

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, June 1, 2022

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Comments from the Public

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 shall last no longer than 15 minutes and individual presentations are limited to (3) minutes per speaker. These time limits may be extended at 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 Board, 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.

4. Approval of Minutes

- 4.1 Approve Committee of the Whole minutes of May 4, 2022
[2022-05-04 Draft COW Minutes](#)

5. Downtown Development Committee, Trustee Scott Reeves

Discussion and action possible on the following items
Update from Trustee Reeves

6. Finance Committee, Trustee Darlene Johnson

Discussion and action possible on the following items.

- 6.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report For April (*For information purposes only, no action required*)
[2022-04 April Treasury Report.pdf](#)
[2022-04 April Revenue & Expenditure Report.pdf](#)
- 6.2 Discussion possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$678,436.98.
[060122 Village COW Packet.pdf](#)
- 6.3 Discussion and possible recommendation on the Village Phone System.
[Phone_System_Memo REVISEDv2.pdf](#)

7. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 7.1 Announcement of Ribbon Cutting Ceremony and Kick-Off Concert on June 4, 2022 at the new Indianhead Park Outdoor Performance Stage.
[2022 Concert Flyer](#)
- 7.2 Discussion and possible recommendation on the application for the Performance Stage rental.
[Performance Stage Indianhead Application.pdf](#)
[Uniform Park instructions.pdf](#)
- 7.3 Discussion on the Field Park Pavilion Assessment and request for direction on project planning and scope of potential project.
[Agenda Request Item Field Park Pavillion Asesment.pdf](#)
[220027-01 Village of Mukwonago Field Park Pavilion Ren. Study dated 2022-05-01.pdf](#)

8. Judicial Committee, Trustee Scott Reeves

Discussion and action possible on the following items

- 8.1 Discussion and possible recommendation on the following Renewal Class "A" combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:
 - a. 909 Greenwald Enterprises, Inc. d/b/a Mukwonago Amoco, Judith Schwartz Agent, at 909 Greenwald Ct.
 - b. 1060 Rochester Enterprises, Inc. d/b/a Rochester BP, Judith Schwartz Agent, at 1060 N Rochester St.
 - c. B&A Trading LLC d/b/a Andy Liquor Store, Amandeep Singh Agent, at 411 Main Street
 - d. Ultra Mart Foods, LLC d/b/a Pick N Save #384, Todd Glaser Agent, at 1010 N Rochester S.
 - e. Aldi Inc. (Wisconsin) d/b/a Aldi #46, Justin Olsen Agent, at 111 E Wolf Run
 - f. Khasria Two Inc. d/b/a Village Wine & Liquor, Harjinder Khasria Agent, at 712 Main St.
 - g. Wal-Mart Stores East LP d/b/a Walmart #1571, Michael Sandelback Agent, at 250 E Wolf Run
 - h. Walgreen Co. d/b/a Walgreens #07039, Brian Marinello Agent, at 212 N Rochester St
 - i. EandS Sweets LLC d/b/a E and S Sweets, Kristen Brill Agent, at 211 N Rochester St., D
 - j. Kwik Trip Inc d/b/a Kwik Trip #282, Valerie Brezgel Agent, at 1212 N Rochester St.
 - k. VM Investments LLC d/b/a Amans Beer+Wine (Retail), Amandip Singh Agent at 110 Chapman Farms Blvd
 - l. NHI Real Estate d/b/a Village Mini Mart, Harjinder Khasria Agent, at 201 N Rochester St.

- 8.2 Discussion and possible recommendation on the following Renewal Class "A" Fermented Malt Beverage License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:
- a. 5 Star Stations, Inc d/b/a Mukwonago Express Mart, Robin Hernandez Agent, at 407 S. Rochester St.
 - b. 122 Arrowhead Enterprises, Inc. d/b/a Arrowhead BP, Judith Schwartz Agent, at 122 Arrowhead Dr.
- 8.3 Discussion and possible recommendation on the following Renewal Class "B" combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:
- a. American Legion Community Post 375 d/b/a Community Post 375, Harold Casper, Agent at 627 E. Veterans Way
 - b. Perseverance Corp, d/b/a Badger Burger, Mark Weiss, Agent at 200 S Rochester St.
 - c. Blue Bay Inc, d/b/a Blue Bay Restaurant, Vlaznim Islami, Agent at 927 Main St.
 - d. Take a Big Bite Inc d/b/a Fork In the Road Restaurant, Paul Hennessy, Agent at 215 N Rochester St.
 - e. Sandy's Miller Time, LLC d/b/a Sandy's Miller Time, Brian Anspach Agent at 701 Main St.
 - f. F.J. Partners LLC d/b/a Sol Do Mexico, Froylan Mauricio Agent at 507 Main St.
 - g. Jays Lanes Inc. d/b/a Jays Lanes, Jeffrey Royal Jay Agent at 326 Atkinson St.
 - h. The Boneyard Pub & Grille, LLC d/b/a Boneyard Pub & Grille, James Fredric Jones Agent, at 215 Bay View Rd., Suite 200
- 8.4 Discussion and possible recommendation on the following Renewal Class "A" Reserve Combination Fermented Malt Beverage and Intoxicating Liquor License Applications; contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, Police Department approval and clearance of any Department of Revenue holds:
- a. El Pueblo Inc d/b/a Antigua Real Restaurant, Marco Alarcon Agent, at 355 Bay View Rd.
 - b. DAA Smokehouse LLC d/b/a David Alan Alan's Smokehouse, Tina O'Bryan Agent, at 325 Bay View Rd.
 - c. Sarab Investments d/b/a Amans Beer+Wine, Amandip Singh, Agent at 110 Chapman Farms Blvd
- 8.5 Discussion and possible recommendation to approve a Temporary Class B Retailer's License for the St. James Festival on August 26-28, 2022.
[Temp Class B for St James Festival_Redacted.pdf](#)

9. Library Board of Trustees, Trustee Brill

- 9.1 Library Director's Report for May 2022
[Library Director Report - 2022-05.pdf](#)

10. Personnel Committee, Trustee Ken Johnson

Discussion and action possible on the following items

- 10.1 Discussion and possible recommendation to approve the allowance of one additional paid day of vacation in the year an employee reaches a milestone anniversary with the Village.
[Employee Anniversary Recognition.pdf](#)
- 10.2 Discussion and possible recommendation to approve job descriptions for:
- Community & Economic Development Director
 - Economic Development Specialist (also serves as the Assistant Director)
 - Building Inspector, I
 - Building Inspector, II
 - Administrative Clerk/Building Inspection Support
- [New Department info.pdf](#)

11. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 11.1 Discussion regarding installing military banners along E Veterans Way.
[7-STYLES-MILITARY-BANNERS-18X30](#)
- 11.2 Discussion and possible recommendation to award the 2022 crack seal project to Fahrner Asphalt Sealers in the amount of \$45,932.
[Cover Report Crack Seal 2022.pdf](#)
[Recommendation to Award 2022 Crack Seal Project.pdf](#)
[2022 Bid Tab PDF.pdf](#)
- 11.3 Discussion and possible recommendation on **Resolution 2022-36** A Resolution to petition for the establishment of a new at-grade pedestrian crossing at Indianhead Park.
[RESOLUTION 2022-36 Establishment fo At-Grade Pedestrian Crossing.docx](#)
- 11.4 Discussion and possible recommendation to approve the 2021 (CMAR) Compliance Maintenance Annual Report of the Mukwonago Wastewater Treatment Plant.
[Cover Report for the CMAR 2021](#)
[CMAR Report 2021](#)
- 11.5 Discussion and possible recommendation on HMO Pilot Study from Water Surplus in the amount of \$8,500.
[Wells 3 and 4 Radium Removal HMO Filter Pilot Study - \(Pilot Proposal\) \(002\).docx](#)

11.6 Discussion and possible recommendation to approve an HMO Pilot Study Task Order with Ruekert-Mielke in the amount of \$9,800.

[Wells 3 and 4 Radium Removal HMO Filter Pilot Study \(Task Order\).docx](#)

12. Village President

12.1 Motion to recommend acceptance on the resignation of Trustee Daniel Adler.

[2022 Resignation Letter D Adler.pdf](#)

12.2 Discussion and possible recommendation regarding Plan Commission Site Plan and Architectural Review (SPAR) approval process as previously discussed at the May 4, 2022 Committee of the Whole meeting.

[Requesting Agenda item re_ Plan Commission items reviewed by the Village of Mukwonago Board.pdf](#)

[2022-05-04 Draft COW Minutes.docx](#)

13. 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 in development of Gearbox Express, Teronomy, and Schultz Farm

14. 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

15. 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.

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, May 4, 2022

Time: **5:30 pm**

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

Call to Order

President Winchowky called the meeting to order at 5:30pm.

Roll Call

Board Members Present

Eric Brill
Darlene Johnson
Ken Johnson
John Meiners
Scott Reeves
Fred Winchowky

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Chris DeMotto, Asst Chief
Mike Michalski, Village Engineer
Nathan Bayer, Village Attorney
Ron Bittner, Public Works Director
Wayne Caste, Utilities Director
Tim Rutenbeck, Building Inspections Supervisor

Excused

Daniel Adler

Comments from the Public

None.

Approval of Minutes

Approval of Committee of the Whole Minutes of April 6, 2022.

DJohnson/KJohnson motion to approve. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For March

Report placed on file for information only.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$564,360.54.

Johnson/Meiners motion to recommend approval of Accounts Payable Vouchers in the amount of \$564,360.54. Unanimously carried.

Discussion and possible recommendation on a Service Agreement for managed IT Services with Velocity Solutions.

Administrator Schnook noted that John Wisniewski works on an hourly basis and it simply isn't enough. There are projects waiting in the works and hoping getting 8 hours a week so we can work through our outstanding projects.

Trustee Meiners asked how this will be funded. Administrator Schnook noted each department has an IT budget.

Johnson/Meiners motion to recommend approval of a Service Agreement for managed IT Services with Velocity Solutions.

Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation on Special Event Application from American Legion Post #375 use of Field Park for Maxwell Street Days June 10, 11, 12; July 15, 16, 17; August 19, 20, 21; September 9, 10, 11.

Meiners/Brill motion to recommend approval. Unanimously carried.

Announcement of Ribbon Cutting Ceremony and Kick-Off Concert on June 4, 2022 at the new Indianhead Park Outdoor Performance Stage.

Discussion and possible recommendation to Village Board for approval of a Special Event Application for National Night Out at Field Park on August 2, 2022 from 6 pm to 8:30 pm.

Meiners/DJohnson motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to the Village Board for approval of the Special Event Permit Application for Memorial Day Parade on May 30, 2022.

Meiners/Brill motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Special Event Permit Application for the Mukwonago Community Library 'Summer Library Program' kick-off event on June 11, 2022 from 10 am - 1 pm at Washington Park.

Meiners/Brill motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Miniwaukan lease agreement with the Tribe Baseball Organization for the upstairs portion of the Miniwaukan Braves Building for equipment storage in the amount of \$75 per month due May 1 of each year.

Meiners/Brill motion to recommend approval.

DPW Bittner noted in 2019 we had the same lease with the Tribe but they were renting two locations, now they are wanting to lease the upstairs portion only. The fee is based on annual payment and attorney has reviewed agreement.

Unanimously carried.

Announcement of the Mukwonago Public Opinion Survey for residents to help participate in the Comprehensive Outdoor Recreation Plan Update and needs in the Community. <https://www.surveymonkey.com/r/MukwonagoParks>

Judicial Committee, Trustee Reeves

Discussion regarding Site Plan Review Ordinance and process from Administrator Schnook and Attorney Bayer.

Administrator Schnook noted he sent an email out with letter from Attorney on April 25th

Regarding our Ordinances do not allow the full board to provide a motion on a SPAR. Plan Commission would have final action. It has been a long-standing practice, however, came to a head with regard to Goodwill.

The Question before the Board is do we want to change our ordinances to continue to provide review of SPAR or follow as written.

Trustee Ken Johnson noted we already have two trustees on the plan commission with the president. The Board is provided a recommendation based on that, are we being redundant? Trustee Brill always wondered why this goes on to the Board. He prefers to keep at the Plan Commission. Some other items obviously make sense to move on to the Board, but a site plan review is different.

Trustee Meiners confirmed this is for Architectural Review.

Administrator Schnook noted that he is only referring to SPAR not talking about conditional uses.

Attorney Bayer confirmed the conditional use is something that is not otherwise expressly allowed in that zoning district, such as drive through restaurant etc. Chapter 100 zoning refers to the SPAR saying the Village Board is informed of the action. If you want this to go to the Board we need to amend the current ordinance to review and determine what type of review the Plan Commission will be making.

Trustee Meiners commented his opinion is to leave as is.

Trustee Darlene Johnson commented she prefers to also leave as is.

It was the consensus of the Board to leave the ordinances stand and not make any changes. SPAR will be finalized at the Plan Commission as Ordinance requires.

Discussion regarding the proposal to recognize the "No Mow May" movement.

Trustee Reeves commented "No mow May is more than just a catchy title, it's a movement that spreading across Wisconsin and several other states. The goal of No Mow May is to allow grass to grow un-mown for the month of May, creating habitat and forage for early season pollinators. This is particularly important in urban areas where floral resources are often limited. Additional benefits of letting your grass grow tall during this time will also help with weed control, choking out the small weed sprouts that tend to grow faster in shorter grass and the added benefit of saving on gas and fertilizer. In one week of the No Mow May initiative in Appleton, a sampling of participating lawns indicated there was a fivefold increase in bee abundance and a threefold increase in bee diversity compared to nearby parkland that was mowed regularly. What I'm basically asking from the board is to relax the enforcement Of our long grass rules for the last week of April through the first week of June. There are some municipalities that require those participating to register in this program. I don't believe we need to go that far so as not to cause unnecessary work to the Village Clerk's office. At this time what I'm asking from the board is for some discussion and possible motion."

Trustee Darlene Johnson noted she doesn't agree with it. Checked with homeowners in Miniwaukan estates area, and they want to cut grass due to water in the area.

Trustee Ken Johnson would like to see it on our village web site promoted, but not a formal declaration to do this. Make it informational only.

Trustee Reeves noted there would be problems with complaints regarding grass length.

Trustee Meiners stated he prefers not to make this a village ordinance, and would like to table any discussion.

DPW Bittner noted from an enforcement point of view we are a complaint based system and if found to be in violation they will get a letter and registering for the program is the only way to know who is participating. There are some challenges, and those places have a fine system set up. His department might be inundated with complaints.

Might be a next year discussion if this is something the Board wants to consider. Signs, registration, ordinance etc. It was noted they would possibly bring this back up for discussion next February.

Library Board of Trustees, Trustee Brill
Library Director Report for April 2022.

Trustee Brill presented the report.

Public Works Committee, Trustee Eric Brill

Presentation and review of the Adaptive Management Final Report and progress of the program.

An overview of the final report was presented by Ian McCormick with R&M

Discussion on the Rochester Street Temporary Pedestrian Bump outs

DPW Director Ron Bittner, DOT has issued permit for the temporary bump outs and should be installed in the coming weeks.

This is just a test run to get some feedback. He encourages board members to find information about bump outs, and they will be using radio, reports, and educational pushes.

Trustee Darlene Johnson asked if bump outs with traffic jams, will this make it worse. DPW Bittner commented that is why these are temporary right now so we can figure out what the effect might be before we invest in final infrastructure.

Discussion on a Surface Transportation Program-U Grant Application.

DPW Bittner noted he has filed a grant application. It is an urban grant we have one road that meets that criteria Holz parkway and taking this opportunity to get this covered, it is an 80/20 grant and administration fee is \$7,400. The Village can decline the grant, State controls the bid letting and construction process, and the State selects the year the project gets done.

It is for resurfacing roadway, pulverizing and overlay.

Brill/K Johnson recommend to complete application process. Unanimously carried.

Discussion and possible recommendation on the Atkinson Street Lift Station Redesign and Task Order 2022-06 with Ruekert-Mielke, Inc. in the amount of \$20,670.

Brill/Reeves motion to recommend approval.

Utility Director Wayne Castle noted the lift station was on the capital plan to be updated.

There's a need for more pump capacity. The size of the area is not conducive to a larger wet well. They designed a second wet well but was held up due to obtaining an easement. They received one bidder and the price was higher than the budgeted amount. This task order will redesign

Dave Arnodt of R&M was present and noted they weren't happy with the bid results, can make existing wet well work, and feels they can make this work with a few adjustments.

Unanimously carried.

Downtown Development Committee, Trustee Scott Reeves

Next Meeting Scheduled for May 26, 2022 at 6:00PM

Closed Session

DJohnson/KJohnson 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 performance of the village economic development functions;

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 the Briohn Builders, and Gearbox Express at 6:45pm.

Roll Call: "Yes" Trustee Brill, DJohnson, KJohnson, Meiners, Reeves, Winchowky.
Unanimously carried.

Reconvene in Open Session

Meiners/DJohnson 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.

At 7:57pm.

Roll Call: "Yes" Trustee Brill, DJohnson, KJohnson, Meiners, Reeves, Winchowky.
Unanimously carried.

Adjournment

Meeting was adjourned at 7:57pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer

TREASURERS REPORT	Apr-2022	TOTAL	Citizens	LGIP	Long Term Investments - Johnson Bank & ADM
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GENERAL VILLAGE

100-111xxx	General Fund	4,144,581.06	174,416.61	2,909,446.03	1,060,718.42
100-111005/020/033	Checking/MRA/Accrued Sick	1,012,618.23	606,326.02	296,058.06	110,234.15
150-111300	Fire Department	294,112.72	157,852.75	136,259.97	
200-110xxx	Community Development (Deback)	1,301,290.75	233,769.12	1,067,521.63	
210-111xxx	Wisc Development - RLF	138,346.31	3,016.97	135,329.34	-
220-111xxx	TID#3-General	1,001,771.46	256,453.07	731,824.94	13,493.45
240-111xxx	TID#4-General	314,487.40	236,386.02	78,101.38	
250-111xxx	TID#5-General	3,411,495.39	292,823.96	3,118,671.43	
300-111xxx	Debt Service	1,590,010.30	292,949.60	1,297,060.70	
320-111300	Fire Department Designated	304,752.91	84.15	304,668.76	
340-111xxx	Village Designated Funds	552,356.41	31,772.72	520,583.69	
350-111xxx	American Rescue Plan Act	422,028.73		422,028.73	
410-111300	Recycling	313,633.51	214,551.16	99,082.35	
430-111300	Capital Equipment	417,572.46	66,051.33	351,521.13	
440-111xxx	Library	615,896.29	395,438.63	220,457.66	
480-111xxx	Capital Improvement Funds	3,457,447.38	2,977.51	2,998,707.11	455,762.76
500-111300	Stormwater District #1	32,427.33	16,372.04	16,055.29	
600-111xxx	Impact Fees	441,582.73	76,803.34	364,779.39	
720-111xxx	Taxroll	159,673.11	158,746.44	926.67	
810-111xxx	Parkland Site	230,874.71	16,155.63	214,719.08	
TOTAL		20,156,959.19	3,232,947.07	15,283,803.34	1,640,208.78

WATER UTILITY

610-111300	Cash	602,573.12	602,573.12		
610-111200	Bonds & Unrestricted Cash	472,835.87		472,835.87	
610-111400	Long Term Debt	26,133.75			26,133.75
610-111050	Current Year Debt Reserve	182,677.38	182,677.38	-	
610-111060	Required Debt Reserve	525,942.61	-	118,671.87	407,270.74
610-111080	Impact Fee	56,914.83	56,406.75	508.08	
610-111033	Accrued Sick Pay	8,776.35		8,776.35	-
TOTAL		1,875,853.91	841,657.25	600,792.17	433,404.49

SEWER UTILITY

620-111300	Cash	335,469.23	335,469.23		
620-111200	Bonds & Unrestricted Cash	1,090,965.83		1,090,965.83	
610-111400	Long Term Debt	124,731.82			124,731.82
620-111030	Sewer Connection Fee	166,619.86	46,492.91	120,126.95	-
620-111060	Required Debt Reserve	727,950.50	-	16,687.09	711,263.41
620-111050	Current Year Debt Reserve	310,755.79	310,755.79	-	
620-111070	Equipment Replacement Fund	728,868.75	-	533,656.51	195,212.24
620-111080	Impact Fee	742,196.85	21,286.38	720,910.47	
620-111033	Accrued Sick Pay	8,776.35		8,776.35	-
TOTAL		4,236,334.98	714,004.31	2,491,123.20	1,031,207.47

GRAND TOTAL	26,269,148.08	4,788,608.63	18,375,718.71	3,104,820.74
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Prepared by Diana Doherty

balance check

26,269,148.08

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PERIOD ENDING 04/30/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	89,694.00	7,231.62	82,462.38	8.06
PTAX	GENERAL PROPERTY TAX	3,006,389.00	2,531,578.07	474,810.93	84.21
TAXES	OTHER TAXES	436,463.00	135,289.25	301,173.75	31.00
IGOVTRV	INTERGOVERNMENTAL REVENUES	847,509.00	288,121.18	559,387.82	34.00
LICPER	LICENSES & PERMITS	446,937.00	126,876.40	320,060.60	28.39
LAWORD	FINES & FORFEITURES	173,000.00	67,936.83	105,063.17	39.27
PUBCHGS	PUBLIC CHARGES FOR SERVICES	30,488.00	9,259.35	21,228.65	30.37
LEISURE	LEISURE ACTIVITIES	72,000.00	0.00	72,000.00	0.00
IGOVTC	INTERGOVERNMENTAL CHARGES	200,201.00	91,662.71	108,538.29	45.79
INVTINC	INVESTMENT INCOME	11,300.00	3,601.99	7,698.01	31.88
TOTAL REVENUES		5,313,981.00	3,261,557.40	2,052,423.60	61.38
Expenditures					
5111	VILLAGE BOARD	67,713.00	17,873.93	49,839.07	26.40
5112	HISTORIC PRESERVATION	290.00	0.07	289.93	0.02
5120	MUNICIPAL COURT	37,954.00	17,789.11	20,164.89	46.87
5130	VILLAGE ATTORNEY	118,750.00	22,794.64	95,955.36	19.20
5141	VILLAGE ADMINISTRATOR	180,709.00	49,944.01	130,764.99	27.64
5142	CLERK-TREASURER	249,528.00	70,584.86	178,943.14	28.29
5144	ELECTIONS	26,900.00	5,349.86	21,550.14	19.89
5145	FINANCE DEPARTMENT	69,428.00	13,913.03	55,514.97	20.04
5150	IT SERVICES	15,000.00	770.34	14,229.66	5.14
5151	INDEPENDENT AUDITING	14,000.00	5,420.61	8,579.39	38.72
5153	ASSESSMENT OF PROPERTY	20,550.00	5,936.96	14,613.04	28.89
5154	RISK & PROPERTY INSURANCE	128,103.00	45,267.96	82,835.04	35.34
5160	VILLAGE HALL	48,836.00	22,500.83	26,335.17	46.07
5211	POLICE ADMINISTRATION	1,208,497.00	368,125.41	840,371.59	30.46
5212	POLICE PATROL	1,066,620.00	332,098.20	734,521.80	31.14
5213	CRIME INVESTIGATION	256,544.00	78,046.26	178,497.74	30.42
5215	POLICE TRAINING	12,000.00	3,867.04	8,132.96	32.23
5220	FIRE STATION (VILLAGE)	11,075.00	6,247.39	4,827.61	56.41
5235	EMERGENCY GOVERNMENT	2,000.00	0.00	2,000.00	0.00
5241	BUILDING INSPECTOR	282,221.00	80,296.29	201,924.71	28.45
5247	BOARD OF APPEALS	1,050.00	255.68	794.32	24.35
5254	DAMS	8,435.00	2,814.51	5,620.49	33.37
5300	DPW GENERAL ADMINISTRATION	356,588.00	107,588.35	248,999.65	30.17
5323	GARAGE	65,256.00	28,555.27	36,700.73	43.76
5324	MACHINERY & EQUIPMENT	113,045.00	39,119.70	73,925.30	34.61
5335	ENGINEERING	75,000.00	6,042.64	68,957.36	8.06
5341	STREETS & ALLEYS	22,024.00	2,960.11	19,063.89	13.44
5342	STREET LIGHTING	180,500.00	42,513.37	137,986.63	23.55
5343	CURBS GUTTERS & SIDEWALKS	25,631.00	0.00	25,631.00	0.00
5344	STORM SEWER	16,470.00	0.00	16,470.00	0.00
5345	STREET CLEANING	16,672.00	4,327.23	12,344.77	25.96
5346	BRIDGES & CULVERTS	2,550.00	0.00	2,550.00	0.00
5347	SNOW & ICE CONTROL	122,249.00	70,390.14	51,858.86	57.58
5348	STREET SIGNS & MARKINGS	16,297.00	7,445.97	8,851.03	45.69
5362	GARBAGE COLLECTION	3,664.00	1,187.07	2,476.93	32.40
5431	ANIMAL POUND	2,550.00	0.00	2,550.00	0.00
5512	MUSEUM	12,600.00	2,401.42	10,198.58	19.06
5521	PARKS	187,471.00	52,362.73	135,108.27	27.93
5522	CELEBRATIONS	8,200.00	3,458.59	4,741.41	42.18
5611	FORESTRY	24,296.00	10,119.52	14,176.48	41.65
5613	WEED CONTROL	210.00	0.00	210.00	0.00
5632	PLANNING DEPARTMENT	123,701.00	31,387.21	92,313.79	25.37
5660	STORMWATER MASTER PLAN	11,500.00	1,441.67	10,058.33	12.54
5670	ECONOMIC DEVELOPMENT	57,799.00	8,424.27	49,374.73	14.58
5900	OTHER FINANCING USES	43,505.00	0.00	43,505.00	0.00
TOTAL EXPENDITURES		5,313,981.00	1,569,622.25	3,744,358.75	29.54
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		5,313,981.00	3,261,557.40	2,052,423.60	61.38
TOTAL EXPENDITURES		5,313,981.00	1,569,622.25	3,744,358.75	29.54
NET OF REVENUES & EXPENDITURES		0.00	1,691,935.15	(1,691,935.15)	100.00

PERIOD ENDING 04/30/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	40,403.00	1,731.46	38,671.54	4.29
PTAX	GENERAL PROPERTY TAX	194,835.00	64,945.00	129,890.00	33.33
EBIX	EBIX REVENUES	1,041,995.00	277,775.98	764,219.02	26.66
IGOVTRV	INTERGOVERNMENTAL REVENUES	84,000.00	9,079.06	74,920.94	10.81
PUBCHGS	PUBLIC CHARGES FOR SERVICES	100.00	25.00	75.00	25.00
IGOVTC	INTERGOVERNMENTAL CHARGES	194,835.00	64,945.00	129,890.00	33.33
INVTINC	INVESTMENT INCOME	270.00	126.42	143.58	46.82
TOTAL REVENUES		1,556,438.00	418,627.92	1,137,810.08	26.90
Expenditures					
5140	ADMINISTRATIVE & GENERAL	27,869.00	9,289.64	18,579.36	33.33
5221	FIRE ADMINISTRATION	1,002,618.00	315,182.85	687,435.15	31.44
5222	FIRE SUPPRESSION	57,880.00	15,055.81	42,824.19	26.01
5223	FIRE TRAINING	27,429.00	8,060.90	19,368.10	29.39
5231	AMBULANCE	357,904.00	117,838.87	240,065.13	32.92
5232	AMBULANCE TRAINING	14,738.00	7,179.24	7,558.76	48.71
5700	CAPITAL OUTLAY EXPENDITURES	38,000.00	6,596.66	31,403.34	17.36
5880	USE OF GRANTS/DONATIONS	0.00	980.00	(980.00)	100.00
5900	OTHER FINANCING USES	30,000.00	0.00	30,000.00	0.00
TOTAL EXPENDITURES		1,556,438.00	480,183.97	1,076,254.03	30.85
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		1,556,438.00	418,627.92	1,137,810.08	26.90
TOTAL EXPENDITURES		1,556,438.00	480,183.97	1,076,254.03	30.85
NET OF REVENUES & EXPENDITURES		0.00	(61,556.05)	61,556.05	100.00

PERIOD ENDING 04/30/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	100.00	0.00	100.00	0.00
UTILREV	UTILITY REVENUES	2,139,000.00	504,757.55	1,634,242.45	23.60
CONTRIB	CONTRIBUTED CAPITAL	150,000.00	55,925.06	94,074.94	37.28
MISCINC	MISC INCOME UTILITIES	142,200.00	54,651.83	87,548.17	38.43
IGOVTC	INTERGOVERNMENTAL CHARGES	1,500.00	44.90	1,455.10	2.99
INVSTINC	INVESTMENT INCOME	2,549.00	665.58	1,883.42	26.11
TOTAL REVENUES		2,435,349.00	616,044.92	1,819,304.08	25.30
Expenditures					
5900	OTHER FINANCING USES	337,101.00	0.00	337,101.00	0.00
6200	PUMPING OPERATIONS	133,036.00	44,000.04	89,035.96	33.07
6210	PUMPING MAINTENANCE	113,828.00	7,911.60	105,916.40	6.95
6300	WATER TREATMENT OPERATIONS	68,562.00	21,059.00	47,503.00	30.72
6310	WATER TREATMENT MAINTENANCE	33,180.00	4,645.43	28,534.57	14.00
6450	T&D-DISTR RSRVR/STNDP MAINT	3,933.00	2,280.37	1,652.63	57.98
6451	T&D-MAINS MAINTENANCE	47,611.00	2,044.23	45,566.77	4.29
6452	T&D-SERVICES MAINTENANCE	42,809.00	6,181.69	36,627.31	14.44
6453	T&D-METERS MAINTENANCE	29,647.00	3,146.44	26,500.56	10.61
6454	T&D-HYDRANTS MAINTENANCE	48,513.00	2,835.63	45,677.37	5.85
6901	METER READING LABOR	9,711.00	1,267.39	8,443.61	13.05
6902	ACCOUNTING & COLLECTING LABOR	82,865.00	26,739.13	56,125.87	32.27
6920	ADMINISTRATIVE & GENERAL EXP	979,850.00	226,569.06	753,280.94	23.12
TOTAL EXPENDITURES		1,930,646.00	348,680.01	1,581,965.99	18.06
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,435,349.00	616,044.92	1,819,304.08	25.30
TOTAL EXPENDITURES		1,930,646.00	348,680.01	1,581,965.99	18.06
NET OF REVENUES & EXPENDITURES		504,703.00	267,364.91	237,338.09	52.97

PERIOD ENDING 04/30/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	1,000.00	23.58	976.42	2.36
UNCLASSIFIED	Unclassified	10,000.00	0.00	10,000.00	0.00
UTILREV	UTILITY REVENUES	1,707,000.00	429,431.19	1,277,568.81	25.16
LICPER	LICENSES & PERMITS	186,800.00	41,005.86	145,794.14	21.95
CONTRIB	CONTRIBUTED CAPITAL	96,000.00	20,667.48	75,332.52	21.53
MISCINC	MISC INCOME UTILITIES	150,000.00	45,953.11	104,046.89	30.64
INVSTINC	INVESTMENT INCOME	4,699.00	1,574.51	3,124.49	33.51
TOTAL REVENUES		2,155,499.00	538,655.73	1,616,843.27	24.99
Expenditures					
5900	OTHER FINANCING USES	82,893.00	0.00	82,893.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	519,468.00	174,110.76	345,357.24	33.52
8020	LIFT STATIONS/PUMPING EQUIP	28,227.00	4,538.74	23,688.26	16.08
8030	WASTEWATER COLLECTION SYSTEM	50,085.00	3,726.33	46,358.67	7.44
8300	ACCOUNTING/COLLECTING	80,865.00	26,275.35	54,589.65	32.49
8400	ADMINISTRATIVE & GENERAL	637,277.00	113,722.78	523,554.22	17.85
TOTAL EXPENDITURES		1,398,815.00	322,373.96	1,076,441.04	23.05
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,155,499.00	538,655.73	1,616,843.27	24.99
TOTAL EXPENDITURES		1,398,815.00	322,373.96	1,076,441.04	23.05
NET OF REVENUES & EXPENDITURES		756,684.00	216,281.77	540,402.23	28.58

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	5/26/2022	\$	410,134.43
Library Accounts Payable	5/13/2022	\$	17,592.94
Charter Communications/Spectrum (ach withdrawal)	5/18/2022	\$	1,793.23
US Bank (ach withdrawal)	5/23/2022	\$	12,086.43
We Energies (ach withdrawal)	5/18/2022	\$	47,719.33
Check Disbursement - Court	5/9/2022	\$	8,063.55
Check Disbursement -Invoice Cloud	5/11/2022	\$	220.00
Check Disbursement - Payroll Related, Petty Cash	5/12/2022	\$	82,763.69
Check Disbursement - Payroll Related	5/25/2022	\$	98,063.38
	Total for Approval:	\$	678,436.98

