISCONSIN)  
COUNTY OF WAUKESHA)

Personally came before me this 24<sup>th</sup> day of February, 2014 the above named persons to me be known to be the persons who signed the foregoing instrument and acknowledged that they executed the same.

My commission expires: 01-22-2017

Lynn M. Ewert  
Notary Public





CERTIFIED SURVEY MAP NO. 11167

Being a redivision of Lots 16 and 17, Oakland Ranch Heights Subdivision, being a part of the Northeast ¼ of the Northeast ¼ of Section 26, Town 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin.

**VILLAGE PLANNING COMMISSION APPROVAL**

Approved by the Village of Mukwonago Planning Commission on the 14<sup>th</sup> day of January, 2014.

Fred Winchowky  
Fred Winchowky, Chairperson

Judith A. Taubert  
Judith A. Taubert, Deputy Clerk

**VILLAGE BOARD APPROVAL**

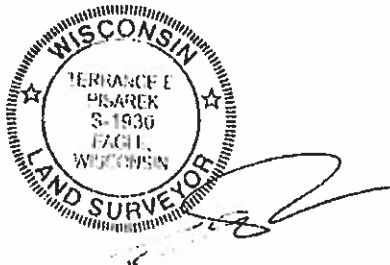
Approved by the Village of Mukwonago Board on the 21<sup>st</sup> day of January, 2014.

Fred Winchowky  
Fred Winchowky, President

Steven Braatz Jr.  
Steven Braatz Jr., Clerk



Dated this 19<sup>th</sup> Day of November, 2013  
Revised this 19<sup>th</sup> Day of February, 2014



4075017

REGISTER OF DEEDS  
WAUKESHA COUNTY, WI  
RECORDED ON

April 21, 2014 11:03 AM  
James R. Behrend  
Register of Deeds

3 PCS  
TOTAL FEE: \$30.00  
TRANS FEE: \$0.00

Book 109 Page 322-324

324  
HPC





Committee/Board:	Protective Services Committee
Topic:	Joint Fire Department Agreement Revisions
From:	Chief Jeff Stien
Department:	Fire
Presenter:	Chief Jeff Stien
Date of Committee Action (if required):	03-15-2021
Date of Village Board Action (if required):	03-17-2021

### Information

**Subject:** Joint Fire Department Agreement revisions as recommended from department study and as reviewed by Attorney John Macy.

**Background Information/Rationale:** Recommendations from RW Management department study:

- RW recommends the non-voting members of the Joint Commission be retitled as “liaisons” to the Joint Fire Commission and not identify them as members of the Joint Fire Commission. This ensures the Joint Fire Commission complies with requirements of State Statutes.
- The intergovernmental agreement that forms the Department should be amended to allow for the option of the member municipalities to exempt increases in charges from the joint fire department from the municipal tax levy as is allowed in Wisconsin Statutes 66.0602.
- The intergovernmental agreement requires semi-annual fire inspections of all buildings, premises and thoroughfares within the Town and Village. The Department is currently unable to complete semi-annual inspections of all these properties. RW recommends the intergovernmental agreement be updated to match the fire inspection requirements of State Statutes which allows some occupancies to be inspected annually. Even with amending the intergovernmental agreement to reflect current Statutes, the Department will likely require additional staff to complete the requirement.
- RW recommends the Village and Town Boards amend the intergovernmental agreement that forms the joint department to allow the municipalities to utilize the levy limit exception for joint fire departments in State Statute 66 in 2024.
- RW recommends the intergovernmental agreement be amended to match State Statutes regarding the number of required annual fire inspections since the Department is currently unable to meet the requirement of the intergovernmental agreement.

**Key Issues for Consideration:** Compliance with state statutes and requirements

**Fiscal Impact (If any):** None

**Requested Action by Committee/Board:** Approve revisions as proposed by Attorney John Macy, section on Protective Services Committee and highlighted terminology.

### Attachments

- Ltr to Chief Stien re joint agreement 1.14.2021 Revisions
- 2021 02 26 Macy to Stien re joint fire dept. agreement
- 2021 rev of 2013 Joint Agreement (draft)





# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM





# Municipal LAW

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CHRISTOPHER R. SCHULTZ  
ANTHONY J. GARCIA  
SADIE R. ZURFLUH

January 14, 2021

## Via Email

Chief Jeffrey R. Stien  
Mukwonago Fire Department  
440 River Crest Court  
Mukwonago, WI 53149

**Re:    Town of Mukwonago  
Continuation of Project for Joint Fire Department**

Dear Chief Stien:

I provided comments regarding the proposed changes to the Joint Fire Agreement in a November 13, 2020 letter to Town Chair Peter Topczewski. You responded to those comments, raising some follow-up issues. I have had an opportunity to carefully consider these matters.

Based upon my review, I have the following comments, questions, concerns and recommendations with regard to the issues raised:

1. Proposed Change #1: Fire Inspections, Frequency. In November, the proposed change to the Joint Agreement, amending Section II(F)(2) of the Agreement, changed the frequency of fire inspections from semi-annual to annual. In my November 13 letter, I noted that Wisconsin Statutes Section 101.14(2) empowers fire chiefs to conduct inspections of property as a deputy of the State Department of Safety and Professional Services (DSPS). I noted that the statute requires inspections to be every six months, except as allowed by DSPS rules. I suggested we ensure the agreement satisfies the lawful requirements.