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 06/02/2022 - 06/02/2022
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: 10-33 VEHICLE SERVICES, LLC						
2328	NEW SQUAD SETUP (3 OF 3)	430-5700-571100	5,528.03	5,528.03	POLICE	06/02/2022
TOTAL VENDOR 10-33 VEHICLE SERVICES, LLC				5,528.03		
VENDOR NAME: AC SERVICE INC						
39461	DPW GAS LEAK REPAIR	100-5323-539500	458.00	458.00	DPW	06/02/2022
39579	DPW TUBE HEATER REPAIR	100-5323-539500	399.00	399.00	DPW	06/02/2022
TOTAL VENDOR AC SERVICE INC				857.00		
VENDOR NAME: ALSCO						
IMIL1804379	PD MAT CLEANING SERVICE	100-5211-539400	54.18	54.18	POLICE	06/02/2022
TOTAL VENDOR ALSCO				54.18		
VENDOR NAME: AMAZON CAPITOL SERVICES						
1N1P6FLP7JDY	OFFICE ID BADGES	100-5142-531100	87.70	87.70	CLERK	06/02/2022
13QYTM34LNKG	SIGN HOLDERS	100-5160-531100	25.59	25.59	DPW	06/02/2022
1LG6R79D3LKK		100-5241-522950	8.99	8.99	BUILDING	06/02/2022
TOTAL VENDOR AMAZON CAPITOL SERVICES				122.28		
VENDOR NAME: APCO INTERNATIONAL INC						
00075558	RADIO LICNESE FOR CAPITAL RADIO PROJECT	430-5700-571100	520.00	520.00	POLICE	06/02/2022
TOTAL VENDOR APCO INTERNATIONAL INC				520.00		
VENDOR NAME: AT & T MOBILITY						
628.02	AT&T CELL PHONES AND HOTSPOTS	100-5211-522500	628.02	628.02	POLICE	06/02/2022
TOTAL VENDOR AT & T MOBILITY				628.02		
VENDOR NAME: BAKER TILLY VIRCHOW KRAUSE						
BT2072355	2021 AUDIT- PROGRESS BILLING #3	100-5151-521900	1,655.15	10,000.00	FINANCE	06/02/2022
		150-5221-521900	503.43			
		200-5141-521900	777.35			
		410-5363-521900	184.34			
		430-5141-521900	384.16			
		440-5511-521900	334.43			
		480-5151-521900	1,143.32			
		500-5344-521900	10.76			
		810-5140-521900	7.07			
		220-5151-521900	745.45			
		240-5151-521900	63.89			
		250-5151-521900	820.55			
		610-6920-692300	1,740.24			
		620-8400-852000	1,629.86			
TOTAL VENDOR BAKER TILLY VIRCHOW KRAUSE				10,000.00		
VENDOR NAME: BALTIC NETWORKS USA						
1000252582	PERFORMANCE STAGE SOUND SYSTEM	480-5700-584900	216.74	216.74	DPW	06/02/2022
TOTAL VENDOR BALTIC NETWORKS USA				216.74		
VENDOR NAME: BEACON ATHLETICS						
0550980-IN	BASEBALL BASES	100-5521-531100	765.00	765.00	DPW	06/02/2022

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: BEACON ATHLETICS						
TOTAL VENDOR BEACON ATHLETICS				765.00		
VENDOR NAME: 84523643	BOUND TREE MEDICAL LLC EMS SUPPLIES	150-5231-531100	376.99	376.99	FIRE	06/02/2022
TOTAL VENDOR BOUND TREE MEDICAL LLC				376.99		
VENDOR NAME: 6079-351878	C & M AUTO PARTS INC PICKUP PARTS	100-5324-539500	35.37	35.37	DPW	06/02/2022
TOTAL VENDOR C & M AUTO PARTS INC				35.37		
VENDOR NAME: 224942501	CENTURY FENCE PARK FENCE REPAIR	100-5521-531100	1,080.00	1,080.00	DPW	06/02/2022
TOTAL VENDOR CENTURY FENCE				1,080.00		
VENDOR NAME: 5148401	CENTURY SPRINGS BOTTLING DPW AND VH DRINKING WATER	100-5160-531100 100-5323-531100	14.87 14.88	29.75	DPW	06/02/2022
TOTAL VENDOR CENTURY SPRINGS BOTTLING				29.75		
VENDOR NAME: 4120049658	CINTAS WATER /WWTF UNIFORM SERVICE	610-6920-693000 620-8010-827000	58.27 58.27	116.54	UTILITIES	06/02/2022
4120049639	STAFF UNIFORMS	100-5323-531100	125.82	125.82	DPW	06/02/2022
4119367171	STAFF UNIFORMS	100-5323-531100	125.82	125.82	DPW	06/02/2022
4119367255	WATER/WWTF UNIFORM SERVICE	610-6920-693000 620-8010-827000	56.26 56.25	112.51	UTILITIES	06/02/2022
TOTAL VENDOR CINTAS				480.69		
VENDOR NAME: CMJ2303-ZAJICHEK	COLUMBIA SOUTHERN UNIVERSITY COLUMBIA SOUTHERN TUITION ZAJICHEK	100-5212-516300	705.00	705.00	POLICE	06/02/2022
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				705.00		
VENDOR NAME: Q019435	CORE & MAIN LP WASTER MXU FOR METER REPLACEMENT UPGRADE	610-0000-134600	8,875.00	8,875.00	UTILITIES	06/02/2022
Q019437	WATER MXU FOR METER UPGRADES DUPLEX	610-0000-134600	2,250.00	2,250.00	UTILITIES	06/02/2022
TOTAL VENDOR CORE & MAIN LP				11,125.00		
VENDOR NAME: 58-47803	CUMMINS SALES AND SERVICE WATER WELL 6 GENERATOR REPAIR	610-6200-662500	20.40	20.40	UTILITIES	06/02/2022
TOTAL VENDOR CUMMINS SALES AND SERVICE				20.40		
VENDOR NAME: 76230172- POLICE	DE LAGE LANDEN FINANCIAL COPIER LEASE MAY INVOICE	100-5211-521900	108.00	108.00	POLICE	06/02/2022

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: DE LAGE LANDEN FINANCIAL					
76230172	LEASE 05/15/2022 - 06/14/22 KONICA 450I	100-5142-531200 15.04	160.00	ALLOCATE	06/02/2022
		100-5300-539900 15.54			
		100-5120-531100 10.77			
		100-5141-531100 1.65			
		100-5145-531100 17.48			
		100-5241-531200 3.25			
		100-5632-531200 4.83			
		100-5211-531200 25.74			
		150-5221-531100 11.70			
		410-5363-531200 1.60			
		440-5511-531200 21.95			
		500-5344-531200 1.60			
		610-6902-690300 14.59			
		620-8300-840000 14.26			
TOTAL VENDOR DE LAGE LANDEN FINANCIAL			268.00		
VENDOR NAME: DOMINION VOTING SYSTEMS					
DVS144406	WALWORTH COUNTY VOTING MACH LIC WARRANTY	100-5144-521900 463.00	463.00	CLERK	06/02/2022
TOTAL VENDOR DOMINION VOTING SYSTEMS			463.00		
VENDOR NAME: EBIX					
11731	EBIX INVOICE	150-5231-521900 5,422.35	5,422.35	FIRE	06/02/2022
TOTAL VENDOR EBIX			5,422.35		
VENDOR NAME: EHLERS					
90490	TID #5 ANALYSIS REQUESTED BY ADMINISTRAT	250-5140-521900 450.00	450.00	FINANCE	06/02/2022
TOTAL VENDOR EHLERS			450.00		
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2341152	EMS SUPPLIES	150-5231-531100 381.00	381.00	FIRE	06/02/2022
2339994	EMS SUPPLIES	150-5231-531100 275.25	275.25	FIRE	06/02/2022
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS			656.25		
VENDOR NAME: FAIRCHILD EQUIPMENT					
L01468	WWTF REPLACEMENT HOSES AND COUPLINGS FOR	620-8010-827000 2,622.79	2,622.79	UTILITIES	06/02/2022
TOTAL VENDOR FAIRCHILD EQUIPMENT			2,622.79		
VENDOR NAME: FASTENAL COMPANY					
WIMUK92500	WWTF EQUIPMENT TRAILER	620-8010-827000 7.09	7.09	UTILITIES	06/02/2022
WIMUK92548	GRINDING WHEELS	100-5323-531100 94.34	94.34	DPW	06/02/2022
TOTAL VENDOR FASTENAL COMPANY			101.43		
VENDOR NAME: GALLS LLC					
021116864	2022 UNIFORM ALLOWANCE - DEMOTTO	100-5211-534600 34.95	34.95	POLICE	06/02/2022
021071468	2022 UNIFORM ALLOWANCE - DEMOTTO	100-5211-534600 143.49	143.49	POLICE	06/02/2022
021064538	NEW UNIFORM BECKER	100-5211-534700 121.04	121.04	POLICE	06/02/2022
TOTAL VENDOR GALLS LLC			299.48		
VENDOR NAME: GS SYSTEMS, INC.					

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: GS SYSTEMS, INC.						
INV2443	WATER/WWTF SOFTWARE	610-6920-692300	637.50	1,275.00	UTILITIES	06/02/2022
		620-8400-852000	637.50			
TOTAL VENDOR GS SYSTEMS, INC.				1,275.00		
VENDOR NAME: HASTINGS AIR-ENERGY CONTROL INC						
I94201	PLYMOVENT BOOT	150-5222-539500	392.87	392.87	FIRE	06/02/2022
TOTAL VENDOR HASTINGS AIR-ENERGY CONTROL INC				392.87		
VENDOR NAME: HAWKINS WATER TREATMENT						
6177024	WATER CHEMICALS FOR TREATMENT	610-6300-663100	2,570.48	2,570.48	UTILITIES	06/02/2022
TOTAL VENDOR HAWKINS WATER TREATMENT				2,570.48		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,						
52799	MISCELLANEOUS MATTERS	100-5130-521900	360.00	360.00	FINANCE	06/02/2022
52798	PROSECUTIONS	100-5130-521900	870.00	870.00	FINANCE	06/02/2022
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				1,230.00		
VENDOR NAME: HOME DEPOT						
2022 APRIL	MISC PARK AND VH SUPPLIES	100-5160-539500	185.77	388.32	DPW	06/02/2022
		100-5521-531100	202.55			
TOTAL VENDOR HOME DEPOT				388.32		
VENDOR NAME: ICMA						
2022	ICMA DEPT MEMBER	100-5142-532400	200.00	200.00	CLERK	06/02/2022
TOTAL VENDOR ICMA				200.00		
VENDOR NAME: JACQUELINE PITTS						
PARCEL 1	HWY 83 EASEMENT	250-5700-589800	46,397.15	46,397.15	FINANCE	06/02/2022
PARCEL 3	HWY 83 EASEMENT	250-5700-589800	33,687.81	33,687.81	FINANCE	06/02/2022
TOTAL VENDOR JACQUELINE PITTS				80,084.96		
VENDOR NAME: JIM SORENSON						
MT. OLIVE BAND 2022	MOPS JUNE 4TH CONCERT	100-5670-521900	3,200.00	3,200.00	FINANCE	06/02/2022
TOTAL VENDOR JIM SORENSON				3,200.00		
VENDOR NAME: JOHNSON CONTROLS SECURITY						
37350759	VH QUATERLY SECURITY	100-5160-521900	796.59	796.59	DPW	06/02/2022
TOTAL VENDOR JOHNSON CONTROLS SECURITY				796.59		
VENDOR NAME: JUDITH SOMMER						
PARCEL 1	HWY 83 EASEMENT	250-5700-589800	108,259.99	108,259.99	FINANCE	06/02/2022
TOTAL VENDOR JUDITH SOMMER				108,259.99		
VENDOR NAME: JUIDTH SOMMER						
PARCEL 3	HWY 83 EASEMENT	250-5700-589800	78,604.89	78,604.89	FINANCE	06/02/2022

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: JUIDTH SOMMER						
TOTAL VENDOR JUIDTH SOMMER				78,604.89		
VENDOR NAME: KEN JOHNSON						
2022 MAY MILEAGE	2022 MILEAGE REIMBURSEMENT - KEN JOHNSON	100-5111-533500	276.12	276.12	CLERK	06/02/2022
TOTAL VENDOR KEN JOHNSON				276.12		
VENDOR NAME: KEVIN M. MCCARTHY IRREVOCABLE						
PARCEL 2	HWY 83 EASEMENT	250-5700-589800	3,000.24	3,000.24	FINANCE	06/02/2022
TOTAL VENDOR KEVIN M. MCCARTHY IRREVOCABLE				3,000.24		
VENDOR NAME: LAKESIDE INTERNATIONAL						
1360631P	MIRROR GLASS KIT FOR INT PATROL TRUCK	100-5324-539500	49.16	49.16	DPW	06/02/2022
TOTAL VENDOR LAKESIDE INTERNATIONAL				49.16		
VENDOR NAME: LANGE ENTERPRISES INC						
80024	PARK PET WASTE SIGNS	100-5521-531100	223.60	223.60	DPW	06/02/2022
79900	SIANAGE FOR TEMP. BUMP OUTS	480-5700-521500	356.10	356.10	DPW	06/02/2022
TOTAL VENDOR LANGE ENTERPRISES INC				579.70		
VENDOR NAME: LIFE-ASSIST, INC.						
1200954	EMS SUPPLIES	150-5231-531100	252.00	252.00	FIRE	06/02/2022
TOTAL VENDOR LIFE-ASSIST, INC.				252.00		
VENDOR NAME: LOOK CREATIVE						
500	FINAL PAYMENT STATION 1 MESSAGE CENTER	430-5700-571200	3,950.00	3,950.00	DPW	06/02/2022
499	FIELD PARK MESSAGE CENTER	480-5700-584900	24,900.00	24,900.00	DPW	06/02/2022
TOTAL VENDOR LOOK CREATIVE				28,850.00		
VENDOR NAME: MACQUEEN EQUIPMENT						
P04084	MSA HARNESS REPAIR	150-5222-539500	15.38	15.38	FIRE	06/02/2022
TOTAL VENDOR MACQUEEN EQUIPMENT				15.38		
VENDOR NAME: MARCO TECHNOLOGIES						
INV9970225	WATER COPIER COSTS	610-6920-692100	48.95	48.95	UTILITIES	06/02/2022
TOTAL VENDOR MARCO TECHNOLOGIES				48.95		
VENDOR NAME: MCMASTER-CARR						
77575401	WATER REBUILD KITS FOR WELL AIR RELEASES	610-6210-662500	767.56	767.56	UTILITIES	06/02/2022
77419258	WATER AIR RELEASES FOR WELL 4 & 7	610-6210-662500	1,515.66	1,515.66	UTILITIES	06/02/2022
TOTAL VENDOR MCMASTER-CARR				2,283.22		
VENDOR NAME: MESSAGEUS						
221200134	WATER PHONE SERVICE	610-6920-692100	7.81	7.81	UTILITIES	06/02/2022
TOTAL VENDOR MESSAGEUS				7.81		
VENDOR NAME: MSA PROFESSIONAL SERVICES, INC.						
R08352005.0-2	CORP PLAN	100-5521-531100	390.00	390.00	DPW	06/02/2022
TOTAL VENDOR MSA PROFESSIONAL SERVICES, INC.				390.00		
VENDOR NAME: MULCAHY/SHAW WATER, INC.						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: MULCAHY/SHAW WATER, INC.					
324194	WWTF UV SENSOR TUBES	620-8010-833000	555.05	555.05 UTILITIES	06/02/2022
TOTAL VENDOR MULCAHY/SHAW WATER, INC.			555.05		
VENDOR NAME: NAPA AUTO PARTS - SP018					
163843	3451 REPAIR	150-5231-531100	6.32	6.32 FIRE	06/02/2022
163111	WWTF FOX RIVER GENERATOR BATTERY TENDER	620-8020-832000	26.49	26.49 UTILITIES	06/02/2022
163174	3451 REPAIR	150-5231-539500	11.67	11.67 FIRE	06/02/2022
163340	WATER WELL 5 TRICKLE CHARGER FOR GENERAT	610-6200-662500	26.49	26.49 UTILITIES	06/02/2022
163213	WATER WELL 5 GENERATOR REPAIRS	610-6200-662500	70.58	70.58 UTILITIES	06/02/2022
163857	WWTF CLEANING SUPPLIES	620-8010-827000	4.99	4.99 UTILITIES	06/02/2022
164107	WATER WELL 6 GENERATOR REPAIRS	610-6200-662500	5.42	5.42 UTILITIES	06/02/2022
164223	WATER WELL 6 GENERATOR MAINTENANCE	610-6200-662500	1.28	1.28 UTILITIES	06/02/2022
TOTAL VENDOR NAPA AUTO PARTS - SP018			153.24		
VENDOR NAME: NEXTEL WIRELESS SOLUTIONS					
73	TRUCK ANTENNA	100-5324-539500	73.98	73.98 DPW	06/02/2022
TOTAL VENDOR NEXTEL WIRELESS SOLUTIONS			73.98		
VENDOR NAME: NORTHERN LAKE SERVICE INC					
418338	WATER BAC-T TESTING	610-6300-663200	23.00	23.00 UTILITIES	06/02/2022
418020	WATER LAB TESTING	610-6300-663200	115.00	115.00 UTILITIES	06/02/2022
TOTAL VENDOR NORTHERN LAKE SERVICE INC			138.00		
VENDOR NAME: OLSEN SAFETY EQUIPMENT					
0397644-IN	WWTF SAFETY RETRACTABLE WINCH REPAIR	620-8020-832000	940.90	940.90 UTILITIES	06/02/2022
TOTAL VENDOR OLSEN SAFETY EQUIPMENT			940.90		
VENDOR NAME: PLUNKETT RAYSICH ARCHITECTS					
202205056	FIELD PARK PAVILLION ASSESMENT	480-5700-584900	4,965.99	4,965.99 DPW	06/02/2022
TOTAL VENDOR PLUNKETT RAYSICH ARCHITECTS			4,965.99		
VENDOR NAME: PROHEALTH MEDICAL GROUP					
313096 UTILITIES	WWTF CDL SCREENING	620-8400-852000	119.00	119.00 UTILITIES	06/02/2022
313096 DPW	LEVINSON PRE EMPLOYMENT	100-5300-521900	180.00	180.00 DPW	06/02/2022
TOTAL VENDOR PROHEALTH MEDICAL GROUP			299.00		
VENDOR NAME: PROHEALTH PHARMACY					
2022 APRIL	EMS SUPPLIES-MEDS	150-5231-531100	571.61	571.61 FIRE	06/02/2022
TOTAL VENDOR PROHEALTH PHARMACY			571.61		
VENDOR NAME: QUILL LLC					
24958220	CLEANING SUPPLIES	100-5211-531100	67.95	67.95 POLICE	06/02/2022
TOTAL VENDOR QUILL LLC			67.95		
VENDOR NAME: REINDERS, INC.					
6010318-01	TORO PARTS	100-5324-539500	253.86	253.86 DPW	06/02/2022
TOTAL VENDOR REINDERS, INC.			253.86		
VENDOR NAME: ROBERTS NURSERY					
4294	INDIAN HEAD PARK TREES FROM DANATED FUND	340-5890-580601	1,500.00	1,500.00 DPW	06/02/2022

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VENDOR NAME: ROBERTS NURSERY						
TOTAL VENDOR ROBERTS NURSERY				1,500.00		
VENDOR NAME: SHERWIN-WILLIAMS						
2783-0	WATER WELL 6 PAINT	610-6210-662500	97.59	97.59	UTILITIES	06/02/2022
9852-6	WATER WELL 6 PAINT	610-6210-662500	140.35	140.35	UTILITIES	06/02/2022
TOTAL VENDOR SHERWIN-WILLIAMS				237.94		
VENDOR NAME: SHI INTERNATIONAL CORP						
B15172898	INTERNET SWITCH FRO THE RBM	100-5512-582100	385.00	385.00	DPW	06/02/2022
TOTAL VENDOR SHI INTERNATIONAL CORP				385.00		
VENDOR NAME: SOMAR ENTERPRISES						
102668	MKPD UNIFORM COLLAR BRASS	100-5212-534700	66.50	66.50	POLICE	06/02/2022
102666	UNIFORM NAMETAG	100-5211-534700	29.90	29.90	POLICE	06/02/2022
TOTAL VENDOR SOMAR ENTERPRISES				96.40		
VENDOR NAME: TERMINAL ANDRAE INC.						
56723	WWTF BLOWER VFD REPLACEMENT	620-0000-135150	9,425.00	9,425.00	UTILITIES	06/02/2022
56720	WATER WELL 6 EXTERNAL LED LIGHTING REPAI	610-6200-662500	2,875.00	2,875.00	UTILITIES	06/02/2022
TOTAL VENDOR TERMINAL ANDRAE INC.				12,300.00		
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN						
2022 APRIL	MISC SUPPLIES FORESTRY, PARKS, MACHINE A	100-5324-539500	17.97	518.88	DPW	06/02/2022
		100-5611-531100	50.97			
		100-5521-531100	449.94			
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN				518.88		
VENDOR NAME: TROY SANITARY SERVICE						
1227	WWTF PORTA-JOHN FOR HAULERS STATION	620-8400-852000	150.00	150.00	UTILITIES	06/02/2022
TOTAL VENDOR TROY SANITARY SERVICE				150.00		
VENDOR NAME: UNITED LIQUID WASTE RECYCLING INC						
34531	WWTF SLUDGE HAULING (6 MONTHS)	620-8010-825500	16,380.00	16,380.00	UTILITIES	06/02/2022
TOTAL VENDOR UNITED LIQUID WASTE RECYCLING INC				16,380.00		
VENDOR NAME: USA BLUEBOOK						
978319	WATER /WWTF LAB TESTING SUPPLIES AND HYD	610-6300-663200	541.09	656.53	UTILITIES	06/02/2022
		610-6454-665400	66.95			
		620-8010-826000	48.49			
TOTAL VENDOR USA BLUEBOOK				656.53		
VENDOR NAME: VELOCITY LLC						
2022033	IT SERVICES FOR PROPHOENIX AND CAPTIAL R	100-5211-521901	340.00	510.00	POLICE	06/02/2022
		430-5700-571100	170.00			
2022032	IT SERVICES	150-5221-521900	425.00	425.00	FIRE	06/02/2022

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VENDOR NAME: VELOCITY LLC					
2022030	OFFICE 365 LICENSING	100-5111-522900 56.00	1,401.50	ALLOCATE	06/02/2022
		100-5120-522900 16.00			
		100-5141-522900 25.00			
		100-5142-522900 62.50			
		100-5211-522900 273.00			
		100-5241-522900 50.00			
		100-5300-522900 81.00			
		100-5512-522900 25.00			
		100-5632-522900 25.00			
		150-5221-522900 563.00			
		610-6920-692100 75.00			
		620-8400-851000 75.00			
		100-5145-522900 75.00			
2022031	IT SUPPORT - MARCH - MAY 2022	100-5141-521901 182.14	2,592.50	ALLOCATE	06/02/2022
		100-5145-521901 346.14			
		100-5142-521901 109.28			
		100-5111-521901 340.00			
		430-5700-571800 1,105.00			
		100-5241-522900 109.28			
		100-5300-521901 24.28			
		100-5632-521901 170.00			
		150-5221-521901 133.54			
		610-6920-692300 36.42			
		620-8030-531000 36.42			
TOTAL VENDOR VELOCITY LLC			4,929.00		
VENDOR NAME: VERIZON WIRELESS					
9906410204	APRIL-MAY 2022 PHONE BILL	100-5141-522500 52.47	903.83	MULTIPLE	06/02/2022
		100-5241-522500 103.40			
		150-5221-522500 (13.63)			
		100-5211-522500 14.74			
		100-5323-522500 343.91			
		610-6920-692100 177.78			
		620-8400-851000 177.78			
		100-5632-522500 47.38			
9906410205	2022 MAY CELL BILL ACCT# 885503900-00002	150-5221-522500 (3.69)	261.93	MULTIPLE	06/02/2022
		100-5323-522500 21.64			
		610-6920-692100 121.99			
		620-8400-851000 121.99			
9906410206	VERIZON INVOICE WITH IPADS	150-5221-522500 364.79	364.79	FIRE	06/02/2022
9905646835	VERIZON INVOICE LP15	150-5221-522500 50.22	50.22	FIRE	06/02/2022
TOTAL VENDOR VERIZON WIRELESS			1,580.77		
VENDOR NAME: VILLAGE OF VERNON					
8038	SPRING ELECTION NOTICE	100-5144-531200 24.30	24.30	CLERK	06/02/2022

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: VILLAGE OF VERNON						
	TOTAL VENDOR VILLAGE OF VERNON			24.30		
VENDOR NAME: WALWORTH CTY CLERK						
051022	WALWORTH CTY BALLOTS PROGRAMING	100-5144-521900	254.32	254.32	CLERK	06/02/2022
	TOTAL VENDOR WALWORTH CTY CLERK			254.32		
VENDOR NAME: WAUKESHA CTY TREASURER						
2022-20040060	WAUKESHA COUNTY APRIL INMATE BILLING	100-5212-521900	18.80	18.80	POLICE	06/02/2022
	TOTAL VENDOR WAUKESHA CTY TREASURER			18.80		
VENDOR NAME: WAUKESHA FLORAL & GREENHOUSE						
00739168	FLOWERS / GALLO FUNERAL	100-5145-539900	109.19	109.19	FINANCE	06/02/2022
	TOTAL VENDOR WAUKESHA FLORAL & GREENHOUSE			109.19		
VENDOR NAME: WEDIGE RADIATOR & AC INC						
192895	WATER RADIATOR REPAIR FOR WELL 5 GENERAT	610-6210-662500	608.00	608.00	UTILITIES	06/02/2022
	TOTAL VENDOR WEDIGE RADIATOR & AC INC			608.00		
VENDOR NAME: WI DNR ENVIRONMENTAL FEES						
268003670-2022-1	WWTF DNR ANNUAL FEES FOR DISCHARGES	620-8010-855100	5,213.29	5,213.29	UTILITIES	06/02/2022
268594260-2022-1	MS4 ANNUAL PERMIT FEE DNR	100-5660-535400	1,000.00	1,000.00	DPW	06/02/2022
	TOTAL VENDOR WI DNR ENVIRONMENTAL FEES			6,213.29		
VENDOR NAME: WON-A-GO BIKING						
041622	POLICE BIKE BALANCE AFTER DONATION	100-5212-531100	234.80	234.80	POLICE	06/02/2022
	TOTAL VENDOR WON-A-GO BIKING			234.80		
VENDOR NAME: XYLEM WATER SOLUTIONS U.S.A.						
3556C23867	WWTF LIFT STAION PUMP DRAIN PLUGS	620-8020-832000	280.00	280.00	UTILITIES	06/02/2022
3556C23656	WWTF LIFT STATION PUMP MAINTENANCE	620-8020-832000	54.20	54.20	UTILITIES	06/02/2022
	TOTAL VENDOR XYLEM WATER SOLUTIONS U.S.A.			334.20		
GRAND TOTAL:				410,134.43		

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
05/13/2022	GEN	34258	22865917	4IMPRINT, INC.	DONATED FUND EXPENDITURES	580600	5890	273.49
05/13/2022	GEN	34259	25441	ALL STAR RENTALS	DONATED FUND EXPENDITURES	580600	5890	741.00
05/13/2022	GEN	34260	IMIL1795596	ALSCO	SUPPLIES	531100	5511	70.29
05/13/2022	GEN	34261#	1XNQ-9JGF-XG6N	AMAZON CAPITOL SERVICES	SUPPLIES	531100	5511	188.84
			1RVL-N11T-3GCY		SUPPLIES	531100	5511	55.27
			17JH-W9R9-XML7		META SPACE EQUIPMENT & SUPPLIE	531400	5511	689.98
			19RJ-JKWV-RMXR		PROGRAMMING	533100	5511	73.29
			1WM7-GWDN-TMGY		PROGRAMMING	533100	5511	17.44
			1WM7-GWDN-XF9D		PROGRAMMING	533100	5511	39.04
			19RJ-JKWV-T36V		OUTREACH	533300	5511	457.64
			1VRW-G1J7-QT4K		AV MATERIAL	532900	5700	940.19
			CHECK GEN 34261 TOTAL FOR FUN					
05/13/2022	GEN	34262	41022	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
05/13/2022	GEN	34263	2036679320	BAKER & TAYLOR INC.	BOOKS	532800	5700	15.26
			2036679321		BOOKS	532800	5700	102.14
			2036679322		BOOKS	532800	5700	211.62
			2036679323		BOOKS	532800	5700	16.39
			2036684814		BOOKS	532800	5700	113.40
			2036684815		BOOKS	532800	5700	488.54
			2036684816		BOOKS	532800	5700	14.71
			2036701717		BOOKS	532800	5700	12.72
			2036701718		BOOKS	532800	5700	102.44
			2036701719		BOOKS	532800	5700	134.74
			2036703363		BOOKS	532800	5700	713.75
			2036728319		BOOKS	532800	5700	30.52
			2036728320		BOOKS	532800	5700	221.67
			2036728321		BOOKS	532800	5700	12.72
			CHECK GEN 34263 TOTAL FOR FUN					
05/13/2022	GEN	34264	B6406289	BRODART	BOOKS	532800	5700	127.08
			B6407049		BOOKS	532800	5700	328.88
			B6413677		BOOKS	532800	5700	334.75
			B6414773		BOOKS	532800	5700	132.98
			B6415235		BOOKS	532800	5700	279.28
CHECK GEN 34264 TOTAL FOR FUN							1,202.90	

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Fund: 440 LIBRARY FUND									
05/13/2022	GEN	34265	77623334	CENGAGE LEARNING	BOOKS	532800	5700	86.37	
			77635250		BOOKS	532800	5700	24.79	
				CHECK GEN 34265 TOTAL FOR FUN					111.16
05/13/2022	GEN	34266	1930023	CENTER POINT LARGE PRINT	BOOKS	532800	5700	111.88	
05/13/2022	GEN	34267	62222	CHAD LEWIS	PROGRAMMING	533100	5511	350.00	
05/13/2022	GEN	34268	26186	COUNTY WIDE EXTINGUISHER, INC	SUPPLIES	531100	5511	294.76	
05/13/2022	GEN	34269	19811	DYNAMIC AWARDS	SUPPLIES	531100	5511	24.00	
05/13/2022	GEN	34270	INV-US-59332	ENVISIONWARE, INC	CONTRACTUAL SERVICES	522000	5511	1,008.00	
05/13/2022	GEN	34271	APRIL	ERIC HUEMMER	MILEAGE	533200	5511	20.24	
05/13/2022	GEN	34272	52422	HINZ TANYA	PROGRAMMING	533100	5511	60.00	
05/13/2022	GEN	34273	930024155	ILLINGWORTH KILGUST	REPAIRS & MAINTENANCE	539500	5511	3,191.00	
			930024226		REPAIRS & MAINTENANCE	539500	5511	1,461.70	
				CHECK GEN 34273 TOTAL FOR FUN					4,652.70
05/13/2022	GEN	34274	6152022	JOHN DUGGLEBY	PROGRAMMING	533100	5511	200.00	
05/13/2022	GEN	34275	513	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	1,200.00	
05/13/2022	GEN	34276	562022	KR BLUEGRASS C/O ROSE SEEGER	PROGRAMMING	533100	5511	350.00	
05/13/2022	GEN	34277	52022	LORI MUELLER	TRAINING & TRAVEL	533500	5511	300.00	
05/13/2022	GEN	34278	885371	MICROMARKETING LLC	AV MATERIAL	532900	5700	33.99	
05/13/2022	GEN	34279#	502048835	MIDWEST TAPE	DIGITAL MATERIALS	534000	5511	518.87	
			501985899		AV MATERIAL	532900	5700	39.99	
				CHECK GEN 34279 TOTAL FOR FUN					558.86
05/13/2022	GEN	34280	24674426	QUILL LLC	SUPPLIES	531100	5511	118.46	
			24958363		SUPPLIES	531100	5511	276.73	
				CHECK GEN 34280 TOTAL FOR FUN					395.19
05/13/2022	GEN	34281	1329	SUNSET PLAYHOUSE	PROGRAMMING	533100	5511	225.00	
05/13/2022	GEN	34282	23128	TAYLOR COMPUTER SERVICES, INC	CONTRACTUAL SERVICES	522000	5511	156.25	
05/13/2022	GEN	34283	6101079	UNIQUE MANAGEMENT	OUTSIDE SERVICES	531000	5511	9.8	

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
05/13/2022	GEN	34284	1046-F077857	UNITED STATES ALLIANCE FIRE PREPAIRS & MAINTENANCE		539500	5511	506.00
					Total for fund 440 LIBRARY FUND			17,592.94
TOTAL - ALL FUNDS								17,592.94

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/18/2022	GEN	484 (E)	CHARTER COMMUNICATIONS	APRIL-MAY 2022 MONTHLY BILL	100-5120-522500	37.61
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5141-522500	15.91
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5142-522500	143.59
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5145-522900	70.18
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5160-522500	29.46
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5211-522500	458.55
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5241-522500	40.88
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5323-522500	73.76
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	100-5512-522500	177.96
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	150-5221-522500	367.38
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	410-5363-522500	4.56
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	440-5511-522500	293.61
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	500-5344-522500	2.28
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	610-6920-692100	38.75
		484 (E)		APRIL-MAY 2022 MONTHLY BILL	620-8400-851000	38.75
						<hr/> 1,793.23
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,793.23