Your email states that the amendment was not intended to change all inspections to annual but to follow the exceptions created by DSPS. You also noted that the Village of Mukwonago is revising its ordinance to state:

*"It shall be the duty of fire inspectors to inspect every public building and place of employment to determine, and cause to be eliminated, any fire hazard or any violation of any law relating to fire hazards or to the prevention of fires. Said inspections shall be made at least one each non-overlapping six-month period per calendar year in all the territory served by the Mukwonago Fire Department. The fire inspectors may require more frequent inspections than required under this*



## MUNICIPAL LAW & LITIGATION GROUP, S.C.

Chief Jeffrey R. Stien  
January 14, 2021  
Page 2

*subdivision. The fire department by rule shall provide for general exceptions to these requirements, based on the type of occupancy or use of the premises, where less frequent inspections are required. The inspector shall also investigate and issue permits in accordance with the regulations of the Department of Commerce for the storage and handling of explosive and inflammable liquids within the Village. The chief shall perform such other duties as required by the Department of Commerce."*

I understand you would like to stay consistent with the language of the Village's ordinance in the Joint Agreement.

I propose we avoid overly complicating the matter. While Wis. Stat. § 101.14(2)(c) requires inspections at least once in every six-month period, it also permits DSPS to create rules providing for exceptions, and DSPS has done so. For your convenience, attached as Exhibit A please find a copy of the Wisconsin Administrative Code Section DSPS 314.01(13)(b)(5) and (6) that outlines the exceptions that are permitted from the otherwise applicable six-month frequency. These DSPS exceptions require some care in administration, to ensure that the correct rules are followed for the particular occupancies at issue. I would prefer not to restate the DSPS requirements in the Joint Agreement, and I also prefer not to restate the terms of the Village ordinance in the Joint Agreement, as such terms can change over time giving rise to conflicting obligations, and there is no need to include such specificity in the Joint Agreement. If pressed, I would also have additional comments regarding the Village ordinance terms, but I think it is not necessary to face that issue.

Recommendation. I propose that the Joint Agreement refer to the inspections being done at the "frequency permitted by law," which will accomplish the intent without overly complicating the matter.

2. Proposed Change #2: Retitling of non-voting members of the Joint Commission. You suggest that non-voting members be retitled as "liaisons" to the Joint Fire Commission and not identify them as members of the Commission. Your intent is to ensure the Joint Fire Commission complies with requirements of the Wisconsin Statutes.

I do not object to this change. While the Wisconsin Statutes do not speak specifically to this issue, I note the following:

- When two or more municipalities form a joint fire department, state law requires that a joint commission be appointed to govern the joint department. The participating municipalities decide how many members will be appointed to serve on the commission, the length of each member's term, and the apportionment of members between or among the municipalities. Wis. Stat. § 61.65(3g)(d).
- "A majority of the commissioners is a quorum." Wis. Stat. § 61.65(3g)(d)(1)(b).



**MUNICIPAL LAW & LITIGATION GROUP, S.C.**

Chief Jeffrey R. Stien  
January 14, 2021  
Page 3

Recommendation. We need to ensure the Joint Agreement is clear concerning commission membership. Your suggestion may help to further clarify the matter. However, for the same reason you mention, consider whether we should also further define the roles and responsibilities of these "liaisons" in the Joint Agreement.

If you should have any questions or concerns regarding these matters, please do not hesitate to contact me.

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.

*John P. Macy*

John P. Macy

JPM:cw

Attachment

cc: Peter Topczewski, Town Chair

Kathy Karalewitz, Town Administrator/Clerk-Treasurer

C:\JPM\Mukwonago\Joint Fire\ltr to Chief Stien re joint agreement 1.14.2021.docx



# Municipal LAW

& L I T I G A T I O N   G R O U P

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STEPHEN J. CENTINARIO, JR.  
MICHAEL J. MORSE  
JAMES P. WALSH

February 26, 2021

Jeffrey R. Stien, Fire Chief  
Town of Mukwonago  
W320S8315 Beulah Road  
Mukwonago, WI 53149

**Re:    Town of Mukonago  
      Joint Fire Department Agreement  
      Legal Review**

Dear Chief:

I received your request that I review the above-referenced document and provide my comments. I have had an opportunity to carefully consider this matter.

Based upon my review, I hereby approve the form of the same subject to the following comments, questions, concerns, and recommendations in this regard:

1. Agreement to Amend Fire Department Agreement with Village of Mukwonago.  
Concerns regarding the Joint Agreement were first brought to my attention November 8, 2020, and I proposed a process that could be followed in my letter of November 13, 2020. On February 15, 2021 the Village and Town of Mukwonago Joint Protective Services had a meeting where the proposed amendments were approved by unanimous consent.
2. Final Amendment. Enclosed please find the final version of the approved amendments. The changes have been made to the specified sections only and the unaffected portions of the Joint Agreement remain unchanged.



**MUNICIPAL LAW & LITIGATION GROUP, S.C.**

Jeffrey R. Stien, Fire Chief  
February 26, 2021  
Page 2

If you should have any questions or concerns regarding this matter, please do not hesitate to contact me.

Yours very truly,  
MUNICIPAL LAW & LITIGATION GROUP, S.C.

*John P. Macy*

John P. Macy

JPM:jj

Attachment

cc Peter Topczewski, Town Chairman  
Kathy Karalewitz, Town Administrator/Clerk/Treasurer  
Lyle Boucher, Town Supervisor



**AMENDED JOINT TOWN OF MUKWONAGO**  
**AND VILLAGE OF MUKWOANGO**  
**FIRE DEPARTMENT AGREEMENT**

This agreement made this \_\_\_\_ day of \_\_\_\_\_, 2021 by and between the Village of Mukwonago, a municipal corporation with principal offices at 440 Rivercrest Court in said Village, hereinafter referred to as "Village", and the Town of Mukwonago, a municipal corporation with principal offices at W320S8315 Beulah Road in said Township, hereinafter referred to as "Town".

WHEREAS, the parties hereto have together operated the Mukwonago Fire Department over a period of time under the terms of an Agreement dated June 5, 1962, a lease dated April 1, 1971 and an Agreement dated January 8, 1993, all of which have been renewed from time to time; and,

WHEREAS, the parties hereto desire to enter into a joint operation of the Mukwonago Fire Department pursuant to the provisions of Sections 60.55, 61.65, 62.13 (where applicable), Wisconsin Statutes, for the furnishing of fire fighting, fire protection, and emergency medical and resuscitation services within the corporate boundaries of the said Village and Town; and,

NOW, THEREFORE, it is mutually agreed as follows:

**----- SECTION I -----**

The principal offices of the Mukwonago Fire Department shall be located 1111 Fox Street, and an auxiliary fire station located at W320S8315 Beulah Road.

**----- SECTION II -----**

There is hereby created, pursuant to Sections 60.57, 61.65, and 62.13, Wisconsin Statutes, a Joint Fire Commission to govern the Department with the purpose of removing management of the Fire Department from political influences and to provide basic protection and security in employment, promotion, and disciplinary practices. The Joint Fire Commission shall not have the optional powers contained in Section 62.13(6), Wisconsin Statutes. The Commission is hereby created as follows:

- A) The Joint Fire Commission shall consist of five (5) Commissioners and two (2) non-voting **Liaisons**:
  - 1) One Village Board member shall be appointed for an indeterminate term as a non-voting **Liaison** by the Village President, and one Town Board member shall be appointed for an indeterminate term as a non-voting **Liaison** by the Town Chairman.
  - 2) Initially, one citizen member each shall be appointed for three-year terms as voting members by the Village President and the Town Chairman; one



citizen member each shall be appointed for two-year terms as voting members by the Village President and the Town Chairman; and one citizen member shall be appointed for a one-year term as a voting member by the Village President.

- 3) Thereafter, all voting appointments shall be for three-year terms, with the exception that the one-year appointment shall be on a rotating basis by the Town Chairman in even-numbered years, and by the Village President in odd-numbered years.
- B) All appointments of citizen members shall be made no later than May 1, for a term of three years. All nominations made by the Town Chair shall be subject to approval of the Town Board. All nominations made by the Village President shall be subject to approval of the Village Board in accordance with Chapter 1 of the Municipal Code.
  - C) A majority of the Commission is a quorum.
  - D) The duties of the Commission are:
    - 1) To prevent any undesirable influences affecting the operation of the Department and protect the rights of firefighters from unfair or unreasonable acts of their chiefs.
    - 2) To recruit and examine qualified applicants for entry into the Department.
    - 3) To hold quasi-judicial hearings and resolve complaints by or against firefighters and may impose disciplinary or discharge penalties against any officer of the Department, including chiefs, or may sustain or reverse such actions taken by the chiefs against subordinates.
  - E) The members of the Commission shall elect among themselves a President and Secretary whose duties shall be as follows:
    - 1) The President shall preside over meetings of the Commission; call special meetings when necessary; ensure that they are regularly conducted; receive written charges filed against the chief officers or subordinates; issue subpoenas; and compel the attendance of witnesses.
    - 2) The duties of the Secretary are to conduct all correspondence; send out all notices required by law, ordinance, or the Commission; arrange such official publications as may be necessary; attend all meetings and hearings; prepare and keep calendars, dockets, and minutes of Commission meetings; provide for the taking and recording of testimony and other evidence in a permanent record, and certify the record to the circuit court when notice of appeal from a decision of the Commission is served.
  - F) Open Meetings and Public Records Retention:
    - 1) The President shall be responsible to timely provide Notice and Agenda of meetings and Notice of Public Hearing, whenever required, to Village and Town Clerks for posting according to applicable statute.



- 2) The Secretary shall be responsible to timely provide Minutes of each meeting to Village and Town Clerks for posting to their respective websites.
- 3) The President or his designee shall be responsible for secure retention of records, at minimum, for the time specified by statute.