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ARMOUR ABBY							
53464	WISCONSIN LIBRARY ASSOCIA	05/02/2022	05/20/2022	210.00	0.00	Paid	Y
	ABBY ARMOUR MEMBERSHIP	MROCKLEY					05/20/2022
	440-5511-533500	TRAINING & TRAVEL		210.00			
ARMOUR ABBY							
53465	AMER LIB ASSOC-CAREER	05/02/2022	05/20/2022	669.00	0.00	Paid	Y
	ALA CONFERENCE	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		669.00			
ARMOUR ABBY							
53466	WISCONSIN LIBRARY ASSOCIA	05/03/2022	05/20/2022	160.00	0.00	Paid	Y
	WAPL CONFERENCE	MROCKLEY					05/20/2022
	440-5511-533500	TRAINING & TRAVEL		160.00			
BITTNER RONALD							
53467	HEIN WAUKESHA	04/29/2022	05/20/2022	682.00	0.00	Paid	Y
	SHOP HIGH BAY LED LIGHTS	MROCKLEY					05/20/2022
	100-5323-539500	REPAIRS & MAINTENANCE		682.00			
BITTNER RONALD							
53468	ELLIOTT ACE HDWE	05/10/2022	05/20/2022	439.99	0.00	Paid	Y
	BACK PACK BLOWER	MROCKLEY					05/20/2022
	100-5324-539500	REPAIRS & MAINTENANCE		439.99			
BONK JASON							
53469	WAL-MART #1571	04/15/2022	05/20/2022	6.11	0.00	Paid	Y
	WATER HYDRANT MANINT.	MROCKLEY					05/20/2022
	610-6454-665400	MAINTENANCE-HYDRANTS		6.11			
BONK JASON							
53470	USPS PO 5657100149	05/03/2022	05/20/2022	4.50	0.00	Paid	Y
	WATER SAMPLING/TESTING	MROCKLEY					05/20/2022
	610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT		4.50			
BONK JASON							
53471	THE HOME DEPOT #4921	05/04/2022	05/20/2022	23.89	0.00	Paid	Y
	WATER EXTENSION CORD	MROCKLEY					05/20/2022
	610-6450-664100	OPERATION SUPPLY/EXP-T&D		23.89			

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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							
BONK JASON							
53472	WAL-MART #1571	05/10/2022	05/20/2022	169.00	0.00	Paid	Y
	WWTF REPLACEMENT KITCHEN/BREAK RM	MROCKLEY					05/20/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		169.00			
BROWN DAVID							
53473	US BANK	04/20/2022	05/20/2022	(27.99)	0.00	Paid	Y
	WWTF SHELVING BRACKETS RETURNED	MROCKLEY					05/20/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		(27.99)			
BROWN DAVID							
53474	PALMYRA CITGO	05/02/2022	05/20/2022	21.00	0.00	Paid	Y
	WWTF MOWER GAS NON ETHYNOL	MROCKLEY					05/20/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		21.00			
BROWN DAVID							
53475	ALLIED INSULATION	05/06/2022	05/20/2022	1,323.42	0.00	Paid	Y
	WWTF RAS RM PIPE INSULATION	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		1,323.42			
BROWN DAVID							
53476	WISCONSIN WASTEWATER OPER	05/10/2022	05/20/2022	82.80	0.00	Paid	Y
	WWTF WWOA CONF. AND CLEARAS SYSTEM	MROCKLEY					05/20/2022
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		82.80			
DEMOTTO CHRIS							
53477	WISCONSIN POLICE LEADERSH	05/05/2022	05/20/2022	225.00	0.00	Paid	Y
	WCPA SUMMER CONFERENENCE	MROCKLEY					05/20/2022
	100-5211-533500	TRAINING & TRAVEL		225.00			
DEMOTTO CHRIS							
53478	AMAZON.COM*1R1GF7131	05/15/2022	05/20/2022	44.94	0.00	Paid	Y
	DRY ERASE BOARDS	MROCKLEY					05/20/2022
	100-5212-531100	SUPPLIES		44.94			
DOHERTY DIANA							
53479	GOVERNMENT FINANCE OFFIC	04/18/2022	05/20/2022	170.00	0.00	Paid	Y
	GFOA ANNUAL MEMBERSHIP	MROCKLEY					05/20/2022
	100-5145-532400	MEMBERSHIP DUES		170.00			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
DOHERTY DIANA							
53480	GOVERNMENT FINANCE OFFIC	04/18/2022	05/20/2022	10.00	0.00	Paid	Y
	EO GUIDE	MROCKLEY					05/20/2022
	100-5145-533500	TRAINING & TRAVEL		10.00			
DYKSTRA DIANA							
53481	COUSINS SUBS #9160	04/21/2022	05/20/2022	121.80	0.00	Paid	Y
	BOARD TRAINING 4/20	MROCKLEY					05/20/2022
	100-5111-533500	BOARD TRAINING 4/20		121.80			
DYKSTRA DIANA							
53482	UW LOCAL GOV EDUCATION	05/03/2022	05/20/2022	45.00	0.00	Paid	Y
	UW EXT BOARD OF REVIEW TRAINING	MROCKLEY					05/20/2022
	100-5111-533500	UWEXT BOARD OF REVIEW TRAINING		45.00			
DYKSTRA DIANA							
53483	US BANK	05/03/2022	05/20/2022	(133.25)	0.00	Paid	Y
	CANCEL IIMC CLASS CONFLICT	MROCKLEY					05/20/2022
	100-5142-533500	CANCEL IIMC CLASS CONFLICT		(133.25)			
DYKSTRA DIANA							
53484	US BANK	05/13/2022	05/20/2022	(35.00)	0.00	Paid	Y
	CREDIT FOR DUPLICATE BOR TRAING	MROCKLEY					05/20/2022
	100-5142-533500	CREDIT FOR DUPLICATE BOR TRAIN		(35.00)			
DYKSTRA DIANA							
53485	THE LISMORE BY DBLTREE	05/13/2022	05/20/2022	90.00	0.00	Paid	Y
	LEAGUE 101 TRAINING - JOHNSON	MROCKLEY					05/20/2022
	100-5111-533500	LEAGUE 101 TRAINING - MEINERS		90.00			
DYKSTRA DIANA							
53486	THE LISMORE BY DBLTREE	05/14/2022	05/20/2022	180.00	0.00	Paid	Y
	LEAGUE 101 TRAINING - MEINERS	MROCKLEY					05/20/2022
	100-5111-533500	LEAGUE 101 TRAINING - JOHNSON		180.00			
GOURDOUX LINDA							
53487	PIZZA HUT 035644	04/14/2022	05/20/2022	184.81	0.00	Paid	Y
	PIZZA HUT FOR CYBER SECURITY	MROCKLEY					05/20/2022
	100-5142-533500	TRAINING & TRAVEL		14.17			
	100-5141-533500	TRAINING & TRAVEL		7.11			
	100-5211-533500	TRAINING & TRAVEL		35.55			

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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							
	100-5241-533500	TRAINING & TRAVEL		14.22			
	100-5323-533500	TRAINING & TRAVEL		42.66			
	100-5145-533500	TRAINING & TRAVEL		14.22			
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		49.77			
	150-5221-533500	TRAINING & TRAVEL		7.11			
GOURDOUX LINDA							
53488	QDOBA 1857 CATERING	05/05/2022	05/20/2022	401.56	0.00	Paid	Y
	BOARD TRAINING 5/04	MROCKLEY					05/20/2022
	100-5111-533500	BOARD TRAINING 5/04		401.56			
ISELY MARY JO							
53489	NETFLIX.COM	05/01/2022	05/20/2022	19.99	0.00	Paid	Y
	5/1/22-5/31/22 STREAMING SERVICE	MROCKLEY					05/20/2022
	440-5511-534000	DIGITAL MATERIALS		19.99			
KIM CATHRYN							
53490	SEED SAVERS EXCHANGE INC.	04/19/2022	05/20/2022	58.27	0.00	Paid	Y
	SEED LIBRARY	MROCKLEY					05/20/2022
	440-5511-533100	PROGRAMMING		58.27			
KIM CATHRYN							
53491	CBI*COREL	04/21/2022	05/20/2022	109.00	0.00	Paid	Y
	CORAL DRAW GRAPHICS DOWNLOAD	MROCKLEY					05/20/2022
	440-5511-531400	META SPACE EQUIPMENT & SUPPLIE		109.00			
KIM CATHRYN							
53492	WAL-MART #1571	04/27/2022	05/20/2022	38.88	0.00	Paid	Y
	OFFICE SUPPLIES	MROCKLEY					05/20/2022
	440-5511-531100	SUPPLIES		38.88			
KIM CATHRYN							
53493	WISCONSIN LIBRARY ASSOCIA	04/28/2022	05/20/2022	118.56	0.00	Paid	Y
	ERIC HUEMMER MEMBERSHIP	MROCKLEY					05/20/2022
	440-5511-533500	TRAINING & TRAVEL		118.56			
KIM CATHRYN							
53494	WISCONSIN LIBRARY ASSOCIA	04/28/2022	05/20/2022	15.44	0.00	Paid	Y
	EMILY CEITHAMER MEMBERSHIP	MROCKLEY					05/20/2022
	440-5511-533500	TRAINING & TRAVEL		15.44			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
53495	PP*SHUNPIKE	04/29/2022	05/20/2022	95.00	0.00	Paid	Y
	CONTINUING ED CLASS/PD BY GRANT	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		95.00			
KIM CATHRYN							
53496	SP MAKEYMAKEY-JOYLAB	04/29/2022	05/20/2022	155.72	0.00	Paid	Y
	CONTINUING ED CLASS/ PD BY GRANT	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		155.72			
KIM CATHRYN							
53497	FACEBK *452QJGX6M2	04/30/2022	05/20/2022	17.73	0.00	Paid	Y
	CULTURAL SHOWCASE AD	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		17.73			
KIM CATHRYN							
53498	ILLINOIS LIBRARY ASSOC	05/03/2022	05/20/2022	87.86	0.00	Paid	Y
	SUMMER PROGRAM PRIZES	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		87.86			
KIM CATHRYN							
53499	FRIENDS OF BOERNER BOT	05/03/2022	05/20/2022	100.00	0.00	Paid	Y
	GARDEN PASS/ PD BY FRIENDS	MROCKLEY					05/20/2022
	440-5890-580600	DONATED FUND EXPENDITURES		100.00			
KIM CATHRYN							
53500	THE HOME DEPOT 4921	05/03/2022	05/20/2022	410.78	0.00	Paid	Y
	GARDEN SUPPLIES	MROCKLEY					05/20/2022
	440-5511-531100	SUPPLIES		410.78			
KIM CATHRYN							
53501	D J*WALL-ST-JOURNAL	05/06/2022	05/20/2022	149.97	0.00	Paid	Y
	3 MONTH SUBSCRIPTION	MROCKLEY					05/20/2022
	440-5511-532700	NEWSPAPERS		149.97			
KIM CATHRYN							
53502	MAILCHIMP *MISC	05/08/2022	05/20/2022	69.99	0.00	Paid	Y
	NEWSLETTER	MROCKLEY					05/20/2022
	440-5511-534000	DIGITAL MATERIALS		69.99			

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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 53503	UWCC REGISTRATIONS CIRCULATION CONFERENCE 440-5511-533500	05/09/2022 MROCKLEY	05/20/2022	300.00	0.00	Paid	Y 05/20/2022
	TRAINING & TRAVEL			300.00			
KIM CATHRYN 53504	WYNDHAM GARDEN HOTEL FOR CONFERENCE 440-5511-533500	05/10/2022 MROCKLEY	05/20/2022	161.61	0.00	Paid	Y 05/20/2022
	TRAINING & TRAVEL			161.61			
KREISER ROBERT 53505	SP SCOTT COMPANY DRU FIELD DRUG TESTING KITS 100-5212-531100	05/13/2022 MROCKLEY	05/20/2022	207.90	0.00	Paid	Y 05/20/2022
	SUPPLIES			207.90			
KREISER ROBERT 53506	WAL-MART #1571 STAFF PHOTOS 100-5211-531100	05/15/2022 MROCKLEY	05/20/2022	4.32	0.00	Paid	Y 05/20/2022
	SUPPLIES			4.32			
MCCUEN BRENNAN 53507	ZORO TOOLS INC PLUMBING PARTS 100-5521-531100	04/22/2022 MROCKLEY	05/20/2022	135.99	0.00	Paid	Y 05/20/2022
	SUPPLIES			135.99			
MCCUEN BRENNAN 53508	ZORO TOOLS INC PLUMBING PARTS 100-5521-531100	04/29/2022 MROCKLEY	05/20/2022	26.08	0.00	Paid	Y 05/20/2022
	SUPPLIES			26.08			
MCCUEN BRENNAN 53509	ZORO TOOLS INC PLUMBING PARTS 100-5521-531100	05/03/2022 MROCKLEY	05/20/2022	102.50	0.00	Paid	Y 05/20/2022
	SUPPLIES			102.50			
MCCUEN BRENNAN 53510	THOMAS GREENHOUSE INDIAN HEAD TREES PURCHASED WITH 340-5890-580601	05/11/2022 MROCKLEY	05/20/2022	1,133.96	0.00	Paid	Y 05/20/2022
	DPW-DONATED FUNDS EXPENDITURE			1,133.96			

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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						
Purchase Card Vendor: 0002 US BANK							
MILLER KENNETH							
53511	SQ *ABSOLUTE SUPPLIERS, I	04/19/2022	05/20/2022	649.95	0.00	Paid	Y
	WWTF REPLACEMENT EFFLUENT SAMPLING	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		649.95			
MILLER KENNETH							
53512	MENARDS BURLINGTON WI	04/20/2022	05/20/2022	16.46	0.00	Paid	Y
	WWTF UV MAINTENANCE	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		16.46			
MILLER KENNETH							
53513	THE HOME DEPOT #4921	04/25/2022	05/20/2022	65.82	0.00	Paid	Y
	WWTF NORTH CLAIFIER CONCETE SEALER	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		65.82			
MILLER KENNETH							
53514	NORGREN, INC.	04/27/2022	05/20/2022	189.90	0.00	Paid	Y
	WWTF DIGESTER PUMP AIR FILTERS	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		189.90			
MILLER KENNETH							
53515	CUMMINS NORTHEAST LLC	04/28/2022	05/20/2022	696.32	0.00	Paid	Y
	WATER WELL 5 GENERATOR REPAIRS	MROCKLEY					05/20/2022
	610-6200-662500	MAINTENANCE-PUMPING		696.32			
MILLER KENNETH							
53516	NORGREN, INC.	04/29/2022	05/20/2022	20.05	0.00	Paid	Y
	WWTF SLUDGE PUMP AIR WATER FILTERS	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		20.05			
MILLER KENNETH							
53517	SP WOODLINE PARTS	05/04/2022	05/20/2022	195.14	0.00	Paid	Y
	WATER WELL 5 GENERATOR REPAIR	MROCKLEY					05/20/2022
	610-6200-662500	MAINTENANCE-PUMPING		195.14			
MILLER KENNETH							
53518	THE HOME DEPOT #4921	05/09/2022	05/20/2022	41.92	0.00	Paid	Y
	WWTF SHOP TOOLS, SOUTH CLARIFIER	MROCKLEY					05/20/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		20.00			
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		21.92			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
MILLER KENNETH							
53519	THE HOME DEPOT #4921	05/09/2022	05/20/2022	21.94	0.00	Paid	Y
	WWTF FINAL CLARIFIER WEIR SEALANT	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		21.94			
MILLER KENNETH							
53520	THE HOME DEPOT #4921	05/09/2022	05/20/2022	7.88	0.00	Paid	Y
	WWTF FINAL CLARIFIER BACKER ROD FOR	MROCKLEY					05/20/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		7.88			
MILLER KENNETH							
53521	THE HOME DEPOT #4921	05/10/2022	05/20/2022	43.38	0.00	Paid	Y
	WWTF TOLLS, MISC SHOP SUPPLIES	MROCKLEY					05/20/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		43.38			
PETERSON RANDY							
53522	FULL SOURCE LLC	04/27/2022	05/20/2022	46.73	0.00	Paid	Y
	SAFETY SUPPLIES	MROCKLEY					05/20/2022
	100-5323-534800	SAFETY SUPPLIES		46.73			
RUTENBECK TIM							
53523	EB ZONING WEBINARS-SP	04/26/2022	05/20/2022	40.00	0.00	Paid	Y
		MROCKLEY					05/20/2022
	100-5241-533500	TRAINING & TRAVEL		40.00			
RUTENBECK TIM							
53524	DSPS E SERVICE FEE COM	05/11/2022	05/20/2022	4.80	0.00	Paid	Y
		MROCKLEY					05/20/2022
	100-5241-533500	TRAINING & TRAVEL		4.80			
RUTENBECK TIM							
53525	DSPS E SERVICE FEE COM	05/11/2022	05/20/2022	0.80	0.00	Paid	Y
		MROCKLEY					05/20/2022
	100-5241-533500	TRAINING & TRAVEL		0.80			
RUTENBECK TIM							
53526	DSPS EPAY ISE	05/11/2022	05/20/2022	40.00	0.00	Paid	Y
		MROCKLEY					05/20/2022
	100-5241-533500	TRAINING & TRAVEL		40.00			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
RUTENBECK TIM							
53527	DSPS EPAY ISE	05/11/2022	05/20/2022	240.00	0.00	Paid	Y
		MROCKLEY					05/20/2022
	100-5241-533500	TRAINING & TRAVEL		240.00			
SCHNOOK FRED							
53528	NIU OUTREACH	05/06/2022	05/20/2022	150.00	0.00	Paid	Y
	WCMA CONFERENCE REGISTRATION	MROCKLEY					05/20/2022
	100-5141-533500	TRAINING & TRAVEL		150.00			
STIEN JEFFREY R							
53529	AMZN MKTP US*136WA6IV1	05/05/2022	05/20/2022	49.98	0.00	Paid	Y
	WI LAW POSTERS	MROCKLEY					05/20/2022
	150-5221-531100	SUPPLIES		49.98			
STIEN JEFFREY R							
53530	WAL-MART #1571	05/13/2022	05/20/2022	9.88	0.00	Paid	Y
	CELL PHONE SCREEN SAVER	MROCKLEY					05/20/2022
	150-5221-531100	SUPPLIES		9.88			
STIEN JEFFREY R							
53531	AMZN MKTP US*1L1PF0JR2	05/15/2022	05/20/2022	42.97	0.00	Paid	Y
	IPHONE CASES	MROCKLEY					05/20/2022
	150-5221-522500	TELEPHONE		42.97			
STREIT DANIEL							
53532	STAPLS0199622445000001	04/23/2022	05/20/2022	49.78	0.00	Paid	Y
	OFFICE SUPPLIES	MROCKLEY					05/20/2022
	100-5211-531100	SUPPLIES		49.78			
STREIT DANIEL							
53533	US BANK	05/05/2022	05/20/2022	(49.95)	0.00	Paid	Y
	CREDIT FOR RETURNED PRINTER CABLE	MROCKLEY					05/20/2022
	100-5212-539500	REPAIRS & MAINTENANCE		(49.95)			
STREIT DANIEL							
53534	STAPLS0199946050000001	05/06/2022	05/20/2022	54.71	0.00	Paid	Y
	OFFICE SUPPLIES	MROCKLEY					05/20/2022
	100-5211-531100	SUPPLIES		54.71			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
STREIT DANIEL							
53535	AMAZON.COM*1R6JQ0A11	05/15/2022	05/20/2022	12.29	0.00	Paid	Y
	CLEANING SUPPLIES	MROCKLEY					05/20/2022
	100-5211-539500	REPAIRS & MAINTENANCE		12.29			
STREIT DANIEL							
53536	AMZN MKTP US*1R3MY3EQ1	05/15/2022	05/20/2022	19.96	0.00	Paid	Y
	OFFICER NOTEBOOKS	MROCKLEY					05/20/2022
	100-5212-531100	SUPPLIES		19.96			
SURA MATTHEW J							
53537	UA.COM*888-727-6687 MD	04/22/2022	05/20/2022	126.00	0.00	Paid	Y
	FICKAU CLOTHING	MROCKLEY					05/20/2022
	150-5221-534600	CLOTHING ALLOWANCE		126.00			
SURA MATTHEW J							
53538	APPLE.COM/BILL	05/08/2022	05/20/2022	0.99	0.00	Paid	Y
	APPLE STORAGE	MROCKLEY					05/20/2022
	150-5231-531100	SUPPLIES		0.99			
SURA MATTHEW J							
53539	NIKEPOS_US	05/09/2022	05/20/2022	85.39	0.00	Paid	Y
	SURA CLOTHING	MROCKLEY					05/20/2022
	150-5221-534600	CLOTHING ALLOWANCE		85.39			
SURA MATTHEW J							
53540	SQ *APEX INDUSTRIAL TECHN	05/12/2022	05/20/2022	605.22	0.00	Paid	Y
	NARCOTIC VENDING MACHINE	MROCKLEY					05/20/2022
	150-5231-539500	REPAIRS & MAINTENANCE		605.22			
WEGNER ANDREW P							
53541	CONWAY SHIELD	04/29/2022	05/20/2022	19.99	0.00	Paid	Y
	HELMET ACCOUNTABILITY PASSPORT	MROCKLEY					05/20/2022
	150-5222-531100	SUPPLIES		19.99			
Total Purchase Card Vendor: 0002 US BANK				12,086.43	0.00		
# of Invoices:	74	# Due:	0	Totals:	12,332.62	0.00	
# of Credit Memos:	4	# Due:	0	Totals:	(246.19)	0.00	
Net of Invoices and Credit Memos:				12,086.43	0.00		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

--- TOTALS BY GL DISTRIBUTION ---

100-5111-533500	TRAINING & TRAVEL	838.36
100-5141-533500	TRAINING & TRAVEL	157.11
100-5142-533500	TRAINING & TRAVEL	(154.08)
100-5145-532400	MEMBERSHIP DUES	170.00
100-5145-533500	TRAINING & TRAVEL	24.22
100-5211-531100	SUPPLIES	108.81
100-5211-533500	TRAINING & TRAVEL	260.55
100-5211-539500	REPAIRS & MAINTENANCE	12.29
100-5212-531100	SUPPLIES	272.80
100-5212-539500	REPAIRS & MAINTENANCE	(49.95)
100-5241-533500	TRAINING & TRAVEL	339.82
100-5323-533500	TRAINING & TRAVEL	42.66
100-5323-534800	SAFETY SUPPLIES	46.73
100-5323-539500	REPAIRS & MAINTENANCE	682.00
100-5324-539500	REPAIRS & MAINTENANCE	439.99
100-5521-531100	SUPPLIES	264.57
150-5221-522500	TELEPHONE	42.97
150-5221-531100	SUPPLIES	59.86
150-5221-533500	TRAINING & TRAVEL	7.11
150-5221-534600	CLOTHING ALLOWANCE	211.39
150-5222-531100	SUPPLIES	19.99
150-5231-531100	SUPPLIES	0.99
150-5231-539500	REPAIRS & MAINTENANCE	605.22
340-5890-580601	DPW-DONATED FUNDS EXPENDITURE	1,133.96
440-5511-531100	SUPPLIES	449.66
440-5511-531400	META SPACE EQUIPMENT & SUPPLIE	109.00
440-5511-532700	NEWSPAPERS	149.97
440-5511-533100	PROGRAMMING	58.27
440-5511-533500	TRAINING & TRAVEL	965.61
440-5511-534000	DIGITAL MATERIALS	89.98
440-5890-580600	DONATED FUND EXPENDITURES	1,125.31
610-6200-662500	MAINTENANCE-PUMPING	891.46
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT	4.50
610-6450-664100	OPERATION SUPPLY/EXP-T&D	23.89
610-6454-665400	MAINTENANCE-HYDRANTS	6.11
620-8010-827000	OPERATION SUPPLY/EXPENSE	225.39
620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT	2,317.34

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	GL Distribution						
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		132.57			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			3,455.88	0.00		
	150 - FIRE/AMBULANCE FUND			947.53	0.00		
	340 - VILLAGE DESIGNATED FUND			1,133.96	0.00		
	440 - LIBRARY FUND			2,947.80	0.00		
	610 - WATER UTILITY FUND			925.96	0.00		
	620 - SEWER UTILITY FUND			2,675.30	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5111 - VILLAGE BOARD			838.36	0.00		
	5141 - VILLAGE ADMINISTRATOR			157.11	0.00		
	5142 - CLERK-TREASURER			(154.08)	0.00		
	5145 - FINANCE DEPARTMENT			194.22	0.00		
	5211 - POLICE ADMINISTRATION			381.65	0.00		
	5212 - POLICE PATROL			222.85	0.00		
	5221 - FIRE ADMINISTRATION			321.33	0.00		
	5222 - FIRE SUPPRESSION			19.99	0.00		
	5231 - AMBULANCE			606.21	0.00		
	5241 - BUILDING INSPECTOR			339.82	0.00		
	5323 - GARAGE			771.39	0.00		
	5324 - MACHINERY & EQUIPMENT			439.99	0.00		
	5511 - LIBRARY SERVICES			1,822.49	0.00		
	5521 - PARKS			264.57	0.00		
	5890 - USE OF DESIGNATED FUNDS			2,259.27	0.00		
	6200 - PUMPING OPERATIONS			891.46	0.00		
	6300 - WATER TREATMENT OPERATIONS			4.50	0.00		
	6450 - T&D-DISTR RSRVR/STNDP MAINT			23.89	0.00		
	6454 - T&D-HYDRANTS MAINTENANCE			6.11	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			2,542.73	0.00		
	8400 - ADMINISTRATIVE & GENERAL			132.57	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			180.00			
	0707			1,888.81			
	1086			325.60			
	1275			1,399.23			
	2365			19.99			
	2544			268.55			
	3064			269.94			
	4175			212.22			
	5311			1,039.00			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	5538			86.79			
	5724			817.60			
	6347			586.37			
	6370			102.83			
	6899			19.99			
	8389			1,948.76			
	8764			203.50			
	8772			150.00			
	8798			1,398.53			
	9625			46.73			
	9708			1,121.99			

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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
4122176564 53542	WE ENERGIES 0700126680-00001 Digester Gas 620-8010-821200	04/27/2022 MROCKLEY 0700126680-00001 Digester Gas	05/17/2022	210.51 210.51	0.00	Paid	Y 05/17/2022
4122176564 53543	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	04/27/2022 MROCKLEY 0700126680-00002 Well #3 Elec	05/17/2022	1,497.96 1,497.96	0.00	Paid	Y 05/17/2022
4122176564 53544	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	04/27/2022 MROCKLEY 0700126680-00003 Street Lights	05/17/2022	3,783.76 3,783.76	0.00	Paid	Y 05/17/2022
4122176564 53545	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	04/27/2022 MROCKLEY 0700126680-00004 Greenwald	05/17/2022	309.89 309.89	0.00	Paid	Y 05/17/2022
4122176564 53546	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	04/27/2022 MROCKLEY 0700126680-00005 Booster Station	05/17/2022	1,290.66 1,290.66	0.00	Paid	Y 05/17/2022
4122176564 53547	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	04/27/2022 MROCKLEY 0700126680-00007 1240 N. Rochester	05/17/2022	127.89 127.89	0.00	Paid	Y 05/17/2022
4122176564 53548	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	04/27/2022 MROCKLEY 0700126680-00008 Police Garage	05/17/2022	135.82 135.82	0.00	Paid	Y 05/17/2022
4122176564 53549	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	04/27/2022 MROCKLEY 0700126680-00009 Fld Prk Baseball Lights	05/17/2022	22.04 22.04	0.00	Paid	Y 05/17/2022
4122176564 53550	WE ENERGIES 0700126680-00010 Fox River View 620-8020-821000	04/27/2022 MROCKLEY 0700126680-00010 Fox River View	05/17/2022	207.85 207.85	0.00	Paid	Y 05/17/2022

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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
4122176564 53551	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	04/27/2022 MROCKLEY 0700126680-000011 DPW Elec	05/17/2022	401.78 401.78	0.00	Paid	Y 05/17/2022
4122176564 53552	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	04/27/2022 MROCKLEY 0700126680-000012 Fire	05/17/2022	1,753.23 1,753.23	0.00	Paid	Y 05/17/2022
4122176564 53553	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	04/27/2022 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	05/17/2022	18.56 18.56	0.00	Paid	Y 05/17/2022
4122176564 53554	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	04/27/2022 MROCKLEY 0700126680-000014 Hall	05/17/2022	800.39 800.39	0.00	Paid	Y 05/17/2022
4122176564 53555	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	04/27/2022 MROCKLEY 0700126680-000014 Hall Gas	05/17/2022	312.49 312.49	0.00	Paid	Y 05/17/2022
4122176564 53556	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	04/27/2022 MROCKLEY 0700126680-000016 Miniwauken Park	05/17/2022	25.21 25.21	0.00	Paid	Y 05/17/2022
4122176564 53557	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	04/27/2022 MROCKLEY 0700126680-000017 Holz Elec	05/17/2022	10,981.83 10,981.83	0.00	Paid	Y 05/17/2022
4122176564 53558	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	04/27/2022 MROCKLEY 0700126680-000018 Parks	05/17/2022	13.85 13.85	0.00	Paid	Y 05/17/2022
4122176564 53559	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	04/27/2022 MROCKLEY 0700126680-000019 Atkinson Pump	05/17/2022	550.91 550.91	0.00	Paid	Y 05/17/2022

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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
4122176564 53560	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	04/27/2022 MROCKLEY	05/17/2022	1,081.58	0.00	Paid	Y 05/17/2022
	0700126680-000020 Well #6			1,081.58			
4122176564 53561	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	04/27/2022 MROCKLEY	05/17/2022	499.84	0.00	Paid	Y 05/17/2022
	0700126680-000021 DPW Gas			499.84			
4122176564 53562	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	04/27/2022 MROCKLEY	05/17/2022	87.54	0.00	Paid	Y 05/17/2022
	0700126680-000022 Concession Building			87.54			
4122176564 53563	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	04/27/2022 MROCKLEY	05/17/2022	9.90	0.00	Paid	Y 05/17/2022
	0700126680-000023 Well #3 Gas			9.90			
4122176564 53564	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	04/27/2022 MROCKLEY	05/17/2022	23.48	0.00	Paid	Y 05/17/2022
	0700126680-000024 Parks-200 S Rochester			23.48			
4122176564 53565	WE ENERGIES 0700126680-000027 Police 100-5211-522200	04/27/2022 MROCKLEY	05/17/2022	1,518.27	0.00	Paid	Y 05/17/2022
	0700126680-000027 Police			1,518.27			
4122176564 53566	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	04/27/2022 MROCKLEY	05/17/2022	22.46	0.00	Paid	Y 05/17/2022
	0700126680-000028 Miniwaukan Pavilion			22.46			
4122176564 53567	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	04/27/2022 MROCKLEY	05/17/2022	20.45	0.00	Paid	Y 05/17/2022
	0700126680-000029 F. Park Sump Pump			20.45			
4122176564 53568	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	04/27/2022 MROCKLEY	05/17/2022	21.36	0.00	Paid	Y 05/17/2022
	0700126680-000031 Holz Gas			21.36			

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4122176564 53569	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	04/27/2022 MROCKLEY 0700126680-000032 Well #4 Elec	05/17/2022	2,401.23 2,401.23	0.00	Paid	Y 05/17/2022
4122176564 53570	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	04/27/2022 MROCKLEY 0700126680-000033 Parks	05/17/2022	88.83 88.83	0.00	Paid	Y 05/17/2022
4122176564 53571	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	04/27/2022 MROCKLEY 0700126680-000034 Street Lights	05/17/2022	58.76 58.76	0.00	Paid	Y 05/17/2022
4122176564 53572	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	04/27/2022 MROCKLEY 0700126680-000036 Flashers	05/17/2022	10.79 10.79	0.00	Paid	Y 05/17/2022
4122176564 53573	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	04/27/2022 MROCKLEY 0700126680-000037 Well #4 Gas	05/17/2022	97.97 97.97	0.00	Paid	Y 05/17/2022
4122176564 53574	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	04/27/2022 MROCKLEY 0700126680-000038 Museum	05/17/2022	242.24 242.24	0.00	Paid	Y 05/17/2022
4122176564 53575	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	04/27/2022 MROCKLEY 0700126680-000039 Well #5	05/17/2022	2,512.83 2,512.83	0.00	Paid	Y 05/17/2022
4122176564 53576	WE ENERGIES 0700126680-00043 Outdoor Stage 100-5521-522200	04/27/2022 MROCKLEY 0700126680-00043 Outdoor Stage	05/17/2022	34.43 34.43	0.00	Paid	Y 05/17/2022
4122176564 53577	WE ENERGIES 0709449777-00001 Library Gas 440-5511-522400	04/27/2022 MROCKLEY 0709449777-00001 Library Gas	05/17/2022	1,280.73 1,280.73	0.00	Paid	Y 05/17/2022

05/26/2022 09:08 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
 JOURNALIZED PAID
 VENDOR CODE: 0034 - CHECK TYPE: EFT
 WE ENERGIES REPORT FOR BOARD