- G) The Commission shall meet at least quarterly each year.
- H) The Commission shall appoint the Chief of the Department who shall hold such office subject to suspension or removal by the Commission for cause.
- I) A performance review of the Fire Chief shall be conducted jointly by the Town Board and the Village Board, or their designee, on an annual basis and in accordance with procedures for such review as established by the Village and/or Town for the review of other department heads.

- J) Fire Commission Authority to Develop Rules:

The Commission may adopt, and may repeal or modify, rules calculated to secure the best service in the Department, subject to approval by the Town Board and the Village Board. These rules shall provide such competitive examinations as the Commission shall determine, and for the classification of positions with special examinations for each class. The Commission shall print and distribute the rules and all changes in them, at Village and Town expense.

- K) Personnel Actions:

The Chief and the Fire Commission shall each have the duties and authority specified in Section 62.13(4), (5) and (5m), Wisconsin Statutes, as it relates to hiring, personnel, discipline, dismissal, and layoffs. To the extent permitted by law, the Commission shall have the authority to create rules and procedures addressing hiring, personnel actions, disciplinary procedures, disciplinary hearings, and layoffs, subject to approval by the Town Board and the Village Board.

- L) Compensation:

Compensation of all Fire Department Employees shall be fixed jointly by the Village Board and the Town Board. Such compensation, when so fixed, may be increased but not decreased by the Village Board and Town Board without a previous recommendation of the Commission.

### **----- SECTION III -----**

- A) Joint Village and Town Protective Services Committee:

- 1) The Committee shall consider relevant Fire Department matters and shall serve in an advisory capacity to the respective Boards.



- 2) Generally, and as needs warrant, this Committee shall meet on the Monday preceding the third Wednesday of each month.
- 3) A majority of the Committee is a quorum.
- 4) No later than May 1 each year, the Village President shall appoint three current Village Board members, and the Town Chairman shall appoint three current Town Board members to serve as the Joint Village and Town Protective Services Committee.
- 5) The members of the Committee shall elect among themselves a Chairman and Secretary.
- 6) Chairmanship of this Committee shall alternate, the Village in even-numbered years, and the Town in odd-numbered years.
- 7) The Chairperson shall be responsible to timely provide Notice and Agenda of meetings and Notice of Public Hearing, whenever required, to Village and Town Clerks for posting according to applicable statute.
- 8) The Secretary shall be responsible to timely provide Minutes of each meeting to Village and Town Clerks for posting to their respective websites.
- 9) The Chairman or his designee shall be responsible for secure retention of records, at minimum, for the time specified by statute.

#### ----- SECTION IV -----

The Village of Mukwonago and Town of Mukwonago hereby recognize the Mukwonago Fire Department as the official Department for the purpose of firefighting, the prevention of fires and establishment of emergency and resuscitation services within the corporate boundaries of the Village and that portion of the Town served by the Department. Its organization and internal regulation shall be governed as follows:

A) Organization:

- 1) The Department may make rules and regulations for its management, control, and government not inconsistent with this agreement. Such rules, regulations, and proceedings shall be subject to the approval of the Commission. Amendments to such rules, regulations and government may be made in the same manner.
- 2) The Village Board of the Village of Mukwonago and Town Board of the Town of Mukwonago shall jointly appropriate funds to provide for the use of said Department on an annual basis as they may deem expedient and necessary to maintain efficiency and protection of life and property from fire.
- 3) The officers and members of the Department shall receive such compensation from the Village and Town or may from time to time be fixed by their respective boards.

B) Membership:

- 1) The Department shall be adequately staffed, which may consist of the following officers:



- a) The Fire Chief shall be appointed by the Commission, subject to the terms of the Chief's employment being approved by the Town Board and Village Board
  - b) Chief Officers, Supervisory and Line Officers, and as many drivers and firefighters who live and/or normally work in the Village or Town as may be recommended by the Chief and approved by the Commission.
- 2) Any person desiring to be a member of the Department may file with the secretary an application on such forms as the Commission may require. Each applicant shall also file a certificate of physical fitness from an NFPA qualified physician as arranged by the department. All members accepted for membership in the Department shall serve a minimum of one (1) year probationary period before final acceptance.
  - 3) All resignations from the Department shall take the same course as applications for and appointments to membership.
- C) Companies:
- 1) The Department shall organize into one or, at the option of the Chief, into two or more companies. The Chief may at any time transfer members which the Chief deems necessary between companies.
  - 2) Each of the companies of the Department shall be in charge of a Captain, or in the Captain's absence, a Lieutenant, who shall be responsible to the Chief.
- D) Powers and Duties of Chief:
- 1) The Chief shall have general supervision of the Department subject to this agreement and shall be responsible for coordinating and directing the activities of the Fire and Emergency Medical Services in the Town and Village.
  - 2) It shall be the duty of the Chief or the Chief's designee to be present at all fires, to have complete command of and entire responsibility for all fire fighting operations, to plan the control of the same, to direct the action of the companies when they arrive at a fire, to observe that every company does its duty, to grant leaves of absence at a fire when said Chief may deem it proper and to see that the fire apparatus is kept in proper condition at all times.
  - 3) The Chief shall have the power to demote or expel any officer or member of the Department for neglect or refusal to perform his or her departmental duties, and such demotion or expulsion to be subject to an appeal to the Commission.
  - 4) No later than September 15 of each year, the Chief shall file with the Village President and Town Chair a detailed estimate of budget of the appropriations needed for the conduct of the Department during the ensuing fiscal year which shall be jointly considered between Village Board and Town Board in workshop sessions prior to the action by each board.
  - 5) It shall be the duty of the Chief to submit a written report to the Village President and Town Chair not later than March 15 of each year, and at such