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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
4122176564 53578	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	04/27/2022 MROCKLEY 0709449777-00002 Library Elec	05/17/2022	2,626.94 2,626.94	0.00	Paid	Y 05/17/2022
4122176564 53579	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	04/27/2022 MROCKLEY 0712697628-00001 Tower Radio Bldg	05/17/2022	22.62 22.62	0.00	Paid	Y 05/17/2022
4122176564 53580	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	04/27/2022 MROCKLEY 0712697628-00002 Mukw Dam	05/17/2022	23.48 23.48	0.00	Paid	Y 05/17/2022
4122176564 53581	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	04/27/2022 MROCKLEY 0712697628-00003 PD Tower meter #05662	05/17/2022	45.32 45.32	0.00	Paid	Y 05/17/2022
4122176564 53582	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	04/27/2022 MROCKLEY 0712697628-00004 1224 Riverton	05/17/2022	137.94 137.94	0.00	Paid	Y 05/17/2022
4122176564 53583	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	04/27/2022 MROCKLEY 0712697628-00006 Well #7	05/17/2022	1,906.31 1,906.31	0.00	Paid	Y 05/17/2022
4122176564 53584	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	04/27/2022 MROCKLEY 0712697628-00007 School Crossing Lights	05/17/2022	16.25 16.25	0.00	Paid	Y 05/17/2022
4121266677 53585	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	04/27/2022 MROCKLEY 0700126680-00015 STREET LIGHTS	05/17/2022	10,258.43 10,258.43	0.00	Paid	Y 05/17/2022
4111037975 53586	WE ENERGIES 0700126680-00006 Field Park 100-5521-522200	04/19/2022 MROCKLEY 0700126680-00006 Field Park	05/17/2022	84.86 84.86	0.00	Paid	Y 05/17/2022

05/26/2022 09:08 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT 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
	GL Distribution						
4111037975							
53587	WE ENERGIES	04/19/2022	05/17/2022	33.14	0.00	Paid	Y
	0700126680-000025 Tower	MROCKLEY					05/17/2022
	610-6200-662200	0700126680-000025 Tower		33.14			
4111037975							
53588	WE ENERGIES	04/19/2022	05/17/2022	106.72	0.00	Paid	Y
	0700126680-00030 Andrews Street	MROCKLEY					05/17/2022
	100-5521-522200	0700126680-00030 Andrews Street		106.72			
# of Invoices:	47	# Due:	0	Totals:	47,719.33	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				47,719.33	0.00		

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	800.39
100-5160-522400	GAS	312.49
100-5211-522200	ELECTRIC	1,751.38
100-5254-522200	ELECTRIC	23.48
100-5323-522200	ELECTRIC	401.78
100-5323-522400	GAS	499.84
100-5342-522200	ELECTRIC	14,140.68
100-5512-522200	ELECTRIC	242.24
100-5521-522200	ELECTRIC	506.39
150-5221-522200	ELECTRIC	1,753.23
440-5511-522200	ELECTRIC	2,626.94
440-5511-522400	GAS	1,280.73
610-6200-662200	FUEL OR POWER PURCHASED	11,141.47
620-8010-821100	WWTP ELECTRIC POWER	10,981.83
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	231.87
620-8020-821000	PUMPING POWER & FUEL	1,024.59

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT 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
GL Distribution							
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			18,678.67	0.00		
	150 - FIRE/AMBULANCE FUND			1,753.23	0.00		
	440 - LIBRARY FUND			3,907.67	0.00		
	610 - WATER UTILITY FUND			11,141.47	0.00		
	620 - SEWER UTILITY FUND			12,238.29	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5160 - VILLAGE HALL			1,112.88	0.00		
	5211 - POLICE ADMINISTRATION			1,751.38	0.00		
	5221 - FIRE ADMINISTRATION			1,753.23	0.00		
	5254 - DAMS			23.48	0.00		
	5323 - GARAGE			901.62	0.00		
	5342 - STREET LIGHTING			14,140.68	0.00		
	5511 - LIBRARY SERVICES			3,907.67	0.00		
	5512 - MUSEUM			242.24	0.00		
	5521 - PARKS			506.39	0.00		
	6200 - PUMPING OPERATIONS			11,141.47	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			11,213.70	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			1,024.59	0.00		

05/26/2022 09:12 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34250 - 34253
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/09/2022	GEN	34250	ARROWHEAD BP	COURT RESTITUTION	100-0000-233000	50.00
05/09/2022	GEN	34251	TREASURER STATE OF WI	COURT FINES & FEES	100-0000-242400	6,124.55
05/09/2022	GEN	34252	TREASURER WAUKESHA COUNTY	COURT FINES AND FEES	100-0000-243240	1,869.00
05/09/2022	GEN	34253	WALWORTH CTY TREASURER	COURT FINES AND FEES	100-0000-243250	20.00
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		8,063.55

05/26/2022 09:17 AM

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User: MROCKLEY

DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO

CHECK NUMBER 481

Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/12/2022	GEN	481 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - APRIL	100-5142-539900	1.24
		481 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	100-5241-539900	10.76
		481 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	410-5363-539900	69.33
		481 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	610-6902-690300	69.34
		481 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	620-8300-840000	69.33
						220.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		220.00

05/26/2022 09:21 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/12/2022 - 05/12/2022
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/12/2022	GEN	34254	MINNESOTA LIFE INSURANCE	JUNE 2022 LIFE INSURANCE	100-0000-215301	1,026.51
		34254		JUNE 2022 LIFE INSURANCE	150-0000-215301	162.59
		34254		JUNE 2022 LIFE INSURANCE	440-0000-215301	117.37
		34254		JUNE 2022 LIFE INSURANCE	610-0000-215301	38.84
		34254		JUNE 2022 LIFE INSURANCE	620-0000-215301	172.26
						<hr/> 1,517.57
05/12/2022	GEN	34255	MISSION SQUARE RETIREMENT	RETIREMENT PR 05/13/22 ACCT 305155	100-0000-215250	2,883.23
		34255		RETIREMENT PR 05/13/22 ACCT 305155	150-0000-215250	0.79
		34255		RETIREMENT PR 05/13/22 ACCT 305155	440-0000-215250	677.87
		34255		RETIREMENT PR 05/13/22 ACCT 305155	610-0000-215250	214.13
		34255		RETIREMENT PR 05/13/22 ACCT 305155	620-0000-215250	336.51
						<hr/> 4,112.53
05/12/2022	GEN	34256	PETTY CASH	PETTY CASH REPLENSIH	100-4430-443800	14.00
		34256		PETTY CASH REPLENSIH	100-5144-531100	13.09
		34256		PETTY CASH REPLENSIH	100-5160-539500	70.00
						<hr/> 97.09
05/12/2022	GEN	34257	SECURIAN FINANCIAL GROUP INC	MAY 2022 ACCIDENT INS	100-0000-215305	16.82
		34257		MAY 2022 ACCIDENT INS	150-0000-215305	0.08
						<hr/> 16.90
05/12/2022	GEN	480 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 05/13/022	100-0000-215250	580.00
		480 (E)		RETIREMENT PR 05/13/022	150-0000-215250	651.52
						<hr/> 1,231.52
05/12/2022	GEN	482 (E)	UKG INC.	PAYROLL PROCESSING FEES APRIL 2022	100-5111-539900	119.25
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5120-539900	26.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5141-539900	13.25
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5142-539900	26.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5144-521900	280.25
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5145-539900	66.25
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5211-539900	145.75
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5212-539900	132.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5213-521900	26.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5241-539900	26.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	100-5300-539900	79.50
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	150-5221-539900	530.00
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	440-5511-539900	278.25
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	610-6902-690300	53.0

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User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/12/2022 - 05/12/2022
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		482 (E)		PAYROLL PROCESSING FEES APRIL 2022	620-8300-840000	39.75
						<hr/> 1,843.75
05/12/2022	GEN	483 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - 100-0000-215200 APRIL 2022		44,983.64
		483 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS - 150-0000-215200		14,166.85
		483 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS - 440-0000-215200		7,457.38
		483 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS - 610-0000-215200		3,094.38
		483 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS - 620-0000-215200		4,242.08
						<hr/> 73,944.33
			TOTAL - ALL FUNDS	TOTAL OF 7 CHECKS		82,763.69

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User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/25/2022 - 05/25/2022
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/25/2022	GEN	34352	AFLAC	ACCOUNT# V1553 SUPPLEMENTAL	100-0000-215302	329.99
		34352		ACCOUNT# V1553 SUPPLEMENTAL	150-0000-215302	308.39
		34352		ACCOUNT# V1553 SUPPLEMENTAL	610-0000-215302	6.60
		34352		ACCOUNT# V1553 SUPPLEMENTAL	620-0000-215302	226.78
						<hr/> 871.76
05/25/2022	GEN	34353	MISSION SQUARE RETIREMENT	RETIREMENT PR 05/27/22	100-0000-215250	2,961.73
		34353		RETIREMENT PR 05/27/22	440-0000-215250	678.73
		34353		RETIREMENT PR 05/27/22	610-0000-215250	221.01
		34353		RETIREMENT PR 05/27/22	620-0000-215250	325.67
						<hr/> 4,187.14
05/25/2022	GEN	34354	MUKWONAGO PROFESSIONAL	MAY 2022 FIRE UNION DUES	150-0000-215500	270.00
05/25/2022	GEN	34355	MUKWONAGO PROFESSIONAL POLICE	MAY 2022 POLICE UNION DUES	100-0000-215500	550.00
05/25/2022	GEN	34356	VILLAGE OF MUKWONAGO MRA	MAY 2022 FSA	100-0000-215350	1,663.48
		34356		REPLENISH MRA ACCOUNT	100-0000-216000	10,000.00
		34356		MAY 2022 FSA	150-0000-215350	327.20
		34356		MAY 2022 FSA	610-0000-215350	2.88
		34356		MAY 2022 FSA	620-0000-215350	154.82
						<hr/> 12,148.38
05/25/2022	GEN	487 (E)	DELTA DENTAL OF WISCONSIN	JUNE 2022 DENTAL PREMIUMS	100-0000-215304	389.84
		487 (E)		JUNE 2022 DENTAL PREMIUMS	150-0000-215304	20.98
		487 (E)		JUNE 2022 DENTAL PREMIUMS	440-0000-215304	51.72
		487 (E)		JUNE 2022 DENTAL PREMIUMS	610-0000-215304	9.70
		487 (E)		JUNE 2022 DENTAL PREMIUMS	620-0000-215304	0.06
						<hr/> 472.30
05/25/2022	GEN	488 (E)	DELTA DENTAL OF WISCONSIN	JUNE 2022 VISION PREMIUMS	100-0000-215303	56.32
		488 (E)		JUNE 2022 VISION PREMIUMS	440-0000-215303	35.76
						<hr/> 92.08
05/25/2022	GEN	489 (E)	EMPLOYEE TRUST FUNDS	JUNE 2022 HEALTH INSURANCE	100-0000-215300	53,884.89
		489 (E)		JUNE 2022 HEALTH INSURANCE	150-0000-215300	8,242.85
		489 (E)		JUNE 2022 HEALTH INSURANCE	440-0000-215300	6,637.40
		489 (E)		JUNE 2022 HEALTH INSURANCE	610-0000-215300	4,223.74
		489 (E)		JUNE 2022 HEALTH INSURANCE	620-0000-215300	5,218.8

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						78,207.74
05/25/2022	GEN	490 (E)	GREAT WEST RETIREMENT SERVICES	RETIRMENT PR 05/27/2022	100-0000-215250	580.00
		490 (E)		RETIRMENT PR 05/27/2022	150-0000-215250	683.98
						<hr/> 1,263.98
TOTAL - ALL FUNDS				TOTAL OF 9 CHECKS		98,063.38



Memo

To: Fred P. Schnook
From: John Wisniewski
cc: Diana A. Dykstra
Date: May 24, 2022
Re: Phone System Options

This memo outlines the 3 options the Village has in addressing its ongoing phone system issues:

1. Upgrade the current on-site system
2. Replace the current phone system with a similar on-site system
3. Implement a cloud-based solution for all village departments with the exception of the police department which needs to maintain an on-site phone system to integrate with the Village's 911 system.

Option 1 – Upgrade the current on-site system

Since 2015, the Village of Mukwonago has utilized an onsite Mitel 3300 PBX multi-site trunked phone system solution which provides phone service to all Village facilities. The original cost of the current phone system was \$55,000. Due to the age of this system, several hardware and software upgrades are now required to ensure that that phone system remains functional, stable, and secure. In addition to these upgrades, approximately 8% of phone handsets are also starting to fail and will require replacement. There are several phone system programming updates that would be required due to changes in the operational and department structure of

the Village. Additionally, several unresolved issues relating to the two Spectrum PRI phone circuits have resulted in incorrect caller ID values and deficiencies in circuit redundancy.

Upgrading the existing phone system will result in an upfront cost of \$11,050 to install the necessary upgrades, replace the failing handsets and update the phone system programming.

In addition, there are annually recurring expenses to maintain the Spectrum PRI Phone Circuits monthly which are required for the Police department (\$7,980) and annual licensing fees and phone system support (\$3,200). The total annual recurring costs to maintain the current phone system is \$11,180.

Note: These phone system upgrades will not resolve Spectrum related issues pertaining to incorrect caller ID values and deficiencies in direct truck overflow functionality. Also, the recurring maintenance costs do not address future equipment replacements when they fail.

Option 2 – Replace the current system with similar on-site system

The estimated cost of replacing the current system in its entirety is an upfront cost of \$60,000. Annually recurring costs of \$11,180 as outlined in Option 1 would apply to Option 2 as well.

Option 3 – Implement a cloud-based phone system for all Village departments except Police

An alternative to upgrading the entire phone system would be to replace it with a cloud-based phone system such as Vonage, RingCentral, 8X8, etc. These systems have vastly improved in the last few years, are reliable, affordable, and have now become the industry standard in business phone systems. These systems reduce telecommunications costs by eliminating the need for dedicated phone circuits, onsite phone system hardware, and dedicated technical support staff.

The annual cost for this option is \$13,200 but it does not require an upfront investment as the new phones are included in the fee as are any future replacements when the need arises. The fees for this option are billed monthly and would be offset by a recent reduction to current Spectrum services that are no longer needed by the Village.

We would still need to maintain the on-site phone system for the Police department as required for integration into the Village 911 system. The cost to update the current system for just the Police Department is an upfront cost of \$3,300 with an annually recurring cost of \$4,740 of licensing fees and system support.

A summary of costs by option is as follows:

	Option 1	Option 2	Option 3
	Current on-site	Replace on-site	Cloud-based & PD on-site
Upfront Cost	\$11,050	\$60,000	\$3,300
Annual Maintenance	\$11,180	\$11,180	13,200 4,740
Total Year 1 Cost	\$22,230	\$71,180	\$21,240

VILLAGE OF MUKWONAGO PRESENTS



**Mt.
OLIVE**
HIGH-POWERED ROCK



SATURDAY JUNE 4, 2022

INDIANHEAD PARK

850 MAIN STREET, MUKWONAGO

Free Concert!
Bring your Lawn Chair

6:15PM - New Outdoor Performance Stage

Ribbon Cutting

6:30PM - 10PM

Mt. Olive Concert

*Food Trucks include Pina Mexican Eats and Scotts
Dog House*

On Site and Street Parking Available



**Beer Sales provided by
Mukwonago Rotary Club**

No Carry -Ins Allowed

www.villageofmukwonago.com

60

VILLAGE OF MUKWONAGO
Performance Stage Rental Application
Special Event Form Required

Date Submitted: _____

Event Date: _____

GUIDELINES

This form must be completed in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Ct, 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 **three (3) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office
ATTN: Park Usage
440 River Crest Ct
Mukwonago WI 53149
Email to: lgourdoux@villageofmukwonago.com

FEES (check those that apply)

Performance Stage at Indianhead Park

Performance Stage	\$350.00 per day	\$ _____
Non-Resident Fee	Additional \$25.00 per day	\$ _____
	TOTAL	\$ _____

***SOUND SYSTEM USE REQUIRES PRE-EVENT MEETING WITH REPRESENTATIVE FROM
PUBLIC WORKS DEPARTMENT AT LEAST 48 HOURS IN ADVANCE OF EVENT
DURING NORMAL BUSINESS HOURS***

SECURITY DEPOSIT (Refundable)

Performance Stage Deposit	\$500.00 per day	\$ _____
---------------------------	------------------	----------

RENTAL INFORMATION

Date(s) of Event: _____

Estimated Number of Participants: _____

NOTE: (Special Event Permit will be required under separate application)

Event Set-Up Time: _____ Event End Time: _____

APPLICANT INFORMATION

Name: _____

Address: _____ City: _____ State/Zip: _____

Daytime Phone: _____

E-mail: _____

ORGANIZATION INFORMATION (if applicable)

Name of Organization: _____

Mailing Address: _____ City: _____ State/Zip: _____

Phone Number: _____ Is organization a 501(c)3? Yes: _____ No: _____

Website Address: _____

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.

Applicant Signature_____
Date_____
Print Name

Office Use Only

Fees Paid

Receipt #

Deposit Returned

Key # Issued

Key Returned

Department Approval

Administrator _____

Building Inspection _____

Fire _____

DPW _____

Police _____

Utilities _____

VILLAGE OF MUKWONAGO

Please read through each of the items below and initial each line to signify that you have read, understand, and agree.

_____ Reservations are dependent upon availability.

_____ Keys are responsibility of the Applicant to check out at Village Hall, no greater than 48 hours in advance of your event. After completion of the event, keys can be placed in the drop box behind Village Hall. Lost keys will result in re-keying charges.

_____ The buildings are not to be left unlocked or unattended at any time. Any damages resulting from being left unattended will be the responsibility of the Applicant.

_____ The Applicant should review the facility at opening and complete "Pre-Event" inspection of the Facility Checklist. Any pre-existing damages or problems must be identified at that time.

_____ Parking is only allowed in designated parking areas. ***Performance Stage:*** NO vehicles are allowed on the path without prior approval from the Public Works Director or designee.

_____ Following the event, a representative from the Public Works Department will conduct a "Post-Event" inspection and complete the Facility Checklist. The applicant will be notified if the facility was found in unsatisfactory condition.

_____ Layout: A sketch of the event area, toilet facilities, concession area, and parking areas shall be submitted with the application. Please include layout map.

Cleaning/Damages

_____ Applicants shall be liable for any loss, damage or injury sustained by virtue of the activity conducted. Damage fee will be determined by the number of man hours required and/or cost for services or property replacement.

_____ There are no decorations allowed to be affixed to the Ceiling. Applicant must adhere to the required post event clean up items on the facility checklist. Any items left incomplete may result in a forfeit of any or all of the damage deposit. Additional clean up charges will be billed at \$50 per ½ hour.

_____ Applicant agrees to abide by all Park Rules, Regulations, and Ordinances of the Village of Mukwonago.

_____ The applicant of this rental agreement shall be solely responsible for any violation, damages to the building and cleaning of the building. Any repair costs for damages will be withheld from damage deposit or charges as a special assessment against the applicant's property tax bill.

_____ Once approval has been granted, the Village Board, Village Administrator, Chief or Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency to weather, fire, riot, or administrative or clerical error. No fee would be charged for cancelation by a Village Officer.

VILLAGE OF MUKWONAGO

- _____ Applicant agrees to indemnify and hold harmless for all expenses, liability, and/or claim arising out of harm or activity of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at event, if necessary.
- _____ Security and Protection: The sponsor of any event shall be responsible for adequate uniformed security personnel. A security plan shall be furnished at least seven (7) days prior to the date of the event for Police Department approval. *NOTE:* Check with Police Department to see if off-duty or reserve police officers would be available for event.
- _____ Parking Space(s) on Village streets or Village Owned Parking Lot: Parking of cars shall be on paved areas only. Heavy vehicles on grassy areas for loading and unloading must be authorized the Public Works Director or designee. The Police Department shall be notified in advance if traffic control is needed on public thoroughfares.
- _____ Fires: All fires must be in personal grills or designated fireplaces.
- _____ Clean-up: Cleaning of the park is the responsibility of the organizer. The event area shall be maintained in an orderly manner during the event and final clean-up shall commence immediately post event. If clean-up is not completed by the end of the next business day, Village personnel shall be utilized and a bill, minus the deposit will be issued to the organizer. Future use of Village facilities may be revoked.

Please respond YES or NO to the following questions. Please supply additional information if required.

- _____ **Insurance Requirements (Required for Special Event):** If YES, 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.
- _____ **Sales:** If YES, attach a list of all vendors and products for sale.
- _____ **Electricity:** If YES, list pavilions where electricity is needed. **Performance Stage:** Power Requirements: _____ 110V 20 Amp _____ 110V 30 Amp _____ 110V 50 Amp
- _____ **Food/Non-Alcoholic Beverages:** If YES, the necessary permits and related information for the sale of food shall be obtained from the Waukesha County Health Department (262-896-8300).

VILLAGE OF MUKWONAGO

- _____ **Street Usage/Roadway Closure:** If YES, if the event is in the street, street barricades are required. What type and How many barricades will be required? _____
- _____ **Parking Space(s) on Private Lots:** IF YES, if parking in private lots near the event is required, the applicant shall obtain written permission from the adjacent property owners directly.
- _____ **Alcohol Served:** If YES, if beer or other fermented malt beverages are sold, a Temporary Class "B"/"Class B" Retailer's License must be completed and turned in with payment with the rental application. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____
- _____ **Admission or Gate Fee Charged:** If YES, explain in detail the reason for the fee.
- _____ **Loudspeakers and/or Amplification:** If YES, will it be a: Band ____ DJ ____ Other ____
What are the hours be? _____ All noise (loudspeakers and/or amplification ends at 11 p.m.
- _____ **Tents, Canopies, or Other Temporary Structures:** If YES, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.
- _____ **Inflatable Devices:** If YES, number and location of devices.
- _____ **Additional Port-a-Pots:** If Yes, using the information below, will your event require Portable Restrooms?

Determining if you need additional port-a-pots. Attendance at the function exceeds 300 people. Any damage will be the responsibility of the sponsoring group. The shall be clean, usable, properly enclosed, emptied when full, and a minimum 100 feet from food preparation areas. They shall be removed the next regular business day. The following schedule should be followed:

301-400 persons – 3 port-a-pots (1 for the men & 2 for the women)

401-500 persons – 6 port-a-pots (2 for the men & 4 for the women)

501-600 persons – 9 port-a-pots (3 for the men & 6 for the women)

for additional 250 persons over 600, an additional port-a-pot for each sex will be required



Agenda Cover Report

Date: 5/11/22	Committee/Board: Health and Recreation Committee
Submitted by: Ron Bittner	Department: Public works
Date of Committee Action: 6/1/22	Date of Village Board Action:

Subject:

Field Park pavilion condition assessment.

Executive Summary:

Plunkett Raysich Architects LLC completed the pavilion assessment. Based on the findings, they provided a limited project scope to address the immediate needs of the building. The attached report addresses the structural, electrical, and plumbing assessment in more detail including a limited project budget.

Fiscal Impact:

N/A

Executive Recommendation/Action:

Discussion and direction on project status as a capital project.

☐ Attachments Included

VILLAGE OF MUKWONAGO FIELD PARK PAVILION RENOVATION STUDY

Mukwonago, WI
PRA Project #220027-01 | May 2022



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PRA Project # 220027-01

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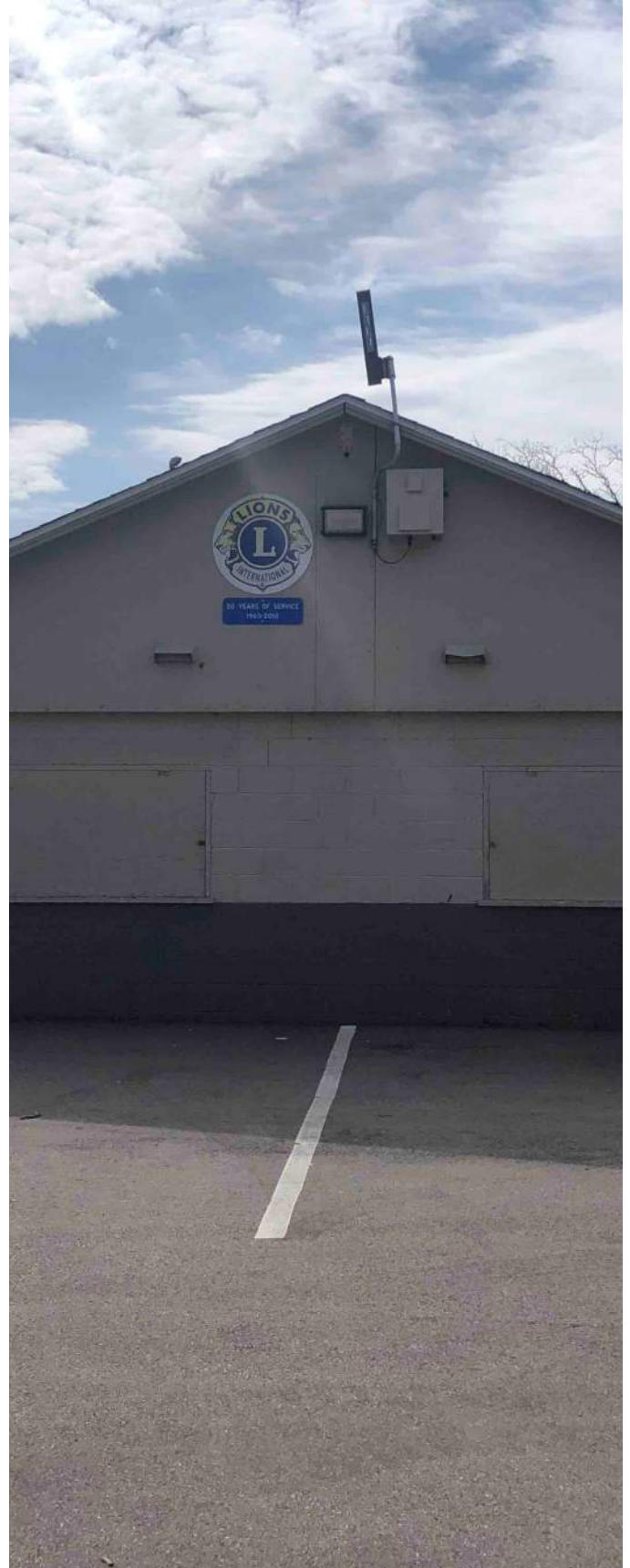
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Executive Summary



EXECUTIVE SUMMARY

Field Park is a public park in the Village of Mukwonago, Wisconsin and is located at the southwest corner of highway intersection NN and 83.

Central to the park is a large, approximately 4,000 sq foot, pavilion that was built in the early 1960s by community donations and volunteer efforts. The pavilion is open to the public, serves as an activity space and central gathering space for community events and festivals, and is also rented out to the public for private events.

The pavilion is a non-conditioned building and is used seasonally.

The original structure presents limitations to the allowable height of overhead doors and door openings. The existing height conditions restrict the use of machine operation in the moving and staging of the park picnic tables. This is further exacerbated due to the low roof structure and roof overhangs which are not code compliant.

This study is being assembled to address:

- Feasibility of raising the roof to create more head room
- Structural integrity of existing structure
- Conformance to ADA accessibility standards
- Conformance of electrical systems to current code requirements
- Building material life cycle analysis

The renovations presented are to make use of the existing building location and structure to the furthest extents possible, while providing necessary updates to maintain and provide the pavilion as a civic structure central to Field Park for recreational and community use.

The design options presented in this study are based upon the current building code and energy code as enforced by the State of Wisconsin. The 2015 International Building Code (IBC) and 2015 International Energy Conservation Code (IECC) are the current editions. The term ADA may be used throughout this document as a reference to the Federal Americans with Disabilities Act as adopted by the State of Wisconsin.

Existing Facility Survey



EXISTING FACILITY SURVEY

A visual inspection of the existing structure occurred on the 29th of March 2022 by representatives of Plunkett Raysich Architects (PRA); raSmith; MSA Professional Services.

The pavilion is a linear building oriented east-west. A warming kitchen is located at the north end and a secured office space is located at the south end of the building. The remainder of the structure is given way to an open assembly space.

Pavilion structure constructed of a slab on grade concrete floor; concrete block masonry exterior walls; an asphalt shingle gabled roof; and exterior wood sheathing at gabled ends. Openings consist of fourteen (14) overhead wood sectional doors; four (4) single man wood doors; wood storm/security panels at concession openings and at south end of building. Openings are wood framed. Exterior structure finish in two (2) paint colors. Minimal signage observed. Primary interior partition separation is constructed of concrete block. Secondary interior partitions are assumed to be of wood stud wall construction and have wood sheathing applied on either face.

Existing photos can also be observed in Figures 1-5 (on following pages).

Figure 1: NORTH ELEVATION

- Replace wood sheathing
- Replace storm/security panels
- Replace paint finish
- Potential change to roof structure



Figure 2: EAST ELEVATION

- Replace overhead sectional doors
- Replace single passenger doors
- Replace paint finish
- Potential change to roof structure



Figure 3: SOUTH ELEVATION

- Replace wood sheathing
- Replace storm/security panels
- Replace paint finish
- Potential change to roof structure



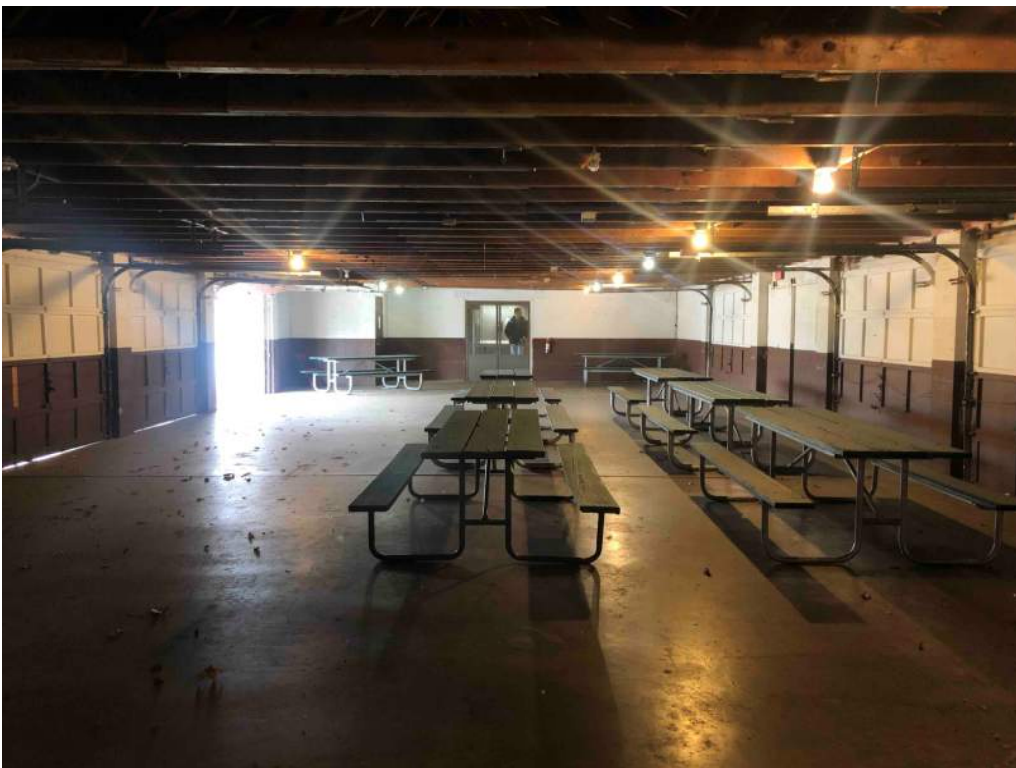
Figure 4: WEST ELEVATION

- Replace overhead sectional doors
- Replace single passenger doors
- Replace paint finish
- Potential change to roof structure

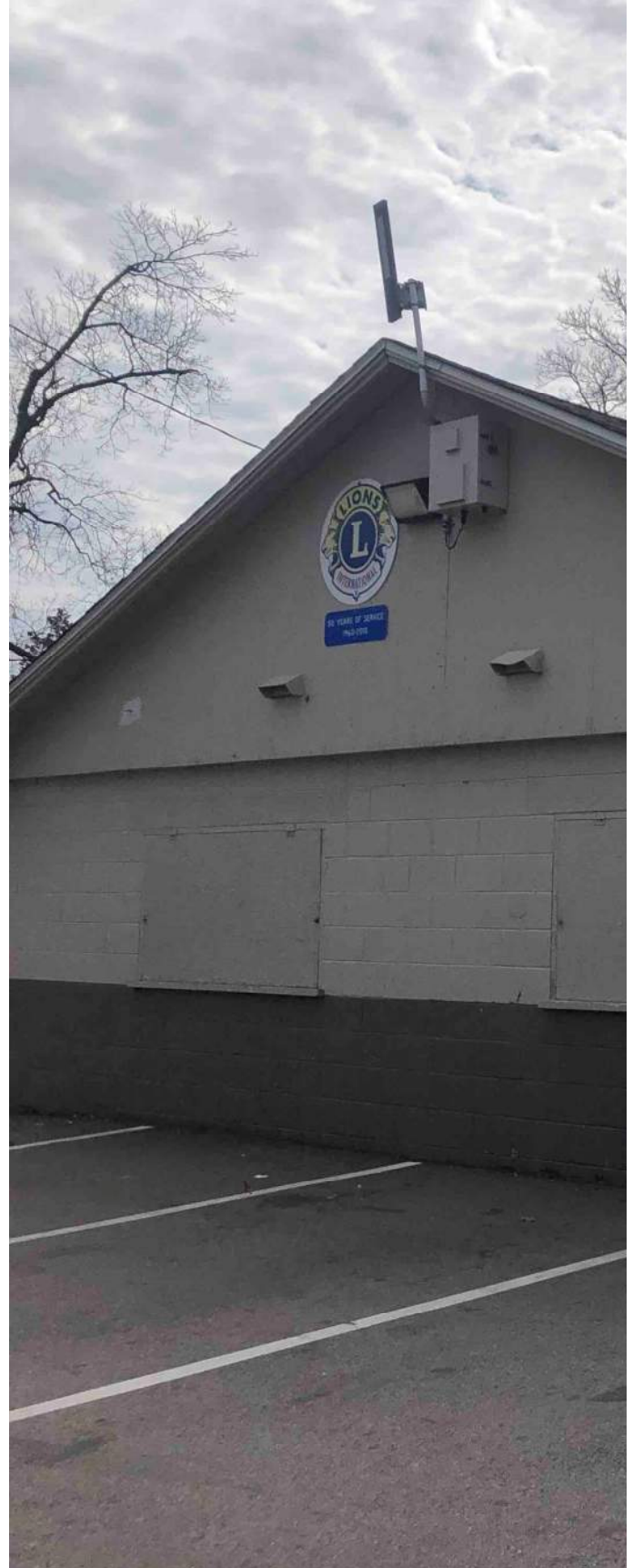


Figure 5: INTERIOR

- Replace doors
- Paint walls



Building Recommendations



BUILDING RECOMMENDATIONS

An increased building height was deemed necessary to facilitate the operational needs of the building. The increased building height also achieves a desired proportion of scale for those entering and using the building and will be more suited to the fabric of the surrounding outbuildings and park structures. This is to be achieved by replacing the roof structure and modifying the top of wall height of exterior walls. See Section 4 for full Structural Assessment report.

The modification of the roof structure is deemed substantial to the structure, Level 3 Alteration, and therefore any such modifications will require that building components will also require modifications, if any, to meet current code requirements. Based on the building's intended use, the building is to be classified as Assembly Occupancy, Group A-2. The pavilion is a non-conditioned structure and therefore building systems for review are limited to electrical systems; accessibility standards are also to be considered.

Means of egress to be increased and provided per compliance with allowable occupant load as determined by IBC 1004.1.1.

Accessibility standard upgrades to both exterior and interior door hardware will be required. Door Hardware to be updated to comply with ADA Section 3. 404.2.

Emergency Lighting will need to be provided.

Fire Alarm will need to be provided.

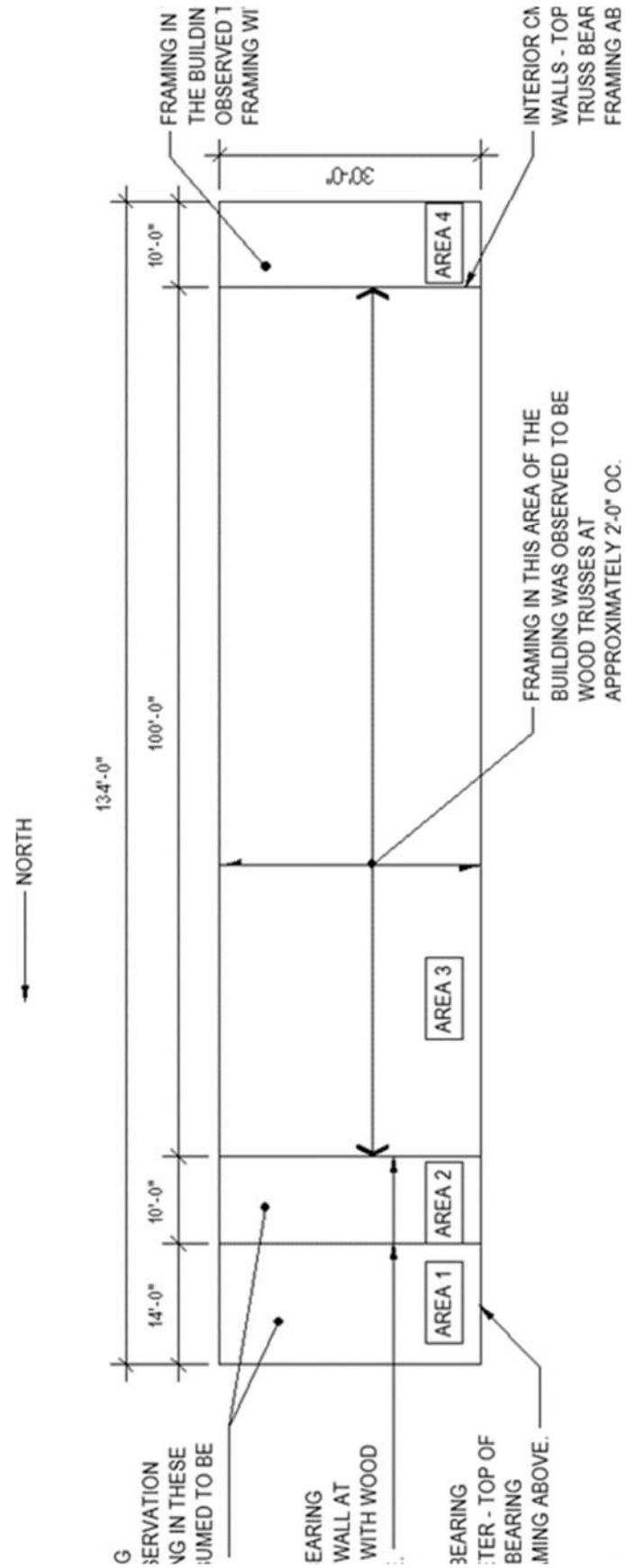
The pavilion was also reviewed to determine which building materials have reached the end of their life cycle and need to be replaced.

Many of the building materials evaluated as ready for replacement, will already be replaced due to the nature of the work that is to occur per the above.

Additional electrical work is recommended for replacement. See Section 5 for full Electrical Assessment.

Paint finishes at both the exterior and interior of the building are also recommended to be replaced.

Structural Assessment



Structural Report - Limitations

Existing condition and observations made and noted in this report were based on a visual inspection only and did not involve the dismantling or moving of any objects or portion of the premises. Latent and concealed conditions, defects, and deficiencies are excluded from our review. raSmith, shall have no liability for concealed from view or inaccessible conditions which were not, or were not able to be, directly observed. Our observations are limited to the conditions as they existed on the date of our observation, the real property and not the review of any personal property.

raSmith was retained to investigate the possibility of increasing the structural height of the Field Park Pavilion building at Field Park in Mukwonago, WI. The Field Park Pavilion building is an existing single-story structure at Field Park in Mukwonago, WI. The structure contains a wood roof system with concrete masonry unit bearing walls primarily of 8-inch thickness. Existing drawings are not available for this structure. A representative from the Village of Mukwonago, WI informed raSmith that the structure was constructed in the 1960s.

Overall, this structure was observed to be in relatively good condition. The majority of the concrete masonry unit walls appeared to be uncracked with only a very small amount of minor cracking observed as noted in figure 8 which was only noted at two locations at the very north wall of the structure.

Photos of the exterior elevations of the structure can be observed in Figure 2 and Figure 3. The building was observed to have numerous garage doors openings and typical

man door openings of approximately 3 to 4 feet in width. The interior walls of this structure also contain some openings of approximately 8 feet in width which can be observed in Figure 4 at the far end of the room.



Figure 2: North and West Elevations Looking South



Figure 3: North and East Elevations Looking South



Figure 4: Area 3 Looking North

Figure 1 shows the layout of this structure using the field measurements collected during raSmith's visit to the project site and notes the different types of roof framing. The roof framing could not be observed over Area 1 and Area 2. Examples of the truss framing over Area 3 can be observed in Figure 4 and Figure 5. The joist framing over Area 4 is noted in Figure 6. The existing roof trusses over Area 2 noted in Figure 4 and Figure 5 appear to be a site-built wood truss composed of 2-times wood framing and steel bolts. The joist framing over Area 4 appeared to be 2-times joist framing with a single 2-times ridge beam supported by a single 2-times stud bearing on an interior concrete masonry wall.

On-site it was observed the elevation of the slab inside the structure is approximately equal to grade at the exterior of the structure (refer to Figure 7). From the top of the existing slab to truss bearing it was field measured to be 7 foot 8 inches tall or 11-1/2 courses of 8-inch-tall concrete masonry unit block.

The existing openings of this structure were observed to support the existing roof framing using one of two methods. Smaller openings contained what appeared to be a cast concrete header as noted in Figure 9. The openings for garage door were observed to have what appeared to be 2-times lumber headers bearing on concrete masonry walls (refer to Figure 10).

Although it could not be observed while on-site, the representative for the Village of Mukwonago informed raSmith that this building contained an exterior brick ledge around the outside perimeter of the structure. Assuming this existing brick ledge is 4-inches

below the top of slab elevation this would explain the reason that all the concrete masonry unit walls appear to have a half course (4-inch-tall layer) of concrete masonry unit block at the bottom of the wall (refer to Figure 7 and Figure 8).

Figure 1: Building Layout

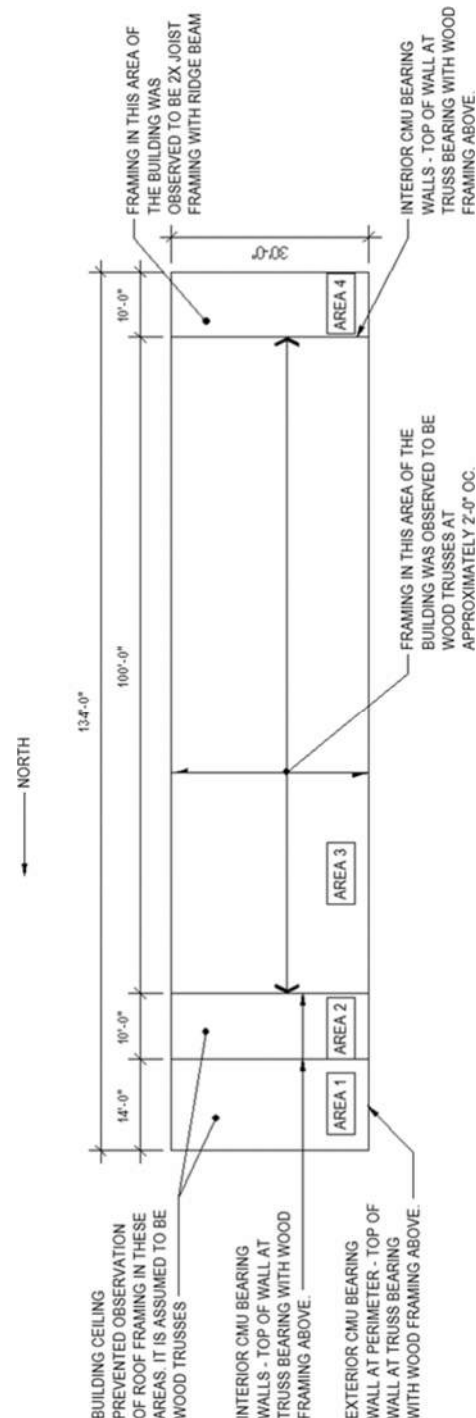




Figure 5: Typical Exterior Truss Bearing and Garage Door



Figure 8: Cracking in Concrete Masonry Walls



Figure 6: Existing Joist Roof Framing



Figure 9: Existing Masonry/Concrete Headers Small Openings



Figure 7: Typical Exterior Wall



Figure 10: Existing Wood Headers at Garage Doors

ASSESSMENT and RECOMMENDATIONS:

The structure was evaluated for both existing conditions and for raising the roof structure.

Changing the elevation of the roof structure bearing height is a substantial change to the overall building structure and requires bring the entire building structure to current code requirements. The current code for this structure is the Wisconsin Commercial Building Code.

It would be extremely difficult to bring the 2x joist framing over area 4 as well as the truss framing observed over area 3 to current code requirements due the irregularities that were observed on-site and due to existing drawings not being available to determine what loading and criteria was utilized to design the original structure. In addition, many of the current methods uses to design wood framing were developed after this building was constructed making it unlikely the existing wood roof structure could meet current code even if a complete evaluation of the wood roof structure was undertaken. The architect (Plunkett Raysich Architects, LLP) informed raSmith that none of the existing roof framing would be reused after increasing the structural height of the building making evaluation of the existing roof structure a non-issue. All existing roof framing would be removed, and new roof framing would be provided.

Despite not being able to salvage the existing wood roof framing the supporting concrete masonry unit walls could be re-used for a new structure with a greater structural height.

Increasing the height of the structure could be accomplished using additional courses of concrete masonry unit block provided on top of the existing concrete masonry unit walls. The connection of the new concrete masonry to the existing would be accomplished using rebar dowels. To maintain the use of masonry dimensions the height of this structure should be raised in increments of 8-inches in height. Raising the height of the existing structure would also require the replacement of existing cast concrete lintels and 2-times headers over the openings (Figures 9 and 10).

To facilitate adding additional structural height and providing new support of the existing openings raSmith recommends that new support be provided over openings using concrete masonry unit bond beam lintels. These can be assumed to be 8-inch deep over smaller 4-foot-wide openings and 16-inches deep over larger openings.

In order to obtain the desired minimum height, increase of 12-inches and assuming the maximum support required at structural openings will be 16-inches, raSmith assumes 32-inches or four courses of new concrete masonry unit block will be required to be added to the tops of the existing concrete masonry walls. This height increase will give an increase of 16-inches of clearance at existing garage door openings. It should be expected that additional vertical rebar may be required in the concrete masonry walls particularly at locations with higher stresses like at the edges of openings.

The depth below the slab of the existing footings was not observed while on-site however it is assumed the footings at both interior and exterior bearing walls extend to a frost depth of 48-inches as required by the

Wisconsin Building Code. Generally, buildings without frost protection are observed to show signs of distress at rigid walls (brick, concrete masonry unit walls, etc.) due to frost heave. Due to the low level of cracking noted in the concrete masonry unit walls while on-site it seems extremely unlikely that adequate frost protections have not been provided for this structure. It is assumed frost protection of the existing footings to verify they meet code requirements can occur prior to any new design occurring. It is also assumed the existing footing sizes can be verified to verify the footings meet the revised loading applied to the structure. Please note due to this structure being an unheated building frost protection must be provided a both interior and exterior bearing wall location. Any structural concrete masonry unit walls observed to not extend to frost would need to be underpinned or reconstructed to meet the requirements of the current building code.

There are multiple options available for the new roof framing that can be used to replace the current roof framing. Three of the best options would be wood trusses with wood sheathing, cold-formed trusses with wood sheathing, or cold-formed trusses with metal deck.

The first option would be to provide wood sheathing on wood trusses. The building code references the National Design Specification, Special Design Provisions for Wind and Seismic for the design of wood panel diaphragm systems. The Special Design Provisions for Wind and Seismic specify that an unblocked wood diaphragm shall not exceed an aspect ratio of 3:1 and a blocked wood diaphragm shall not exceed an aspect ratio of 4:1.

A blocked diaphragm requires that all panel joints of the sheathing panels have wood framing support provided at the edges of the panel such that fastening can be provided on all sides of the sheathing panel to the supports. The roof framing will provide support at two of the panel edges and blocking placed between the framing can provide support at the edges not over a framing member.

Area 3 of this building has a diaphragm span of 100 feet by 30 feet which gives an aspect ratio of around 3.3. Due to the high aspect ratio of area 3 of the structure a blocked diaphragm would be required unless an additional intermediate lateral load resisting element (example: concrete masonry unit wall, wood stud shear wall, steel moment frame, etc.) and footing can be provided parallel to the short length of the building for lateral support.

The current building code requires that a continuous load path is provided from the roof framing to the foundation to resist the uplift of the roof structure due to the code prescribed loading. To facilitate a connection between the new wood framing and the concrete masonry walls for such uplift a double 2-times plate laid flat would be required on top of the concrete masonry walls.

The second option for this structure would be to provide cold-formed steel trusses with wood sheathing panels. The American Iron and Steel Institute's AISI S240 specifies the same diaphragm requirements of 3:1 for unblocked diaphragms and 4:1 for blocked diaphragms for wood sheathed diaphragms on cold-formed metal framing therefore a blocked diaphragm would be required over area 3 unless an additional intermediate

lateral load resisting element and footing can be provided parallel to the short length of the building for lateral support in Area 3.

The third option would be to provide cold-formed steel trusses with metal deck. If cold-formed steel trusses are used, the metal deck must be fastened to the trusses using screws. Due to code requirements, it is not possible to have a diaphragm ratio in excess of 2:1 for metal deck. Therefore, if this system is selected an intermediate lateral load resisting element and footing must be provided in area three to limit the span of the diaphragm.

If cold-form steel trusses are selected as noted for the second or third option, the cold-form trusses could connect directly to the top of a fully grouted concrete masonry wall eliminating the need for wood framing on top of the wall.

Electrical Assessment



Electrical System Review:

The following report is the result of a site visit by John Russell of MSA Professional Services, Inc. that occurred on Tuesday, March 29, 2022. Site observations, existing drawing review and interviews with facility staff were used in preparing this report.

The Mukwonago Field Park Pavilion was constructed in the late 1960's. This building is a Group U occupancy.

Electrical Service/Panelboards

Observations

This building has an underground 400-amp 120/240-volt 1-phase 3-wire electric service. The service is fed from a utility owned pad mounted transformer. The meter pedestal is located on the exterior wall. The main disconnect is an old Wadsworth 400-amp fused disconnect switch. The main 400-amp feeder is tapped in a wireway that serves multiple panels and fused disconnects as follows:

1. New Eaton CH loadcenter with 200-amp main circuit breaker serving (2) 50-amp and (2) 100-amp receptacles used for vendors at festivals. Also feeds a 100-amp concessions sub-panel.
2. Old Wadsworth 100-amp fused disconnect serving the kitchen range loadcenter.
3. Old Wadsworth 100-amp fused disconnect serving pole lighting and the Snack Shack at the baseball field.
4. Old Wadsworth 100-amp fused disconnect serving outdoor receptacles, pole lighting, and the Toilet room building.
5. Old Westinghouse loadcenter with 100-amp main circuit breaker serving Pavilion circuits.
6. New Square D QO loadcenter with 100-amp main circuit breaker serving Kitchen circuits.
7. New Square D QO loadcenter with 100-amp main circuit breaker serving Pavilion circuits.
8. Old Murray loadcenter with (2) 50-amp range circuit breakers.





The Eaton and Square D panels are in good condition and have available space for additional branch circuits to be added.

The Westinghouse and Murray panels are in fair/poor condition and have little available space for additional branch circuits to be added.

Recommendations

The electric service is over 50 years old and is in poor condition. The electric service should be replaced with a new main circuit breaker panelboard. The tapped main distribution feeder should be removed and replaced with dedicated feeders to each sub-panel fed directly from the main panelboard. Many loads have been added over the years. An electric load study should be performed to evaluate if the existing electric service size is

adequate for current and future loads. Consider installing a separate exterior electric service for vendor trailers.

The Eaton and Square D loadcenters are in good condition and have some available space for additional branch circuits to be added.

The Westinghouse and Murray loadcenters are at the end of their useful life and should be replaced.

The Wadsworth fused switches are over 50 years old and are in poor condition and should be replaced with circuit breakers in the new main panelboard.

Interior Lighting and Control

Observations

The pavilion has keyless lamp holder fixtures with screw in LED A-lamps. The fixtures are controlled by a toggle switch.

The kitchen has surface mounted LED strip fixtures. The fixtures are controlled by a toggle switch.





Recommendations

Replace old exit lights with new LED exit lights that are cold temperature rated with battery backup.

Under a change of occupancy classification, emergency lighting will be required. Provide interior and exterior emergency lighting battery units in the pavilion and kitchen area. Emergency battery lighting units to be cold temperature rated.



Recommendations

Provide new LED strip fixtures in the pavilion space with dual technology occupancy sensors that are low temperature rated.

Emergency Lighting

Observations

There are old incandescent exit lights in the pavilion area that have retrofit LED lamps installed. The kitchen has newer LED exit lights.

There is no interior or exterior egress lighting in this building.

Exit lights and emergency lighting is not required for a Group U occupancy per the IBC code.

Exterior Lighting and Control

Observations

The building has newer LED wall mounted wall pack light fixtures and incandescent wall pack light fixtures that have screw in LED A-lamps. The fixtures are forward throw that don't have full cut-off or glare control. These fixtures are controlled by a circuit breaker in the panel.



Recommendations

Upgrade old incandescent wall packs to new full cut-off LED fixtures.

Provide photocell or timeclock exterior lighting control.

Wiring Devices

Observations

The receptacles and toggle switches are commercial grade 15A with steel cover plates. Most of the receptacles are wired with surface mounted EMT conduit.

Not all of the receptacles in the kitchen area have GFCI protection per code which is required in a commercial kitchen.



Recommendations

Replace all old wiring devices with new spec grade wiring devices.

For the kitchen provide all GFCI receptacles.

Fire Alarm

Observations

There is no fire alarm system in this building.

Recommendations

Under a change of occupancy classification, provide fire alarm system.

Data, Telephone, CATV

Observations

There is no structured data cabling in this building.

There is an analog PBX phone demark in the electrical room. There is one phone line in the squad room.

There is no CATV service to this building.



Recommendations

Provide CATV service if required by the owner. The CATV service will allow for internet access. Provide CAT6 data cable in conduit and RJ-45 data jacks.

Intrusion Alarm System

Observations

There is no intrusion alarm system in this building.

Recommendations

Provide intrusion alarm system if required by the owner.

Security Camera System

Observations

There is no security camera system in this building.

Recommendations

Provide security camera system if required by the owner.

Access Control System

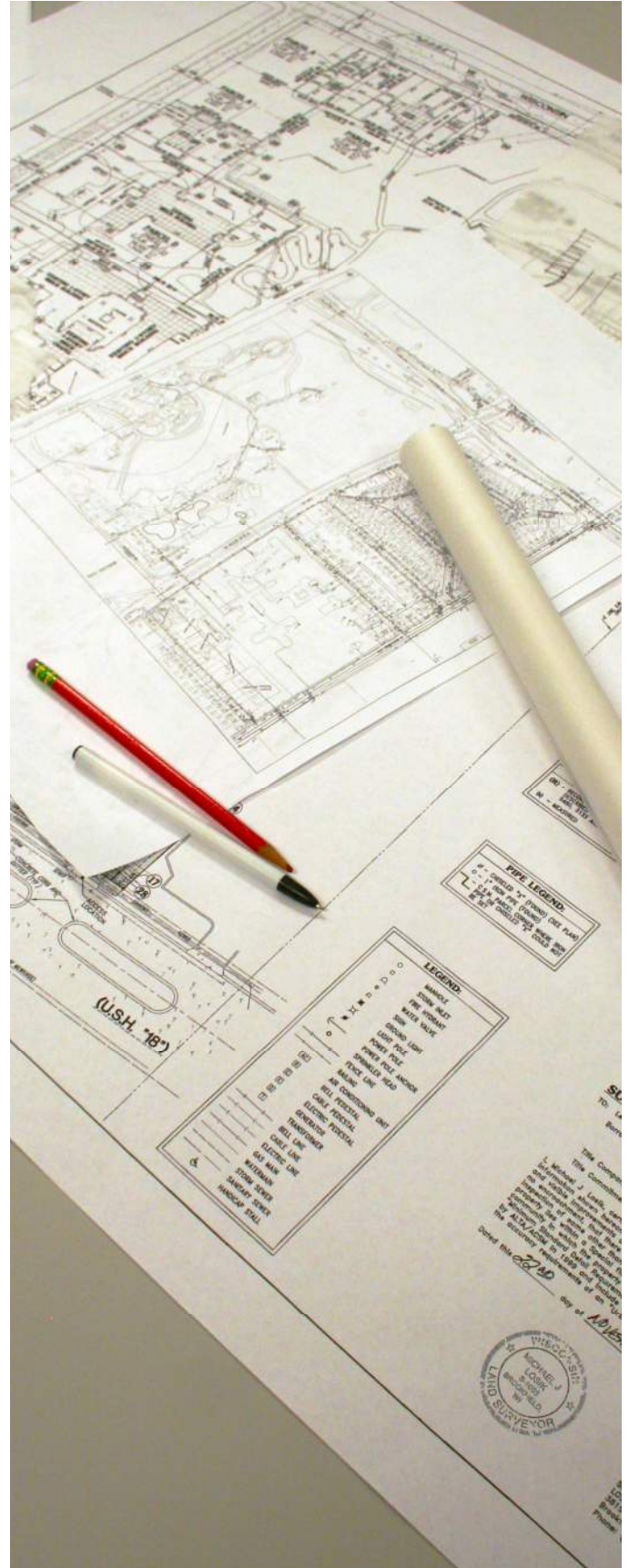
Observations

There is no door access control system in this building.

Recommendations

Provide door access control system if required by the owner.

Cost Estimate





**VILLAGE OF MUKWONAGO FIELD PARK PAVILION RENOVATION
FACILITIES ASSESSMENT
PRA PROJECT NUMBER: 220027-01**

	Description	Budget Cost	Notes
General Conditions:			
	General Conditions	\$30,000	Allowance
Construction:			
	Remove existing roof assembly	\$12,000	
	Add 2' of CMU to the top of the existing walls	\$16,400	Allows for taller ceiling at main area
	Install new concrete masonry bond beams at overhead doors	\$16,000	Raise and replace existing
	New brick masonry at bottom of existing walls (3' high)	\$44,280	
	Miscellaneous carpentry associated with wall changes	\$10,000	Allowance
	New wood trusses and wood sheathing	\$40,000	
	New asphalt shingle roof	\$39,984	
	New fascia and soffit at the new roof	\$8,000	
	Replace existing wood sheathing and install fiber cement siding	\$45,000	
	Replace existing wood sectional doors with metal sectional doors	\$42,000	8' door height to be provided
	Replace existing wood exterior doors with hollow metal doors	\$14,400	
	Replace existing interior wood doors	\$17,600	
	Replace existing transoms	\$12,000	
	Replace existing wood weather/security panels	\$5,000	
	Exterior painting	\$12,000	
	Paint interior building	\$30,000	
Kitchen Equipment:			
	Allowance to upgrade kitchen equipment	\$20,000	
Plumbing:			
	Plumbing upgrades	\$15,000	Allowance
HVAC:			
	Allowance to install gas fired unit heater at kitchen	\$15,000	Rest of building to remain unheated
Electrical:			
	Electrical service upgrade	\$20,000	
	New interior lighting and controls	\$14,000	
	New exit lights	2,100	
	New exterior mounted building lights and controls	4,000	
	Sub-Total	\$484,764.00	
	Potential Contractor overhead and profit (10%)	\$48,476.40	
	Allowance for Architect and Engineering Fees and a partial site survey (9%)	\$43,628.76	
	Contingency	\$48,476.40	10% contingency for unknowns
	Inflation for project to be constructed during 2023	\$38,781.12	Assumed 8%
	Total Budget Cost	\$664,126.68	

This cost estimate addresses work required to raise the pavilion roof structure. Cost estimates provided assume that the existing interior and exterior walls are to remain as part of this renovation. Material costs estimated at interior and exterior walls are for an increase in top of wall elevation, including materials for added structural integrity at wall openings and at top of wall roof bearing. Costs presented also address materials to be replaced due to end-of-life cycle and/or for code compliance and to meet ADA accessibility standards. Additional allowances have been included in this estimate for Owner consideration.

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Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: _____

☐ Town ☒ Village ☐ City of MUKWONAGO

County of WAUKESHA

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning August 26 and ending Aug. 28, 2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☒ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name St. James Catholic Church

(b) Address 830 E. Veterans Way
(Street)

☐ Town ☒ Village ☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Co-President - Jim Hepp

Vice President Co-President - John Langenohl

Secretary Michelle Millard

Treasurer St. James Office - Natalie Kornmeyer

(g) Name Jim Hepp

MUKWONAGO WI 53149

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 830 E. Veterans Way

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event St. James Festival

(b) Dates of event August 26-28 2022

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

[Signature] 3/9/22
(Signature) (Date)

St. James Parish

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Library Director Report: May 2022

Director Meetings and Activities

On April 22 I spoke at Park View Middle School's Career Day along with about 40 other professionals. I was stationed in one classroom and groups of middle school students rotated through to learn how to become a librarian and what it's like to work in a modern library. I relish these opportunities because it's a chance to excite the younger generation about working in libraries and inform them about all the cool things modern libraries do and offer.

I conducted all of the periodic evaluations on the leadership team in April. These check-ins give a formal opportunity to revisit and adjust the Department Head's annual goals as well as ensure I'm providing support for them to achieve these goals. This year has been full of non-stop change, and the leadership team has done an admirable job of adapting while still staying focused on the larger goals of the Library. Every one of them is looking forward to strategic planning to get clear goals of where the Library Board wants to accomplish in this post-COVID world and with an almost-all-new staff.

The VFD rewiring to the system pumps is complete. Cathryn came in at 6:00am on one day and I came in at 6:00am the other two days as Ilingworth-Kilgust installed the mechanical and then Emcor updated the code in the software. Already the system pumps are running much more consistently and that will reduce wear and tear on our mechanical.

Our final hiring for circulation clerk, Laurie Fors, started last week and we are finally fully-staffed. Emily and the circulation team have worked hard on getting caught up on shelving and, when Laurie and Daniela are trained up, the Department Heads will be able to drop their daily picklist duties that they have been helping with this winter and circulation will take them back.

On May 6 I attended the Bridges Library System strategic planning day at Watertown Public Library. Nancy Wilhelm led the SWOT analysis and most of the Bridges library directors and Bridges Board were present. It is a fantastic opportunity to give feedback to our library system and provide input on where their efforts should go during their next strategic plan. It also gave me insight into our own library's strategic planning since we will have Nancy Wilhelm conduct the SWOT analysis for our Library Board and staff.

Grutzmacher Collection Timeline – where are we now?

- 1) Acquire insurance – done
- 2) Create extended loan agreement with Historical Society – Historical Society is having their lawyer review the loan agreement that Library Board approved on April 21
- 3) Conduct inventory of entire collection – Jeff Vanevenhoven has donated 11 hours of time so far in organizing and photographing the part of the collection in the basement. I have spent 6 hours directly assisting. The items are being transferred from their old Tupperware containers into metal boxes. Even stone artifacts should be stored in inert metal so they don't get damaged by plastic leaching from their containers. These efforts

will not only prolong the life and integrity of these artifacts, but they also are now easier to move, store, and find.

- 4) Identify NAGPRA – Jan Bernstein has sent over proposal contract for conducting NAGPRA summary (agenda item)
- 5) Conduct at least first part of NAGPRA on any items that need it – not started
- 6) Donate collection – not started

Circulation (Emily Ceithamer)

In circulation in the last month, I have been working on getting training materials together. I had binders ordered and made a list of all the procedures I want my team to have and am working on compiling those and typing up the documents. What originally sparked this was that we had our new circulation clerk, Daniela, start in the middle of April. She's adapting and learning very quickly. I also have been working on doing reports and mostly cleaning up patron records. I am making sure the Bridges standard is being followed as well as doing general clean-up of records like changing child codes to adults when patrons turn 18 and checking stat classes for newly renewed patrons.

On a personal and professional development note, I had very exciting news that I've been accepted at San Jose State University for grad school for a Master of Library and Information Science to continue my career in the library field. It's a fully online program I will be starting in the fall and I can't wait to get started!

Children's Department (Jane DeAngelis)

The month of May is busy with school visits and library tours. There will be school visits to promote the Summer Library Program, a visit to a High Interest Day, and a library tour for kindergarteners.

The month of May features a promotion for the 1000 Books before Kindergarten reading program. "Participate in the 1000 Books before Kindergarten program in the month of May by registering or leveling up and your child will earn a FREE paperback picturebook."

For those that visit the library, they can select science fiction books from the Star Wars school-age book display and dinosaur books for the Reading is Dino-mite preschool book display. Children can engage in a Sock Scavenger Hunt and earn a free book from the Prize Book Collection. They can Name the Star Wars Characters for a chance to win three pairs of Star Wars socks. The craft of the month is a handprint flower.

Staff Development Day will include one-on-one training for the Beanstack online reading program platform in preparation for the Summer Reading Challenge.

Reference and Adult Services (Chris Stape)

The Seed Library and Spice of the Month Club are exploding. Last month's spice "sold-out" in less than two days. The May spice is "Herbes de Provence." I just put it out this morning and we've gone through 10 by about noon; I bought more spice this month to keep up with

demand. The Seed Library is also booming. Most packets of seeds are taken within days of my putting them out, but folks really seem to enjoy it.

Our regular Friday movies, adult Bingo, and craft programs are all chugging along. Decided to offer adult Bingo twice each month due to high demand during the Summer Program and see how it goes. The last two months we've had so many in attendance it's been a struggle to keep everything orderly. We've arranged to have Sandwich Sisters Food Truck here on most Tuesday afternoons when the weather is decent.

Coming up, we have an author event on May 10th, a program on maximizing your Medicare benefits, a mixed-media basics class with Terry, and a painting class with Tanya.

Technical Services and Thingery (Mary Jo Isely)

Another month with over 700 new items processed and cataloged. The Canon Vixia Camcorder is now part of the Memory Lab On-the-Go. Seasonal items were returned to circulation on April 15. The kayaks and paddleboards are tentatively set for May 15 but that is completely dependent upon weather conditions. Currently rewriting the instructions for the Cassette/Recorder which will be added to the Memory Lab On-the-Go. The player converts audio files to MP3 audio files using free Audacity software. The MP3 file can then be transferred to a storage device (i.e. flash drive, CD). The Memory Lab On-the-Go devices are in constant demand-- specifically the Wolverine MovieMaker Pro, Kodak Scanza Slide/Film Digitizer, and the Diamond VHS Converter. Surveys accompanying the kits continue to reflect positive experiences with the kits and the completed projects. Weeding continues in Adult Fiction.