other times as the Chief deems desirable, relating to the conditions of various pieces of apparatus and appurtenances, the number of fires occurring since the previous report, the date of same and loss occasioned thereby, the number of members in the Department and resignations and expulsions from the department. The Chief shall also report upon the drill and training program of the Department, together with other pertinent information, including recommendations of such improvements as the Chief deems proper and necessary for the operation of the Department.

- 6) The Chief shall enforce all fire prevention ordinances of the Village and Town and any state laws and regulations pertaining to fire prevention and shall keep citizens informed on fire prevention methods and on the activities of the Department.
- 7) The Chief shall keep a fire record book of every fire to which any company was called and shall enter in such book the locality of fire, time alarm was received, cause of fire, where fire started, cause of delay, if any, in responding, method of extinguishment and equipment used, estimated fire loss, time fire was extinguished, names of firefighters responding and general remarks.
- 8) The Chief shall keep an inventory of all apparatus and equipment.
- 9) The Chief shall perform such other duties as are incumbent on the commanding officer of the department and as directed by the Village President and Town Chair.

E) Equipment and Apparatus:

- 1) The Chief shall have control of all apparatus used by the Department and shall be responsible for its proper maintenance. Emergency repairs may be authorized by the Chief with notification to the Village President and Town Chairman.
- 2) No apparatus shall be used for any purpose except for fire fighting within the Town and Village limits, or in training therefore, except
  - a) pursuant to a mutual aid agreement approved by the Town and Village after the Chief has given his or her recommendations on such use, and except
  - b) that such apparatus and equipment may be used for purposes other than fire fighting, such as in Village or Town parades or firefighters funeral processions, only with the recommendation of the Chief and the approval of the Village President and Town Chairman (or Chairs of the Protective Services Committee in their absence).

F) Fire Inspector:

- 1) The Chief of the Department shall hold the office of Fire Inspector, with power to appoint one or more deputy fire inspectors, who shall perform the same duties and have the same powers as the Fire Inspector.
- 2) It shall be the duty of Fire Inspectors to inspect, **at the frequency permitted by law**, all buildings, premises, and thoroughfares within fire limits of the Town and Village for the purpose of noting and causing to be corrected any



condition liable to cause fire. The Inspector shall investigate, and issue permits in accordance with the regulations of the state agency for the storage and handling of explosives and flammable liquids within the Village and Town. The inspectors shall perform such other duties as required by a state agency.

- 3) Whenever or wherever in the Town and Village any inspection by the Chief or the Chief's deputies reveals a fire hazard, the Chief or the Chief's deputies shall serve a notice in writing upon the owner of the property giving said owner a reasonable time in which to remedy the hazard. In the event the fire hazard is not removed within the time allowed, it shall be deemed a public nuisance. The Chief or Chief's deputy is authorized to have the same removed by the Town or Village and the cost of such removal shall be recovered in an action by the Town or Village against the owner of the property.
- 4) The Chief shall keep written records of each property inspected, which shall conform to the requirements of the state agency and shall make the semiannual report of inspection required by the said state agency.
- 5) No person shall deny the Chief or the Chief's deputies from access to any property within the Village or Town at any reasonable time for the purpose of making fire inspections. No person shall hinder or obstruct the Fire Inspector in the performing of his or her duty or refuse to observe any lawful direction by him or her.

G) Police Power of the Department:

- 1) The Chief or designee in command at any fire is hereby vested with full and complete police authority at fires. Any officer of the department may cause the arrest of any person failing to give the right-of-way to the Department vehicles in responding to a fire.
- 2) No person shall willfully injure in any manner any hose, hydrant or fire apparatus belonging to the Department or the Village or the Town, and no vehicle shall be driven over any unprotected hose of the Department when laid down on any street, private driveway, or other place to be used at any fire or alarm of fire without the consent of the Department official in command.
- 3) The Chief may prescribe certain limits in the vicinity of any fire within which no persons, except for firefighters and police officers and those admitted by order of the officer of the Department, shall be permitted to enter. The Chief shall have the power to cause the removal of any property whenever it shall become necessary for the preservation of such property from fire or to prevent the spreading of fire or to protect the adjoining property, and during the progress of any fire the Chief shall have the power to order the removal or destruction of any property necessary to prevent the further spread of the fire. The Chief shall also have the power to cause the removal of all wires or other facilities and the turning off of all electricity or other services where the same impedes the work of the Department during the progress of a fire.
- 4) It shall be lawful for any firefighter, while acting under the direction of the Chief or designee in command, to enter upon the premises adjacent to or



in the vicinity of any building or other property when on fire for the purpose of extinguishing such fire and in case any person shall hinder, resist or obstruct an firefighters in the discharge of his or her duty as is hereinbefore a provided, the person is so offending shall be deemed guilty of resisting a firefighter in the discharge of their duty.