MetaSpace 511 & Technology (Nancy Aycock)

MetaSpace 511 is seeing spring growth happening with customer coming in to experiment with different types of materials and to try out new ideas. There have been experiments with laser engraving glass jars and vases, marble tiles, and leather, photo mats for graduation gifts, along with sewing lessons and Cricut Maker projects. Cub Scout Pack 152 came in for a Library Makerspace Adventure in April and learned about 3D printing, laser cutting and engraving, had a stamping activity to explore shapes, and a special tour of the library with a behind the scenes stop in Circulation to see the book drops.



MetaSpace 511 3D Printing Area Champion, Mark, teamed up with Eric to teach the Teen D&D group how to design and 3D print their own mini figures which was a lot of fun. Now the teens can use their mini figures during D&D game nights. LEGO Club builders found their favorite books in the library and rebuilt scenes from the stories with some very creative results!

MetaSpace 511 3D Printing Area Champion, Mark, has volunteered 21 hours during April to help with the implementation of the MetaSpace 511 subnet. Mark assisted with collecting MAC addresses, assisting Taylor Computing with setting up equipment on the new subnet including the 3D printers and the laser machine. Mark upgraded and rebuilt the desktop PC to include adding a 1 TB SSD Hard Drive and 16 GB of RAM to bring the memory up to 24 GB. This PC is now being used as the primary computer for the laser machine and 3D printer software while we wait for the new laptops which still haven't arrived due to supply chain issues. Mark has also been working with Ultimaker to repair the Ultimaker 3D printer that has not been working and is still having difficulties functioning properly.

Nancy has cancelled the Adobe Creative Cloud subscription that cost \$83.99 per month in favor of the CorelDraw 2021 Education License for a \$109.00 one-time purchase with the option to upgrade in the future. She has found that CorelDraw is a more intuitive program to use with the laser machine, with a less steep learning curve for customers than Adobe Illustrator, especially when it comes to laser cutting. Nancy has been awarded an SEWI LSTA CE Grant for \$455.00 to attend a continuing education class, workshop, and conference during May and June 2022.

Community Engagement Coordinator (Eric Huemmer)

Outreach & Marketing: Through our conversation with the Autism Society of Southeastern Wisconsin, we plan to host programs and resources for a population in Waukesha and Walworth counties that's underserved (patrons and parents of patrons that are on the spectrum or have other developmental disabilities). These families typically drive to Milwaukee according to ASSEW, so creating a welcoming space here in Mukwonago will provide a much needed community resource.

While we look ahead to summer, spring means the beginning of Farmer's Market and an opportunity for the Library to get in front of the Community. Eric will attend every other Wednesday starting May 18 with a different leadership team member to promote various aspects of the Library.

Finding time to update the Library's mountain of old marketing materials while addressing the immediate promotional needs of month-to-month events and programs has been a struggle that we continue to work on. With upcoming outreach opportunities (bi-monthly Farmer's Market; monthly Senior Facility Visits) starting May and SLP Kick-Off and SLP schedule on the horizon, we are having to adjust our marketing turnaround time to accommodate.

Events & Programming: We're gearing up for our Summer Library Program and we're starting everything off with the Summer Library Program Kick-Off event on June 11 that will include animals, an obstacles course, and live music on top of games and activities. Our outreach has gotten several responses from business for prizes and financial support.

Teen D&D continues to be popular, and we're hoping to use that popularity to grow our Teen Advisory Board and new Teen-centric events or recurring programs to the mix. We are

determining how to balance the ongoing programs with the SLP's "Teen Tuesdays" but we hope to carry that core group of excitement and grow it.

The Cultural Showcase Series presented by the MHS Global Scholar Students took place on 3 select Saturdays in the month of April, focusing the events on different regions and cultures. Attendance for the events was mixed between the 3 events. Though this is an excellent opportunity for the Global Scholar students to share what they've researched and learned with the entire community, this new format could use a little tweaking and we'll be reviewing the events with the school to determine if we were to pursue this again next year.



Statistics

Mukwonago Community Library								
STATISTICS APRIL 2022								
Circulation					Programming			
Bridges Library System	2022	2021	% to 2021	YR to Date	Type	General	Kids	Teens
Village of Mukwonago	5,637	5,953	-5%	21,703	Friday Flicks	75		
Town of Mukwonago	5,680	6,171	-8%	24,573	Book Clubs	22		
Eagle	1,007	1,126	-11%	4,060	Art& Craft Class	76		
Genesee	665	597	11%	2,578	Bingo	27		
North Prairie	1,172	598	96%	4,444	Cultural Showcase	82		
Vernon	2,097	1,713	22%	7,410	Shake Rattle & Roll		123	
All other Waukesha County	1,198	1,151	4%	4,325	Storytimes		53	
Jefferson County	80	135	-41%	541	Outreach		30	
Subtotal Bridges System	17,536	17,444	1%	69,634	Makerspace Programs		40	
Other Wisconsin Counties					Contests: Kids		88	
Milwaukee County	115	61	89%	402	Contests: General	72		
Racine County	315	291	8%	1,197	Makerspace Tours	5		
Walworth County	2,513	2,548	-1%	10,786	Teen programs			22
All other Wisconsin Counties	36	29	24%	125	Totals 688	359	334	22
Subtotal Wisconsin Counties	2,979	2,929	2%	12,510	Total Childrens Programs		21	
Total All Counties	20,515	20,373	1%	82,144	Total YA Programs		3	
YTD ALL COUNTIES	82,144	89,449	-8%	82,144	Total General Programs		25	
Facility Usage				Subscription Databases & Other Highlights				
	This Year	Last Year	Increase/ Decrease		This Year	Last Year	/	
Study Room Users	90	61	47.5%	Flipster (System Wide)	2811	4139	-32.1%	
History Room Users	14	15	-6.7%	Overdrive Circulation (Mukwonago)	2947	2771	6.4%	
Community Room Use	10	NA		Gale Courses Verified (System Wide)	91	93	-2.2%	
Computer Usage	NA	392		Interlibrary Loans Borrower	13	8	62.5%	
Patron Visits	7,044	6,060	16.2%	Interlibrary Loans Lender	49	24	104.2%	
Curbside Pick Ups	17	37	-54.1%	New Items Added	706	464	52.2%	
AARP Tax Preparation	256			New Cards Added	68	45	51.1%	



Agenda Item Cover Report

Date: May 23,2022	Committee/Board: Personnel
Submitted by: Diana Doherty	Department: Finance/HR
Date of Committee Action: June 1, 2022	Date of Village Board Action: June 15, 2022

Subject: Employee Anniversary Recognition

Executive Summary: For the past several years, we have provided a gift catalog to employees who are celebrating a milestone anniversary with the Village (5, 10, 15 years etc.). The choice of gifts in these catalogs is not that great so we'd like to propose a different way to reward employees celebrating an anniversary going forward.

Department Heads overwhelmingly agreed that an additional day of paid vacation in the year of the milestone anniversary might be more appreciated by the employee. This additional day can easily be added to our payroll system for the employee to take any time within their anniversary year and would follow the same rules as regular vacation days. This extra day would be granted only for the anniversary year, not permanently added to the number of days the employee would have otherwise earned.

Fiscal Impact: Employee time is already budgeted so the only additional impact might be in cases where coverage for the employee's absence is mandatory. There will be a savings in the cost of purchasing the gift catalogs which range from \$50 to \$225 depending on the anniversary being celebrated.

Executive Recommendation/Action: Approve the allowance of one additional paid day of vacation in the year an employee reaches a milestone anniversary with the Village.

☐ **Attachments Included**



Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149
Tel. (262) 363-6420 | Fax: (262)363-6425

TO: Village of Mukwonago Board of Trustees
FROM: Fred P. Schnook, Administrator
DATE: May 26, 2022
RE: Job Description Approval

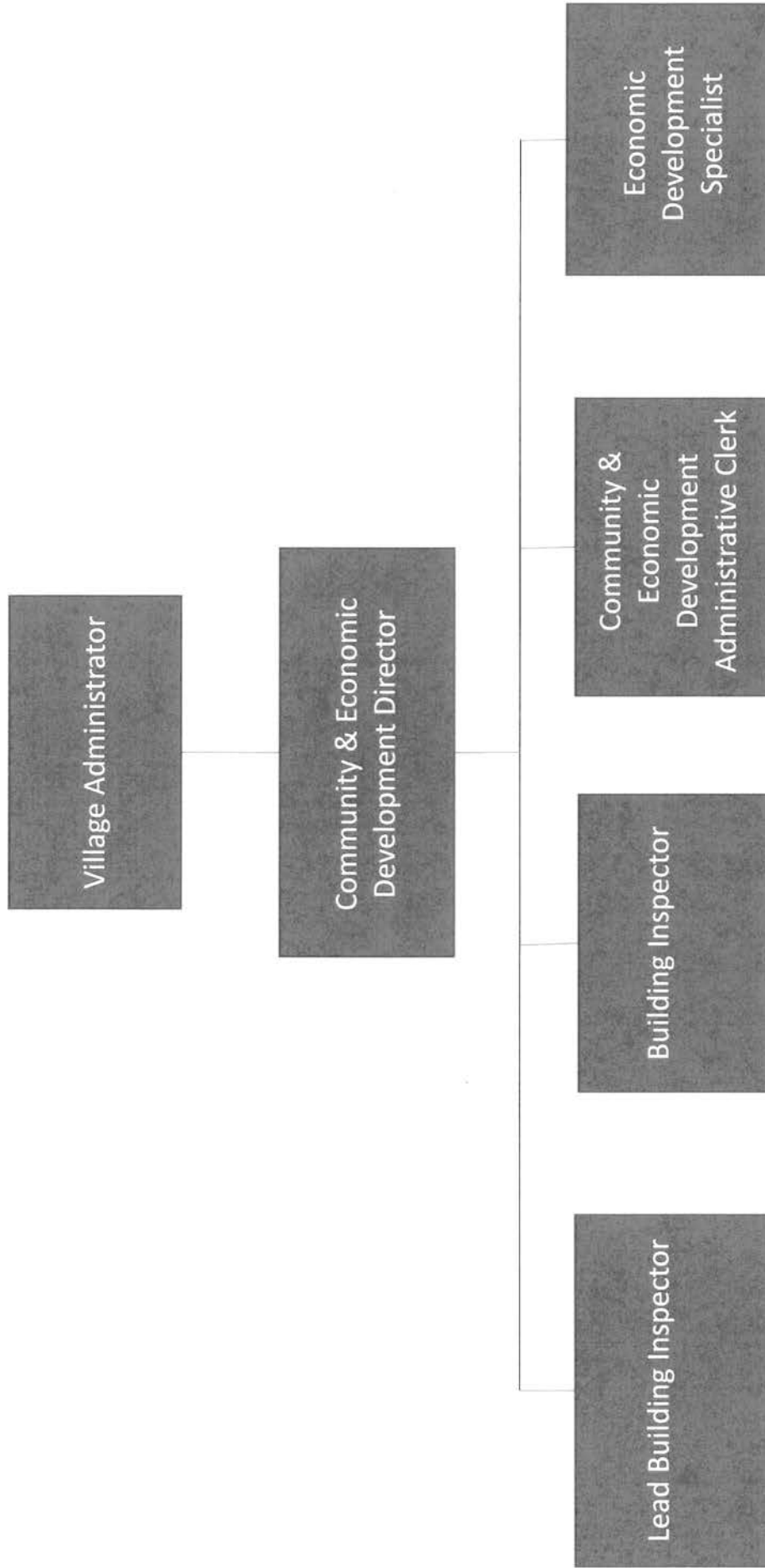
The Village has been struggling to manage the large growth pressures placed upon staff for many years. Several proposals to restructure staff to address the significant gaps in development services have been forwarded, some dating back to 2013. The Village Administrator also proposed a restructure creating a Community & Economic Development Department.

New Department would consist of five positions:

- Community & Economic Development Director
- Economic Development Specialist (also serves as the Assistant Director)
- Building Inspector, I
- Building Inspector, II
- Administrative Clerk/Building Inspection Support

This proposal would add one new position (Economic Development Specialist) to the organization. The other four positions are currently filled by the Interim Planner, Building Inspectors and the Administrative Clerk/Building Inspection Support position.

This restructure will help the village become nimbler and better promote development and redevelopment by means of a single department that can meet quickly, strategize effectively and have the authority to act in the best interest of the Village. This "Development Team" would create the structure for the Village to be able to make decisions related to the entire picture of development needs and activities. The new department would focus on implementation of all economic, community and redevelopment activities for the Village, including serving as the main point of contact for all inquiries, coordinating resources and proactively marketing the Village to existing and new business interests. The department would be responsible for developing public/private partnerships and manage the data related to community assets and available resources for development. This new structure positions the Village to capitalize on the assets readily available in the community by creating future opportunities for greater community involvement by organizing the staff and our processes for the best possible developments. The overall goal of this new department is to create a more effective staffing structure to address and facilitate development in the Village of Mukwonago.



VILLAGE OF MUKWONAGO DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT POSITION DESCRIPTION

Title: Department Director
Department: Community & Economic
Development
Reports to: Village Administrator

Status: Full-Time,
NR Comp Plan
Grade: 6
Revision Date: May 17, 2022
Adoption Date: T.B.D.

I. **PRIMARY FUNCTION.** The Director of the Community & Economic Development Department is responsible for planning, organizing, and directing all activities and staff related to the City's land use and development functions. The position Performs professional, technical, and supervisory responsibilities in developing, directing, and coordinating the Department which encompasses current and long-range planning, site & building planning and review, zoning including floodplain management, building inspection including code compliance, code enforcement & property maintenance, economic development including downtown development, management of TIF districts, business retention and recruitment. Serves as a member of the Village's administrative management team. Provides the orderly and proper land use and development of the residential, commercial, and manufacturing tax base, coordinating the efforts of the Village Planning Commission, Board of Zoning Appeals and Downtown Development Committee. The position requires advanced professional planning experience of high complexity and variety. This position will also be involved in comprehensive and community planning projects, day-to-day planning and zoning tasks/inquiries, property maintenance inquiries, leading economic development efforts and supervision of staff

II. **ESSENTIAL DUTIES AND RESPONSIBILITIES.** The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

III SUPERVISION RESPONSIBILITIES

1. The Community Development Director will lead a team charged with implementing the Village's economic development, zoning code enforcement, land use planning, and building inspection functions
2. May supervise team projects related to planning and development initiatives
3. Knowledge of the principles and practices of municipal organization and administration
4. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality and seamless customer service
5. Manages and directs the activities of assigned staff; coordinates, prioritizes and assigns tasks and projects; tracks and reviews work progress and activities; directs the recruitment and selection of staff; undertakes disciplinary action as required; conducts performance evaluations
6. Recommends selection of staff; trains staff and provides for their professional development; administers discipline as required
7. Develops and implements goals, objectives, policies, procedures and work standards for the department; prepares and administers the department's budget

IV. PLANNING RESPONSIBILITIES

1. Assists in promoting economic growth in the community through planning strategies designed to maintain and enhance the Village's quality of life
2. Provides professional planning services as a starting point for the application and permitting process, and serves as an advocate for planning in line with the Comprehensive Plan and Zoning Ordinances.
4. Performs advanced professional work related to variety of planning assignments and manages complex planning studies and development applications, reviews developer and applicant proposals
5. Reviews and processes complex comprehensive plan amendments, rezoning, annexations, site plans, and plats
6. Conducts research and prepares statistical reports on land use, physical, social & economic issues
7. Provides professional planning assistance to member communities on varied land use projects
8. Develops transportation plans, studies and analyses on regional basis
9. Works in regional program areas relating to resources planning, community development, hazard mitigation, environmental remediation and others
10. Performs field inspections to gather data relevant to the development review process and/or to verify that development projects comply with approved plans
11. Attends or coordinates meetings with advisory boards and elected officials as necessary
12. Presents reports and other findings to staff, Planning Commission and Board of Zoning Appeals, Committee of the Whole and Village Board and serves as liaison to such committees or other committees as necessary
13. Attends frequent evening meetings
14. Fully utilizes Village software to electronically track project status and capture all project documentation

V. ZONING RESPONSIBILITIES

1. Authorization to administer the Village's Zoning ordinance 100-277 and shall have the following duties and powers:
 - a. Advise applicants of the ordinance provisions, assist in preparing permit applications and appeals, and assure that the regional flood elevation for the proposed development is shown on all permit applications.
 - b. Recommend/Issue permits and inspect properties for compliance with provisions of this ordinance and issue certificates of compliance where appropriate.
 - c. Keep records of all official actions such as: All permits issued, inspections made, and work approved
2. Works directly with Building Inspection staff to ensure compliance with all Village codes and ordinances
3. Responds to citizen complaints regarding zoning code violations
4. Assesses compliance with zoning code via regular monitoring and observance of activity throughout the Village
5. Keeps Village Zoning ordinances and codes up to date and makes recommendations pertaining to zoning amendments, additions, ordinance applications, and zoning-related plans
6. Provides professional zoning assistance to member communities on varied land use projects

7. Works in regional program areas relating to resources zoning, land use, planning, community development, and others
8. Schedules and conducts meetings with advisory boards and elected officials
9. Presents reports and other findings to staff, Planning Commission and Board of Zoning Appeals, Committee of the Whole and Village Board and serves as liaison to such committees or other committees as necessary
10. Serves as an advisory member of the Downtown Development Committee
11. May supervise team projects related to zoning and development initiatives

VI. ECONOMIC DEVELOPMENT RESPONSIBILITIES

1. Assume full management responsibility for all economic development services and activities including community vitality and efforts to expand the local economy; plan, organize, direct and coordinate the Village's economic development activities.
2. Manages, and oversees the activities and operations of the economic development function of the Village including programs and projects designed to promote community vitality and encourage efforts to expand the local economy.
3. Manages all economic development programs with business owners and representatives, contractors, consultants, property owners, stakeholders and the Village.
4. Plans, initiates and directs economic development initiatives including contract development, preparation and management, development agreements, real estate and capital projects utilizing both public initiatives and public/private partnerships.
5. Assists with negotiation and the management of professional service contracts, property sales or acquisition, and economic development-oriented negotiations, as assigned.
6. Provides professional economic development advice, assist in the development of various grants on behalf of the Village and business owners, and serve as an advocate for economic development in line with the Comprehensive Plan, zoning ordinances, and goals as established by the Village

VII. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE.

The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Graduation from an accredited college or university with a Bachelor's degree in planning or a related field, Master's Degree preferred. Village may accept a course work and/or professional certification or other related credentials.
- B. A minimum of 5 years' municipal experience or experience advising municipal government.
- C. Thorough knowledge of the principles, practices, and legal requirements of urban planning, zoning code administration, community development, housing and economic development.
- D. Able to identify appropriate methods to provide effective and efficient long-range planning, demographic analysis, redevelopment, economic development and land-use applications.
- E. Knowledge of statistical and research methods and analysis of planning studies, government planning documents and reports, marketing studies, plans, specs and bid documents.
- F. Any equivalent combination of experience and education which provides the required knowledge, skills and abilities

- G. Ability to obtain certification through American Institute of Certified Planners
- H. Possess a valid Wisconsin driver's license

VIII. ESSENTIAL SKILLS OF THE JOB

- A. Ability to communicate effectively orally and in writing
- B. Ability to successfully organize and supervise the activity of the building inspectors, account clerk/administrative support and economic development position.
- C. Ability to facilitate sessions with elected officials, decision-makers, residents and community groups
- D. Ability to multi-task on several simultaneous projects and problem solve effectively
- E. Ability to manage projects and meet firm deadlines
- F. Ability to instruct and train other staff when necessary
- G. Ability to utilize computer programs and equipment, and work with in-house online permitting software system, and GIS technology

- IX. WORK ENVIRONMENT.** The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed in an office environment. Contact with staff, other Village employees, public and governmental agencies are required.

X. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Must be able to sit, stand, bend, walk and climb with or without back support.
- B. Able to lift up to 25 pounds.
- C. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.
- D. Hearing activities requires the ability to participate in numerous conversations throughout the
- E. workday both in person and over the telephone.
- F. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."

XI. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents.
- C. Implement the policy directives of the Village Board.

VILLAGE OF MUKWONAGO, WISCONSIN

Position Description

Title: Economic Development Specialist

Status: Full-Time Salary, NR

Department: Community & Economic Development

Revision Date: 5/16/2022

Reports to: Director-Community & Economic Development

Adoption Date: T.B.D.

MISSION. Develop and implement proactive economic development strategies designed to increase the residential, commercial, and manufacturing tax base, and coordinating the efforts of the Village of Mukwonago with businesses and other stakeholders as required. Assist in the implementation of economic development and redevelopment programs and coordinate processes, financing opportunities, and long-term planning with our business community. Build relationships with prospective businesses and current business owners and manage our business relationships.

PRIMARY FUNCTIONS. Performs a variety of administrative, technical and professional work in preparation and implementation of economic and community development plans, programs, and services. This position is responsible for working closely with the Economic & Community Development staff in promoting the business and economic development interests within the community. This position will include working with all departments in providing guidance to individuals and companies to establish, relocate, or expand their businesses within the community. The position will include assistance in outreach, planning and coordination of community development projects, assisting business and residential applicants with local and State permitting processes, funding processes and providing research for Village sponsored projects.

ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

ECONOMIC DEVELOPMENT RESPONSIBILITIES

1. Assists the Director of Community & Economic Development with and promotes economic development in the community and addresses economic issues confronting the community.
2. Provide professional economic development advice, facilitate the application and permitting process, and serves as an advocate for economic development in line with the Comprehensive Plan, zoning ordinances, and goals as established by the Village Board or designee(s).
3. Work with all departments in providing guidance to individuals and companies to establish, relocate, or expand their businesses within the community.
4. Provide leadership in the development of short and long term economic and community development plans, as well as the gathering of information and preparation of studies, reports, and recommendations to achieve such goals.
5. Oversee planning and coordination of economic and community development projects, ensuring business applicants receive assistance with local and State permitting processes, and managing Village-sponsored projects.

6. Coordinate and recommends project activities including real estate acquisition and disposition, relocation, demolition, eminent domain actions, building construction and rehabilitation, property management and project improvements.
7. Assists potential new businesses in site analysis, including demographic, tax, fee, (re)development, and related information.
8. Meet with potential investors and developers to secure participation in redevelopment projects.
9. Provide information and/or make presentations to developers, boards, commissions, civic groups, businesses, individuals, and the general public on economic development issues, programs, services, and plans.
10. Research and prepares information for dissemination to potential business clients, including economic, statistical, financial, population, growth, demographic and other information; analyze best means to attract, retain, and expand businesses, and/or industrials within the Village of Mukwonago
11. Assists in the creation and analysis of joint economic development districts, tax incentive financing districts, business incentive programs and cooperative economic development agreements.
12. Leads efforts to create and maintain an inventory of available buildings and business sites within the community including both public and private buildings and land areas.
13. Oversee preparation of grant proposals and applications, contracts and other necessary documents as may be required for necessary community services.
14. Maintain a liaison to coordinate with various local, State, and Federal agencies as deemed necessary and appropriate.
15. Monitors local, state and federal legislation and legislation relating to economic development.
16. Maintains a listing of all potential development incentive programs.
17. Build relationships with prospective businesses and current business owners; facilitating regular Business Retention Visits.
18. Assist in the development and creation of web-based and print marketing materials to promote investment in the Village and to recruit and retain businesses
19. Coordinate with Village staff on public relations and communications, coordinating messaging, and events

I. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Bachelor's degree and/or three years municipal administration or other relevant experience desirable.
- B. Thorough knowledge of the principles, practices and legal requirements of redevelopment, housing, finance, and economic development.
- C. Able to identify appropriate methods to provide effective and efficient redevelopment, economic development and construction rehabilitation programs.
- D. Knowledge of statistical and research methods and analysis of economic studies, financial statements, marketing studies, plans, specs and bid documents.

II. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed in an office environment. Contact with staff, other Village employees, public and governmental agencies are required.

III. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Ability to instruct and train other staff.
- B. Ability to utilize computer programs and equipment.
- C. Ability to communicate effectively orally and in writing.
- D. Must be able to sit, stand, bend, walk and climb with or without back support.
- E. Able to lift up to 25-30 pounds.
- F. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.
- G. Hearing activities requires the ability to participate in numerous conversations throughout the workday both in person and over the telephone.
- H. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."
- I. Must have the ability to do multi-task problem solving.

IV. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee signature

Date

VILLAGE OF MUKWONAGO, WISCONSIN
Position Description

Title: Lead Building Inspector

Status: Full-Time, NR

Department: Community & Economic Development

Revision Date: April 27, 2017

Reports to: Director of Comm. & Econ. Develop.

Adoption Date:

I. PRIMARY FUNCTION. The Lead Building Inspector provides building inspection services to assure code compliance for safe, sanitary and sound buildings in the Village; conducts plan reviews; maintains permit records and other necessary construction documentation for all buildings in the Village; serves as the Village Residential and Commercial Electrical, Plumbing, and HVAC Inspector; conducts code enforcement inspections under various municipal codes relating to public nuisance violations; serves as a member of the Village Plan Commission. Also works closely with other government officials and industry representatives on the development and implementation of State and local building codes and standards.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. GENERAL DUTIES

1. Review plans and/or specifications for new buildings, additions and alterations to existing structures both residential and commercial to ensure compliance with all applicable codes and ordinances; issue building permits upon plan review completion; inspect buildings during construction to ensure plan and code conformity.
2. Review site plans and surveys for compliance with municipal building and zoning codes.
3. Inspect construction, HVAC, plumbing, erosion control and electrical installations for code compliance on 1 & 2 Family buildings; consider requests and issue permits for occupancy, building, electrical, HVAC, signs and fences; maintain inspection records and records of permits issued; compile permit data.
4. Oversee construction, HVAC, electrical and plumbing for commercial buildings.
5. Respond to citizen complaints concerning alleged zoning violations, debris accumulations, etc. and interprets and enforce any ordinances governing such complaints.
6. Attend Plan Commission meetings as a voting member; attend Board of Building and Zoning Appeals as an advisory member.
7. Perform all tasks related to commercial and residential building, electrical, HVAC, plumbing, and erosion control regulations and codes. Including: reviewing plans for compliance with codes and standards; conducting inspections; issuing permits, calculating fees; and issuing citations.
8. Inspect new building construction as well as additions, expansions, and renovations for both commercial and residential projects.

9. Prepare reports recording all details relating to inspections and results of such inspections, including photographic and supportive data, code and regulations reference, and identification details, and which track and archive project history, building records, and legal details.
10. Share and review, as necessary, copies of inspection reports with authorized building owner or contractors.
11. Maintain accurate records of all reports in a systematic, secured manner.
12. Respond to public complaints and concerns as needed, relating to buildings, structures, and public nuisances as described in Village ordinances.
13. Verify zoning compliance for 1- and 2-family dwellings, sheds, decks, fences, pools, etc.
14. Provide office hours as stated in the employee handbook, and as additionally necessary, consult with and answer the needs of builders, contractors, owners, developers, and the general public.
15. Attend meetings with builders, contractors, and developers related to plan reviews as necessary, and contribute to discussions and planning relating to the development of local regulations and policies concerning buildings and structures, including zoning.
16. Works with the Community & Economic Development department members, Village Administrator, Engineering and Planning consultants to coordinate economic development initiatives

B. ADDITIONAL DUTIES

1. Act as a qualified source to builders, owners, and interested parties by clarifying details, occasionally seeking out answers from state and national authorities when necessary.
2. Foster a positive image for the Village of Mukwonago, by striving to nurture productive working relationships while presenting a friendly, but professional image to citizens, businesses, and the general public
3. Maintain all required certifications by earning all necessary continuing education units, attending seminars, code development meetings, and other sanctioned events.
4. Obtain Wisconsin certification in a variety of topics as required to enhance inspection abilities.

III. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Minimum education: High School Diploma or GED
- B. Preferred education: Two years of trade or technical college with coursework related to plumbing, electrical, HVAC or general construction
- C. Equivalent combination of experience and training which provides the required knowledge, skills, and abilities.
- D. Certification requirements are determined by the State of Wisconsin. A typical way to obtain these knowledge's and abilities would be:
 1. Residential Inspector: Certification from the State of Wisconsin in at least three of the following four certifications upon hire: (1) Uniform Dwelling Code (UDC) construction including erosion control, (2) UDC Plumbing, (3) UDC Electrical, or (4) UDC HVAC.

The fourth UDC certification shall be obtained within six (6) months of the date of hire. One year experience performing building inspections for a state or local jurisdiction.

2. Commercial Inspector: At time of recruitment the job posting and advertisement will contain which commercial certification(s) is/are being sought. Candidate will be required to obtain the designated certification(s) within one year of employment.
 - a. Commercial Building Inspector: Shall possess a State of Wisconsin commercial building code inspector certification to be assigned to perform commercial building and commercial HVAC inspections.
 - b. Commercial Plumbing Inspector: Shall possess a State of Wisconsin commercial plumbing inspector certification.
 - c. Commercial Electrical Inspector: Shall possess a State of Wisconsin commercial electrical inspector certification.
- E. Working knowledge of building, electrical, or plumbing construction materials, methods and practices.
- F. Working knowledge building, electrical, or plumbing codes and municipal code of ordinances.
- G. Ability to read and understand blue prints, drawings and technical manuals; compute and prepare permits, impact fee costs; determine lot lines (on Paper) to ensure setback requirements are met as well as determine widths of public right-of-ways.
- H. Ability to inspect structures in a thorough and efficient manner, draw sketches and locate facilities on the plans.
- I. Communicate effectively orally and in writing.
- J. Establish and maintain effective working relationships with supervisors, employees, and members of the public.
- K. Understand and apply Village zoning ordinances and deal effectively with State officials, other Municipal departments and the general public concerning a variety of issues relating to the enforcement of ordinances.
- L. Perform the physical requirements of the position in conducting inspections.
- M. Knowledge and use of proper safety procedures at all times and in all environments
- N. Possess a valid Wisconsin driver's license.
- O. Ability to instruct and train other staff.
- P. Ability to utilize computer programs and equipment (GIS, Excel, etc).
- Q. Ability to work independently and as part of a team
- R. Multiple processing skills for problem-solving and detail orientation

IV. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed both inside and outside, where extreme weather conditions may be experienced. Contact with staff, other Village employees, public and governmental agencies are required.

V. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Must be able to sit, stand, bend, crouch, walk and climb with or without back support.
- B. Able to lift up to 25 pounds.
- C. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.

- D. Hearing activities requires the ability to participate in numerous conversations throughout the workday both in person and over the telephone.
- E. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."
- F. Requires normal vision range and absence of color blindness
- G. Requires the ability to work above the ground.

VI. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents
- C. Must have a village-issued phone and availability to respond after hours in the event of a structure fire.
- D. Implement the policy directives of the Village.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee signature

Date

VILLAGE OF MUKWONAGO, WISCONSIN
Position Description

Title: Building Inspector
Department: Community & Economic Development
Reports to: Director of Comm. & Econ. Dev.

Status: Full-Time Wage, NR
Revision Date: May 17, 2022
Adoption Date: T.B.D.

I. PRIMARY FUNCTION. Under general supervision from the Director of Community & Economic Development, performs skilled/specialized inspection and plan review work involving the interpretation and enforcement of codes and regulations for both building and health and safety issues and performs related work, as required.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. GENERAL DUTIES

1. Perform all tasks related to commercial and residential building, electrical, HVAC, plumbing, and erosion control regulations and codes.
2. Inspect new building construction as well as additions, expansions, and renovations for both commercial and residential projects.
3. Prepare reports recording all details relating to inspections and results of such inspections, including photographic and supportive data, code and regulations reference, and identification details, and which track and archive project history, building records, and legal details.
4. Share and review, as necessary, copies of inspection reports with authorized building owner or contractors.
5. Maintain accurate records of all reports in a systematic, secured manner.
6. Respond to public complaints and concerns as needed, relating to buildings, structures, and public nuisances as described in Village ordinances.
7. Verify zoning compliance for 1- and 2-family dwellings, sheds, decks, fences, pools, etc.
8. Provide office hours as stated in the employee handbook, and as additionally necessary, consult with and answer the needs of builders, contractors, owners, developers, and the general public.
9. Attend meetings with builders, contractors, and developers related to plan reviews as necessary, and contribute to discussions and planning relating to the development of local regulations and policies concerning buildings and structures, including zoning.

B. ADDITIONAL DUTIES

1. Act as a qualified source to builders, owners, and interested parties by clarifying details, occasionally seeking out answers from state and national authorities when necessary.
2. Foster a positive image for the Village of Mukwonago, by striving to nurture productive working relationships while presenting a friendly, but professional image to citizens, businesses, and the general public.

3. Maintain all required certifications by earning all necessary continuing education units, attending seminars, code development meetings, and other sanctioned events.
4. Obtain Wisconsin certification in a variety of topics as required to enhance inspection abilities.

III. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Minimum education: High School Diploma or GED;
- B. Preferred education: Two years of trade or technical college with coursework related to plumbing, electrical, HVAC or general construction.
- C. Equivalent combination of experience and training which provides the required knowledge, skills, and abilities.
- D. Certification requirements are determined by the State of Wisconsin. A typical way to obtain these know ledges and abilities would be:
 1. Residential Inspector: Certification from the State of Wisconsin in at least three of the following four certifications upon hire: (1) Uniform Dwelling Code (UDC) construction including erosion control, (2) UDC Plumbing, (3) UDC Electrical, or (4) UDC HVAC. The fourth UDC certification shall be obtained within one (1) year of the date of hire. One year of experience performing building inspections for a state or local jurisdiction.
 2. Commercial Inspector: At time of recruitment the job posting and advertisement will contain which commercial certification(s) is/are being sought. Candidate will be expected to obtain the designated certification(s) within two (2) years of employment.
 - a. Commercial Building Inspector: Must possess a State of Wisconsin commercial building code inspector certification to be assigned to perform commercial building and commercial HVAC inspections.
 - b. Commercial Plumbing Inspector: Must possess a State of Wisconsin commercial plumbing inspector certification.
 - c. Commercial Electrical Inspector: Must possess a State of Wisconsin commercial electrical inspector certification.
- E. Working knowledge of building, electrical, or plumbing construction materials, methods and practices.
- F. Working knowledge building, electrical, or plumbing codes and municipal code of ordinances.
- G. Ability to read blue prints and to work from drawings, technical manuals and blueprints.
- H. Ability to inspect structures in a thorough and efficient manner, draw sketches and locate facilities on the plans.
- I. Communicate effectively orally and in writing.
- J. Establish and maintain effective working relationships with supervisors, employees, and members of the public.
- K. Ability to work independently and as part of a team.
- L. Perform the physical requirements of the position in conducting inspections.
- M. Knowledge and use of proper safety procedures at all times and in all environments
- N. Possess a valid Wisconsin driver's license.
- O. Ability to utilize computer programs and equipment (GIS, Excel, etc)
- P. Multiple processing skills for problem-solving and detail orientation.

IV. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed both inside and outside, where extreme weather conditions may be experienced. Contact with staff, other Village employees, public and governmental agencies are required.

V. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Must be able to sit, stand, bend, crouch, walk and climb with or without back support.
- B. Able to lift up to 25 pounds.
- C. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.
- D. Hearing activities requires the ability to participate in numerous conversations throughout the workday both in person and over the telephone.
- E. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."
- F. Requires normal vision range and absence of color-blindness
- G. Requires the ability to work above the ground.

VI. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents.
- C. Must have a village-issued phone and availability to respond after hours in the event of a structure fire.
- D. Implement the policy directives of the Village Board.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee signature

Date

VILLAGE OF MUKWONAGO COMMUNITY & ECONOMIC DEVELOPMENT ADMINISTRATIVE CLERK POSITION DESCRIPTION

Title: Community & Economic Development
Administrative Clerk

Department: Community & Economic Development

Reports to: Director of Comm. & Econ. Develop.

Status: Full-Time Wage, NR

Creation Date: October 31, 2018

Revision Date: May 17, 2022

Adoption Date: T.B.D.

I. PRIMARY FUNCTION. Provide clerical and process support to all Village Hall departments and be the first contact for Building Inspection related information. Assignments are generally recurring in nature, but the employee is expected to exercise judgment in dealing with unusual circumstances. This is considered a confidential position.

II. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. BUILDING INSPECTION SUPPORT

1. Provide clerical support to the building inspectors
2. Assist walk-in customers with permit questions or issues
3. Relay phone messages that cannot be responded to directly or gather information needed in order to respond; return calls
4. Look up information for building inspectors when they call in from an inspection site
5. Log inspection reports and file
6. Scan permits, track permit information for reporting purposes, receipt permit payments, and file permits
7. Update GIS with required property documentation
8. Process information for assessor's office
9. Prepare occupancy reports

B. FINANCIAL DUTIES

1. Perform Accounts Payable function as documented in the departmental procedure for the monthly Library disbursement batch and as a back-up for Village Hall batch transactions.
 - a. Input required data into a Fund Accounting batch after Library Board review and approval
 - b. Prepare report summarizing payment activity for purposes of generating the checks and posting the transactions to the general ledger.
2. Perform Cash Receipt function as documented in departmental procedure.
 - a. Accurately receipt all forms of payments (cash, check or credit card) received in-person at Village Hall or via mail/drop box through the Point-of-Sale (POS) software capturing all data necessary to properly classify the payment into the correct General Ledger account.

C. ELECTION SUPPORT

1. Assist with the preparation, mailing, and processing of absentee ballots
2. Assist with voter registration and processing of absentee ballots for electors who come to the counter.
3. Assist with updates and maintenance of the Statewide Voter Registration System.

D. ADDITIONAL DUTIES

1. Receive the public and answer questions; respond to inquiries from employees, citizens, and others or refer, when necessary, to appropriate persons.
2. Act as complaint ombudsman and distribute complaints received to the appropriate department for resolution.
3. Open and distribute mail; handle routine correspondence
4. Respond to Special Assessment inquiries; prepare letters as requested
5. Respond to Utility Billing customer inquiries or complaints
6. Provide information for annual audits pertaining to development activity
7. Coordinate community room rentals, park rentals and sports team calendar
8. Perform notary services
9. File documents – paper and electronic - as appropriate
10. Assist Accountant in the Utility Billing process by folding, stuffing and mailing billing statements to residents
11. Prepare all checks for mailing, ensuring appropriate copies are maintained and filed
12. Perform financial calculations such as amounts do, interest charges, balances and penalties
13. Cross-train on other department functions to provide support as needed
14. Assist with the alcohol and general licensing process
15. Access computerized financial information to answer general questions and those related to specific accounts.
 - a. Recognize the types of transactions recorded within general ledger accounts; where to find supporting documentation for the transactions; and how transactions affect the general ledger balances
16. Type and file a variety of records reports and letters; perform a variety of clerical support office functions for other departments as requested
17. Maintain appropriate documentation and adequate explanations of any exception processing for all financial process transactions
18. Troubleshoot and resolve issues related to all forms of office equipment at Village Hall; maintain external contact information when issues can't be resolved internally
19. Pursue educational opportunities to enhance skills and suggest initiatives to streamline processes and make them more efficient and effective.

III. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. High School diploma or GED
- B. Completion of standard high school course(s) or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.
- C. Knowledge of office procedures and terminology; skill in the operation of electronic typewriters, calculators, electronic cash register, copy machine, and computer data entry.

IV. ESSENTIAL SKILLS OF THE JOB

- A. Ability to instruct and train other staff.
- B. Ability to utilize computer programs and equipment
- C. Ability to communicate effectively orally and in writing
- D. Ability to multi-task and problem solve

V. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed in an office environment. Contact with staff, other Village employees, public and governmental agencies are required.

VI. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Must be able to sit, stand, bend, walk and climb with or without back support.
- B. Able to lift up to 25 pounds.
- C. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.
- D. Hearing activities requires the ability to participate in numerous conversations throughout the workday both in person and over the telephone.
- E. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."

VII. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents.
- C. Implement the policy directives of the Village Board.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

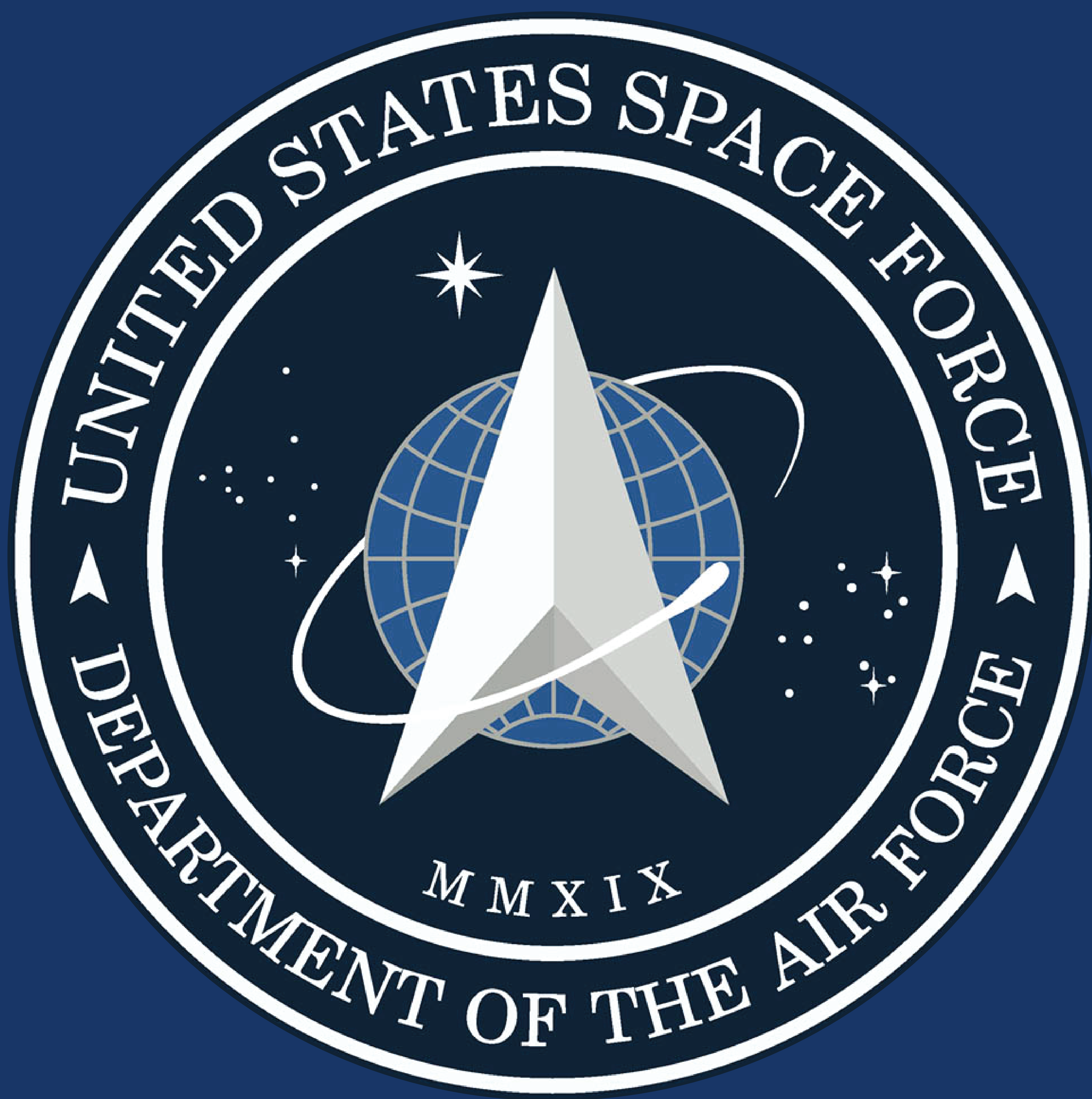


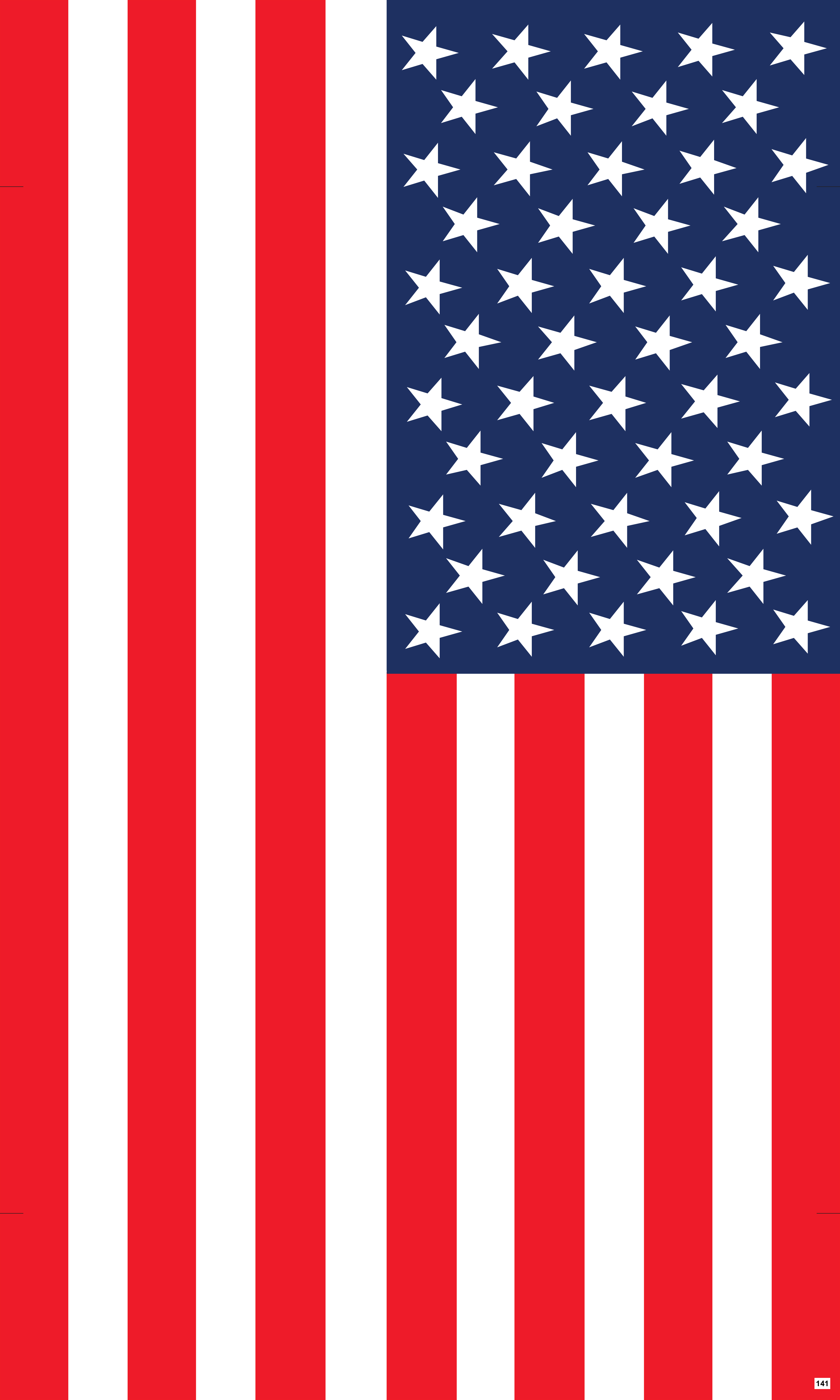














Agenda Cover Report

Date: 6/18/21	Committee/Board: Public Works Committee
Submitted by: Ron Bittner	Department: Public Works
Date of Committee Action: 6/1/22	Date of Village Board Action: 6/15/22

Subject:

Discussion and recommendation to award the 2022 Crack Sealing Project.

Executive Summary:

Bids were opened on April 28, 2022, for the project with two bids being received. After review, it was determined that Fahrner Asphalt Sealers LLC was the low bidder.

Fiscal Impact:

\$45,932.00 from the annual street maintenance budget.

Executive Recommendation/Action:

We are requesting a recommendation to award the 2022 Crack Seal Project to Fahrner Asphalt Sealers LLC in the amount of \$45,932.00.

☐ Attachments Included



Office of the Village Public Works Dept.

440 River Crest Court, Mukwonago, Wisconsin 53149 | (262) 363-6447 | Fax: (262)363-7197
www.villageofmukwonago.com

Date: May 17, 2022

To: Public Works Committee

From: Ron Bittner

RE: 2022 Crack Seal Bid

Bids for the above project were opened on April 28, 2022, at 10:00 AM and were as follows:

1. Fahrner Asphalt Sealers, LLC	\$45,932.00
2. American Pavement Solutions	\$73,870.00

The Department of Public Works has reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. Low bidder successfully completed previous village crack seal projects.
3. We have no objections to the low bidder.
4. On these bases, we recommend Fahrner Asphalt Sealers, LLC for the 2022 Crack Sealing contract.

Village of Mukwonago		
2022 Street Crack Sealing Bid Tab	Bid Opening: 10:00 AM, April 28, 2022	
Contractor	Bid Bond	Bid Amount
Fahrner Asphalt Sealers, LLC	X	\$45,932.00
American Pavement Solutions	X	\$73,870.00

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

RESOLUTION NO. 2022-36

**A RESOLUTION TO PETITION FOR THE ESTABLISHMENT OF A NEW AT-GRADE
PEDESTRIAN CROSSING AT INDIANHEAD PARK**

WHEREAS, the Village of Mukwonago proposes to cross the tracks of the East Troy Electric Railroad with an at-grade public pedestrian path, and

WHEREAS, the crossing is necessary to promote public safety and convenience of park patrons while accessing the village beach area from a parking lot within the Indianhead Park, and

WHEREAS, the establishment of the crossing is advisable under all the circumstances, and

WHEREAS, Section 195.29 Wisconsin Statutes authorizes the Office of the Commissioner of Railroads to determine whether the establishment of the crossing is necessary to promote public safety and convenience and is advisable, to determine the necessary warning devices for the new crossing, and to apportion all costs for the permitted crossing, and

WHEREAS, the Village of Mukwonago proposes to pay the required costs necessary to safely establish the crossing,

NOW, THEREFORE, BE IT RESOLVED, that the Village of Mukwonago hereby directs village staff to take all necessary steps to petition the Office of the Commissioner of Railroads for an investigation and order to approve the establishment of the new crossing, to determine the necessary warning devices, and to apportion the costs for the new crossing of pedestrian path with the tracks of the East Troy Electric Railroad in the Village of Mukwonago, Waukesha and Walworth Counties.

NOW THEREFORE BE IT RESOLVED, that the Village of Mukwonago staff shall comply with Chapter 195, Wisconsin Statutes and RR 1.025, Wisconsin Administrative Code in the filing of the petition; and that the Village of Mukwonago, Approved and Adopted this 15th of June 2022 by the Village Board of the Village of Mukwonago, Wisconsin.

APPROVED:

Fred H. Winchowky, Village President

ATTESTATION:

Diana Dykstra, MMC
Village Clerk-Treasurer



Agenda Item Cover Report

Date: 5-18-22	Committee/Board: Public Works
Submitted by: Wayne Castle	Department: Wastewater
Date of Committee Action: 6-1-22	Date of Village Board Action: 6-15-22

Subject: 2021 CMAR Resolution

Executive Summary:

CMAR is the annual sewer report submitted to the WDNR. It is a report that rates all aspects of the treatment plant and collection system and puts it all into a grading system. This grade ultimately shows the performance of your system and any deficiencies. A poor grade can ultimately lead to action taken by the DNR to force a utility to upgrade its system.

The Utility is in good shape structurally and financially. Currently the bigger issue is the handling of bio-solids. We will be proposing a possible solids project in the capital budget. If that project were to happen it will more than likely offset a good portion of the cost of the eventual plant upgrade that is coming down the road.

Fiscal Impact:

\$0.00

Executive Recommendation/Action:

Make motion to approve 2021 CMAR and Resolution

Attachments Included

Compliance Maintenance Annual Report

Mukwonago Wastewater Treatment Plant

Last Updated: Reporting For:

5/12/2022

2021

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.8394	x	275	x	8.34	=	1,927
February	0.8350	x	277	x	8.34	=	1,926
March	1.0365	x	216	x	8.34	=	1,866
April	0.9030	x	254	x	8.34	=	1,910
May	0.8094	x	173	x	8.34	=	1,171
June	0.8107	x	225	x	8.34	=	1,521
July	0.7629	x	193	x	8.34	=	1,229
August	0.7868	x	184	x	8.34	=	1,208
September	0.7577	x	216	x	8.34	=	1,366
October	0.7681	x	216	x	8.34	=	1,385
November	0.7527	x	270	x	8.34	=	1,697
December	0.7739	x	256	x	8.34	=	1,654

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	1.5	x	90	=	1.35
		x	100	=	1.5
Design BOD, lbs/day	2502	x	90	=	2251.8
		x	100	=	2502

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Mukwonago Wastewater Treatment Plant

Last Updated: Reporting For:
5/12/2022 2021

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)
2021-12-03

☐ No

If No, please explain:

N/A

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

N/A

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

N/A

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes 3,830 gallons

☐ No

Holding Tanks

☒ Yes 10,909,543 gallons

☐ No

Grease Traps

☐ Yes gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

We have a lot of issues with solids intake from septage so that is why we do not take in septage in any large quantity. The solids level in holding tank waste is an issue also that can make our lives hectic many days but we can at least manage the level of solids taken in from the holding tank waste. These issues have been drastically increased by the new Phosphorus chemicals we now use to meet new limits. Prior to the usage of these chemicals we were able to take in reasonable amounts of septage also.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

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<ul style="list-style-type: none">● No <p>If yes, describe the situation and your community's response.</p> <div>N/A</div>	
<p>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</p> <ul style="list-style-type: none">○ Yes● No <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div>N/A</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	3	1	0	0
February	25	22.5	3	1	0	0
March	25	22.5	2	1	0	0
April	25	22.5	2	1	0	0
May	25	22.5	1	1	0	0
June	25	22.5	0	1	0	0
July	25	22.5	0	1	0	0
August	25	22.5	1	1	0	0
September	25	22.5	2	1	0	0
October	25	22.5	0	1	0	0
November	25	22.5	1	1	0	0
December	25	22.5	2	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

☐ Yes Enter last calibration date (MM/DD/YYYY)

☒ No

If No, please explain:

We do not have a effluent flow meter. Effluent flow is assumed to be equal to the influent flow.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

None.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☐ Yes

☒ No

0

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<p>If Yes, please explain:</p> <div>N/A</div> <p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div>N/A</div> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p><input type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div>N/A</div>	
---	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Mukwonago Wastewater Treatment Plant

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2021

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	8	1	0	0
February	30	27	8	1	0	0
March	30	27	8	1	0	0
April	30	27	8	1	0	0
May	30	27	7	1	0	0
June	30	27	8	1	0	0
July	30	27	7	1	0	0
August	30	27	11	1	0	0
September	30	27	10	1	0	0
October	30	27	5	1	0	0
November	30	27	6	1	0	0
December	30	27	8	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Last Updated: Reporting For:
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Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	20		1.574	0					
February	20		2.708	0					
March	20		3.623	0					
April	20		2.738	0					
May									
June									
July									
August									
September									
October									
November	20		1.339	0					
December	20		3.388	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.316	1	0
February	1	0.389	1	0
March	1	0.405	1	0
April	1	0.412	1	0
May	1	0.436	1	0
June	1	0.448	1	0
July	1	0.388	1	0
August	1	0.393	1	0
September	1	0.321	1	0
October	1	0.103	1	0
November	1	0.159	1	0
December	1	0.339	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☐ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☒ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 003 - Cake Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75			9.8											0	0
Cadmium		39	85			.81											0	0
Copper		1500	4300			460											0	0
Lead		300	840			6.4											0	0
Mercury		17	57			.91											0	0
Molybdenum	60		75			12										0		0
Nickel	336		420			16										0		0
Selenium	80		100			<16										0		0
Zinc		2800	7500			750											0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

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2021

<p>3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A</div>	0																				
<p>4. Pathogen Control (per outfall): 4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td style="text-align: center;">003</td> </tr> <tr> <td>Biosolids Class:</td> <td style="text-align: center;">B</td> </tr> <tr> <td>Bacteria Type and Limit:</td> <td style="text-align: center;">Fecal Coliform</td> </tr> <tr> <td>Sample Dates:</td> <td>01/01/2021 - 12/31/2021</td> </tr> <tr> <td>Density:</td> <td>47,000</td> </tr> <tr> <td>Sample Concentration Amount:</td> <td>CFU/G TS</td> </tr> <tr> <td>Requirement Met:</td> <td>Yes</td> </tr> <tr> <td>Land Applied:</td> <td>No</td> </tr> <tr> <td>Process:</td> <td>Anaerobic Digestion</td> </tr> <tr> <td>Process Description:</td> <td>Mesophylic Digestion</td> </tr> </table> <p>4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application. 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes (40 Points) <input checked="" type="radio"/> No </p> <p style="margin-left: 20px;">If yes, what action was taken?</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A</div>	Outfall Number:	003	Biosolids Class:	B	Bacteria Type and Limit:	Fecal Coliform	Sample Dates:	01/01/2021 - 12/31/2021	Density:	47,000	Sample Concentration Amount:	CFU/G TS	Requirement Met:	Yes	Land Applied:	No	Process:	Anaerobic Digestion	Process Description:	Mesophylic Digestion	0
Outfall Number:	003																				
Biosolids Class:	B																				
Bacteria Type and Limit:	Fecal Coliform																				
Sample Dates:	01/01/2021 - 12/31/2021																				
Density:	47,000																				
Sample Concentration Amount:	CFU/G TS																				
Requirement Met:	Yes																				
Land Applied:	No																				
Process:	Anaerobic Digestion																				
Process Description:	Mesophylic Digestion																				
<p>5. Vector Attraction Reduction (per outfall): 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td style="text-align: center;">003</td> </tr> <tr> <td>Method Date:</td> <td style="text-align: center;">12/31/2021</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td style="text-align: center;">Incorporation when land apply</td> </tr> <tr> <td>Requirement Met:</td> <td>Yes</td> </tr> <tr> <td>Land Applied:</td> <td>No</td> </tr> <tr> <td>Limit (if applicable):</td> <td></td> </tr> <tr> <td>Results (if applicable):</td> <td></td> </tr> </table> <p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes (40 Points) <input checked="" type="radio"/> No </p> <p style="margin-left: 20px;">If yes, what action was taken?</p> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A</div>	Outfall Number:	003	Method Date:	12/31/2021	Option Used To Satisfy Requirement:	Incorporation when land apply	Requirement Met:	Yes	Land Applied:	No	Limit (if applicable):		Results (if applicable):		0						
Outfall Number:	003																				
Method Date:	12/31/2021																				
Option Used To Satisfy Requirement:	Incorporation when land apply																				
Requirement Met:	Yes																				
Land Applied:	No																				
Limit (if applicable):																					
Results (if applicable):																					
<p>6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) </p>																					

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<ul style="list-style-type: none"> o < 90 days (40 Points) o N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> <div>N/A</div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div>N/A</div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div>N/A</div> <p>Could use more help/staff for:</p> <div>No</div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div>N/A</div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/>○ No (40 points) <input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">○ Paper file system○ Computer system● Both paper and computer system○ No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">○ Excellent● Very good○ Good○ Fair○ Poor <p>Describe your rating:</p>	

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I put very good because there is always room for improvement although one could probably justify our rating to excellent. The remaining 2 effluent pumps were rebuilt in 2021. The North and South Aeration Basins were drained cleaned and inspected. After the inspection the IfAS system, Aeration system (piping and diffusers), along with minor concrete repairs, painting and sluice gate replacements has been all ordered new and will be replaced In 2022. The Aeration project has been bid, awarded and waiting on the IFAS equipment to arrive from Germany. The Final Clarifiers are scheduled for draining, cleaning and inspection in 2022. The North final has been done already in 2022 with minor repairs and PM-s done and the South is being don now.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

WAYNE A CASTLE

Certification No:

34504

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes		X		
A3	Recirculating Media Filters		X		
A4	Ponds, Lagoons and Natural				X
A5	Anaerobic Treatment Of Liquid		X		
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen		X		
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

0

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

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<p>OIT and Basic Certification:</p> <ul style="list-style-type: none">○ Averaging 6 or more CECs per year.○ Averaging less than 6 CECs per year. <p>Advanced Certification:</p> <ul style="list-style-type: none">● Averaging 8 or more CECs per year.○ Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information		
Name:	<input type="text" value="Diana Doherty / Dave Brown"/>	
Telephone:	<input type="text" value="363-363-6416"/>	(XXX) XXX-XXXX
E-Mail Address (optional):	<input type="text" value="dbrown@villageofmukwonago.com"/>	
2. Treatment Works Operating Revenues		
2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?		
● Yes (0 points) <input type="checkbox"/>		
○ No (40 points)		
If No, please explain:		
<input type="text" value="N/A"/>		
2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?		
Year: <input type="text" value="2020"/>		0
● 0-2 years ago (0 points) <input type="checkbox"/>		
○ 3 or more years ago (20 points) <input type="checkbox"/>		
○ N/A (private facility)		
2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?		
● Yes (0 points)		
○ No (40 points)		
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds		
3.1 When was the Equipment Replacement Fund last reviewed and/or revised?		
Year: <input type="text" value="2020"/>		
● 1-2 years ago (0 points) <input type="checkbox"/>		
○ 3 or more years ago (20 points) <input type="checkbox"/>		
○ N/A		
If N/A, please explain:		
<input type="text" value="N/A"/>		
3.2 Equipment Replacement Fund Activity		
3.2.1 Ending Balance Reported on Last Year's CMAR		\$ <input type="text" value="727,995.96"/>
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$ <input type="text" value="0.00"/>
3.2.3 Adjusted January 1st Beginning Balance		\$ <input type="text" value="727,995.96"/>
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)		\$ <input type="text" value="603.06"/>
		+

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 728,599.02

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

None

3.3 What amount should be in your Replacement Fund? \$ 726,605.45

0

Please note: If you had a CWWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

N/A

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Facility planning for Phosphorus treatment limit. This is ongoing and pursuing adaptive management practices.	2000000	2020
2	Building Septage Recieving Station, cleaning of raw wetwells, replacing rooftop furnace on main building. These projects are being done this year with the upgrade project and have been completed.	300000	2018
3	Rebuild and upgrade of entire grit system and primary and secondary digesters including mixiing sytem, boiler, elctrical and HVAC. Project is currently being done, expected completion id this fall.	2000000	2019
4	With current and projected growth of the Village I would not be surprised to see the facility in the process of facility planning in the next 7-10 years.	30000000	2028
5	Added sludge drying bed and Cake storage space. To be done with future plant upgrade	500000	2028
6	Aeration Basins were both drained, cleaned and inspected in May 2021, The IFAS system will be replaced, aerators replaced new automatic gates installed all metal parts of structured recoated and any needed concrete repairs will all be made in 2022. Cost analysis has not yet been determined. * This project has been bid and awarded. Alot of the equipment has arrived and now waiting on rest so the contractor can install and make needed repairs.	600,000	2022

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5. Financial Management General Comments

Budgeting and setting aside funds as needed to repair and bring equipment up to peak performance is on going.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	6,227	36
February	8,906	43
March	5,530	39
April	4,239	28
May	4,355	71
June	3,911	24
July	3,807	17
August	3,310	23
September	3,635	19
October	3,822	17
November	4,478	32
December	5,310	18
Total	57,530	367
Average	4,794	31

6.1.2 Comments:

None

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

River Park LS had complete PM done in 2021.

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6.3 Has an Energy Study been performed for your pump/lift stations?

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	102,565	26.02	3,942	59.74	1,717	1,003
February	90,699	23.38	3,879	53.93	1,682	706
March	83,880	32.13	2,611	57.85	1,450	0
April	87,435	27.09	3,228	57.30	1,526	566
May	79,830	25.09	3,182	36.30	2,199	567
June	79,663	24.32	3,276	45.63	1,746	230
July	79,510	23.65	3,362	38.10	2,087	147
August	73,141	24.39	2,999	37.45	1,953	173
September	82,692	22.73	3,638	40.98	2,018	111
October	74,941	23.81	3,147	42.94	1,745	178
November	76,531	22.58	3,389	50.91	1,503	948
December	99,086	23.99	4,130	51.27	291,429	2,120
Total	1,009,973	299.18		572.40		6,749
Average	84,164	24.93	3,399	47.70	25,921	614

7.1.2 Comments:

None

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☐ Biological Phosphorus Removal

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- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☐ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☒ Other:

Primary Clarification and aerated grit removal.

7.2.2 Comments:

Most all of our pumps have VFD's installed on them and we are continually upgrading our lighting to LED each year.

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Continue on with more LED lighting upgrades.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☐ No

☒ Yes

If Yes, how is the biogas used (Check all that apply):

- ☒ Flared Off
- ☒ Building Heat
- ☒ Process Heat
- ☐ Generate Electricity
- ☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☒ No

☐ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

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<div><div></div><div><input type="checkbox"/> Part of the facility</div><div>Year: <div></div></div><div>By Whom: <div></div></div><div>Describe and Comment: <div></div></div></div>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

To ensure reliable service, do scheduled cleaning and maintenance per CMOM. During wet periods monitor for I&I and make repairs as needed. Continue to televisc annually and make needed repairs as required to increase system reliability.

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Municipal Code of Ordinances

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2022-02-16

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

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- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☒ Special Studies Last Year (check only those that apply):

- ☒ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="10"/>	% of system/year
Root removal	<input type="text" value="100"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="10"/>	% of system/year
Manhole inspections	<input type="text" value="10"/>	% of system/year
Lift station O&M	<input type="text" value="4"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year

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Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

N/A

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="15.75"/>	Total actual amount of precipitation last year in inches
<input type="text" value="30.9"/>	Annual average precipitation (for your location)
<input type="text" value="45"/>	Miles of sanitary sewer
<input type="text" value="4"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="0.820"/>	Average daily flow in MGD (if available)
<input type="text" value="0.970"/>	Peak monthly flow in MGD (if available)
<input type="text" value="0"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.2"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

I feel like there is an issue but the engineers and employees from other communities keep saying we are ok and do not have an issue nearly as bad as alot of other communities. I keep looking for leaks and keep fix them and keep trying to reduce it where ever I can.