- 5) Every person who shall be present at a fire shall be subject to the order of the Chief or **designee** in command and may be required to render assistance in fighting the fire or removing or guarding property. Such officer shall have the powers to cause the arrest of any person or persons refusing to obey said orders.

## ----- SECTION V -----

- A) The Chief shall prepare an annual budget, consisting of capital and operating components, and submit to the Town Board and the Village Board on or before September 15 preceding the budget cycle. Both municipalities must make a diligent and timely effort to agree on the budget. The previous budget component(s) shall remain in effect until agreement is reached.
- B) The Town and the Village shall each contribute fifty percent (50%) of the annual operating budget and the annual capital equipment expenditures budget of the Fire Department. The contributed funds shall be held in a non-lapsing fund. No monies may be removed from budget accounts for any purposes other than the budgeted purposes without the consent of both the Town and the Village, pursuant to 65.90(5)(a), Wisconsin Statutes.
- C) The fiduciary agent may not disburse funds in excess of budget without the express consent of both the Town and Village Boards.
- D) The Town and the Village shall each forward to the Village Treasurer, as the fiduciary agent for the Department, on the first business day of the calendar month, one-twelfth (1/12) of their proportionate share of the annual operating budget and recurring capital equipment items approved within the budget. Jointly approved capital equipment expenditures that are not recurring in nature are also shared equally between the Town and the Village. Upon purchase of the approved item, the Village shall invoice the Town their half of the total cost. Payment from the Town to the Village is due upon receipt of the invoice.
- E) The Fire Department budget shall be reconciled quarterly to show the position of actual revenues relative to actual expenditures. Actual settlement of any excess revenues over expenditures to the Village and Town shall occur annually in March for the preceding year's activity. The Town and the Village shall each share fifty percent (50%) of the Fire Department revenues or overages. Unanticipated expenditures that threaten to cause overall expenditures to exceed revenues shall be immediately brought to the attention of both the Village and Town boards for board action.



- F) All equipment of the Joint Fire Department shall be owned equally by the Town of Mukwonago and the Village of Mukwonago. Any proceeds from the sale of equipment or from Grants received to purchase equipment shall also be shared. Grants or sale proceeds meant to offset the cost of new equipment can be applied as a credit against the amount billed to the Town. If the sale or grant proceeds are received after the purchase of new equipment, and Town's share has already been billed and paid, the Village shall refund that amount to the Town.

## **----- SECTION VI -----**

This agreement may be amended at any time by the mutual consent of the parties.

A) **Dissolution:**

The Joint Fire Commission and the Joint Fire Department created herein may be dissolved by a two-thirds (2/3) vote of either the Village Board of the Village of Mukwonago or the Town Board of the Town of Mukwonago. In the case of a vote for dissolution by either party, all equipment owned by the Department shall be appraised by a third-party appraiser appointed by the Village President and Town Chair. Upon completion of said appraisal, either party shall be given the right to purchase any equipment at the appraised price and if the parties are unable to agree upon either party purchasing or if neither party opts to purchase, the equipment shall be offered for sale for the best price obtainable.

B) **Arbitration:**

Failure of the parties to agree upon any matter arising under this contract, other than the decision by either party to dissolve either the Joint Commission or the Joint Department, shall subject the parties to arbitration pursuant to Chapter 788, Wisconsin Statutes.

The Joint Fire Commission and Joint Fire Department created herein are subunits of the Village of Mukwonago and the Town of Mukwonago and may not enter into any contract other than as approved by the parties hereto nor can the Commission or the Department sue or be sued in their own names.

This Agreement shall take effect on \_\_\_\_\_, 2021 and shall supersede the Agreement dated 1/8/1993 and all subsequent amendments. This Agreement shall be effective for a term of ten (10) years. Thereafter the Agreement shall be renewed on identical terms of five (5) years unless either party shall give twelve (12) months notice in writing in advance of their intent to terminate the Agreement. In any event, this agreement may be terminated at any time on twelve (12) months notice by either party.

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Dated this \_\_\_\_ day of \_\_\_\_\_, 2021

VILLAGE OF MUKWONAGO

---

Fred Winchowky, Village President

---

John Weidl, Administrator

Dated this \_\_\_\_ day of \_\_\_\_\_, 2021

TOWN OF MUKWONAGO

---

Peter Topccewski, Town Chairman

---

Kathy Karalewitz, Administrator/Clerk-  
Treasurer

DRAFT



*VILLAGE OF MUKWONAGO  
POLICE DEPARTMENT*



*MONTHLY REPORT*

*February 2021*



**Citation Totals by Offense**

All Departments

Violation Date: 02/01/2021 through 02/28/2021

Court	Agency	Offense Code	Offense Description	Total
<b>MKPD</b>				
	<b>Adult</b>			
		346.14(1m)	Automobile Following Too Closely	3
		947.01(1)	Disorderly Conduct	1
		82-2	Display Of Power	1
		341.61(2)	Display Unauth. Veh. Registration Plate	1
		346.57(3)	Driving Too Fast For Conditions	1
		346.04(2)	Fail/Obey Traffic Officer-Work Area	1
		346.18(6)	Fail/Yield For Yield Sign	1
		346.57(2)	Failure To Keep Vehicle Under Control	2
		346.48(1)	Failure To Stop For School Bus	1
		346.485(1)	Illegal Pass Of School Bus Reported	1
		341.15(3)(b)	Improper Display/Plates (Hard To See)	2
		346.89(1)	Inattentive Driving	2
		347.13(1)	No Tail Lamp/Defective Tail Lamp-Night	3
		341.04(1)	Non-Registration Of Auto, Etc	15
		341.03(1)	Operate After Rev/Susp Of Registration	1
		344.62(1)	Operate Motor Vehicle W/O Insurance	14
		344.62(2)	Operate Motor Vehicle W/O Proof Of Insurance	1
		347.13(3)	Operate Vehicle W/O Registration Lamps	2
		347.14(1)	Operate Vehicle W/O Stopping Lights	4
		343.18(1)	Operate W/O Carrying License	1
		343.05(3)(a)	Operate W/O Valid License	3
		343.44(1)(a)	Operating After Suspension	7
		346.63(1)(b)	Operating W/Pac	1
		346.63(1)(a)	Operating While Intox.	1
		82-71	Parking Lot Traffic Violation	1
		346.23(1)	Pedestrian, Bicyclist, Or Epamd Fyr	1
		343.45(2)	Permit Unauthorized Person To Drive	1
		54-103	Possession of Cigarette by Minor	1
		346.62(2)	Reckless Driving-Endanger Safety	1
		74-8	Snow Removal 24 Hours After Snowfall Ceases	3
		346.57(4)(gm)2	Speeding on Freeway	32
		346.57(5)	Speeding Zone And Posted Limits	23
		118.163	Truancy	1
		347.06(3)	Unclean/Defective Lights Or Reflectors	6
		346.87	Unsafe Backing Of Vehicle	1
		347.48(2m)(b)	Vehicle Operator Fail/Wear Seat Belt	2
		346.37(1)(c)1	Violate Red Traffic Signal	1
<b>Adult Grand Total</b>				<b>144</b>



**Citation Totals by Offense**

All Departments

Violation Date: 02/01/2021 through 02/28/2021

Court	Agency	Offense Code	Offense Description	Total
<b>MKPD</b>				
	<b>Juvenile</b>			
		54-103	Possession of Cigarette by Minor	1
			<b>Juvenile Grand Total</b>	<u>1</u>



**Mukwonago Police Department**  
**Tickets Totals (by Violation)**

Issue Date: 02/01/2021 through 02/28/2021

Violation Description	Violation Code	Area	Total
Handicapped Parking Violation	82-180		2
		By Violation:	2
Mhs - Park W/O Permit	82-212		8
		By Violation:	8
Night Parking Violation	82-180(E)		1
		By Violation:	1
Park 24hr - Abandoned	82-1(K)		3
		By Violation:	3
Park On Wrong Side - Winter	82-227		13
		By Violation:	13
Park W/O Permit - Winter	82-226		20
		By Violation:	20
Parking on Cul-De-Sac	82-180(H)		1
		By Violation:	1
		Total Tickets:	48





## Monthly Case Overview Report

Printed On: 03/02/21 14:26

Reporting Period: 02/01/2021 - 02/28/2021

### Village of Mukwonago Police - 1122

	Total
	35
Administrative/Informational	4
Ambulance Request	1
Assist Other Dept/Service/Request by Citizen	1
Criminal Trespass to Property	1
Death Investigation	2
Disorderly Conduct	1
Disorderly Conduct: Phone Viol	1
DOA - Sudden Death, Etc.	2
Emergency Detention/M.O.	1
Evidence Room	1
OWI/DWI-Liquor	2
PI Accident	1
Public Order Crimes	4
Retail Theft >\$200	1
Theft - All	1
Theft From Building >\$200	1
Traffic Offense/Traffic Other	6
Traffic Stop	1
Violation of TRO or Other Orde	1
Warrant Service	2





## Arrests by Statute Report

Printed On: 03/02/21 14:26

Reporting Period: 02/01/21 - 02/24/21

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance	Parking
346.63(1)(a) - Operating While Intoxicated - 1st Offense	1			1		
346.63(1)(a) - Operating While Intoxicated - 4th Offense in 5 Years	1	1				
54-1(1) - Retail Theft (Shoplifting)	1				1	
54-1(G) - Disorderly Conduct	1				1	
54-103 - Possession of Cigarettes/Tobacco by a Minor	2				2	
54-106 - Truancy/Habitual Truancy	1				1	
74-8 - Snow Removal w/in 24 Hours After Snowfall Ceases	1				1	
82-2 - Display of Power	1					1
943.14 - Criminal Trespass to Dwelling	1		1			
943.24(1) - Issue of Worthless Checks(<=\$2500)	1		1			
943.50(1m)(b) - Retail Theft - Intentionally Take - (>\$500-\$5,000)	1	1				
948.02(1)(e) - 1st Degree Sexual Assault of a Child - Sexual Contact with a Person <13 YOA	1	1				
FUGM - Fugitive Warrant Other Municipal	1			1		
FUGS - Fugitive Warrant - State	2		2			
<b>Total</b>	<b>16</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>1</b>



Date	On Hwy	On Street	From/At Street	Total Units	Total Injured	Total Killed
2/2/2021	83	ROCHESTER RD	FRANKLIN ST	2.00	0.00	0.00
2/4/2021	NN			1.00	0.00	0.00
2/4/2021		PARKING LOT		2.00	0.00	0.00
2/4/2021	EE			2.00	0.00	0.00
2/6/2021	83	ROCHESTER RD		2.00	0.00	0.00
2/7/2021		PARKING LOT	ROCHESTER RD	1.00	1.00	0.00
2/11/2021		RAINBOW CT	RIVER PARK CIR E	2.00	0.00	0.00
2/11/2021	I			2.00	2.00	0.00
2/12/2021	43		STONE SCHOOL RD	1.00	0.00	0.00
2/13/2021		MUKWONAGO DR	ARMSTRONG CT	2.00	0.00	0.00
2/16/2021		BLOOD ST	ROCHESTER RD	1.00	0.00	0.00
2/25/2021		PARKING LOT	WOLF RUN E	4.00	0.00	0.00
2/27/2021	83	ROCHESTER RD	WASHINGTON AVE	2.00	0.00	0.00
2/28/2021	83	ROCHESTER RD	FRONT ST	2.00	0.00	0.00
				<b>Total 26</b>	<b>Total 3</b>	<b>Total 0</b>

84



**Police Contacts - Village**

First Shift	1534
Second Shift	1189
Third Shift	408
911 Calls	76
<b>TOTAL CALLS</b>	<b>3207</b>

**Eagle Lake Patrol**

Stops/All Calls	0
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**Police Contacts - Town**

First Shift	261
Second Shift	448
Third Shift	476
911 Calls	34
<b>TOTAL CALLS</b>	<b>1219</b>

**Phantom Ice Patrol**

Stops/All Calls	0
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<b><u>TOTAL CONTACTS</u></b>	<b>4426</b>
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## FLEET MILES AND GAS USAGE

	<b><u>24</u></b> <b><u>18 Ford</u></b>	<b><u>26</u></b> <b><u>10 Ford</u></b>	<b><u>28</u></b> <b><u>20 Dodge</u></b>	<b><u>30</u></b> <b><u>19 Ford</u></b>	<b><u>32</u></b> <b><u>18 Ford</u></b>	<b><u>33</u></b> <b><u>19 Chev</u></b>	<b><u>34</u></b> <b><u>17 Ford</u></b>	<b><u>36</u></b> <b><u>16 Ford</u></b>	<b><u>38</u></b> <b><u>19 Ford</u></b>
Speed End	71525	86264	2139	60676	75625	7336	NA	48872	64750
Speed Beg	69959	85934	1691	56698	75555	7260	NA	47465	61950
Total Miles	1566	330	448	3978	70	76	NA	1407	2800
Total Gas	124	34	45	331	5	8	NA	105	221

Respectfully Submitted,

Chief Kevin Schmidt  
Village of Mukwongo Police Department



**Village of Mukwonago Trustee Notice of Resignation**

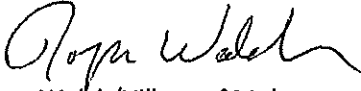
01-20-2021

President Winchowky,

I am providing you 90-day notice of resignation from my Village Trustee position including the Judicial and Downtown Development Committees.

The effective date is April 19, 2021. This is approximately 90 days before the April 21, 2021 Village Board Meeting.

Thank you & Best of Health,

A handwritten signature in black ink, appearing to read "Roger Walsh", written in a cursive style.

Roger Walsh/Village of Mukwonago Trustee

Cc: Diana Dykstra-Village of Mukwonago Clerk-Treasurer



## **Diana Dykstra**

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**From:** Roger Walsh  
**Sent:** Friday, March 12, 2021 2:05 PM  
**To:** Village President  
**Cc:** Diana Dykstra  
**Subject:** Village Trustee Walsh

03-12-2021

**To:** President Fred Winchowky-Village President  
Diana Dykstra-Village Clerk Treasurer  
**From:** Roger Walsh-Village of Mukwonago Trustee

President Winchowky,

Based on our recent conversation and current events I am contacting you to extend my position beyond the April COTW. My last meeting as an elected official is the April 21st Board Meeting.

As we discussed this week, my last Downtown Development Committee meeting is Thursday March 25, 2021. I look forward to informing DDC members of my replacement.

Of course, I'm ready and willing to share information with the Board's appointment.

Please feel free to contact me with questions or comments.

Thank you,  
Roger Walsh  
Village of Mukwonago Trustee  
262-363-4303