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2021

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

☒ No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Precipitation was much lower this year so I assume thats why our average flows decreased.

5.4 What is being done to address infiltration/inflow in your collection system?

Currently we televise 10% of mains and 10% of manholes and make necessary repairs as budget allows and budget for more costly repairs.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0020265

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



Agenda Item Cover Report

Date: 5/25/2022	Committee/Board: Public Works
Submitted by: Wayne Castle	Department: Water Utility
Date of Committee Action: 6/01/2022	Date of Village Board Action: 6/15/2022

Subject: Wells 3 & 4 Radium Reduction HMO Filter Pilot Study Proposal Water Surplus

Executive Summary:

The Village of Mukwonago wells 3 and 4 have radium concentrations that exceed the current drinking water limit for combined radium of 5 pCi/L required by the Wisconsin Department of Natural Resources (WDNR). Presently, the Village blends water from wells 5 & 6 to stay below the 5 pCi/L limit. Water analyses from September 2021 show that wells 3 and 4 have combined radium levels of 9.07 and 9.99 pCi/L, respectively.

In September of 2018 Ruekert & Mielke conducted a Water System Capacity Analysis that determined that the Village's water supply capacity could be increased by installing radium removal equipment at well 4 to treat water from both wells 3 and 4.

According to WDNR regulations, it is required that a water filtration system operates at a maximum surface area loading rate of 3 gallon per minute per ft². To operate a filtration system at a higher surface area loading rate, the WDNR requires that a pilot study be conducted to demonstrate that a higher loading rate can be achieved. Operating a water filtration system at a higher filter surface loading rate than the 3 gallon per minute per ft² will significantly reduce the overall project cost of the HMO filter.

This is a Proposal for Water Surplus to provide pilot testing equipment, training on the pilot equipment operation, and a report summarizing the results of the pilot testing.

Fiscal Impact: \$8,550

Executive Recommendation/Action: Approve HMO pilot study proposal from Water Surplus

Attachments Included: Pilot Test Proposal from Water Surplus dated May 23, 2022.

OxiPlus75 Pilot Test Proposal

Radium Reduction for
Village of Mukwonago, WI





Date: May 23, 2022

Chris Epstein, P.E.
Project Manager
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

Subject: Pilot Test Proposal for OxiPlus⁷⁵ Catalytic Media Treatment System Design
Mukwonago, Wisconsin for Radium Reduction using HMO

Hello,

WaterSurplus would like to thank you for the opportunity to provide the enclosed pilot test quotation and rental agreement for the Village of Mukwonago, Wisconsin. The purpose of the proposed pilot test is to:

- Demonstrate the high loading rate performance of the OxiPlus^{75™} catalytic filter media with Hydrous Manganese Dioxide (HMO) for radium reduction;
- Show the operating characteristics of an OxiPlus⁷⁵ system like backwash rate, run time to exhaustion, and pressure drop characteristics;
- Establish performance standards at a loading rate to match the design predicted for the catalytic filter system;
- Test the proposed HMO feed rate for effectiveness at radium removal at Wells 3 & 4.

This proposal will outline the pilot test rental equipment WaterSurplus intends to provide to the Village of Mukwonago. It will also discuss the protocol that will be followed to demonstrate treatment design as well as describe what is expected of both Mukwonago and WaterSurplus in order to successfully execute the test.

If you agree to the following test proposal and rental terms, please complete these actions:

- Fill out the Billing and Shipping information in sections IV and V, respectively
- Sign the agreement (Section XV) and return this proposal with items listed in Section XI:
 - Initial Payment (as defined in Section IX)
 - Insurance Certificates (property and casualty, liability)
 - W-9

If you have any questions, or require additional information, please feel free to contact me at your convenience.

Respectfully submitted,

Jim Groose
VP Business Development
WaterSurplus
Jim.groose@watersurplus.com

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PILOT PROJECT PURPOSE

This pilot test will demonstrate treatment at a greater surface loading rate than what is typically recommended by the Ten States Standards. Higher rates (2-4x) are possible with use of the catalytic filter media OxiPlus^{75™}. OxiPlus⁷⁵ is a naturally mined pyrolusite mineral that consists of about 75% manganese dioxide (MnO₂) by weight. It is crushed to a 20 x 40 mesh and is an NSF-61 certified material suitable for use in drinking water treatment applications.

OxiPlus⁷⁵ is an oxidative media that is particularly useful for iron, manganese, arsenic, hydrogen sulfide, and radium removal. In order to maintain efficient reaction rates, sodium hypochlorite is typically chosen as the chemical feed to keep the media in its oxidized state.

This pyrolusite media has been installed in over 500 municipal drinking water treatment facilities across the United States. Loading rates are generally between 6 and 10 gpm/ft² with some plants being designed at rates up to 15 gpm/ft².

For this pilot, Hydrous Manganese Oxide (HMO) will be fed to the well water prior to filtration to attract radium from the water and filter it out. The pilot is designed to model the surface loading rate of the full scale system and use the same depths of filter media as the full scale plant would.

SITE DETAILS AND WATER QUALITY

The Village of Mukwonago has two wells, 3 & 4, that currently must blend with Wells 5 & 6 to stay under the current drinking water limit for combined radium of 5 pCi/L. Water analyses from September, 2021 show that well #3 and 4 have combined radium levels of 9.07 and 9.99 pCi/L, respectively. A summary of the chemistry for each well is below:

Water Quality Summary - Village of Mukwonago, WI

Well No.	Flow	Fe	Mn	pH	Hardness	TDS	Comb Ra
3	900 gpm	0.12 mg/L	5.8 ug/L	7.30	220 mg/L	270 mg/L	9.07 pCi/L
4	1000 gpm	0.15 mg/L	7.7 ug/L	7.31	230 mg/L	260 mg/L	9.99 pCi/L

Since the treatment system design would be to treat at the combined well pump rate of 1,900 gpm, the suggested treatment system is a 16 vessel, 54" diameter each, skid mounted arrangement that is pre-piped and pre-wired for ease of installation. This design results in a surface loading rate of 7.47 gpm/ft² of filter area and the backwash rate is 398 gpm for 5 minutes per vessel which represents a backwash rate of 25 gpm/ft² of surface area.



SCOPE OF SUPPLY

Item	WaterSurplus	Others
Cart mounted pilot unit including:	X	
One (1) 10" diameter x 54" OAH FRP vessel, rated 100 psi	X	
Three (3) 1" reinforced hoses with camlock fittings (one for inlet connection, one for outlet connection and one spare)	X	
Plastic riser with ABS strainer	X	
Fleck/Pentair 2750 Controller for automatic backwash	X	
IFM Vortex flow meter to measure inlet flow	X	
Three (3) sample ports, one inlet (post-chem feed), one outlet/treated, and one outlet/backwash.	X	
Two (2) SS liquid filled pressure gauges on inlet and outlet	X	
One O&M Manual	X	
Chem Feed System(s)		
10 GPD peristaltic pump and 26-gal HDPE tank for chlorine feed	X	
Sodium hypochlorite (typ. Clorox bleach) and water to mix into chem tank		X
Media and Gravel		
Pre-washed Gravel (1/4 x 1/8")	X	
OxiPlus ⁷⁵ (36" bed depth)	X	
Utility and Access Requirements		
1" FNPT connection from the existing well head piping capable of supplying up to 15 GPM at minimum of 40 psi. Water temp expected to be 55 °F		X
Electrical connection to pilot unit: 1PH, 120V, 60 HZ		X
Access to switched outlet. Required if pilot is to automatically turn on and off with the well. Not required if flow to pilot will be started and stopped manually.		X

Drain capacity to accommodate pilot discharge flow (service flow: 2-6 GPM. Backwash flow: 13.6 GPM for 5 minutes. Note that initial backwash during start-up may last 60-90 minutes)		X
Testing Procedures		
Space for equipment (2.5' L x 3.5' W x 6' HI) in well house. If proposed test will not be in environmentally controlled building, a temporary shelter will need to be erected for the unit		X
Personnel to run pilot, collect samples, and record data (data log provided by WaterSurplus)		X
Hach test kit and reagents for desired field test		X
Sample bottles to collect and send in samples for outside lab analysis		X
Media disposal after test is complete		X

PILOT TEST OBJECTIVES AND PROCEDURES

The loading rate during the test will be determined based on the amount of flow desired to treat and the number and diameter of the filter vessels needed. For instance, a plant designed to treat both well flows at once would treat 1,900 gpm. If 16 - 54" vessels were used, a surface loading rate of 7.47 gpm/ft², or 4.07 gpm through the 0.545 ft² pilot column. See the attached pilot P&ID for more information. The intent is to operate the pilot column 8 - 12 hours per day to determine the efficiency of Ra removal at the flow rate representing both wells operated at their design flow rates to determine the length of treatment possible between backwashes.

- Use the data log provided by WaterSurplus to document pilot test data and observations
- Use Hach test kits about every two hours (or as often as possible) to measure influent and effluent free residual chlorine, and manganese. When manganese breaks through, radium will carry with it. Total chlorine should also be measured at least once per day. The key piece of data to record with each sample's contaminant concentration is how many hours the pilot has been running.
- Since radium cannot be field tested, we will send samples out every day to a certified lab to document the radium removal efficiency of treatment with time on-line. A target feed rate of HMO to achieve 1 ppm Mn in the water will be used to demonstrate how well HMO feed works for radium removal and to document when the radium breaks through.
- Over the course of the test, take samples and send to outside lab for analysis to determine radium removal efficiency with 1.0 ppm of HMO fed as measured as Mn content. Take one raw sample per week and multiple effluent samples.
- Feed sodium hypochlorite to the system to oxidize any iron, manganese or H₂S. Target residual free chlorine after the pilot column should be about 0.5 ppm or higher. The pump should be set between 5- 10 GPD. Lower feed rates may cause erratic data.
- The SMCLs for Mn is 0.05 ppm - The goal is to run until Mn breaks through as a surrogate for radium.

- Conduct as many runs to breakthrough and backwash as possible over the duration of the pilot test. The plan is 3 runs to breakthrough on water from Well #3 and 1 run to breakthrough on Well #4. We define breakthrough as two consecutive finished/treated samples that exceed half the SMCL for Manganese up to 24 hours of time. After breakthrough occurs, manually initiate a backwash. In addition, backwashes should also be initiated if:
 - The pilot has been running for one full week without a backwash
 - The pilot has been stagnant for several days
 - The pressure differential reaches 10 psi (likely will not occur with OxiPlus⁷⁵ media)
- Verify that 5 minutes of backwash produces clear water prior to stopping the backwash

DOCUMENTATION

WaterSurplus shall provide an O&M manual including a P&ID and a blank data log for on-site pilot data collection. When the pilot test and outside lab analyses are complete, WaterSurplus will analyze the data and write a report summarizing the results. The final report will include a description of the test, a summary of the data, conclusions on the effectiveness of the treatment and a design recommendation based on the space available and loading rates that were demonstrated. This report will be completed within two weeks of receiving the outside lab results.

DELIVERY AND INSTALLATION

The complete pilot system (filter cart, chemical feed system, three hoses, inlet assembly, O&M manual, associated gravel and media, etc.) will be shipped out of our Loves Park, IL facility. It will be installed at the site with the assistance of Mukwonago personnel. Following installation, WaterSurplus will provide training on pilot operation and data collection procedures. Installation and training will be 3-6 hours depending on site limitations.

WaterSurplus may require up to two (2) weeks to provide the equipment and schedule a service person depending on pilot availability. Delivery will include lift gate service unless Mukwonago notifies WaterSurplus that a fork-truck or several strong bodies will be available for offloading. If pilot arrives in crate, keep the crate for use when return shipping. Mukwonago will be responsible for the cost of replacing any items not returned with the unit.

PRICING

Media filter and associated cost including chemical feed system - Monthly rental cost	Per Month	\$750
Chemical feed tank with mixer and chemical feed pump to store and feed HMO for pilot	Per Month	\$550
Non-recurring Associated Costs:		

Equipment Preparation and Decommission Fee, Filter Media, transportation, shipping costs	Lump Sum	\$1,750
Travel Time and On-Site Service Time (Up to 2 days on site), plus expenses	Lump Sum	\$2,500
Preparation of report, WaterSurplus to summarize data and provide analysis, tables and figures of results, WS to interpret results and prepare recommendations	Lump Sum	\$3,000
Total Cost of 2 Month Pilot (Maximum)	Total	\$8,550

Prices quoted herein are for rental equipment based on a one-month term. If the pilot is kept for an additional month, an additional \$750.00 charge will result but this will be discussed prior to operating past one month. Prices for equipment and field service support do not include any sales, use, excise or similar taxes, fees, permits, etc. Equipment rental will begin upon departure of equipment from Loves Park, IL and will end upon return to the WaterSurplus facility. Mukwonago will be responsible for the cost of replacing hoses and/or O&M manual if not returned with the unit. Mukwonago is also responsible for any outside lab testing costs as these are not included in WaterSurplus' scope.

PAYMENT TERMS

WaterSurplus standard payment terms are as follows:

- \$2,500 due when given notice to proceed;
- The Service Fee and Pilot Report costs shall be invoiced after a draft of the pilot report is issued to Mukwonago and the engineer Ruekert-Mielke for comment.

BILLING INFORMATION:

All invoices, included but not limited to initial payment invoices, consumable invoices, freight invoices, on-site services invoices and monthly rental bills will be sent via email to the following Customer accounts receivable department:

A/R Contact Name, Title: _____

Email Address: _____

Phone Number: _____

Billing Address: _____

SHIPPING INFORMATION

Site Contact Name, Title: _____

Email Address: _____

Phone Number: _____

Shipping Address: _____

TITLE TO EQUIPMENT AND CONTINGENCIES

A. Notwithstanding the attachment to real property or to any improvement upon real property, title to the Pilot Equipment quoted herein will remain WaterSurplus' equipment at all times. Mukwonago will not remove and or modify any Equipment Rented or permit to be removed and or modify any of the Equipment Rented that is the subject of this Agreement.

B. Customer agrees to execute all documents and public filings as WaterSurplus may reasonably request to evidence WaterSurplus' ownership interest in the Rental Equipment. Customer authorizes Owner, or its authorized agent, to sign on behalf of Customer, any UCC (Uniform Commercial Code) documents necessary to affirm WaterSurplus' ownership of the Equipment Rented.

C. Owner's obligations under this Agreement are contingent upon the following:

- 1 Timely receipt of the signed Agreement from Customer.
- 2 Insurance Property Certificate as described in Section XIII.

- 3 Insurance Liability Certificate as described in Section XIII.
4. Customer providing WaterSurplus with:
 - i) Initial Payment (as defined in Section IX);
 - ii) Insurance Certificate – Property and Casualty;
 - iii) Insurance Certificate – Liability; and
 - (iv) W-9.

INSURANCE

Mukwonago, at its own expense, will maintain the Equipment Rented insured with all risk coverage in such amounts as WaterSurplus will require with a carrier with no less than an A rating, Class VIII rated with AM Best. Renter will maintain a loss payable endorsement in favor of Owner affording to Owner such additional protection as Owner will require and will maintain liability insurance no less than \$1,000,000.00 Dollars. All insurance will name WaterSurplus as an additional insured with primary non-contributory and waiver of subrogation on General Liability and Workers Compensation applying. The policies will provide that they may not be canceled or altered without at least thirty (30) days prior written notice to Owner, and the loss payable endorsement will provide that all amounts payable because of loss of or damage to the property will be payable only to Owner. Renter will deliver to Owner evidence satisfactory to Owner of all such insurance with a certificate of insurance upon execution of this contract and will provide updated copies on an annual basis.

LIMITATION OF LIABILITY

WaterSurplus shall not be liable to the Village of Mukwonago for any lost profits or incidental, consequential, special or punitive damages, regardless of whether such damages arise under breach of contract, tort, strict liability, or other theory of law. WaterSurplus' liability in connection with this Agreement, whether arising under breach of contract, tort, strict liability or other theory of law, will not exceed the amounts actually paid by Customer to WaterSurplus during the Term of this Agreement.

INDEMNIFICATION

Mukwonago will indemnify WaterSurplus against, and hold WaterSurplus harmless from, all claims, actions, proceedings, costs, damages and liabilities, including attorney fees, arising out of, connected with or resulting from the Equipment Rented, including without limitation the manufacture, selection, delivery, possession, use, operation or return of the property.

AGREEMENT

The Parties intend this Agreement, with attached Exhibits and Addenda, if any, as a final expression of their agreement and a complete and exclusive statement of its terms. No course of previous dealings between the parties and no usage of trade shall be relevant or

admissible to supplement, explain or vary any of its terms. No representations, understandings or agreements have been made or relied on in making this Agreement other than those expressly set forth. This Agreement may be modified only by a writing signed by the parties or their duly authorized agents.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date listed below. For purposes of this Agreement, signed facsimiles shall be considered the same as originally signed agreements.

Surplus Management Inc. (dba WaterSurplus)

VILLAGE of Mukwonago, WI

Name: Mr. James Groose

Name: _____

Sign: Jim Groose

Sign: _____

Title: VP Business Development

Title: _____

Date: May 23, 2022

Date: _____

APPENDICES

Appendix 1 - Pilot P&ID for Mukwonago/Ruekert & Mielke, Inc.

Appendix 2 - OxiPlus^{75™} Pre-engineered Systems Brochure

Appendix 3 - Pilot Test Protocol



Agenda Item Cover Report

Date: 5/25/2022	Committee/Board: Public Works
Submitted by: Wayne Castle	Department: Water Utility
Date of Committee Action: 6/01/2022	Date of Village Board Action: 6/15/2022

Subject: Wells 3 & 4 Radium Reduction HMO Filter Pilot Study Task Order

Executive Summary:

The Village of Mukwonago wells 3 and 4 have radium concentrations that exceed the current drinking water limit for combined radium of 5 pCi/L required by the Wisconsin Department of Natural Resources (WDNR). Presently, the Village blends water from wells 5 & 6 to stay below the 5 pCi/L limit. Water analyses from September 2021 show that wells 3 and 4 have combined radium levels of 9.07 and 9.99 pCi/L, respectively.

In September of 2018 Ruekert & Mielke conducted a Water System Capacity Analysis that determined that the Village's water supply capacity could be increased by installing radium removal equipment at well 4 to treat water from both wells 3 and 4.

According to WDNR regulations, it is required that a water filtration system operates at a maximum surface area loading rate of 3 gallon per minute per ft². To operate a filtration system at a higher surface area loading rate, the WDNR requires that a pilot study be conducted to demonstrate that a higher loading rate can be achieved. Operating a water filtration system at a higher filter surface loading rate than the 3 gallon per minute per ft² will significantly reduce the overall project cost of the HMO filter.

This is a Task Order for R/M to coordinate and oversee the pilot study by the manufacturer.

Fiscal Impact: \$9,800

Executive Recommendation/Action: Approve HMO pilot study task order

Attachments Included: Task Order 2022-08

TASK ORDER

This is Task Order No. 2022-08, consisting of 3 pages
Village of Mukwonago
Wells 3 & 4 Radium Reduction HMO Filter Pilot Study

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: Wells 3 & 4 Radium Reduction HMO Filter Pilot Study
- B. Description: Ruekert & Mielke, Inc. coordination for pilot study at Wells. 3 & 4

2. Services of Engineer

1. R/M will coordinate with the HMO (Hydrous Manganese Oxide) filter manufacturer to complete a comprehensive pilot to plan for a future HMO filter used to reduce radium concentrations at Wells 3 & 4. An HMO filter is necessary at Wells 3 & 4 because the radium concentration exceeds the MCL (maximum contaminant level) for combined radium-226 and radium-228 (5 pCi/L) contained in Chapter NR809 of the Wisconsin Administrative Code. Presently, the Village blends water from Wells 5 & 6 to stay below the 5 pCi/L limit. The Wisconsin Department of Natural Resources (WDNR) mandates that a pilot study is required if the filter loading rate will be greater than 3 gallons per minute per ft² of filter media. The pilot is worthwhile because it is probable than a loading rate greater than 3 gallons per minute per ft² of filter media can be used. This higher loading rate will significantly reduce the overall project cost of the HMO filter. R/M services will include:
 - Coordination with an HMO filter manufacturer and the Village on the logistics of the pilot study. This includes the equipment placement at Wells 3 & 4, Village access, analytical testing of pilot filter effluent and maintaining normal operations at the well. The cost for the pilot from the manufacturer is not included in this Task Order. It is assumed the Village will pay for these costs directly with the manufacturer. This pilot cost based on R/M coordination with the manufacturer, is anticipated to be approximately \$10,000 for up to two months of testing.
 - R/M will coordinate the number and frequency of the analytical tests of the filter effluent. The samples will be sent to the certified laboratory of the Village's choice. This testing will demonstrate to the WDNR radium removal levels for a given loading rate. The cost for the analytical testing is not included as part of this Task Order. It is assumed the Village will pay for these costs directly with the laboratory. This analytical testing cost is anticipated to be approximately \$2,500.
 - R/M will prepare an HMO filter pilot study submittal to the WDNR. This will include coordination and addressing WDNR submittal review comments.

3. Owner's Responsibilities

Provide access to pump station. Operate pilot after initial 2–3-day training. Take required samples and send out for analytical testing.

4. Times for Rendering Service

<u>Phase</u>	<u>Completion Date</u>
Pilot Study	August 31, 2022

TASK ORDER

5. **Payments to Engineer**

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

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimated Compensation for Services</u>
Pilot Study Coordination	Lump Sum	\$9,800.00

6. **Consultants:**

None.

7. **Other Modifications to Standard Terms and Conditions:**

None.

8. **Attachments:**

None.

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 June 15, 2022.

OWNER:

Village of Mukwonago

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

Signature:  _____

Name: Ryan T. Amtmann, P.E.

Title: Vice President

Date: May 25, 2022

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: Chris L. Epstein, P.E.

Title: Project Engineer

Address: W233 N2080 Ridgeview Parkway

Waukesha, WI 53188-1020

Email: cepstein@ruekert-mielke.com

Phone: 262-953-3082

Fax: 262-542-5631

5/13/2022

Dear President Winchowky and Village Board,

Please accept this letter as notice of my resignation as Village Trustee, effective immediately.

Due to personal reasons I believe it is in the best interest for myself and the Village Board for me to discontinue my service for the Village of Mukwonago.

I want to thank President Winchowky for always listening to my opinions and concerns, even if they differed from your own. Also, I want to thank you for always providing me guidance as I was learning how to best help the Village in my role as Trustee. Even as we disagreed on how to proceed on different issues, the respect and openness that you showed my will always be greatly appreciated.

I want to thank the Village Board for the respect and willingness to hear my opinions on issues. It was an honor to serve with all of you, and I wish you all the best with leading the Village of Mukwonago.

Today, it is common practice for many of our leaders to dismiss or to be blatantly disrespectful to differing opinions. What has made our country so great is the ability to compromise and adopt ideas from multiple viewpoints. I hope the Village Board continues to be respectful and open in a manner that is lacking in our State and Federal government bodies.

Also, I would like to thank the entire Village of Mukwonago staff. From the department heads to the support staff, the Village of Mukwonago is extremely fortunate to have such caring and smart leaders. You all make the Village of Mukwonago a wonderful place to live, and I hope you all understand how much you are appreciated for the work and care you provide to the community.

Finally, I want to thank the voters for believing in me and giving me an opportunity to serve the Village of Mukwonago. The Village of Mukwonago has helped shape me into the person I am today, and I hope over the past two years I have been able to provide a positive impact on the community that I have always had so much love for.

I wish nothing but the best for the Village of Mukwonago, and I hope it continues to grow in a way that benefits the residence, while continuing to grow the charm of the Village that makes this such a special place to live.

Thank you,

Daniel J Adler

From: [Darlene Johnson](#)
To: [Fred Schnook](#); [Diana Dykstra](#); [Village President](#)
Cc: [Darlene Johnson](#)
Subject: Requesting Agenda item re: Plan Commission items reviewed by the Village of Mukwonago Board
Date: Wednesday, May 25, 2022 4:43:07 PM

Dear Village Administrator Schnook,

I reviewed the front-page article in the May 20th, 2022 Mukwonago Times, titled "No Comment on the Matter - Village to stay status quo on the developers site plan reviews". I have received phone calls from concerned citizens about this topic.

I, therefore, am requesting that the topic of "Village of Mukwonago Plan Commission ordinance be revisited. Since the Plan Commission members are appointed bodies by the Village President, there does seem to me that the Elected Village of Mukwonago Board members need to make decisions as a whole regarding items discussed at the Plan Commission. I would like the Village Attorney to review this matter and discuss it more with the Village Board.

Sincere regards,

Darlene M Johnson

Mukwonago Village Trustee

djohnson@villageofmukwonago.com

(414) 916-3876

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, May 4, 2022

Time: **5:30 pm**

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

Call to Order

President Winchowky called the meeting to order at 5:30pm.

Roll Call

Board Members Present

Eric Brill
Darlene Johnson
Ken Johnson
John Meiners
Scott Reeves
Fred Winchowky

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Chris DeMotto, Asst Chief
Mike Michalski, Village Engineer
Nathan Bayer, Village Attorney
Ron Bittner, Public Works Director
Wayne Caste, Utilities Director
Tim Rutenbeck, Building Inspections Supervisor

Excused

Daniel Adler

Comments from the Public

None.

Approval of Minutes

Approval of Committee of the Whole Minutes of April 6, 2022.

DJohnson/KJohnson motion to approve. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For March

Report placed on file for information only.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$564,360.54.

Johnson/Meiners motion to recommend approval of Accounts Payable Vouchers in the amount of \$564,360.54. Unanimously carried.

Discussion and possible recommendation on a Service Agreement for managed IT Services with Velocity Solutions.

Administrator Schnook noted that John Wisniewski works on an hourly basis and it simply isn't enough. There are projects waiting in the works and hoping getting 8 hours a week so we can work through our outstanding projects.

Trustee Meiners asked how this will be funded. Administrator Schnook noted each department has an IT budget.

Johnson/Meiners motion to recommend approval of a Service Agreement for managed IT Services with Velocity Solutions.

Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation on Special Event Application from American Legion Post #375 use of Field Park for Maxwell Street Days June 10, 11, 12; July 15, 16, 17; August 19, 20, 21; September 9, 10, 11.

Meiners/Brill motion to recommend approval. Unanimously carried.

Announcement of Ribbon Cutting Ceremony and Kick-Off Concert on June 4, 2022 at the new Indianhead Park Outdoor Performance Stage.

Discussion and possible recommendation to Village Board for approval of a Special Event Application for National Night Out at Field Park on August 2, 2022 from 6 pm to 8:30 pm.

Meiners/DJohnson motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to the Village Board for approval of the Special Event Permit Application for Memorial Day Parade on May 30, 2022.

Meiners/Brill motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Special Event Permit Application for the Mukwonago Community Library 'Summer Library Program' kick-off event on June 11, 2022 from 10 am - 1 pm at Washington Park.

Meiners/Brill motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Miniwaukan lease agreement with the Tribe Baseball Organization for the upstairs portion of the Miniwaukan Braves Building for equipment storage in the amount of \$75 per month due May 1 of each year.

Meiners/Brill motion to recommend approval.

DPW Bittner noted in 2019 we had the same lease with the Tribe but they were renting two locations, now they are wanting to lease the upstairs portion only. The fee is based on annual payment and attorney has reviewed agreement.

Unanimously carried.

Announcement of the Mukwonago Public Opinion Survey for residents to help participate in the Comprehensive Outdoor Recreation Plan Update and needs in the Community. <https://www.surveymonkey.com/r/MukwonagoParks>

Judicial Committee, Trustee Reeves

Discussion regarding Site Plan Review Ordinance and process from Administrator Schnook and Attorney Bayer.

Administrator Schnook noted he sent an email out with letter from Attorney on April 25th

Regarding our Ordinances do not allow the full board to provide a motion on a SPAR. Plan Commission would have final action. It has been a long-standing practice, however, came to a head with regard to Goodwill.

The Question before the Board is do we want to change our ordinances to continue to provide review of SPAR or follow as written.

Trustee Ken Johnson noted we already have two trustees on the plan commission with the president. The Board is provided a recommendation based on that, are we being redundant? Trustee Brill always wondered why this goes on to the Board. He prefers to keep at the Plan Commission. Some other items obviously make sense to move on to the Board, but a site plan review is different.

Trustee Meiners confirmed this is for Architectural Review.

Administrator Schnook noted that he is only referring to SPAR not talking about conditional uses.

Attorney Bayer confirmed the conditional use is something that is not otherwise expressly allowed in that zoning district, such as drive through restaurant etc. Chapter 100 zoning refers to the SPAR saying the Village Board is informed of the action. If you want this to go to the Board we need to amend the current ordinance to review and determine what type of review the Plan Commission will be making.

Trustee Meiners commented his opinion is to leave as is.

Trustee Darlene Johnson commented she prefers to also leave as is.

It was the consensus of the Board to leave the ordinances stand and not make any changes. SPAR will be finalized at the Plan Commission as Ordinance requires.

Discussion regarding the proposal to recognize the "No Mow May" movement.

Trustee Reeves commented "No mow May is more than just a catchy title, it's a movement that spreading across Wisconsin and several other states. The goal of No Mow May is to allow grass to grow un-mown for the month of May, creating habitat and forage for early season pollinators. This is particularly important in urban areas where floral resources are often limited. Additional benefits of letting your grass grow tall during this time will also help with weed control, choking out the small weed sprouts that tend to grow faster in shorter grass and the added benefit of saving on gas and fertilizer. In one week of the No Mow May initiative in Appleton, a sampling of participating lawns indicated there was a fivefold increase in bee abundance and a threefold increase in bee diversity compared to nearby parkland that was mowed regularly. What I'm basically asking from the board is to relax the enforcement Of our long grass rules for the last week of April through the first week of June. There are some municipalities that require those participating to register in this program. I don't believe we need to go that far so as not to cause unnecessary work to the Village Clerk's office. At this time what I'm asking from the board is for some discussion and possible motion."

Trustee Darlene Johnson noted she doesn't agree with it. Checked with homeowners in Miniwaukan estates area, and they want to cut grass due to water in the area.

Trustee Ken Johnson would like to see it on our village web site promoted, but not a formal declaration to do this. Make it informational only.

Trustee Reeves noted there would be problems with complaints regarding grass length.

Trustee Meiners stated he prefers not to make this a village ordinance, and would like to table any discussion.

DPW Bittner noted from an enforcement point of view we are a complaint based system and if found to be in violation they will get a letter and registering for the program is the only way to know who is participating. There are some challenges, and those places have a fine system set up. His department might be inundated with complaints.

Might be a next year discussion if this is something the Board wants to consider. Signs, registration, ordinance etc. It was noted they would possibly bring this back up for discussion next February.

Library Board of Trustees, Trustee Brill
Library Director Report for April 2022.

Trustee Brill presented the report.

Public Works Committee, Trustee Eric Brill

Presentation and review of the Adaptive Management Final Report and progress of the program.

An overview of the final report was presented by Ian McCormick with R&M

Discussion on the Rochester Street Temporary Pedestrian Bump outs

DPW Director Ron Bittner, DOT has issued permit for the temporary bump outs and should be installed in the coming weeks.

This is just a test run to get some feedback. He encourages board members to find information about bump outs, and they will be using radio, reports, and educational pushes.

Trustee Darlene Johnson asked if bump outs with traffic jams, will this make it worse. DPW Bittner commented that is why these are temporary right now so we can figure out what the effect might be before we invest in final infrastructure.

Discussion on a Surface Transportation Program-U Grant Application.

DPW Bittner noted he has filed a grant application. It is an urban grant we have one road that meets that criteria Holz parkway and taking this opportunity to get this covered, it is an 80/20 grant and administration fee is \$7,400. The Village can decline the grant, State controls the bid letting and construction process, and the State selects the year the project gets done.

It is for resurfacing roadway, pulverizing and overlay.

Brill/K Johnson recommend to complete application process. Unanimously carried.

Discussion and possible recommendation on the Atkinson Street Lift Station Redesign and Task Order 2022-06 with Ruekert-Mielke, Inc. in the amount of \$20,670.

Brill/Reeves motion to recommend approval.

Utility Director Wayne Castle noted the lift station was on the capital plan to be updated.

There's a need for more pump capacity. The size of the area is not conducive to a larger wet well. They designed a second wet well but was held up due to obtaining an easement. They received one bidder and the price was higher than the budgeted amount. This task order will redesign

Dave Arnodt of R&M was present and noted they weren't happy with the bid results, can make existing wet well work, and feels they can make this work with a few adjustments.

Unanimously carried.

Downtown Development Committee, Trustee Scott Reeves

Next Meeting Scheduled for May 26, 2022 at 6:00PM

Closed Session

DJohnson/KJohnson 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 performance of the village economic development functions;

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 the Briohn Builders, and Gearbox Express at 6:45pm.

Roll Call: "Yes" Trustee Brill, DJohnson, KJohnson, Meiners, Reeves, Winchowky.
Unanimously carried.

Reconvene in Open Session

Meiners/DJohnson 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.

At 7:57pm.

Roll Call: "Yes" Trustee Brill, DJohnson, KJohnson, Meiners, Reeves, Winchowky.
Unanimously carried.

Adjournment

Meeting was adjourned at 7:57pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer