

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, September 28, 2021
TIME: 6:00pm
PLACE: Harrison Municipal Building
W5298 State Road 114
Harrison, WI 54952

NOTICE IS HEREBY GIVEN that a Village Board meeting will be held at 6:00pm on Tuesday, September 28, 2021, at the Harrison Municipal Building. This is a public meeting, and the agenda is listed below.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Village Board
4. Correspondence or Communications from Board and Staff
5. Public Comments
Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.
6. Reports
 - a) Harrison Fire Rescue
 - b) Calumet Co. Sheriff Department
 - c) Village Manager
 - d) Planning and Zoning
 - e) Parks and Trails
 - f) Public Works Department/Engineering
 - g) Harrison Utilities
 - h) Clerk-Treasurer (Statement of Income and Expenses)
7. Corrections and Approval of the Previous Meetings Minutes
 - a) September 14, 2021
8. Payments of Bills and Claims for August 2021
9. Consent Agenda
 - a) Approval of repair to DPW Truck 2014 International 7000
 - b) Approval of repair to guard rail on Fire Lane 12
 - c) Approval of a 5-year contract with "I am responding"
 - d) Approval of Operator License to Michael Dunn, Alexandra Reissmann, and Kaitlyn Hietpas

10. Unfinished Business from Previous Meetings for Consideration or Action

- a) Tabled item - Carlson Dettmann Recommendations – Staff Compensation Plan

11. New Business for Consideration or Action

- a) Discussion on the timeline of park improvements
- b) Consider removing Darboy Sanitation hydrant fees from the 2022 tax roll
- c) Ord V21-16 – Harrison Yard Waste Site
- d) Ord V21-17 – Littering
- e) Ord V21-18 – Harrison Utilities Sanitary Sewer & Watermain Permit
- f) Res V2021-12 –Amending Res V2021-07 Designating Public Depository and Authorizing Withdrawal of Municipal Funds
- g) Res V2021-13 - Update Fee & Penalty Schedule
- h) Res V2021-14 – Authorizing Resolution for WDNR Urban Forestry Grant
- i) GRAEF Service Order for Comprehensive Outdoor Recreation Plan (CORP) Update
- j) GRAEF Service Order for Ryford Street land hydraulic evaluation
- k) Replacement impeller for Lift Station 3
- l) Consider giving free yard waste stickers to committee/commission/fire department members excluding Village Board members.
- m) Consider a donation to the Boy Scouts toward the Halloween event in Darboy Park

12. Future Agenda Items

- a) Discussion of PASER Rating results – October 26th meeting if available
- b) Discussion of speed limits and parking on streets in the Village
- c) Discussion/Action on a 5-year Road Maintenance Plan
- d) Discussion/Action on a 5-year Capital Improvement Plan
- e) Discussion/Action Comprehensive Plan
- f) Discussion/Action/Staff Direction regarding fiduciary management of financial accounts
- g) Discussion/Action on amending our noise ordinance to include decibel limits
- h) Approve Redistricting Ward map – October 12th or 26th meeting
- i) ARPA presentation – clerk to arrange for Sept. or Oct. meeting
- j) Staff to recommend available grants for Village improvements
- k) Items to be discussed/acted upon during budget meetings – staff authorized to research or get RFP's prior.
 - o IT Options
 - o Recording of Meetings
 - o Software purchase for secure file sharing
 - o Office phone upgrade
 - o Cleaning Services
 - o Garbage Services

13. Adjournment

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting.

Agenda posted on September 23, 2021 at www.harrison-wi.org and Municipal Building lobby.

Vicki Tessen, Clerk



Harrison Fire Rescue

Fire Station 60 • Fire Station 70 • EMS



Village Board/Fire Commission Activity Report - August 2021

(Updated: 8/22/2021)

1. Emergency Response

Harrison Fire Rescue has been dispatched to 48 incidents from August 22nd - September 21st.

- As of September 21st, the Department has responded to a total of 359 incidents.
- See attached Emergency Response report.

2. Community Public Relations

Members of HFR routinely donate service hours for the betterment of our community. Through pride and commitment, these volunteers make our emergency services a visible presence while showcasing the good our community has to offer.

- Facebook page update
 - Went up for review on June 16th - permanently taken down
 - Created another page in September – almost immediately went up for review
 - New page created last week – linked to Chief's email account.

3. Department Training/Meetings

In addition to regularly scheduled meetings, training plays a prominent role in our organization. Members hold learning in high regard and value opportunities from learned experiences. One of our strengths as a volunteer department resides in the diversity and expertise our members bring with them.

- September 13th EMS Drill
 - Triage
 - Tourniquet/Aspirin module
 - Myocardial infarction (MI)
- September 13th Hose Testing
 - Station 60
- September 15th Calumet County Dive Team meeting/drill
 - Harrison was hosting department
 - Search patterns
 - Recovery
- September 20th Tender sent to Brillion Fire Department



Harrison Fire Rescue

Fire Station 60 • Fire Station 70 • EMS



4. Chief Meetings/Item of Note

- August 25th Annual ladder testing – all passed
- August 26th New diver training
- August 30th Great Lakes Testing meeting
- August 30th Training committee meeting
- August 31st Village Board meeting
- September 1st Uniform Shoppe meeting
- September 2nd Village Manager meeting
- September 5th EMS interviews
- September 10th Calumet County Sheriff Department tour
- September 13th Assistant Chief interviews
- September 15th Village Manager meeting
- September 16th EMS interviews
- September 20th Fire Commission meeting
- September 21st Community member meeting
- Captain Mike Stanonik has been promoted from Safety Officer to the rank of Assistant Chief assigned to Station 70.
- The Department has a first copy of our scheduled trainings for 2022.

Respectfully Submitted,

Jarred Gerl

Jarred Gerl

Chief – Harrison Fire Rescue

Harrison Fire Rescue

Menasha, WI

This report was generated on 9/22/2021 8:14:29 AM



Incident Type and Street Name for Date Range

Incident Status: All | Start Date: 08/22/2021 | End Date: 09/21/2021

Incident Date	Address	Incident Type
08/22/2021	Hearthstone DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
08/23/2021	Sonny DR, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
08/23/2021	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
08/26/2021	Highway 10, Woodville (Town of), WI 54110	EMS call, excluding vehicle accident with injury
08/28/2021	State Park RD, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
08/30/2021	Carrington CT, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
08/30/2021	Silver CT, Harrison, WI 54915	Alarm system activation, no fire - unintentional
08/31/2021	Firelane 12, Harrison, WI 54952	Dispatched & cancelled en route
08/31/2021	North Shore RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
08/31/2021	North Shore RD, Harrison, WI 54952	Alarm system activation, no fire - unintentional
08/31/2021	Brittany DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/01/2021	Sonny DR, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
09/02/2021	Cheyenne DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/02/2021	Kings WAY, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
09/03/2021	State Park CT, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/03/2021	Pigeon RD, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
09/03/2021	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
09/05/2021	Geranium DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/06/2021	Big Lake LN, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
09/06/2021	Park DR, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
09/07/2021	Lakeview CT, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
09/07/2021	Schmidt RD, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
09/07/2021	Forest AVE, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
09/09/2021	Firelane 2 RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
09/09/2021	State Park CT, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/09/2021	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/10/2021	Friendship DR, Harrison, WI 54130	Gas leak (natural gas or LPG)
09/11/2021	Manitowoc RD, Harrison, WI 54130	Motor vehicle accident with injuries
09/11/2021	County Road B, Harrison, WI 54129	EMS call, excluding vehicle accident with injury
09/12/2021	Kees RD, Harrison, WI 54129	EMS call, excluding vehicle accident with injury
09/12/2021	Mutzy WAY, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/13/2021	State Park RD, Sherwood, WI 54169	Assist police or other governmental agency
09/14/2021	Firelane 12 RD, Harrison, WI 54952	Gas leak (natural gas or LPG)
09/15/2021	N Coop RD, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/16/2021	Highway 114, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
09/17/2021	State Park CT, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/17/2021	Sonny DR, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
09/17/2021	Hearthstone DR, Harrison, WI 54915	Dispatched & cancelled en route
09/18/2021	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
09/18/2021	Highway 10 & 114, Harrison, WI 54952	Building fire
09/18/2021	Lake Park RD, Menasha, WI 54942	Cover assignment, standby, moveup

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.



emergencyreporting.com
Doc Id: 1513
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09/18/2021	Rustic LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/19/2021	Schaefer RD, Harrison, WI 54952	Building fire
09/20/2021	Snapdragon LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/20/2021	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
09/20/2021	Marie Claire, Buchanan (Town of), WI 54915	Dispatched & cancelled en route
09/21/2021	Silver CT, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
09/21/2021	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
		Total incidents: 48

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.



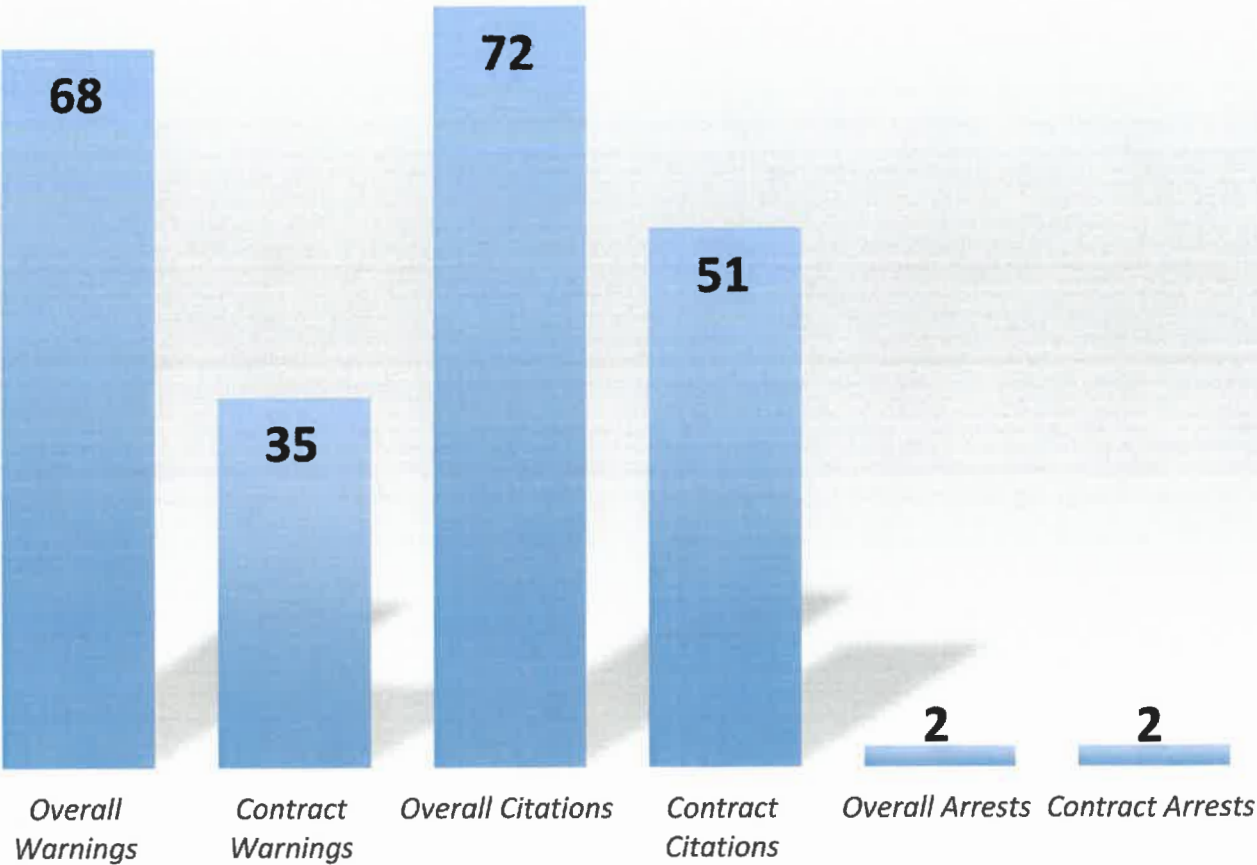
VILLAGE OF HARRISON

August 2021

Incident Summary	Totals	Contract Call Summary	Totals
911 HANG UP	37	911 HANG UP	10
ABANDONED VEHICLE	2	ACCIDENT	6
ACCIDENT	10	ALARM	1
ACCIDENT WITH INJURY	1	ANIMAL	6
ALARM	2	ASSIST AGENCY	4
ANIMAL	10	ASSIST CITIZEN	4
ASSIST AGENCY	13	DISTURBANCE	4
ASSIST CITIZEN	7	DOMESTIC DISTURBANCE	3
AUTO THEFT	1	FIRE ALARM	3
CIVIL PROCESS	4	FIRE CALL	3
CRIME PREVENTION	2	FRAUD	2
DAMAGE TO PROPERTY	2	HARASSMENT	1
DISTURBANCE	9	JUVENILE COMPLAINTS	1
DOMESTIC DISTURBANCE	3	LOST / FOUND	1
FIRE ALARM	3	MEDICAL	12
FIRE CALL	3	MOTORIST ASSIST	4
FRAUD	6	NOISE COMPLAINT	1
HARASSMENT	1	ORDINANCE	5
JUVENILE COMPLAINTS	2	RECKLESS DRIVING	6
LOST / FOUND	1	SUSPICIOUS PERSON	1
MEDICAL	26	SUSPICIOUS SITUATION	6
MOTORIST ASSIST	11	SUSPICIOUS VEHICLE	10
NOISE COMPLAINT	3	TRAFFIC HAZARD	3
OPEN DOOR	1	TRAFFIC STOP	60
ORDINANCE	9	WELFARE CHECK	6
RECKLESS DRIVING	10		
RETAIL THEFT	1		
SUSPICIOUS PERSON	2		
SUSPICIOUS SITUATION	8		
SUSPICIOUS VEHICLE	18		
THEFT	1		
TRAFFIC HAZARD	7		
TRAFFIC STOP	89		
VIOLATION OF COURT ORDER	2		
WELFARE CHECK	12		
TOTAL	319	TOTAL	163

VILLAGE OF HARRISON	
August 2021	
Arrests/Citations/Warnings	Totals
Overall Warnings	68
Contract Warnings	35
Overall Citations	72
Contract Citations	51
Overall Arrests	2
Contract Arrests	2

***Village of Harrison
August 2021 Activity Summary***



Village of Harrison
August-21 Zoning Permit Report

	Current Year				Previous Year			
	Permits	YTD Permits	Estimated Value	YTD Estimate Value	Permits	YTD Permits	Estimated Value	YTD Estimate Value
Residential								
Single Family	3	77	\$ 980,000	\$ 33,033,450	12	62	\$ 3,980,838	\$ 20,815,118
Two Family (units)	1 (2)	2	\$ 600,000	\$ 1,200,000	0 (0)	0	\$ 0	\$ 0
Multi Family (units)	1 (134)	2	\$ 12,800,000	\$ 26,800,000	0 (0)	2	\$ 0	\$ 17,500,000
Additions	1	10	\$ 15,000	\$ 649,115	1	9	\$ 18,000	\$ 333,500
Acc. Structures	5	22	\$ 61,000	\$ 410,495	2	29	\$ 15,000	\$ 311,800
Miscellaneous	14	91	\$ 73,627	\$ 705,027	20	89	\$ 270,258	\$ 770,876
Total Residential	25	204	\$ 14,529,627	\$ 62,798,087	35	191	\$ 4,284,096	\$ 39,731,294
Com./Ind.								
New	0	1	\$ 0	\$ 550,000	0	1	\$ 0	\$ 350,000
Additions	0	1	\$ 0	\$ 1,825,000	0	1	\$ 0	\$ 16,000
Acc. Structures	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Miscellaneous	1	6	\$ 0	\$ 83,500	1	5	\$ 150,000	\$ 508,450
Total Com./Ind.	1	8	\$ 0	\$ 2,458,500	1	7	\$ 150,000	\$ 874,450
Combined Total	26	212	\$ 14,529,627	\$ 65,256,587	36	198	\$ 4,434,096	\$ 40,605,744

Number of Vacant Lots Remaining 114

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Report of Village Manger

Issue:

To inform the Board of activity since the last meeting.

Background and Additional Information:

I was asked to update the Board on the total costs of obtaining our own zip code for the Village. Unfortunately I do not have any additional information at this time. I did receive some correspondence regarding that topic from a resident. Please find that attached.

The RFPs for both the garbage collection service and building inspection service went out last week. They were put on the Village website, sent to prospective contractors, a notice was published in the paper and on the website for the League of Wisconsin Municipalities.

The front office experienced moderate phone and counter inquiries regarding the cancellation of the recycling service. It is a problem vendors have been having in our area. Please find attached an article from the Fond du Lac Reporter discussing how many communities were impacted. The article was provided by the Village Deputy Clerk.

Fire Chief Gerl and I registered for a planning event organized by Calumet County regarding emergency management. The event is called "Senior Officials Workshop for All-Hazards Preparedness" and takes place on December 8th.

Budget Impacts:

None

Recommended Action:

None

Attachments:

- Letter from resident Joe Tenor regarding a Village zip code
- Newspaper article from the Fond du Lac Reporter regarding regional garbage collection.

September 23, 2021

Dear Harrison Village Board;

I am writing in support of Harrison obtaining our own zip code from the United States Postal Service. I believe this would go a long way in obtaining recognition for our community. It would separate us from being lumped into one of the nearly half dozen zip codes are currently in the village.

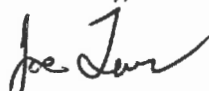
I also believe our own zip code would benefit by increased tax revenue on at least the county level. Last year I noticed my lawn care bill had the 0.5% sales tax listed as Outagamie County. This was easily corrected by sending an email to the company I use. How many people would notice this, or even call to have it corrected? A lot of little errors like this add up to a lot. Consider the loss in tax revenue with the purchase of a car when Outagamie County is erroneously listed on the title application. I believe that the taxes paid by the citizens of Harrison should say in the county they reside in as this results in better services, better roads, and hopefully lower property taxes. We shouldn't be paying our neighbor when we could be paying ourselves.

A decent percentage of our residents have Outagamie County listed with the Department of Transportation. Does this effect any money that the Village receives from the state? If so, this would also support us obtaining our own zip code.

How many of our residents are paying a wheel tax to a neighboring community?

These are just some of the reasons for Harrison to take the necessary steps to obtain a zip code.

Sincerely,



Joe Tenor

Rural residents, municipalities make a stink about garbage 'disaster' in Fond du Lac, Calumet counties

Sharon Roznik

Fond du Lac Reporter

[View Comments](#)

AD

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SKIP



The situation, quite literally, stinks.

Alan Martens' garbage is piling up at the end of his driveway in the town of Alto in rural Fond du Lac County.

The Waupun veterinarian says for several months now, garbage pickup has been sporadic, and about three weeks' worth of trash is heaped in bags around his overflowing trash bin.

"We get emails saying they are coming a day late, and then they don't show up at all," Martens said. "Meanwhile, all the trash is attracting animals, it's strewn all over in the ditches and it's becoming a health hazard."

Another resident living east of Waupun near Horicon Marsh reported on a community Facebook page that recent torrential downpours soaked his garbage that's been sitting out for five weeks, awaiting pickup.

Hundreds of residents from communities in Fond du Lac and Calumet counties — especially those living along the east shore of Lake Winnebago — are bringing attention to the ongoing delays in trash pickup from Waste Management.

'It's been terrible, a disaster'

The company provides trash and recycling services throughout the state, but lately there's been a lack of communication between the business and the local

"It's been terrible, a disaster, with them telling us their trucks broke down and then you can't get ahold of anyone," Thome said. "We ended up putting a dumpster at the town hall for our residents because we never know day-to-day what's going to happen."

The township is among a string of local governments that have terminated contracts with Waste Management due to ongoing mismanagement and trash pickup delays. Thome said in June they hired a new company, Harter's Fox

Valley Disposal, to handle their bulky waste pickup after Waste Management told the township they wouldn't be able to do it.

"Starting in October, Harter's will be doing all of our trash and recycling, and hopefully that will end the problem and the mountain of emails our clerk has received from a lot unhappy people," Thome said.

Last week, the city of Kiel, a community in southern Calumet County, also voted to end its contract with Waste Management, and is going with a new provider, GFL Environmental. Ongoing problems have been reported in other parts of the county, including the town of Brillion, which is looking to get out of its contract early, said clerk Karen Jannette.

Residents of Brothertown are being told to continue to leave their carts out for pickup and that Waste Management will be sending out trucks as soon as possible. But chairperson Chuck Schneider said it's been a month or more for about half the residents since their last pickup, with the beach roads seeming to be the most problematic areas.

"This is for our recycling only, but our phone's been ringing off the hook," Schneider said. "We are going to see what happens after a meeting next week with the Eastshore Recycling Commission, but there's a good chance we'll be canceling our contract with Waste Management and going with GFL."

Waste Management staffing shortages contributing to problem

Waste Management says they are between a rock and a hard place and are working feverishly to try and recruit drivers, said company spokesperson Lynn Morgan from the company's corporate office in Germantown.

"We are facing as severe shortage of drivers due to the labor shortage and are concentrating all our efforts recruiting and retaining qualified drivers to service our customers," she said

Currently, the company has 60 driver openings in Wisconsin. New drivers typically earn upward of \$60,000 annually, she said, which includes wages and incentives, including providing free high education tuition for both employees and their dependents.

Morgan said a nationwide truck driver shortage was predicted a decade ago and now it's happening at the same time the country is facing other factors that play into the declining labor pool, caused by the pandemic.

The company has started its own commercial driver's license training school Morgan said, and is doing everything they can to restore reliable service.

"We appreciate the patience people have extended to us and we know how important this is to people, and it is our goal as well," she said. "We are working at full speed to do everything we can to resolve this."

Those efforts might be too late for many, including New Holstein resident Tara Leithold. She said their garbage has been sitting out for five weeks and the city provided dumpsters near the water treatment plant, where city workers are helping residents unload garbage.

She said she is counting the days until the city starts its contract with a new service provider next month.

VILLAGE Statement of Accounts by month

9/23/2021

2021	May	June	July	August
ICB Checking General 0300 0.0%				
Beginning Balance	\$ 1,589,375.08	\$ 1,462,847.99	\$ 1,977,895.10	\$ 1,938,148.26
Credits	311434.79	\$ 810,841.05	\$ 306,415.58	\$ 1,025,535.99
Debits	437961.88	\$ 295,793.94	\$ 346,162.42	\$ 846,321.39
Ending Balance	\$ 1,462,847.99	\$ 1,977,895.10	\$ 1,938,148.26	\$ 2,117,362.86

ICB Checking Taxes 1753 APY 0.10%				
Beginning Balance	\$ 8,162,182.30	\$ 8,162,883.22	\$ 8,163,607.51	\$ 8,164,300.85
Credits	\$ 700.92	\$ 724.29	\$ 693.34	\$ 693.40
Debits				
Ending Balance	\$ 8,162,883.22	\$ 8,163,607.51	\$ 8,164,300.85	\$ 8,164,994.25

ICB Checking Town 8500 APY .10%				
Beginning Balance	\$ 11,057.75	\$ 11,057.75	\$ 11,059.15	\$ 11,060.50
Credits	\$ -	\$ 1.40	\$ 1.35	\$ 0.94
Debits	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 11,057.75	\$ 11,059.15	\$ 11,060.50	\$ 11,061.44

TOTAL OF VOR CHECKING ACCTS	\$ 9,636,788.96	\$ 10,152,561.76	\$ 10,113,509.61	\$ 10,293,418.55
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ICB Checking Fire Dept 1189				
Beginning Balance	\$ 1,286.97	\$ 1,286.97	\$ 1,286.97	\$ 1,286.97
Credits				
Debits				
Ending Balance	\$ 1,286.97	\$ 1,286.97	\$ 1,286.97	\$ 1,286.97

ICB Money Mrkt General 0310 APY 0.15%				
Beginning Balance	\$ 1,866,416.51	\$ 1,866,657.36	\$ 1,866,887.50	\$ 1,867,115.11
Credits				
Debits				
Interest	\$ 240.85	\$ 230.14	\$ 227.61	\$ 233.77
Ending Balance	\$ 1,866,657.36	\$ 1,866,887.50	\$ 1,867,115.11	\$ 1,867,348.88

ICB Money Mrkt Tax 1110 APY 0.15%				
Beginning Balance	\$ 470,644.12	\$ 470,704.85	\$ 470,762.88	\$ 470,820.27
Credits	\$ -	\$ -	\$ -	\$ -
Debits	\$ -	\$ -	\$ -	\$ -
Interest	\$ 60.73	\$ 58.03	\$ 57.39	\$ 58.95
Ending Balance	\$ 470,704.85	\$ 470,762.88	\$ 470,820.27	\$ 470,879.22

East WI Money Mrkt 4895 APY .30%				
Beginning Balance	\$ 289,445.87	\$ 289,519.64	\$ 289,591.05	\$ 289,664.86
Credits		\$ -	\$ -	\$ -
Debits	\$ -	\$ -	\$ -	\$ -
Interest	\$ 73.77	\$ 71.41	\$ 73.81	\$ 73.82
Ending Balance	\$ 289,519.64	\$ 289,591.05	\$ 289,664.86	\$ 289,738.68

MARKETS	\$ 2,626,881.85	\$ 2,627,241.43	\$ 2,627,600.24	\$ 2,627,966.78
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2021	May	June	July	August
Local Gov't Investment Pool APY 0.05%				
Beginning Balance	\$ 248,907.17	\$ 248,917.36	\$ 248,926.31	\$ 248,935.94
Credits				
Debits				
Interest	\$ 10.19	\$ 8.95	\$ 9.63	\$ 9.90
Ending Balance	\$ 248,917.36	\$ 248,926.31	\$ 248,935.94	\$ 248,945.84

Comm First CD 70008

Beginning Balance	\$ 324,297.53	\$ 324,297.53	\$ 324,297.53	\$ 324,297.53
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 324,297.53	\$ 324,297.53	\$ 324,297.53	\$ 324,297.53

State Bank of Chilton CD 0343 Matures 9/25/21

Beginning Balance	\$ 127,297.05	\$ 127,297.05	\$ 127,297.05	\$ 127,297.05
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 127,297.05	\$ 127,297.05	\$ 127,297.05	\$ 127,297.05

State Bank of Chilton CD 1028 .4% Matures 4/20/22 Interest is semiannual

Beginning Balance	\$ 313,545.29	\$ 313,545.29	\$ 313,545.29	\$ 313,545.29
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 313,545.29	\$ 313,545.29	\$ 313,545.29	\$ 313,545.29

State Bank of Chilton CD 0368

Beginning Balance	\$ 262,792.62	\$ 262,792.62	\$ 262,792.62	\$ 262,792.62
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 262,792.62	\$ 262,792.62	\$ 262,792.62	\$ 262,792.62

East Savings CD 7150 .06%

Beginning Balance	\$ 258,385.57	\$ 258,385.57	\$ 258,776.33	\$ 258,776.33
Interest	\$ -	\$ 390.76	\$ -	\$ -
Ending Balance	\$ 258,385.57	\$ 258,776.33	\$ 258,776.33	\$ 258,776.33

ICB Jewel Box Escrow CD acct 9998 APY 0.15%

Beginning Balance	\$ -	\$ -	\$ -	\$ -
Interest				
Ending Balance	\$ -	\$ -	\$ -	\$ -

ICB Stargazer MM acct 9998 APY 0.15%

Beginning Balance	\$ -	\$ -	\$ 368,482.51	\$ 368,527.43
Credits		\$ 368,481.00		
Debits				
Interest		\$ 1.51	\$ 44.92	\$ 46.14
Ending Balance	\$ -	\$ 368,482.51	\$ 368,527.43	\$ 368,573.57

UTILITY Statement of Accounts by month

2021	May	June	July	August
ICB Money Mrkt Utility 6956 0.15%				
Beginning Balance	\$ 868,429.31	\$ 868,541.37	\$ 668,641.05	\$ 668,722.57
Credits	\$ -	\$ -	\$ -	\$ -
Debits	\$ -	\$ 200,000.00	\$ -	\$ -
Interest	\$ 112.06	\$ 99.68	\$ 81.52	\$ 83.73
Ending Balance	\$ 868,541.37	\$ 668,641.05	\$ 668,722.57	\$ 668,806.30

ICB Checking Utilities 1937 0.0%				
Beginning Balance	\$ 177,022.85	\$ 172,009.24	\$ 259,497.18	\$ 217,582.43
Credits	\$ 7,660.00	\$ 322,504.93	\$ 515.00	\$ 100,376.88
Debits	\$ 12,673.61	\$ 235,016.99	\$ 42,429.75	\$ 70,082.82
Ending Balance	\$ 172,009.24	\$ 259,497.18	\$ 217,582.43	\$ 247,876.49

*Associated Bank Utility Checking 0567 (customer payments) 0%				
Beginning Balance	\$ 1,357,048.38	\$ 1,553,500.77	\$ 1,756,988.60	\$ 1,988,332.56
Credits	\$ 196,452.39	\$ 203,737.31	\$ 231,989.15	
Debits		\$ 249.48	\$ 645.19	
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 1,553,500.77	\$ 1,756,988.60	\$ 1,988,332.56	\$ 1,988,332.56

*Assoc Bank Utility Checking 540 - (Public funds - W/S Constr Permit Fees) 0.0%				
Beginning Balance	\$ 121,030.70	\$ 121,030.70	\$ 121,030.70	\$ 121,030.70
Credits				
Debits		\$ -	\$ -	\$ -
Interest		\$ -	\$ -	
Ending Balance	\$ 121,030.70	\$ 121,030.70	\$ 121,030.70	\$ 121,030.70

*Associated Bank Utility Checking 5311 - (General funds) 0.0%				
Beginning Balance	\$ 444,593.00	\$ 444,593.00	\$ 444,593.00	\$ 444,593.00
Credits				
Debits				
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 444,593.00	\$ 444,593.00	\$ 444,593.00	\$ 444,593.00

Assoc. Bank Money Mrkt Utility 3417 (DNR & Rev Bonds)				
Beginning Balance	\$ 122,237.25	\$ 122,237.25	\$ 122,237.25	\$ 122,238.29
Credits	\$ -	\$ -	\$ -	\$ -
Debits	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ 1.04	\$ -
Ending Balance	\$ 122,237.25	\$ 122,237.25	\$ 122,238.29	\$ 122,238.29

Nicolet National Bank Savings 4978 - Utility EBC Forfeitures .03%				
Beginning Balance	\$ 1,254.36	\$ 1,254.36	\$ 1,254.36	\$ 1,254.36
Credits	\$ -	\$ -	\$ -	\$ -
Debits	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 1,254.36	\$ 1,254.36	\$ 1,254.36	\$ 1,254.36

UTILITY Statement of Accounts by month

2021	May	June	July	August
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Comm First CD 200925403008 Utility - Matured 6/22/21 APY 1.701%

Beginning Balance	\$ 59,170.11	\$ 59,170.11	\$ 59,170.11	\$ 59,170.11
Interest	\$ -			\$ -
Ending Balance	\$ 59,170.11	\$ 59,170.11	\$ 59,170.11	\$ 59,170.11

Comm First CD 200925403009 Utility - Matured 6/22/21 APY 1.701%

Beginning Balance	\$ 27,038.39	\$ 27,038.39	\$ 27,038.39	\$ 27,038.39
Interest	\$ -	\$ -		\$ -
Ending Balance	\$ 27,038.39	\$ 27,038.39	\$ 27,038.39	\$ 27,038.39

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Dated From: 8/26/2021 From Account:
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Check Nbr	Check Date	Payee	Amount
22161	9/08/2021	CITY OF APPLETON FINANCE DEPARTMENT 300-936-500, 300-937-500	
610-00-57601-000-000		Purchased Water - COA #300-937-500 & #300-936-500 BASE & VOL	210,548.85
610-00-57602-000-000		Fire Protection - COA ACCT #300-936-500 CFP/FIRELINE	9,325.50
Total			219,874.35
22162	9/08/2021	CLEAN WATER TESTING LLC 9005108785	
610-00-57641-000-000		Operation Supplies & Expenses FROM 8/18/21 MONTHLY WATER SAMPLE TESTS 9005108785	112.00
Total			112.00
22163	9/08/2021	DONALD HIETPAS & SONS INC 8/9/21 BOLTS ON VALVE W6727 JORDAN ST	
610-00-57651-000-000		Maintenance of Mains INV 8/9 BOLTS ON VALVE W6727 JORDAN ST	2,377.77
Total			2,377.77
22164	9/08/2021	FERGUSON WATERWORKS #1476 339958, 340228, 341166, 341166-1	
610-00-18348-000-000		Hydrants FROM 8/19 HYDRANT MARKER FLAGS 339958	575.00
610-00-57651-000-000		Maintenance of Mains FROM 8/19 OPERATING NUT FOR MAIN VALVES 339958	520.00
610-00-57651-000-000		Maintenance of Mains FROM 8/19 PLASTIC WRAP FOR WATER VALVES 339958	287.00
610-00-57651-000-000		Maintenance of Mains 8/20 DISPLAY DISC HYDRANT OUT OF SERVICE 340228	32.76
610-00-57653-000-000		Maintenance of Meters FROM 8/31 YEARLY METER TESTING 341166	1,814.05
610-00-57653-000-000		Maintenance of Meters FROM 8/31 LARGE METER TESTING 341166-1	73.95
Total			3,302.76
22165	9/08/2021	NEENAH-MENASHA SEWERAGE COMMISSION 2021-118, 2021-123	
620-00-57829-000-000		Sewerage Treatment Charges FROM 8/20 WASTEWATER TREATMENT 2021-118	18,956.47

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620-00-57870-000-000		Interest Expense - CWF Loan	1,356.00
		FROM 8/20 CLEAN WATER LOAN INTEREST 2021-123	
620-00-57875-000-000		Amortization Expense-CWF Loan	3,939.00
		FROM 8/20 CLEAN WATER LOAN DEBT 2021-123	
		Total	24,251.47
<hr/>			
	22166 9/08/2021	OFFICE DEPOT BUSINESS CREDIT - HU 6011564201938668	
610-00-57921-000-000		Office Supplies & Expenses	8.50
		OFFICE SUPPLIES THROUGH 8/18/21	
620-00-57851-000-000		Office Supplies & Expenses	8.50
		OFFICE SUPPLIES THROUGH 8/18/21	
		Total	17.00
<hr/>			
	22167 9/08/2021	SEEK CAREERS/STAFFING INC 229306, 229771	
610-00-57923-000-000		Outside Services Employed	455.00
		FROM 8/22 BILLING CLERK 8/16/21-8/22/21 229306	
620-00-57852-000-000		Outside Services Employed	455.00
		FROM 8/22 BILLING CLERK 8/16/21-8/22/21 229306	
610-00-57923-000-000		Outside Services Employed	455.00
		FROM 8/29 BILLING CLERK 8/23 - 8/29 229771	
620-00-57852-000-000		Outside Services Employed	455.00
		FROM 8/29 BILLING CLERK 8/23 - 8/29 229771	
		Total	1,820.00
		Grand Total	251,755.35

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Dated From: 8/26/2021 From Account:
Thru: 9/08/2021 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY	226,585.38
Total Expenditure from Fund # 620 - SEWER UTILITY	25,169.97
Total Expenditure from all Funds	251,755.35

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Dated From: 8/26/2021
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Account Number	Account Code Description	Debit	Credit
610-00-11131-000-000	SHARE OF CHECKING-Water		226,585.38
	Total Expenditure - Fund # 610	226,585.38	
620-00-11131-000-000	SHARE OF CHECKING-Sewer		25,169.97
	Total Expenditure - Fund # 620	25,169.97	
	Total	251,755.35	251,755.35

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Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
22168	9/21/2021	BATTERIES PLUS BULBS #508 P43291254	
620-00-57832-000-000		Maint Collection Syst Pumping FROM 9/3 BATTERY FOR DIALER LS #4 MAINT P43291254	28.28
		Total	28.28
22169	9/21/2021	FERGUSON WATERWORKS #1476 340905	
610-00-18348-000-000		Hydrants FROM 8/26 12" WATER HYDRANT EXTENSION 340905	940.94
610-00-57651-000-000		Maintenance of Mains FROM 8/26 WATER MAIN VALVE RISER SECTION 340905	146.94
610-00-57651-000-000		Maintenance of Mains FROM 8/26 WATER LATERAL PARTS 340905	686.88
		Total	1,774.76
22170	9/21/2021	MARTENSON & EISELE INC 60971	
620-00-57852-000-000		Outside Services Employed ENG FEES RECORD DRAWINGS DRISCOLL PROP 60971	540.00
		Total	540.00
22171	9/21/2021	POMP'S TIRE SERVICE INC. 320116249	
610-00-57933-000-000		Transportation Expense FROM 8/10 FIX RIGHT REAR TIRE F150 320116249	15.90
620-00-57828-000-000		Transportation Expense FROM 8/10 FIX RIGHT REAR TIRE F150 320116249	15.90
		Total	31.80
22172	9/21/2021	SEEK CAREERS/STAFFING INC 230243	
610-00-57923-000-000		Outside Services Employed FROM 9/5 BILLING CLERK 8/30/21-9/5/21 230243	187.69
620-00-57852-000-000		Outside Services Employed FROM 9/5 BILLING CLERK 8/30/21-9/5/21 230243	187.69
		Total	375.38
22173	9/21/2021	STUMPF CREATIVE LANDSCAPES INC 11421	

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Check Nbr	Check Date	Payee	Amount
610-00-57651-000-000		Maintenance of Mains	75.00
		STONE REPAIR HYDRANT VALVE JORDAN ST 11421	
		Total	75.00
22174	9/21/2021	ULTIMATE CLEANING LIMITED 2083	
610-00-57935-000-000		Maintenance of General Plant	94.50
		FROM 9/14 OCT 2021 CLEANING SERVICE 2083	
620-00-57834-000-000		Maintenance of General Plant	94.50
		FROM 9/14 OCT 2021 CLEANING SERVICE 2083	
		Total	189.00
		Grand Total	3,014.22

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Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY	2,147.85
Total Expenditure from Fund # 620 - SEWER UTILITY	866.37
Total Expenditure from all Funds	3,014.22

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UTILITIES

Dated From: 9/08/2021
Thru: 9/21/2021

Account Number	Account Code Description	Debit	Credit
610-00-11131-000-000	SHARE OF CHECKING-Water		2,147.85
	Total Expenditure - Fund # 610	2,147.85	
620-00-11131-000-000	SHARE OF CHECKING-Sewer		866.37
	Total Expenditure - Fund # 620	866.37	
	Total	3,014.22	3,014.22

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Thru Account:

Check Nbr	Check Date	Payee	Amount
11382 209449-1	9/08/2021	5 ALARM	
100-06-52200-400-000		Fire Dept - Supplies/Services	28.61
		FROM 9/3/21 WARRANTY G1 SCBA REPAIR 209449-1	
		Total	28.61
11383 773050	9/08/2021	ARING EQUIPMENT CO INC	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	235.74
		FROM 8/30/21 WORK LAMP 773050	
		Total	235.74
11384 AUGUST CELL PHONE STIPEND	9/08/2021	BRAD WELHOUSE	
100-09-53311-500-022		Hwy Dept - Telephone	30.00
		AUGUST CELL PHONE STIPEND	
		Total	30.00
11385 D93886	9/08/2021	BROOKS TRACTOR INC - SUN PRAIRIE	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	26.13
		FROM 8/27/21 COOL GARD D93886	
		Total	26.13
11386 RECORDING FEE	9/08/2021	CALUMET COUNTY REGISTER OF DEEDS	
100-01-51101-400-000		Planning - Supplies	30.00
		RECORDING FEE	
		Total	30.00
11387 AUGUST CELL PHONE STIPEND	9/08/2021	CHAD BOESCH	
100-09-53311-500-022		Hwy Dept - Telephone	30.00
		AUGUST CELL PHONE STIPEND	
		Total	30.00
11388 GRADING ESCROW RETURN W5954 EDGEWOOD DR	9/08/2021	CHARLCIE LEITNER	
100-00-21060-000-000		Building Escrows Payable	1,500.00
		GRADING ESCROW RETURN W5954 EDGEWOOD DR	

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Thru Account:

Check Nbr	Check Date	Payee	Amount	
			Total	1,500.00
11389	9/08/2021	CHARTER COMMUNICATIONS- 15410 15410082321		
100-02-51400-400-006		Gen. Admin - Service Contracts SERVICE PERIOD 8/23-9/22	134.60	
			Total	134.60
11390	9/08/2021	CHARTER COMMUNICATIONS- 33313 0033313082421		
100-02-51400-400-006		Gen. Admin - Service Contracts SERVICE PERIOD 8/24-9/23	202.47	
			Total	202.47
11391	9/08/2021	FOX VALLEY TECHNICAL COLLEGE TPB0000659127		
100-06-52200-305-000		Fire Dept - Training/Mem TPB0000659127 8/23/21 EMR CLASS 106446	342.40	
			Total	342.40
11392	9/08/2021	GAT SUPPLY, INC 385117-1, 385129-1		
100-09-53311-400-000		Hwy Dept - Supplies FROM 8/31/21 KILN DRY ASPEN 385117-1	90.20	
100-09-53311-400-000		Hwy Dept - Supplies FROM 8/30/21 SAFETY GLASSES 385129-1	63.68	
			Total	153.88
11393	9/08/2021	GENE FREDERICKSON TRUCKING & EXC., INC. 28756, 28773		
100-00-55200-000-000		Parks - Maint. and Utilities FROM 8/23 SHREDDED TOP SOIL 8/18, 8/19 28756	1,026.00	
100-00-55200-000-000		Parks - Maint. and Utilities FROM 8/24/21 SHREDDED TOPSOIL 8/23/21 28773	228.00	
			Total	1,254.00
11394	9/08/2021	GFL ENVIRONMENTAL U30000033684		
100-09-57330-000-000		Capital Outlay - Road Projects KIMBERLY HEIGHTS DUMPSTER 8/13-8/31 U30000033684	1,180.00	

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Dated From: 8/26/2021 From Account:
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Check Nbr	Check Date	Payee	Amount
			Total 1,180.00
11395	9/08/2021	GRANT GORGES AUGUST CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone AUGUST CELL PHONE STIPEND	30.00
			Total 30.00
11396	9/08/2021	GRUETT'S 25472P, 70671P	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 8/24/21 FERRIS LAWNMOWER REPAIR 25472P	426.59
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 8/27/21 OIL STREET DEPT RANGER 70671P	37.76
			Total 464.35
11397	9/08/2021	HARRISON UTILITIES 000-2781-00	
100-07-52200-500-023		Fire Station 70 - Water/Sewer ACCOUNT 000-2781-00	38.77
			Total 38.77
11398	9/08/2021	JARRED GERL AUGUST CELL PHONE STIPEND	
100-07-52200-500-022		Fire Station 70 - Telephone AUGUST CELL PHONE STIPEND	40.00
			Total 40.00
11399	9/08/2021	JEFF FUNK AUGUST CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone AUGUST CELL PHONE STIPEND	40.00
			Total 40.00
11400	9/08/2021	JEFF WISNET AUGUST CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone AUGUST CELL PHONE STIPEND	30.00
			Total 30.00

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Thru Account:

Check Nbr	Check Date	Payee	Amount
11401	9/08/2021	JOE'S POWER CENTER 101178, 101281, 101850, 101851	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 8/24/21 MINI EXCAVATOR RENTAL 101178	215.00
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 8/25 CUB CADET MOWER PULLEY IDLERS 101281	129.69
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 9/2/21 EXTENSION SPRINGS 101850	73.66
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 9/2/21 TRIMMING HEADS 101851	49.98
Total			468.33
11402	9/08/2021	KAATS WATER CONDITIONING INC. ACCT 1130062	
100-09-53311-400-000		Hwy Dept - Supplies CHARGES THROUGH 8/31/21	112.04
Total			112.04
11403	9/08/2021	KAYLEE GREZINSKI AUGUST CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone AUGUST CELL PHONE STIPEND	40.00
Total			40.00
11404	9/08/2021	KEVIN HIETPAS REIMB MILEAGE 8/18-19 CHIEF EXC WRKSHP	
100-00-51100-115-000		Village Board-Training/Mileage REIMB MILEAGE 8/18-19 CHIEF EXC WRKSHP	47.04
Total			47.04
11405	9/08/2021	KRISTY VAN HEFTY REIMB MILEAGE WMCA CONF BROOKFIELD	
100-02-51400-305-000		Gen. Admin - Training/Conf. REIMB MILEAGE WMCA CONF BROOKFIELD	120.96
Total			120.96
11406	9/08/2021	LANGE ENTERPRISES, INC 77533	
100-09-53315-902-000		Hwy Dept - Signs FROM 8/27/21 6 DIFFERENT ROAD SIGNS 77533	1,164.58

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Check Nbr	Check Date	Payee	Amount
Total			1,164.58
11407 83354	9/08/2021	LEAGUE OF WI MUNICIPALITIES	
100-06-52200-305-000		Fire Dept - Training/Mem POLICE & FIRE COMMISSION WORKSHOP 11/3	130.00
Total			130.00
11408	9/08/2021	MARK MOMMAERTS AUGUST CELL PHONE STIPEND	
100-00-51600-500-022		Municipal Bldg - Telephone AUGUST CELL PHONE STIPEND	40.00
Total			40.00
11409	9/08/2021	MATHEW HEISER AUGUST CELL PHONE STIPEND	
100-00-51600-500-022		Municipal Bldg - Telephone AUGUST CELL PHONE STIPEND	40.00
Total			40.00
11410	9/08/2021	MELISSA WALLACE GRADING ESCROW RETURN W4822 SCHMIDT RD	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W4822 SCHMIDT RD	1,500.00
Total			1,500.00
11411	9/08/2021	MENARDS-APPLETON EAST 8083, 8391, 8474	
100-00-55200-000-000		Parks - Maint. and Utilities FROM 8/24/21 PARKS BATHROOM CLEANER 8391	11.96
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 8/26/21 CONCRETE CATCH BASIN REPAIR 8474	206.40
100-00-55200-000-000		Parks - Maint. and Utilities FROM 8/17/21 MINI STORM PARK-PICKLEBALL 8083	108.37
Total			326.73
11412	9/08/2021	MGD INDUSTRIAL CORPORATION 196695	
100-09-53311-400-000		Hwy Dept - Supplies FROM 8/23/21 SUPPLIES 196695	89.80

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Check Nbr	Check Date	Payee	Amount
			Total 89.80
11413	9/08/2021	MICHELLE SANTALUCIA GRADING ESCROW RETURN W6017 RYFORD ST	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN W6017 RYFORD ST	1,500.00
			Total 1,500.00
11414	9/08/2021	MIKE BRANTMEIER AUGUST CELL PHONE STIPEND	
100-06-52200-500-022		Fire Station 60 - Telephone AUGUST CELL PHONE STIPEND	30.00
			Total 30.00
11415	9/08/2021	MIKE NETT AUGUST CELL PHONE STIPEND	
100-09-53311-500-022		Hwy Dept - Telephone AUGUST CELL PHONE STIPEND	40.00
			Total 40.00
11416	9/08/2021	MILLER-BRADFORD & RISBERG W03555	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 8/26/21 REPAIR ROLLER W03555	780.03
			Total 780.03
11417	9/08/2021	MONROE TRUCK EQUIPMENT, INC 836433	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance FROM 8/27/21 TRUCKLITE LED LAMP BAR 836433	39.06
			Total 39.06
11418	9/08/2021	OFFICE DEPOT BUSINESS CREDIT - VOH 6011568517758058	
100-02-51400-400-000		Gen. Admin - Supplies THROUGH 8/18/21 OFFICE SUPPLIES	46.06
			Total 46.06
11419	9/08/2021	P2 PROJECT 201 LLC GRADING ESCROW RETURN N9152 BRENDA DR	

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Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21060-000-000		Building Escrows Payable	1,500.00
		GRADING ESCROW RETURN N9152 BRENDA DR	
		Total	1,500.00
11420	9/08/2021	POMP'S TIRE SERVICE INC.	
320116962			
100-09-53311-700-000		Hwy Dept - Equip Maintenance	66.54
		FROM 8/30/21 MOWER TIRES	
		320116962	
		Total	66.54
11421	9/08/2021	PREMIER PROMOTIONS	
31329, 31330			
100-06-52200-400-000		Fire Dept - Supplies/Services	110.00
		FROM 8/17/21 FIRE DEPARTMENT APPAREL	
		31329	
100-06-52200-400-000		Fire Dept - Supplies/Services	155.33
		FROM 8/17/21 FIRE DEPARTMENT APPAREL	
		31330	
		Total	265.33
11422	9/08/2021	RUCON CONSTRUCTION MANAGEMENT	
		GRADING ESC RTNS N8830 NOE,N8812 CONNOR	
100-00-21060-000-000		Building Escrows Payable	1,500.00
		GRADING ESCROW RETURN N8830 NOE RD	
100-00-21060-000-000		Building Escrows Payable	1,500.00
		GRADING ESCROW RETURN N8812 CONNOR CIR	
		Total	3,000.00
11423	9/08/2021	SENSIT TECHNOLOGIES LLC	
314109-IN			
100-06-52200-700-000		Fire Dept - Equip Maintenance	309.16
		FROM 8/20/21 REPAIR SENSIT,SENSOR O2	
		0314109-IN	
		Total	309.16
11424	9/08/2021	SERVICEMASTER BUILDING MAINTENANCE	
37744			
100-02-51400-400-006		Gen. Admin - Service Contracts	925.00
		FROM 9/1/21 JANITORIAL SEP	
		37744	
		Total	925.00
11425	9/08/2021	SHERWOOD ELEVATOR	
116093, 116097, 116303			

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INVESTORS COMMUNITY BANK

Dated From: 8/26/2021

From Account:

Thru: 9/08/2021

Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-57220-000-000		Capital Outlay - Parks	17.50
	FROM 8/24/21	WHEAT 116093	
100-00-57220-000-000		Capital Outlay - Parks	707.59
	FROM 8/24/21	SEED, FERTILIZER, WHEAT 116097	
100-00-57220-000-000		Capital Outlay - Parks	175.49
	FROM 8/30/21	SEED, FERTILIZER 116303	
		Total	900.58
11426	9/08/2021	STAMPS.COM	
		S1092621091	
100-02-51400-400-006		Gen. Admin - Service Contracts	79.98
	METER 7434038	SERVICE FEE 8/1-9/30 S1092621091	
		Total	79.98
11427	9/08/2021	STEVE LITTLE	
		AUGUST CELL PHONE STIPEND	
100-08-52300-000-000		1st Responders - Operating Exp	30.00
		AUGUST CELL PHONE STIPEND	
		Total	30.00
11428	9/08/2021	STUMPF EXCAVATING & TRUCKING	
		8954	
100-09-53311-505-000		Hwy Dept - Building Maint	120.00
		PUMP HOLDING TANK SHOP 8/30/21 8954	
		Total	120.00
11429	9/08/2021	SUPERIOR CHEMICAL CORPORATION	
		312632	
100-09-53311-505-000		Hwy Dept - Building Maint	2,394.19
		FROM 8/31/21 ICE MELT, GREASE, INSECT 312632	
		Total	2,394.19
11430	9/08/2021	TASC	
		IN2088773, IN2119958	
100-02-51400-400-006		Gen. Admin - Service Contracts	35.00
		AUGUST 2021 BILLING IN2088773	
100-02-51400-400-006		Gen. Admin - Service Contracts	250.00
		COMPLIANCE FEE ASSESSMENT GOVT REG CHNGS IN2119958	
		Total	285.00

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ACCT

Dated From: 8/26/2021 From Account:
Thru: 9/08/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
11431	9/08/2021	THE UNIFORM SHOPPE OF GREEN BAY INC 312786, 313521	
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 7/30/21 CHIEF SHIRTS/PANTS 312786	231.80
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 8/24/21 BADGE 313521	76.95
		Total	308.75
11432	9/08/2021	VICKI TESSEN AUGUST CELL PHONE STIPEND, MILEAGE CONF	
100-00-51600-500-022		Municipal Bldg - Telephone AUGUST CELL PHONE STIPEND	40.00
100-02-51400-305-000		Gen. Admin - Training/Conf. REIMB MILEAGE WMCA CONFERENCE BROOKFIELD	122.53
		Total	162.53
11433	9/08/2021	WELLS FARGO FINANCIAL LEASING 5016440491	
100-02-51400-400-006		Gen. Admin - Service Contracts COVERAGE PERIOD 8/17-9/16/21 5016440491	575.69
		Total	575.69
11434	9/08/2021	WESLEY POMPA AUGUST CELL PHONE STIPEND	
100-07-52200-500-022		Fire Station 70 - Telephone AUGUST CELL PHONE STIPEND	30.00
		Total	30.00
11435	9/08/2021	WIL-KIL PEST CONTROL 4228584	
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 60 4228584	50.00
100-02-51400-400-006		Gen. Admin - Service Contracts FIRE STATION 70 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION #60 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts EXTERIOR INSECT FIRE STATION 70 NA	0.00
100-02-51400-400-006		Gen. Admin - Service Contracts POWER SPRAY - VILLAGE HALL NA	0.00

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Dated From: 8/26/2021 From Account:
Thru: 9/08/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		VILLAGE HALL	
		NA	
		Total	50.00
		Grand Total	23,308.33

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ACCT

Dated From: 8/26/2021 From Account:
Thru: 9/08/2021 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	23,308.33
Total Expenditure from all Funds	23,308.33

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Posting Date: 9/08/2021

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INVESTORS COMMUNITY BANK

Dated From: 8/26/2021
Thru: 9/08/2021

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	SHARE OF CHECKING-General		23,308.33
	Total Expenditure - Fund # 100	23,308.33	
	Total	23,308.33	23,308.33

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INVESTORS COMMUNITY BANK

Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

Check Nbr.	Check Date	Payee	Amount
11437 60913810	9/21/2021	AUTOMOTIVE SUPPLY CO - KAUKAUNA	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance FROM 9/3/21 OIL,LUBE,TUNE UP,WASH FLUID 60913810	175.76
Total			175.76
11438	9/21/2021	BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR AUGUST 2021	
100-00-52400-000-000		Building Inspector - Contract BUILDING INSPECTIONS FOR AUGUST 2021	65,658.80
Total			65,658.80
11439 4798510057423846	9/21/2021	CARDMEMBER SERVICE	
100-09-53311-400-000		Hwy Dept - Supplies FROM 8/15 AMAZON PRIME REFUNDING-ERROR	119.46
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 8/12 LOWES LIGHT & PAINT STATION 70	33.42
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 8/24 STAPLES BOX, LABEL TAPES, BINS	276.84
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 8/25 DIVERS SUPPLY SCUBA TANK	379.98
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 9/3 USPS STAMPS	23.20
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 9/8 LOWES PAINT FOR 70 GRATES	60.56
100-00-51100-115-000		Village Board-Training/Mileage FROM 8/20 HOTEL RETLAW 8/19-20 SEMINAR	119.00
100-01-51101-305-000		Planning - Training/Mile/Exp. FROM 8/11 AMERICAN PLANNING SEMINAR	225.00
100-02-51400-400-000		Gen. Admin - Supplies FROM 8/24 ZIPRECRUITER JOB POST ADM ASST	112.00
100-02-51400-305-000		Gen. Admin - Training/Conf. FROM 8/28 SHERATON WMCA CONF 8/23-26 KVH	428.00
100-02-51400-305-000		Gen. Admin - Training/Conf. FROM 8/28 SHERATON WMCA CONF 8/24-26 VT	321.00
100-02-51400-400-000		Gen. Admin - Supplies FROM 9/3 DOJ APR-AUG OPER BACKGROUND CKS	588.00

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ACCT

INVESTORS COMMUNITY BANK

Dated From: 9/08/2021
Thru: 9/21/2021

From Account:
Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total
			2,686.46
11440	9/21/2021	CHARTER COMMUNICATIONS- 31663 31663090821	
100-02-51400-400-006		Gen. Admin - Service Contracts ACC 8348104270031663 SERVICE 9/8-10/7 31663090821	424.91
			Total
			424.91
11441	9/21/2021	CORPORATE NETWORK SOLUTIONS, INC 68075	
100-02-51400-400-006		Gen. Admin - Service Contracts CONTRACT LABOR BLOCK 20 HOURS 68075	2,600.00
			Total
			2,600.00
11442	9/21/2021	EMERGENCY MEDICAL PRODUCTS, INC. 2276092, 2281733	
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 8/17/21 GLOVES, SURGICAL FACE MASKS 2276092	842.60
100-08-52300-000-000		1st Responders - Operating Exp FROM 9/8/21 SUPPLIES 2281733	99.16
			Total
			941.76
11443	9/21/2021	FERGUSON WATERWORKS #1476 342466	
100-09-53311-901-000		Hwy Dept - Ditching/Grading FROM 9/14/21 BASIN, GRATE 342466	86.96
			Total
			86.96
11444	9/21/2021	INTERSTATE BATTERY OF GREEN BAY 90143673, 90143861	
100-09-53311-400-000		Hwy Dept - Supplies FROM 9/1/21 BATTERIES 90143673	71.45
100-09-53311-400-000		Hwy Dept - Supplies FROM 9/15/21 BATTERIES 90143861	60.95
			Total
			132.40
11445	9/21/2021	JEREMY LISOWE GRADING ESCROW RETURN N9051 SWEETGRASS	
100-00-21060-000-000		Building Escrows Payable GRADING ESCROW RETURN N9051 SWEETGRASS	1,500.00

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Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 1,500.00
11446 100531	9/21/2021	JOE'S POWER CENTER	
100-00-57220-000-000		Capital Outlay - Parks	300.00
		FROM 8/16/21 MINI EXCAVATOR RENTAL 100531	
			Total 300.00
11447 26283	9/21/2021	LISOWE OIL DIV OF ADVANCED FUEL SERV	
100-09-53311-600-030		Hwy Dept - Fuel	2,400.68
		FROM 9/7/21 26283	
			Total 2,400.68
11448 8397	9/21/2021	MIDWEST WORKWEAR	
100-09-53311-400-000		Hwy Dept - Supplies	386.45
		FROM 9/8/21 SAFETY VESTS WITH LOGO 8397	
			Total 386.45
11449 IN00327944	9/21/2021	ROCKET INDUSTRIAL	
100-09-53311-400-000		Hwy Dept - Supplies	163.10
		FROM 9/10 ROLL & HAND TOWELS, TP IN00327944	
			Total 163.10
11450 8523	9/21/2021	SERWE IMPLEMENT MUNICIPAL SALES CO, LLC	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	328.25
		FROM 9/14/21 FLAILS, BOLTS, NYLOCKS 8523	
			Total 328.25
11451 SS090673	9/21/2021	SHERWIN INDUSTRIES, INC	
100-09-53311-900-000		Hwy Dept - Road Maintenance	3,407.12
		FROM 9/10/21 MASTIC ONE PLEXI MELT SS090673	
			Total 3,407.12
11452 8963, 8966, 8974	9/21/2021	STUMPF EXCAVATING & TRUCKING	

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ACCT

Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-505-000		Hwy Dept - Building Maint	240.00
		PUMP HOLDING TANKS 9/7/21 8963	
100-09-53311-505-000		Hwy Dept - Building Maint	120.00
		PUMP HOLDING TANK SHOP 9/13/21 8966	
100-09-53311-505-000		Hwy Dept - Building Maint	240.00
		PUMP HOLDING TANKS 9/20/21 8974	
Total			600.00

11453 9/21/2021 SUPERIOR VISION INSURANCE
562314

100-02-51400-200-000		Gen. Admin - Benefits	5.38
		OFFICE VISION INSURANCE FOR OCT 21 562314	
100-09-53311-200-000		Hwy Dept - Benefits	73.93
		SHOP VISION INSURANCE FOR OCT 21 562314	
100-01-51101-200-000		Planning - Benefits	24.65
		PLANNER VISION INSURANCE FOR OCT 21 562314	
100-00-14500-000-000		Due from Special Purpose Dist.	95.07
		UTILITIES VISION INSURANCE OCT 21 562314	
Total			199.03

11454 9/21/2021 TASC
IN2134236

100-02-51400-400-006		Gen. Admin - Service Contracts	35.00
		SEPTEMBER 2021 BILLING IN2134236	
Total			35.00

11455 9/21/2021 WIL-KIL PEST CONTROL
4251184, 4252797

100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		FIRE STATION 60 NA	
100-02-51400-400-006		Gen. Admin - Service Contracts	50.00
		FIRE STATION 70 4252797	
100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		EXTERIOR INSECT FIRE STATION #60 NA	
100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		EXTERIOR INSECT FIRE STATION 70 NA	
100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		POWER SPRAY - VILLAGE HALL NA	

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ACCT

Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-02-51400-400-006		Gen. Admin - Service Contracts	86.75
		VILLAGE HALL	
		4251184	
		Total	136.75
11456	9/21/2021	WISCONSIN MEDIA	
4071724			
100-02-51400-800-000		Gen. Admin - Publications	55.77
		BILL PERIOD AUG 1 - AUG 31	
		4071724	
		Total	55.77
11457	9/21/2021	WM CORPORATE SERVICES INC	
0000718-4172-0			
100-00-53620-000-000		Refuse and Garbage Services	87.55
		COMMERCIAL TRASH DUMPSTER FOR AUG	
100-00-53635-000-000		Recycling Services	59.74
		COMMERCIAL RECYCLING DUMPSTER FOR AUG	
100-00-53635-000-000		Recycling Services	16,231.54
		RES RECYCLING SINGLE STREAM AUG	
100-00-53620-000-000		Refuse and Garbage Services	33,353.06
		RES TRASH 64 GALLON CARTS FOR AUG	
100-00-53620-000-000		Refuse and Garbage Services	0.00
		REPLACEMENT CART(S) -	
100-00-53620-000-000		Refuse and Garbage Services	50.00
		BULKY ITEM PICKUP - MATTRESS	
100-00-53620-000-000		Refuse and Garbage Services	50.00
		BULKY ITEM PICKUP- REFRIGERATOR	
100-00-53620-000-000		Refuse and Garbage Services	0.00
		SPRING PICK UP	
		Total	49,831.89
		Grand Total	132,051.09

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ACCT

Dated From: 9/08/2021 From Account:
Thru: 9/21/2021 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	132,051.09
Total Expenditure from all Funds	132,051.09

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ACCT

Posting Date: 9/21/2021

INVESTORS COMMUNITY BANK

Dated From: 9/08/2021

Thru: 9/21/2021

Account Number	Account Code Description	Debit	Credit
100-00-11100-000-000	SHARE OF CHECKING-General		132,051.09
	Total Expenditure - Fund # 100	132,051.09	
	Total	132,051.09	132,051.09

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Repairs to DPW Truck 2014 International 7000 Series

Issue:

Should the Village spend \$10,911.36 to repair this vehicle?

Background and Additional Information:

This is one of six plow tandems operated by the DPW. During the summer it is the truck they use to haul equipment.

This is the result of normal wear and tear. The crew noted odd whistling sounds initially. Then they received warning lights of low coolant. Adding coolant lasted a short time so they took it in for diagnostic work.

It is before the Board because of the cost. It is Board policy that any purchase over \$5,000 requires Board approval.

Budget Impacts:

\$10,911.36

Recommended Action:

Staff strongly recommends approval. This is a vital truck in the fleet for public works.

Attachments:

- Repair estimate from Packer City Trucks



2940 N VICTORY LANE
 APPLETON, WI 54913
 Phone: (920) 996-4642 Fax: (920) 996-4646
 www.pctrucks.com

SERVICE ESTIMATE: E103001102

BILL TO
 VILLAGE OF HARRISON - 10585
 W5298 HWY 114
 MENASHA WI 54952
 P: (920) 989-1062
 F:

DELIVER TO
 VILLAGE OF HARRISON - 10585
 W5298 HWY 114
 MENASHA WI 54952
 P: (920) 989-1062
 F:

No returns without this invoice. Parts returned after thirty (30) days will be subject to a 15%-20% handling charge. Any special order part which is returned will be subject to a 15%-20% handling charge. Cores must be returned within thirty (30) days for full credit. Core subject to chargeback pending final inspection at core center. Special order "open" kits are not returnable.

DATE PROMISED	DATE INVOICE	SALES TYPE	CUSTOMER REFERENCE	TERMS	ADVISOR			
9/13/2021 3:19:28PM		SRET		NET10N	P.Tama			
YEAR	MAKE	MODEL	VIN	CUSTOMER UNIT #	UNIT ID	IN SERVICE	ODOMETER IN	ODOMETER OUT
2014	INTERNATIONAL	7000 SERIES	1HTGSSJT1EH787789	EH787789	122305	9/11/2013	51526	0

Estimate Repairs

JOB #1 45-000 SRET ENGINE
COMPLAINT REPAIR THE LEAKING EXHAUST MANIFOLD FOUND DURING THE TURBO NOISE DIAG
CAUSE
CORRECTION

QTY	ITEM	VMRS	DESCRIPTION	UNIT PRICE	EXTD PRICE
1	103N/2512877C91		GASKET,KIT, EXHAUST MANIFOLD B	253.13	253.13
1	103N/3018581C1		MANIFOLD, EXHAUST REAR	194.10	194.10
1	103N/3018582C1		MANIFOLD, EXH MIDDLE	595.66	595.66
1	103N/3018583C1		MANIFOLD, EXHAUST FRONT	192.81	192.81
2	103N/7092423C92		MANIFOLD,KIT, EXHAUST MANIFOLD	157.59	315.18
	LABOR 45-000-10		ENGINE		2,660.00
1	HARD		HARDWARE MISC	500.00	500.00

Prepay: 0.00 Parts: 1,550.88 Labor: 2,660.00 Misc: 500.00 Sublet: 0 **TOTAL JOB #1 45-000 4,710.88**

JOB #2 45-000 SRET ENGINE
COMPLAINT REPLACE THE EGR COOLER
CAUSE
CORRECTION

ESTIMATE

QTY	ITEM	VMRS	DESCRIPTION	UNIT PRICE	EXTD PRICE
1	103N/3014254C96		COOLER,KIT,EGR MODULE HIGH TEM	1,394.86	1,394.86
1	103N/3014254C96-CORE		COOLER,KIT,EGR MODULE HIGH TEM	650.00	650.00
1	103N/3015862C96		COOLER,KIT, EGR MODULE LOW TEM	1,477.56	1,477.56
1	103N/3015862C96-CORE		COOLER,KIT, EGR MODULE LOW TEM	650.00	650.00
	LABOR 45-000-10		ENGINE		1,400.00

Prepay: 0.00 Parts: 4,172.42 Labor: 1,400.00 Misc: 0 Sublet: 0 **TOTAL JOB #2 45-000 5,572.42**

JOB #3 02-044 SRET CAB, COMPLETE
COMPLAINT REPLACE THE LEAKING CAB AIR BAG
CAUSE
CORRECTION

QTY	ITEM	VMRS	DESCRIPTION	UNIT PRICE	EXTD PRICE
	LABOR 02-044-10		INSPECT - CAB, COMPLETE		210.00
1	103N/2588760C1		SPRING,AIR SPRING WITH ATTACHM	76.46	76.46

Prepay: 0.00 Parts: 76.46 Labor: 210.00 Misc: 0 Sublet: 0 **TOTAL JOB #3 02-044 286.46**



2940 N VICTORY LANE
 APPLETON, WI 54913
 Phone: (920) 996-4642 Fax: (920) 996-4646
 www.pctrucks.com

SERVICE ESTIMATE: E103001102

BILL TO
 VILLAGE OF HARRISON - 10585
 W5298 HWY 114
 MENASHA WI 54952
 P: (920) 989-1062
 F:

DELIVER TO
 VILLAGE OF HARRISON - 10585
 W5298 HWY 114
 MENASHA WI 54952
 P: (920) 989-1062
 F:

Estimate Operations Totals Prepay: 0.00 Parts: \$5,799.76 Labor: \$4,270.00 Misc: \$500.00 Sublet: \$0 \$10,569.76

I hereby authorize the repair work hereinafter set forth to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in part shipments by the supplier or transporter. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. Customer is also liable for all costs of collections, including reasonable attorney's fees.

Customer Signature: _____

PLEASE NOTE

Invoice terms: Due by the 10th of the month following billing. All past due amounts are subject to a finance charge of 1.5% per month (18% per annum) on all balances thirty (30) or more days past due. Disclaimer of Warranties: The dealer is not a party to any manufacturer's warranty on any parts or service contained within. The dealer hereby expressly disclaims all warranties, express or implied, including any implied warranty of merchantability or fitness for a particular purpose with respect to any parts, labor or diagnostic services furnished under this order. Motor vehicle repair practices are regulated by chapter ATCP 132, Wis. Adm. Code, administered by the Bureau of Consumer

	ESTIMATED	BILLED
LABOR	\$4,270.00	
PARTS	\$5,799.76	
MISC	\$500.00	
SUBLET	\$0.00	
PREPAY		0.00
SUBTOTAL	\$10,569.76	

SHOP SUPPLIES	341.60
COUNTY TAX	0.00
STATE TAX	0.00
TOTAL	\$10,911.36

AUTHORIZED BY _____ DATE _____

PICK-UP BY _____ DATE _____

CONTACT CUST _____ DATE/TIME _____

Please Remit Payment to:
 PACKER CITY INTL TRUCKS, INC
 PO BOX 2238
 GREEN BAY, WI 54306-2238
 www.pctrucks.com

VILLAGE BOARD MEETING

From:

Matt Heiser, Village Manager

VILLAGE OF HARRISON

Meeting Date:

September 28, 2021

Title:

Repair Guard Rail on Firelane 12 Road

Issue:

Should the Village spend \$7,500 to repair this guard rail?

Background and Additional Information:

This guard rail was at the intersection of Firelane 12 West Road and Firelane 12 Road. It protects vehicles from the ravine along Firelane 12 Road. This section of railing has been damaged before. Staff believes the layout of the intersection and the previous length of the railing made it easy for traffic to catch the railing as they turned right from Firelane 12 West Road onto Firelane 12 Road. It is the proposal of staff to replace what was damaged and extend it. This will make it less likely for vehicles to catch the edge of the railing as they turn.

It is before the Board because of the cost. It is Board policy that any purchase over \$5,000 requires Board approval.

Budget Impacts:

\$7,500

Recommended Action:

Staff recommends replacing what was damaged and extending the railing.

Attachments:

- Repair estimate from Highway Landscapers, Inc.



**Village of Harrison
Guardrail Repairs
c/o Jeffrey Funk**

** All Items in this quote are tied.
Arrangements can be made prior to bid opening to separate items**

ITEM #	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
	Guardrail Repairs: Includes Removal of old EAT, Replace with new Class A Guardrail with radius, extention and boxing glove.	1	LS	\$7,500.00	\$7,500.00

QUOTE VALID FOR 30 DAYS FROM AUGUST 31, 2021
Sales Tax, if Applicable

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Contract for "IamResponding.com"

Issue:

Should the Village agree to a 5 year contract for this software?

Background and Additional Information:

"Iamresponding" is software utilized by the Fire Department. The software recognizes fire calls from the dispatcher and sends out a notice to the cell phones of department members. Members can then respond on their cell phones. This gives the Chief information on how many members are coming and when they will be at the station.

It is a common software utilized by many departments.

If the five-year option is chosen it saves the department \$913 over the five years in comparison to five separate one-year terms.

It is before the Board because it is a contract. The Board should approve any contract.

Budget Impacts:

\$3,137.00

Recommended Action:

Staff recommends the five year term.

Attachments:

- Contract/invoice from "IamResponding.com"

PLEASE HELP US CONTAIN YOUR COSTS BY USING THIS FROM AS YOUR INVOICE

IamResponding.com

Emergency Service Marketing Corp., Inc.
P.O. Box 93
Dewitt, New York 13214-0093
Phone: (315) 701-1372 Fax: (315) 314-7748

Self Made Invoice

Date: 8/27/2021

To (insert your department name and billing address):

Harrison Fire Rescue
W5298 State Road 114
Menasha, WI 54952

DESCRIPTION	AMOUNT
Please select <u>ONE</u> applicable payment option below:	
<input type="checkbox"/> One-Year Term (\$800 Base Fee + \$10 Telephone Fee = \$810)	Please Pay Using 100-06-52200-400-000 <i>Jarred Gerl 8/27/2021</i>
<input type="checkbox"/> Three-Year Term, Paid Annually (\$725 Base Fee + \$10 Telephone Fee = \$735)	
<input type="checkbox"/> Three-Year Term, Paid Up-Front (\$2,066 Base Fee + \$30 Telephone Fee = \$2,096)	
<input type="checkbox"/> Five-Year Term, Paid Annually (\$650 Base Fee + \$10 Telephone Fee = \$660)	
<input checked="" type="checkbox"/> Five-Year Term, Paid Up-Front (\$3,087 Base Fee + \$50 Telephone Fee = \$3,137)	
**All fees are in US funds, and shall be paid in US funds. All prices set forth are the cash discount prices for payments via cash or checks. Non-discounted pricing for credit card payments is 3.5% higher for all prices set forth.	
	Total : 3137.00

Please update your billing contact information!

Billing Contact Name: <u>Donna Knapp</u> Billing Contact Email: <u>dknapp@harrison-wi.org</u> Billing Contact Phone: <u>(920)989-1062</u> Billing Contact Fax: <u>(920)989-1077</u> Billing Address: <u>W5298 State Road 114</u> <u>Menasha, WI 54952</u>	All payments in US funds ONLY Make checks payable to: Emergency Services Marketing Corp., Inc. (Tax ID #: 20-5787005) Thank you for your business!
--	---

Please return by:

Email to: Subscriptions@emergencysmc.com

Facsimile to: (315) 314-7748

Mail to: Emergency Services Marketing Corp., Inc. P.O. Box 93, Dewitt, NY 13214-0093

Page 3 of 3 (KGF)

IamResponding.com

INVOICE

Emergency Services Marketing Corp., Inc.
P.O. Box 93
Dewitt, New York 13214-0093
Phone (315) 701-1372 Fax (315) 314-7748

INVOICE #21-11280
DATE: AUGUST 27, 2021

TO:
Harrison Fire Rescue (WI)
W 5298 Hwy 114
Menasha, WI 54952

FOR:
IamResponding.com

DESCRIPTION	AMOUNT
Five Year Subscription (11/6/21-11/5/26)	\$3,087.00
Five Year Telephone Call Costs	\$50.00
TOTAL	\$3,137.00

PLEASE UPDATE YOUR BILLING CONTACT INFORMATION!	Billing Contact Name:	<u>office</u>
	Billing Contact Email:	<u>office@harrison-wi.org</u>
	Billing Contact Phone:	<u>920-989-1062</u>
	Billing Contact Fax:	<u>920-989-1077</u>
	Billing Address:	<u>W5298 State Road 114</u> <u>Menasha, WI 54952</u>

****All fees are in US funds, and shall be paid in US funds.**
All prices set forth are the cash discount prices for payments via cash or checks.
Non-discounted pricing for credit card payments is 3.5% higher for all prices set forth.

Please make all checks payable to: **Emergency Services Marketing Corp., Inc. (Tax ID #: 20-5787005)**

Payment is due upon receipt of invoice.

Thank you for your business!

IamResponding.com

Emergency Services Marketing Cor
P.O. Box 93
Dewitt, New York 13214-0093
Phone (315) 701-1372 Fax (315) 3

*Send with
check*

INVOICE

INVOICE #21-11280
DATE: AUGUST 27, 2021

TO:
Harrison Fire Rescue (WI)
W 5298 Hwy 114
Menasha, WI 54952

FOR:
IamResponding.com

DESCRIPTION	AMOUNT
Five Year Subscription (11/6/21-11/5/26)	\$3,087.00
Five Year Telephone Call Costs	\$50.00
TOTAL	\$3,137.00

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	Billing Contact Email:	<u>office@harrison-wi.org</u>
	Billing Contact Phone:	<u>920-989-1062</u>
	Billing Contact Fax:	<u>920-989-1077</u>
	Billing Address:	<u>W5298 State Road 114</u> <u>Menasha, WI 54952</u>

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All prices set forth are the cash discount prices for payments via cash or checks.
Non-discounted pricing for credit card payments is 3.5% higher for all prices set forth.

Please make all checks payable to: **Emergency Services Marketing Corp., Inc. (Tax ID #: 20-5787005)**

Payment is due upon receipt of invoice.

Thank you for your business!



APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin

To the Village of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2021, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: Dunn First Name: Michael Middle I: C
 Street Address: [Redacted] City: Seymour Zip: WI
 Day Phone: [Redacted] Evening Phone: _____
 Date of Birth: [Redacted] Where will you be working?: Salt
 Driver's License: [Redacted]
 Do you currently hold a license? (YES) / NO
 If yes, please list the number: 15

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

WITNESS SIGNATURE:

Subscribed and sworn to before me this 15th day of September 2020/2021

Kristy Van Hefty
 Witness Signature

Witness Address: _____

X [Signature] **PAID** 9-15-2021
 Applicant Signature Date

SEP 15 2021

VILLAGE OF HARRISON pd c/c

Office Use Only: \$35.00 Background Check
 Approved: _____ Course Completion



APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

Village of Harrison, Wisconsin

To the Village of Harrison, WI:

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I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: Hietpas First Name: Kaitlin Middle I: L
 Street Address: [Redacted] City: Sherwood Zip: 54169
 Day Phone: 9 [Redacted]
 Date of Birth: [Redacted] Where will you be working?: Darby Corner Store
 Driver's License Number: [Redacted]
 Do you currently hold a license within the last 2 years? YES / NO
 If yes, please list the municipality which issued your license: _____

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

WITNESS SIGNATURE:

Subscribed and sworn to before me this 23rd day of September 2020/2021

Kristy Ann Reilly
 Witness Signature

Witness Address: 45298 State Rd
114 Menasha, WI
54952

X Kaitlin Hietpas
 Applicant Signature

9-23-2021
 Date

Office Use Only: \$35.00
 Approved:

+ \$15 for Provisional
 C/C Background Check
 Course Completion

**APPLICATION FOR LICENSE TO SERVE
FERMENTED MALT BEVERAGES AND
INTOXICATING LIQUORS**

Village of Harrison, Wisconsin

To the Village of Harrison, WI:

I hereby apply for a license to serve, from date hereof to June 30, 2021, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitation imposed by Section 125 of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I understand that any falsification, omissions, or misleading information on this application is grounds for denial of my license application or revocation of any license issued.

Last Name: Reissmann First Name: Alexandra Middle I: E
 Street Address: W7003 Parkview Dr Suite A City: Greenville Zip: 54942
 Day Phone: _____
 Date of Birth: _____ Waverly
 Driver's License Number: _____
 Do you currently hold or have held a license in the last 2 years? YES / NO
 If yes, please list the municipality which issued your license: Grand Chute

List any offenses you have been convicted of in the last 5 years which were felony, misdemeanor, or local ordinance. Include juvenile convictions and alcohol related traffic violations (drunk driving, open intoxicant in vehicle, etc.) Failure of full disclosure may prohibit approval of license.

Violation	County or Municipality	Approximate Date

WITNESS SIGNATURE:

Subscribed and sworn to before me this 17th day of September 2020/2021

Kristy Van Hefty
Witness Signature

Witness Address: _____

X [Signature] **PAID** 9/17/21
 Applicant Signature SEP 17 2021 Date

VILLAGE OF HARRISON

Office Use Only: \$35.00 c/c Background Check

Approved: _____ Course Completion

VILLAGE BOARD MEETING

From:
Clerk Vicki Tessen

VILLAGE OF HARRISON

Meeting Date:
September 28, 2021

Title:

Removal of Darboy Sanitary District hydrant / fire protection fees as assessments on the tax bills.

Issue:

The issue is not all Harrison residents are Darboy Sanitary District customers. Many are Harrison Utilities' customers, and they pay for their hydrant / fire protection on their monthly water bills. This is confusing for residents as some tax bills will show a line-item assessment for fire protection and others will not. It is also additional work on the clerk's office to separate who does or does not get the assessment and to follow up on payment.

Background and Additional Information:

Harrison Utilities used to request its customers' municipalities to assess for hydrant / fire protection fees as well. However, in 2021, after another municipality refused to assess this charge on its tax roll, the utility began putting this fee on the customers' bills.

It is not a burden to the utility to charge this on the bill, but it does require an update to the utility's PSC agreement. Thus, the timing of notifying Darboy Sanitary District now is imperative if we want them to begin billing their customers directly beginning 01/01/2022. Note: the assessment would still be on the 2021 bill payable in 2022 because it covers the 2021 service.

Budget Impacts:

The main budget impact would be staff time used for entering and verifying the amounts, explaining the assessment to residents, and receipting and then paying Darboy Sanitary District.

Staff Recommendation:

Staff recommends the Board approve that 2021 is the last year Harrison will process Darboy Sanitary District's hydrant / fire protection fees on Village tax bills as an assessment.

Action Options:

1. Approve as recommended.
2. Approve with the following amendments:
3. Postpone action and defer back to staff for further information.
4. Other:

Attachments:

- .None
-

VILLAGE BOARD MEETING

From:

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON

Meeting Date:

September 28, 2021

Title:

Ordinance V21-16 – Yard Waste Site

Issue:

Should the Village Board adopt Ordinance V21-16, establishing rules and regulations for the yard waste site?

Background and Additional Information:

In order to assist the Sheriff Department in enforcing the rules of the yard waste site, staff is proposing Ordinance V21-16 to adopt rules, regulations, and fees/penalties. The proposed ordinance defines yard waste, establishes the drop off site location(s), requires a sticker for use, and provides for penalties for non-compliance.

Fees and penalties will be discussed as part of the Fee & Penalty Schedule Update later on the agenda.

Budget Impacts:

None.

Recommended Action:

1. Adopt Ordinance V21-16, Harrison Yard Waste Site, as submitted.
2. Adopt Ordinance V21-16 with amendments.
3. Postpone action.
4. Do not approve.

Staff recommends the Village Board adopt Ordinance V21-16, Harrison Yard Waste Site.

Attachments:

- Ord V21-16

ORDINANCE V21-16

AN ORDINANCE FOR HARRISON YARD WASTE SITE

WHEREAS, the Village deems it in the public interest to establish and regulate a Village yard waste drop off site for the use of Village residents.

NOW THEREFORE, BE IT ORDAINED, the Village Board of the Village of Harrison, Wisconsin, does hereby adopt the following ordinance:

18.10 Yard Waste Site.

- 1) **PURPOSE.** To establish, regulate, and enforce a yard waste site for residents of the Village of Harrison.
- 2) **DEFINITIONS.**
 - a) "Yard Waste" means, for the purposes of this section, leaves, grass clippings, yard and non-woody garden debris and brush, tree branches, brush, sod, shrubs, and clean woody vegetative material. This term does not include stumps, roots, or trees or shrubs with intact root balls.
- 3) **REGULATIONS.** Yard Waste shall NOT be disposed of as Solid Waste. Village residents are encouraged to compost or drop off their own Yard Waste. However, yard waste may be taken to the Village's yard waste drop off site, as established by this ordinance.
- 4) **VILLAGE YARD WASTE DROP OFF SITE.**
 - a) **ESTABLISHMENT.** The Village yard waste drop off site shall be established and located within the designated area of the Village owned property on Peters Road at the intersection of Merbach Road and behind the municipal building at W5298 Hwy 114. The Village yard waste drop off site may be terminated or relocated by future order of the Village Board.
 - b) **USE.** The Village yard waste drop off site may be used by Village residents during hours specified by the Village Board, which may be amended from time to time as determined by the Village Board, for deposit of unbagged yard waste. All persons entering upon the Village yard waste drop off site and/or depositing any material therein shall comply with all regulations thereof. All persons depositing yard waste or collecting compost material shall have a Harrison Yard Waste Sticker. All materials shall be deposited within the designated area for such material.
 - c) **FEES.** All persons utilizing the Village yard waste drop off site shall obtain a Harrison Yard Waste Sticker subject to all applicable fees set forth in the Village Fee Schedule, reference this code section, which may be amended from time to time as determined by the Village Board. Such yard waste sticker shall be purchased on a yearly basis.
 - d) **UNLAWFUL DEPOSIT.** No person shall place any garbage, refuse, demolition material, roots, stumps, or any other material not designated for acceptance within the Village yard waste drop off site. No person who is not a resident of the Village of Harrison shall deposit any material within the Village yard waste drop off site unless previously approved by the Village Public Works Department.
 - e) **ANTI-SCAVENGING AND UNLAWFUL REMOVAL OF RECYCLABLES.** It shall be unlawful for any person, unless under contract with or licensed by the Village, to

collect or remove any material that has been deposited at the Village yard waste drop off site, except compost material may be removed provided the person has purchased a Yard Waste Sticker.

- f) **ENFORCEMENT & PENALTY.** The county sheriff department, Village code enforcement officer, or their designee are authorized to enforce the provisions of this ordinance by issuance of a citation or penalty. Any person, firm, or corporation found violating this ordinance shall be punished as set forth in the Fee & Penalty Schedule, reference this code section, plus the costs of clean-up and prosecution. Each day a violation continues shall constitute a separate violation.

EFFECT. This ordinance shall be in force and effect upon passage and publication as provided by law. All other provisions of Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

Adopted by the Village Board of the Village of Harrison this 28th day of September, 2021.

Kevin Hietpas, Village President

Attest: Vicki Tessen, Clerk

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

September 28, 2021

Title:

Ordinance V21-17 – Littering

Issue:

Should the Village Board adopt Ordinance V21-17, establishing rules and regulations for littering?

Background and Additional Information:

In order to assist the Sheriff Department in enforcing the rules for littering, staff is proposing Ordinance V21-17 to adopt rules, regulations, and fees/penalties. The proposed ordinance adopts Wis. Stats. 287.81 for littering, establishes local rules and regulations for keeping public and private property clean, and provides for penalties for non-compliance. The ordinance is intended to be a tool for law enforcement to address nuisance properties in the Village.

Fees and penalties will be discussed as part of the Fee & Penalty Schedule Update later on the agenda.

Budget Impacts:

None.

Recommended Action:

1. Adopt Ordinance V21-17, Littering, as submitted.
2. Adopt Ordinance V21-17 with amendments.
3. Postpone action.
4. Do not approve.

Staff recommends the Village Board adopt Ordinance V21-17, Littering.

Attachments:

- Ord V21-17

ORDINANCE V21-17

AN ORDINANCE REGULATING LITTERING

WHEREAS, the Village wishes to reduce impacts related to litter and keep property free from garbage, waste, and refuse; and

WHEREAS, the Village desires to protect the public health, safety, and general welfare.

NOW THEREFORE, BE IT ORDAINED, the Village Board of the Village of Harrison, Wisconsin, does hereby adopt the following ordinance:

18.12 Littering.

- 1) **Purpose.** This section is adopted for the purpose of promoting and preserving the health and sanitation in the Village through the regulation of the storage, collection, transportation and disposition of garbage, rubbish, brush and ashes in the Village.
- 2) **Definitions.**
 - a) "Garbage" has the meaning as defined HVC 18.04.010 B.
 - b) "Rubbish" has the meaning as defined HVC 18.04.010 B.
 - c) "Refuse" has the meaning as defined HVC 18.04.010 B.
 - d) "Waste" has the meaning of "Solid Waste" as defined in HVC 18.04.010 B.
- 3) **Littering.** The Village adopts by reference Wis. Stats. §287.81 Littering in its entirety, including any and all penalties and fines and statutory and administrative code references.
- 4) **Keeping public property clean and free from garbage, waste, refuse, and debris.** It shall be unlawful for any person, firm, or corporation to place, throw, leave or permit to remain any rubbish, paper, dirt, waste, yard waste, leaves, grass clippings, tires, electronics, lawn furniture, debris or garbage upon any street, gutter, sidewalk, alley, ditch, public right-of-way, park, or other public ground.
- 5) **Keeping private property clean and free from garbage, waste, refuse and debris.** It shall be unlawful for any person, firm, or corporation to place, throw, leave, or permit to remain any rubbish, paper, dirt, waste, yard waste, tires, electronics, lawn furniture in disrepair, debris, or garbage upon any real property within the Village.
 - a) It shall be unlawful for any person to deposit, cause or permit to be deposited, placed, or parked any vegetation, grass, leaves, foliage, earth, sand, gravel, water, snow, ice, debris, waste material, foreign substance, construction materials, equipment or object upon any street, sidewalk, or public property without authorization of the Public Works Department, or upon any private property without the consent of the owner or lessee of the property. Any person who deposits, causes, or permits to be deposited, placed, or parked any such materials, equipment or objects upon any street, sidewalk or property shall be responsible to properly mark or barricade the area so as to prevent a safety hazard.
 - b) Any such rubbish, paper, unused soil stockpiles, waste, yard waste, tires, electronics, lawn furniture in disrepair, debris, or garbage must be removed from the property within fourteen (14) days of written notice.
 - c) It is unlawful for any person to dump garbage, waste, refuse, recyclables, demolition materials, or bulky materials onto any other person's property or into any other person's

refuse or recyclable container, unless acting with proper permission or authority. This subsection does not apply to garbage receptacles held out for public use.

- d) It is unlawful for any person to rummage or scavenge through any public garbage container or any other person's garbage or recyclable container, unless acting with proper permission or authority.
- 6) **Dumping refuse prohibited.** No person shall dump garbage, waste, rubbish, or other debris anywhere except an authorized landfill garbage disposal site.
- 7) **Enforcement & Penalty.** The county sheriff department, Village code enforcement officer, or their designee are authorized to enforce the provisions of this section by issuance of a citation or penalty. Any person, firm, or corporation found violating this ordinance shall be punished as set forth in the Fee & Penalty Schedule, reference this code section, or Wis. Stats. §287.81, plus the cost of clean-up and prosecution. Penalties may also be authorized pursuant to the "*State of Wisconsin Revised Uniform Deposit and Bail Schedule for Conservation, Environmental Protection, ATV/UTV, Boat, OHM, And Snowmobile Violations*" as amended and adopted by the Wisconsin Judicial Conference pursuant to SS. 23.66(4), 345.26(2)(A), and 969.065, Wis. Stats. Each day a violation continues shall constitute a separate violation.

EFFECT. This ordinance shall be in force and effect upon passage and publication as provided by law. All other provisions of Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

Adopted by the Village Board of the Village of Harrison this day of , 2021.

Kevin Hietpas, Village President

Attest: Vicki Tessen, Clerk

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON**Meeting Date:**

September 28, 2021

Title:

Ordinance V21-18 – Harrison Utilities Sanitary Sewer & Watermain Permit

Issue:

Should the Village Board adopt Ordinance V21-18, establishing rules and regulations for a sanitary sewer & watermain permit for Harrison Utilities?

Background and Additional Information:

In order to assist Harrison Utilities in the review of sanitary sewer and watermain plans, staff is proposing an ordinance to require a permit for sanitary sewer and watermain plans prior to construction activity. The proposed ordinance will formalize a municipal permit for sanitary sewer and watermain construction activity in order to review and approve sanitary sewer and watermain plans prior to construction activity. As part of the permit, the Village wishes to recoup expenses related to sanitary sewer and watermain plan review and inspection.

Previously, Harrison Utilities, while operating as Waverly Sanitary District, would enter into development agreements with developers for the review of sewer and water plans and payment of engineering fees for the review. The engineer for the District was involved in the drafting of the agreements. Since becoming part of the Village, these agreements have not been developed. This ordinance will formalize a municipal permit with fees for engineering review and staff time, in place of the development agreements.

Fees and penalties will be discussed as part of the Fee & Penalty Schedule Update later on the agenda.

Budget Impacts:

None.

Recommended Action:

1. Adopt Ordinance V21-18, Harrison Utilities Sanitary Sewer & Watermain Permit, as submitted.
2. Adopt Ordinance V21-18 with amendments.
3. Postpone action.
4. Do not approve.

Staff recommends the Village Board adopt Ordinance V21-18, Harrison Utilities Sanitary Sewer & Watermain Permit.

Attachments:

- Ord V21-18
- Proposed Sanitary Sewer & Watermain Permit Application

ORDINANCE V21-18

AN ORDINANCE ESTABLISHING A HARRISON UTILITIES SANITARY SEWER & WATERMAIN PERMIT

WHEREAS, the Village desires to formalize a municipal permit for sanitary sewer and watermain construction activity; and

WHEREAS, the Village wishes to review and approve sanitary sewer and watermain plans prior to construction activity; and

WHEREAS, the Village wishes to recoup expenses related to sanitary sewer and watermain plan review and inspection.

NOW THEREFORE, BE IT ORDAINED, the Village Board of the Village of Harrison, Wisconsin, does hereby adopt the following ordinance:

Harrison Utilities Sanitary Sewer & Watermain Permitting Requirements, Procedures And Fees

- 1) **Permit Required:** No person, developer, business, or entity may undertake sanitary sewer main or water main construction activity without receiving a Sanitary Sewer & Watermain Plan Review permit from Harrison Utilities prior to commencing the proposed activity.
- 2) **Permit Application and Fees:** Unless specifically excluded by this article, any responsible party desiring a permit shall submit to Harrison Utilities a permit application made on a form provided by Harrison Utilities for that purpose.
 - a) Unless otherwise excepted by this article, a permit application must be accompanied by a sanitary sewer & watermain plan and a nonrefundable permit administration fee.
 - b) Permit review fees and inspection fees will be billed for actual cost of time and materials by Harrison Utilities, or its engineer.
 - c) The sanitary sewer & watermain plan shall be prepared to meet the requirements of Harrison Utilities Standards and Specifications, and fees shall be those established by the village board as set forth in the Harrison Fee Schedule, reference this code section.
- 3) **Review and Approval of Permit Application:** Harrison Utilities shall review any permit application that is submitted with a sanitary sewer & watermain plan and the required fee. The following approval procedure shall be used:
 - a) Within 20 business days of the receipt of a complete permit application, Harrison Utilities shall inform the applicant whether the application, and plan, are approved or disapproved based on the requirements of this article.
 - b) If the application, and plan, are approved, Harrison Utilities shall issue the permit.
 - c) If the permit application, and plan, is disapproved, Harrison Utilities shall detail in writing the reasons for disapproval.
 - d) Harrison Utilities may request additional information from the applicant. If additional information is submitted, Harrison Utilities shall have 20 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.

- e) Failure by Harrison Utilities to inform the permit applicant of a decision within 20 business days of a required submittal shall be deemed as approval of the submittal and the applicant may proceed as if a permit had been issued.
- 4) **Permit Requirements:** All permits issued under this article shall be subject to the following conditions, and holders of permits issued under this article shall be deemed to have accepted these conditions. Harrison Utilities may suspend or revoke a permit for violation of a permit condition, following written notification to the responsible party. An action by Harrison Utilities to suspend or revoke this permit may be appealed to the Village Board.
- a) Compliance with this permit does not relieve the responsible party of the responsibility to comply with other applicable federal, state, and local laws and regulations.
 - b) The responsible party shall design and install all structural and non-structural sanitary sewer and watermain infrastructure in accordance with the approved sanitary sewer and watermain plans and this permit.
 - c) The responsible party shall notify Harrison Utilities at least ten (10) business days before commencing any work in conjunction with the sanitary sewer and watermain plan. If required as a special condition under paragraph 5, the responsible party shall make additional notification according to a schedule set forth by Harrison Utilities.
 - d) The responsible party shall notify Harrison Utilities of any significant modifications it intends to make to an approved sanitary sewer and watermain plan. Harrison Utilities may require that the proposed modifications be submitted to it for approval prior to incorporation into the sanitary sewer and watermain plan and execution by the responsible party.
 - e) The responsible party shall maintain all sanitary sewer and watermain infrastructure in accordance with the sanitary sewer and watermain plan until the infrastructure either become the responsibility of the village or are transferred to subsequent private owners as specified in an approved maintenance agreement.
 - f) The responsible party authorizes Harrison Utilities to perform any work or operations necessary to bring sanitary sewer and watermain infrastructure into conformance with the approved sanitary sewer and watermain plan, and consents to a special assessment or charge against the property as authorized under Wis. Stats. ch. 66, subch. VII, or to pay such charges as billed by Harrison Utilities.
 - g) If so directed by Harrison Utilities, the responsible party shall repair at the responsible party's own expense all damage to adjoining municipal facilities and infrastructure caused by responsible party construction, where such damage is caused by activities that are not in compliance with the approved sanitary sewer and watermain plan.
 - h) The responsible party shall permit property access to Harrison Utilities or its designee for the purpose of inspecting the property for compliance with the approved sanitary sewer and watermain plan and this permit.
 - i) The responsible party is subject to the enforcement actions and penalties detailed in Section 9 Enforcement, if the responsible party fails to comply with the terms of this permit.
 - j) Upon completion of the project, the responsible party shall submit "as built" plans to Harrison Utilities in a manner acceptable, both digitally and hardcopy, to Harrison Utilities. The responsible party may elect to have Harrison Utilities complete the "as built" plans, in which case the responsible party shall pay for all costs associated with preparing the "as built" plans.

- 5) **Permit Conditions:** Permits issued under this paragraph may include conditions established by Harrison Utilities in addition to the requirements needed to meet the Standards and Specifications Manual.
- 6) **Permit Duration:** Permits issued under this section shall be valid from the date of issuance through the date Harrison Utilities notifies the responsible party that all sanitary sewer and watermain infrastructure have passed the required final inspection.
- 7) **Alternate Requirements:** Harrison Utilities may prescribe alternative requirements for applicants seeking an exemption due to unique circumstances.
- 8) **Inspections.** All sanitary sewer and watermain construction activities shall be inspected by Harrison Utilities, or a third party selected by Harrison Utilities. Inspection fees will be billed for actual cost of time and materials by Harrison Utilities, or its third party.
- 9) **Enforcement.** All sanitary sewer and watermain construction shall be as per approved sanitary sewer and watermain plans and permit. Procedure for enforcement of violations shall be as follows:
 - a) Harrison Utilities shall notify the responsible party in writing of any noncomplying construction activity. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
 - b) Upon receipt of written notification from Harrison Utilities under 1 above, the responsible party shall correct work that does not comply with the sanitary sewer and watermain plan or other provisions of this permit. The responsible party shall make corrections as necessary to meet the specifications and schedule set forth by Harrison Utilities in the notice.
 - c) If the violations to a permit issued pursuant to this ordinance are likely to result in damage to properties, public facilities, or waters of the state, Harrison Utilities may enter the land and take emergency actions necessary to prevent such damage. The costs incurred by Harrison Utilities plus interest and legal costs shall be billed to the responsible party.
 - d) Harrison Utilities is authorized to post a stop work order on all construction activity that is in violation of this ordinance, or to request the village attorney to obtain a cease and desist order in any court with jurisdiction.
 - e) Harrison Utilities may revoke a permit issued under this ordinance for noncompliance with ordinance provisions.
 - f) Any permit revocation, stop work order, or cease and desist order shall remain in effect unless retracted by Harrison Utilities or by a court with jurisdiction.
 - g) Harrison Utilities is authorized to refer any violation of this ordinance, or of a stop work order, or cease and desist order issued pursuant to this ordinance, to the village attorney for the commencement of further legal proceedings in any court with jurisdiction.
 - h) Any person who does not comply with the provisions of this article shall be subject to a forfeiture in accordance with HVC 1.16 per offense, together with the costs of prosecution. Each day that the violation exists shall constitute a separate offense.
 - i) Compliance with the provisions of this ordinance may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.
 - j) When Harrison Utilities determines that the holder of a permit issued pursuant to this ordinance has failed to follow practices set forth in the sanitary sewer and watermain

plan, or has failed to comply with schedules set forth in said sanitary sewer and watermain plan, Harrison Utilities or a party designated by Harrison Utilities, may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. Harrison Utilities shall keep a detailed accounting of the costs and expenses of performing this work. These costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon.

EFFECT. This ordinance shall be in force and effect upon passage and publication as provided by law.

Adopted by the Village Board of the Village of Harrison this day of , 2021.

Kevin Hietpas, Village President

Attest: Vicki Tessen, Clerk



SANITARY SEWER & WATERMAIN PERMIT APPLICATION

Applicant Information			
Applicant Name (Indiv., Org. or Entity)	Authorized Representative	Title	
Mailing Address	City	State	Postal Code
E-mail Address	Telephone (include area code)	Fax (include area code)	
Landowner Information (if different than Applicant)			
Name (Organization or Entity)	Contact Person	Title	
Mailing Address	City	State	Postal Code
E-mail Address	Telephone (include area code)	Fax (include area code)	
Other Contact Information (check one): <input type="checkbox"/> Engineer / Consultant <input type="checkbox"/> Contractor / Builder <input type="checkbox"/> Agent / Other			
Name (Organization or Entity)	Contact Person	Telephone (include area code)	
Mailing Address	City	State	Postal Code
Project or Site Location			
Site Name (Project):		Parcel Numbers:	
Address / Location:		Plat / CSM / Lot No.:	
Quarter: <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Section:	Township: N	Range: E
Permit Type & Fees (check all that apply)			
<input type="checkbox"/> Subdivision Plat (Sub)		<input type="checkbox"/> Commercial Development Plan (CD)	
		<input type="checkbox"/> Multiple Family Development Plan (MF)	
Base Application Fee: \$250 (Sub), \$100 (MF), \$100 (CD) = \$ _____			
Note: Actual cost of Engineer's review of the plan will be billed after final approval.			
Base Inspection Fee: \$50 = \$ \$50			
Note: Actual cost of Inspector will be billed after construction activity.			
Total Fee due at application submittal = \$ 			
Certification & Permission			
<p>Certification: I hereby certify that I am the landowner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines / forfeitures, stop work orders, permit revocation, and cease & desist orders.</p> <p>Permission: As landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this permit application, to determine compliance with the ordinances, and to perform corrective actions after issuing proper notice to the landowner.</p>			
Applicant Signature		Date Signed	
Landowner Signature		Date Signed	
LEAVE BLANK – FOR MUNICIPAL USE ONLY			
Date Application Received:		Fee Received \$	Receipt No:
Permit No:		Date Issued:	Issued By:

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Clerk Vicki Tessen

Meeting Date:

September 28, 2021

Title:

Res V2021-12 –Amending Res V2021-07 Designating Public Depository and Authorizing Withdrawal of Municipal Funds

Issue:

The Village of Harrison and Harrison Utilities have investments in more financial institutions than was listed on the prior resolution.

Background and Additional Information:

Res V2021-07 was approved shortly after the clerk - treasurer position was filled and only the two most used financial institutions were listed. Since then, the treasurer has learned that there are other accounts at other institutions that list previous employees as the authorized signers.

This amended ordinance would allow the Village President or the Treasurer to facilitate transactions on behalf of the Village and Utility without any complications at the financial institutions.

Furthermore, the listing of additional major financial institutions allows for Harrison to benefit from the competitive rates and services of these institutions.

Budget Impacts:

Hopefully increased interest revenue and decreased fees.

Staff Recommendation:

Staff recommends the Board approve Res V2021-12 as written.

Action Options:

1. Approve as recommended.
2. Approve with the following amendments:
3. Postpone action and defer back to staff for further information.
4. Other:

Attachments:

- Res V2021-07
 - Res V2021-12
-

RESOLUTION V2021-07

VILLAGE OF HARRISON

Calumet (and Outagamie) County, Wisconsin

**RESOLUTION AMENDING RESOLUTION V2018-13 DESIGNATING PUBLIC DEPOSITORY AND
AUTHORIZING WITHDRAWAL OF VILLAGE DOLLARS.**

The Village Board of the Village of Harrison, Calumet & Outagamie Counties, Wisconsin, by the attached resolution, adopted by a majority of the village board on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows: The following financial institutions are designated as the public depository for the Village of Harrison and Harrison Utility:

Investors Community Bank, Appleton, WI 54912

Associated Bank, Appleton, WI 54915

The following individuals are hereby named as authorized users and signers to accounts in the name of the Village:

Village Clerk-Treasurer [Vicki Tessen]

Village President [Kevin Hietpas]

Adopted this 11th day of May 2021.

Date 3-11-2021

Signed



Kevin Hietpas, Village President

Posted 6-12-2021

Attest


- Vicki Tessen, Village Clerk/Treasurer

RESOLUTION V2021-12
VILLAGE OF HARRISON
Calumet and Outagamie Counties

RESOLUTION AMENDING RESOLUTION V2021-07 DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF MUNICIPAL FUNDS

THE VILLAGE BOARD OF THE VILLAGE OF HARRISON DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Chapter 34.05(1), Wis. Stats., authorizes designation of public depositories; and

WHEREAS, the governing body shall designate one or more public depositories organized and doing business under the laws of this state or federal law and located in this state, in which the Clerk and/or Treasurer shall deposit or have deposited all public monies received by him or her; and

WHEREAS, the Village of Harrison Village Board Adopted Resolution No. 07, Series of 2021 on May 11, 2021 designating Investors Community Bank and Associated Bank as the Village of Harrison's and Harrison Utilities' public depository institutions, and

WHEREAS, the Village of Harrison Resolution No. 07, Series of 2021, named the Village President, Kevin M. Hietpas, and Clerk-Treasurer, Vicki L. Tessen, as authorized users and signers in the name of the Village of Harrison and Harrison Utilities; and

WHEREAS, it is in the best interest of the Village to optimize returns and services on its investments; and

WHEREAS, financial institutions may offer special rates or terms from time to time to be advantageous over its competitors;

THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the following institutions be added as potential public depository institutions for the Village of Harrison and Harrison Utilities:

- Bank of Chilton
- Capital Credit Union
- Community First Credit Union
- East Wisconsin Savings & Loan
- Fox Communities Credit Union
- Nicolet National Bank

BE IT FURTHER RESOLVED, that the financial institutions named above at any one or more of its offices or branches, is hereby designated as a depository for the funds of the Village and the Utilities, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the

payment of monies. And that the Financial Institution shall be and is authorized to honor and pay the same.

BE IT FURTHER RESOLVED, that any one of such authorized users and signers is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Village or Utilities for deposit with the Financial Institutions, or for collection or discount by the Financial Institutions; and to accept drafts and other items payable at the Financial Institutions.

BE IT FURTHER RESOLVED that the above-named agents together are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the Village or Utilities may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution.

BE IT FURTHER RESOLVED that the authority hereby conferred upon the above-named authorized users and signers shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained. The Financial Institutions shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

BE IT CERTIFIED that the persons named above occupy the positions set forth in this Resolution; that the foregoing Resolution now stands of record on the books of the Village; that it is in full force and effect and has not been modified in any manner whatsoever.

Introduced, Approved, and Adopted: September 28, 2021

Dated _____

Signed _____
Kevin M. Hietpas, Village President

Dated _____

Attest _____
Vicki L. Tessen, Village Clerk - Treasurer

VILLAGE BOARD MEETING

From:

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON

Meeting Date:

September 28, 2021

Title:

Res V2021-13 Fee & Penalty Schedule

Issue:

Should the Village Board approve a Resolution amending the Fee & Penalty Schedule?

Background and Additional Information:

The Fee & Penalty Schedule may be updated from time to time as fees are adjusted or new fees are created. The proposed Fee & Penalty Schedule includes fees and penalties for the Yard Waste Site, Littering, and Harrison Utilities Sanitary Sewer & Watermain Permit.

Action Options:

1. Adopt Resolution V2021-13.
2. Adopt Resolution V2021-13 with amendments.
3. Postpone action.
4. Do not adopt resolution.

Attachments:

- Res V2021-13, Updating the Harrison Fee & Penalty Schedule

RESOLUTION V2021-13
VILLAGE OF HARRISON
 Calumet and Outagamie Counties

RESOLUTION AMENDING FEE & PENALTY SCHEDULE

The Village Board of the Village of Harrison do hereby resolve as follows:

WHEREAS, under the Municipal Code, the Village Board has the authority to establish fees, penalties, and charges; and

WHEREAS, the Village wishes to manage its fee & penalty schedule in the most efficient manner possible; and

WHEREAS, the Village Board may review all fees & penalties and adopt any changes necessary by resolution;

NOW THEREFORE, the Village of Harrison hereby amends the Fee & Penalty Schedule as follows:

APPENDIX A	Fee and Penalty Schedule	
CODE SECTION	DESCRIPTION	AMOUNT
UTILITY FEES		
Ord V21-18	Sanitary Sewer & Watermain Permit	
	Application base fee	
	Subdivision Plat	\$250
	Commercial Development Plan	\$100
	Multiple Family Development Plan	\$100
	Engineer's review (billed after review)	Actual Cost
	Inspection base fee	\$50
	Inspector's review (billed after construction)	Actual Cost
	Enforcement	
	Legal Fees	Actual Cost
	Harrison Utilities required construction	Actual Cost
SOLID WASTE		
18.10	Yard Waste Site	
18.10 4) c)	Yard Waste Sticker	\$10 first, \$5 second
18.10 4) f)	Forfeiture - first offense	\$50 + court costs
	Forfeiture - second offense	\$100 + court costs
	Forfeiture - third offense and each additional offense	\$250 + court costs
18.12	Littering	

18.12 7)	Forfeiture	Pursuant to State of Wisconsin Revised Uniform Deposit and Bail Schedule for Conservation, Environmental Protection, ATV/UTV, Boat, OHM, And Snowmobile Violations, current edition
	Forfeiture - items not covered in WI Revised Uniform Deposit and Bail Schedule - first offense	\$50 + court costs
	Forfeiture - items not covered in WI Revised Uniform Deposit and Bail Schedule - second offense	\$100 + court costs
	Forfeiture - items not covered in WI Revised Uniform Deposit and Bail Schedule - third offense and each additional offense	\$250 + court costs

Adopted by the Village Board of the Village of Harrison, Calumet and Outagamie Counties, Wisconsin, this 28th day of September, 2021.

By: _____
Kevin M. Hietpas, Village President

Attest: _____
Vicki Tessen, Village Clerk

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON**Meeting Date:**

September 28, 2021

Title:

Res V2021-14 DNR Urban Forestry Grant

Issue:

Should the Village Board approve a Resolution authorize staff to apply for an urban forestry grant?

Background and Additional Information:

The street tree ordinance/policy discussed at the last meeting may qualify for a matching grant from the WI Dept. Natural Resources (WDNR). Application for the grant is due October 1st and the DNR requires for the given grant cycle, each applicant or municipality, must submit to the DNR an Authorizing Resolution, approved by their governing body, that indicates an “Authorized Representative.” The Authorized Representative is defined here as an office, officer, or employee of the applicant, being given authority to act on its behalf to sign and submit the grant application, sign a grant agreement between applicant and the DNR, submit interim and/or final reports to the DNR to satisfy the grant agreement, submit grant reimbursement request to the DNR, and sign and submit other required documentation.

This Resolution will authorize the Village Planner to submit and sign all required documentation for an urban forestry grant. If this Resolution is adopted, staff will try to submit an urban forestry grant by the October 1st deadline.

Action Options:

1. Adopt Resolution V2021-14 Authorizing Resolution for WDNR Urban Forestry.
2. Adopt Resolution V2021-14 with amendments.
3. Postpone action.
4. Do not adopt resolution.

Staff recommends approval of Resolution V2021-14, Authorizing Resolution for WDNR Urban Forestry Grant.

Attachments:

- Res V2021-14, Authorizing Resolution for WDNR Urban Forestry

RESOLUTION V2021-14
VILLAGE OF HARRISON
Calumet and Outagamie Counties

**AUTHORIZING RESOLUTION FOR WISCONSIN DEPARTMENT OF NATURAL
RESOURCES URBAN FORESTRY**

WHEREAS, the applicant, Village of Harrison, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project.

NOW, THEREFORE, BE IT RESOLVED, the applicant, Village of Harrison, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the Village Planner, its official or employee, to act on its behalf to:

1. Sign and submit the grant application.
2. Sign a grant agreement between applicant and the DNR.
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement.
4. Submit grant reimbursement request to the DNR.
5. Sign and submit other required documentation.

Adopted by the Village Board of the Village of Harrison, Calumet and Outagamie Counties, Wisconsin, this 28th day of September, 2021.

By: _____
Kevin M. Hietpas, Village President

Attest: _____
Vicki Tessen, Village Clerk

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON**Meeting Date:**

September 28, 2021

Title:

Service Order – CORP Public Engagement

Issue:

Should the Village Board authorize Graef to pursue additional public engagement for the Comprehensive Outdoor Recreation Plan update?

Background and Additional Information:

The Village desires to obtain more public feedback on the Comprehensive Outdoor Recreation Plan (CORP) update. The consultant, Graef, has proposed several options to try to increase the public engagement. Options include a postcard mailing with a link to an online survey with hardcopy surveys available as well, focus groups with stakeholder or user groups, and an open house. Graef will be providing a Service Order for the Board to choose which option(s) the Village should pursue.

Budget Impacts:

Between \$970 for Task 1a) up to \$4,360 for all 3 tasks combined. Additional costs for the CORP update are not in the budget.

Action Options:

1. Approve Graef Service Order 016 Amendment No. 1. Board should specify which tasks they wish to approve: either Task 1a), 1b), or 1c) or any combination of tasks.
2. Postpone action.
3. Do not approve.

Attachments:

- Graef Service Order 016 Amendment No. 1



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AMENDMENT NO. 1

SERVICE ORDER: 016
DATE: 09/24/2021
CLIENT: Village of Harrison, Wisconsin
PROJECT NAME: Comprehensive Outdoor Recreation Plan (CORP) Update
PROJECT NUMBER: 2021-2500.16

This Amendment No. 1 to Service Order No. 16, authorized April 27, 2021 for professional services under the Master Agreement dated January 12, 2021, provides for additional scope of services, revisions to date of completion of services, and payment for additional services, in addition to those provided in the service order, for the Project.

DESCRIPTION OF PROJECT:

The Project is to assist the Village of Harrison with the development of an update to the Village's Comprehensive Outdoor Recreation Plan (CORP). This amendment provides services for additional community engagement options.

SCOPE OF PROJECT SERVICES:

1) **Basic Services**

The scope of services to be provided by GRAEF to CLIENT in addition to those included in the authorized Service Order 16 is hereby amended to add the following services, as selected per written acceptance (below):

a) Postcard Mailing to Village Residents

Mailing a postcard to residents informing them of the parks planning process can help ensure equal access to providing input for rural residents who may not engage with community events in the urbanized areas or the Village's social media platforms.

Postcard design and printing is likely a few days, depending on the printer's availability. We recommend the engagement survey is reopened for a 2-week window. Summary can be done quickly after closing the survey.

This service will include the following elements:

- Printing and shipping for one (1) postcard -sized mailing
- A brief introduction to the Harrison Outdoors and CORP planning project
- A link to the Harrison Outdoors Social Pinpoint website
- A link and QR code to the online survey (which would be reactivated if this option were selected)
- Incorporate additional information requested by the Village
- Optional: if the Village Board wishes to conduct an in-person Open House summarized below, information for this engagement event would be included on the postcard.

b) Focus Groups with Stakeholders and/or User Groups

Projects can benefit from small group discussions with stakeholders and/or user groups. We understand at this point in the project that one of the recommendations will likely be to discuss user agreements with the various groups currently using the park facilities to maximize park access and enjoyment for residents and user groups. Additionally, during this project, additional engagement could be done with some of these groups in advance to better understand how they use the parks today and any plans in the future.



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For stakeholder conversations, this can be done with selected representatives from the community, and each participant can be selected specifically for the different viewpoints they may bring to the project—for example, representatives from each neighborhood, including the rural areas. It could also represent various age groups and other social, cultural or demographic considerations to bring varying viewpoints to the conversations. These are typically done in small group settings of 4-8 people over about a 45-minute window. Our team uses a combination of park graphics and facilitated discussion, including questions that are posed to the group and individually. This type of approach tends to allow individuals to express themselves freely and create good dialog.

We typically recommend scheduling these types of meetings 1-2 weeks out due to participant's availability. Drafting a list of participants to reach out to can take from a couple of days to a week, depending on Village staff availability. Summary can be done quickly after the focus group meetings.

This service will include the following elements:

- Preparation of PowerPoint slide show and/or questions to the focus group
- One planning staff from GRAEF in attendance to facilitate discussion, up to 3 sessions scheduled on a single day trip.
- Summary of results by memorandum

c) Open House

An in-person or hybrid virtual/in-person event at the Village Town Hall located adjacent to the Harrison Athletic Association Park would provide the opportunity to conduct more in-depth engagement with Village residents. At this event, residents would have the opportunity to engage with the planners and Village officials directly. The event would include a comment board and posters of all Village park facilities, maps of the parks, and engaging questions to answer. The event would last for 2-3 hours with a half hour before and after for setup and teardown.

We typically recommend scheduling these types of open houses 2 weeks out to get it advertised and to get it on people's calendars. Summary can be done quickly after the open house.

This service will include the following elements:

- Two planning staff from GRAEF in attendance (6-8 staffing hours)
- 45-minute presentation and Q&A session
- 4 large poster boards (24"x36") on easels/tables
- Digital flyer for social media/email promotion
- Incorporate additional elements requested by the Village
- Optional: if the Village Board wishes to send a postcard mailing summarized above, it would promote this Open House event.

CLIENT RESPONSIBILITIES:

Responsibilities of the CLIENT included in the authorized services order are hereby amended to provide the following additional items in a timely manner so as not to delay the services of GRAEF:

- 1) Database of mailing addresses for residents
- 2) Assistance with mailing of postcard



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COMPENSATION:

Payment for GRAEF's services as provided in the authorized Service Order 16 of an estimated **\$30,950** shall be amended, and CLIENT agrees to compensate GRAEF for all selected Basic Services noted above on an hourly rate and direct expense basis to an estimated fee per task of:

		ACCEPTED
Task (1a) – Postcard to Residents	\$970.00	_____
Task (1b) – Focus Groups with Stakeholders	\$1570.00	_____
Task (1c) – Open House	\$1820.00	_____


Please indicated acceptance of the selected task(s) by initialing to the right of the corresponding fees above. The CLIENT may except ALL or any combination of the amended Basic Services as outlined.


SCHEDULE OF COMPLETION:

Schedule to provide services as stated in the authorized Service Order 16 shall be amended by an additional two (2) months and extended to an estimated eight (8) from notice to proceed for Project completion.

PROJECT APPROVAL:

Graef-USA Inc.


Ryan P. Van Camp, P.E., CFM, CPESC
Project Manager | Practice Area Leader – Infrastructure


Patrick J. Skalecki, P.E., LEED AP
Principal | Green Bay Office Manager

ACCEPTED BY: Village of Harrison

(Signature)

(Name Printed)

(Title)

Date: _____

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Planner

VILLAGE OF HARRISON**Meeting Date:**

September 28, 2021

Title:

Ryford Street Surplus Land – Graef Service Order

Issue:

Should the Village Board approve a Service Order with Graef to explore buildable area for the surplus land along Ryford Street?

Background and Additional Information:

The Village owns approximately 6.9-acres at the ends of Ryford Street and Noe Road. The Village just recently extended Ryford Street and Noe Road to make a street connection through the Village property. The Public Works Dept. constructed the roadway base and biofilter (stormwater management). The remaining lands are surplus and could be sold for development.

Initially, McMahon put together a lot layout for single-family homes indicating potential for 6-single-family lots (See “before flood study” map). However, after the H&H (hydrologic & hydraulic) study on the north/south stream corridor was completed, it was determined that much of the land is unbuildable unless a more detailed H&H study is completed on the east/west stream corridor (See “after flood study” map). The “after flood study” map indicates one buildable lot on the north side of Ryford Street, a buildable lot on the east side of Ryford Street/Noe Road, and the unbuildable area as Lot 3. The buildable lot north of Ryford Street could be further divided into 2 lots, if the area adjacent to the stream corridor is filled. The H&H study on the east/west corridor may increase the buildable area south of Ryford Street. The biofilter was constructed along the south side of Ryford Street.

At the August meeting, the Board requested that the Village engineer prepare a cost estimate to complete additional hydraulic analysis. Graef will have the Service Order with cost estimate available prior to the meeting, staff will distribute at the meeting.

Budget Impacts:

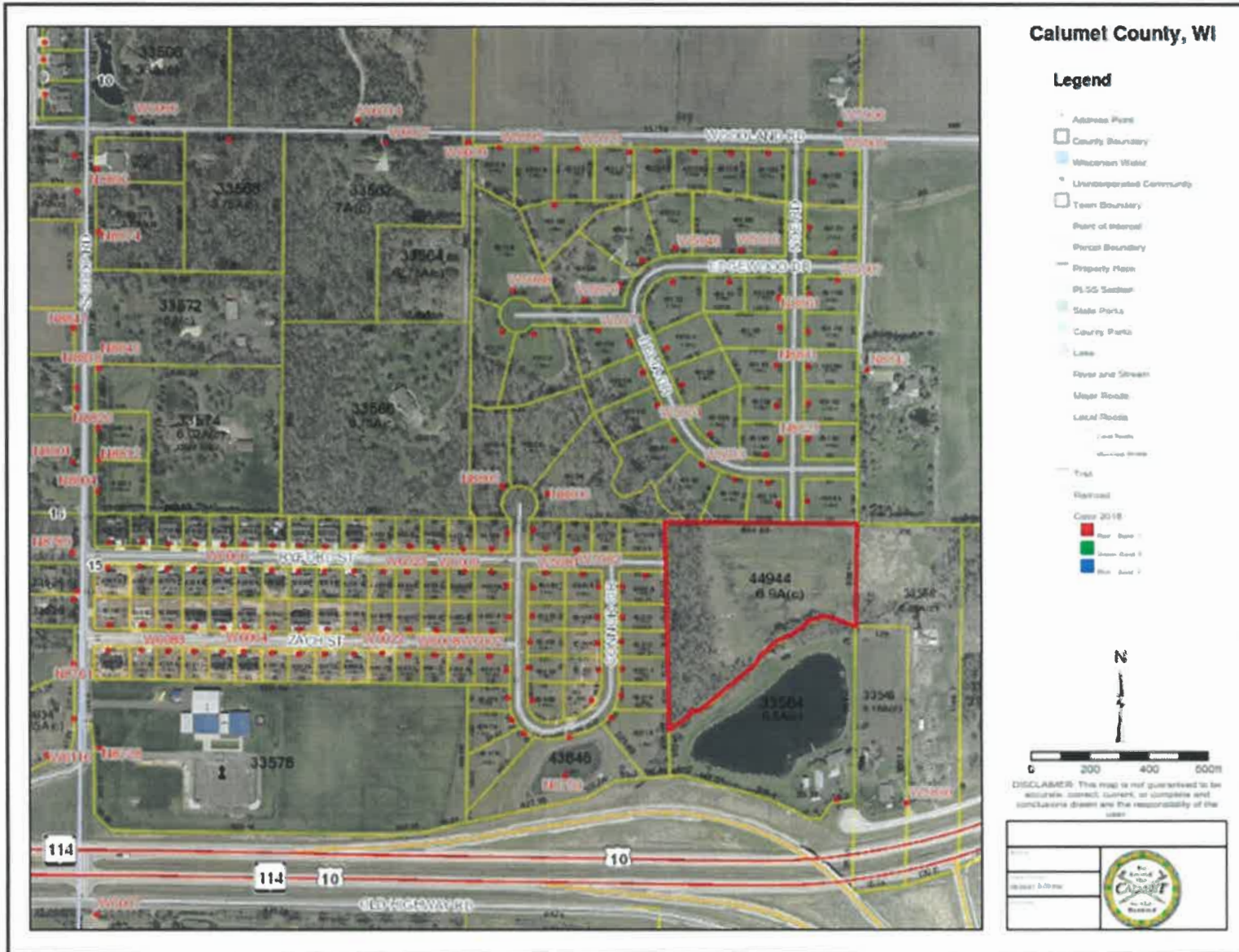
This has not been budgeted for 2021.

Action Options:

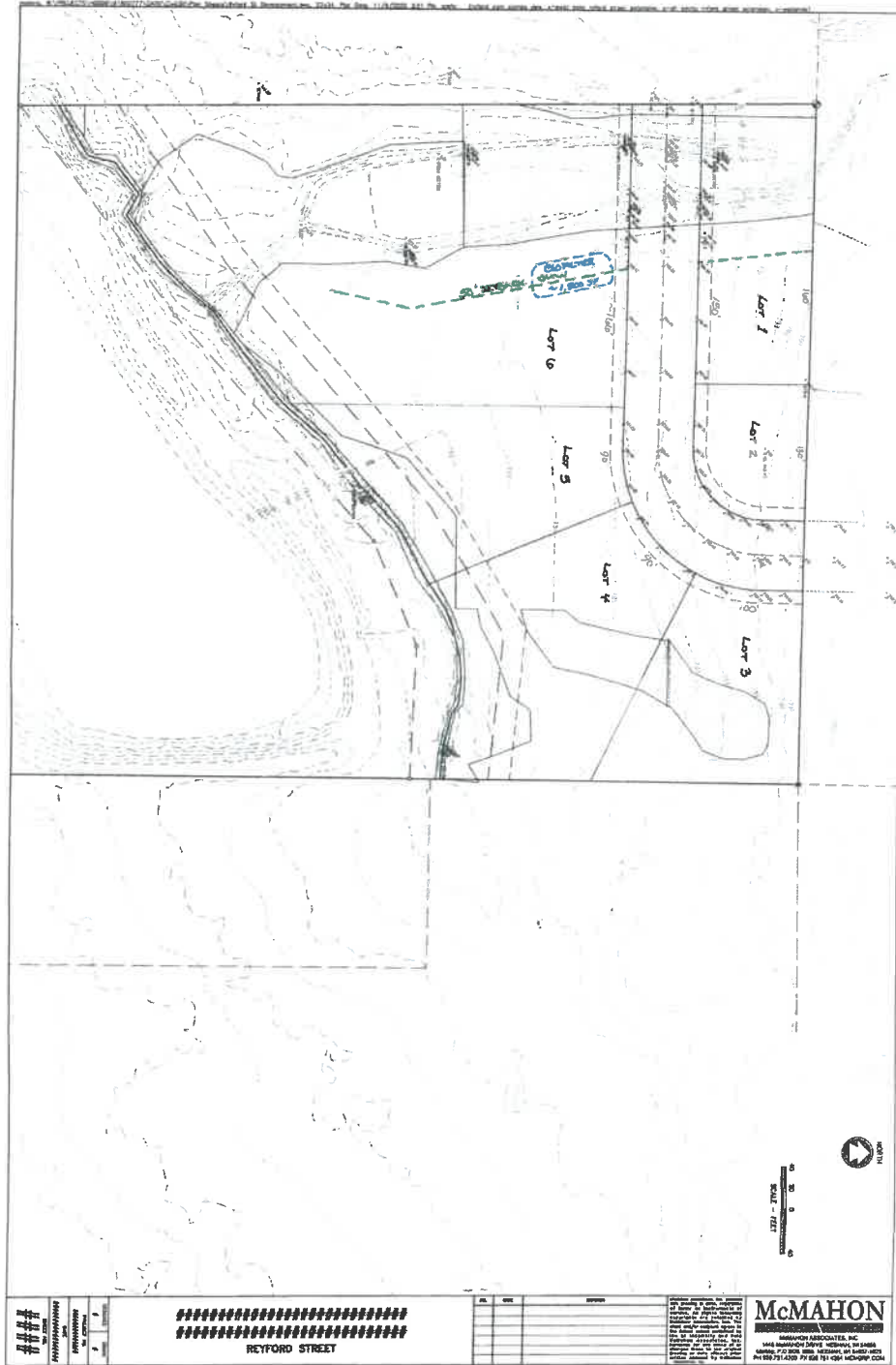
1. Approve Service Order.
2. Approve Service Order for work to be completed/billed in 2022.
3. Postpone action for further discussion.

Attachments:

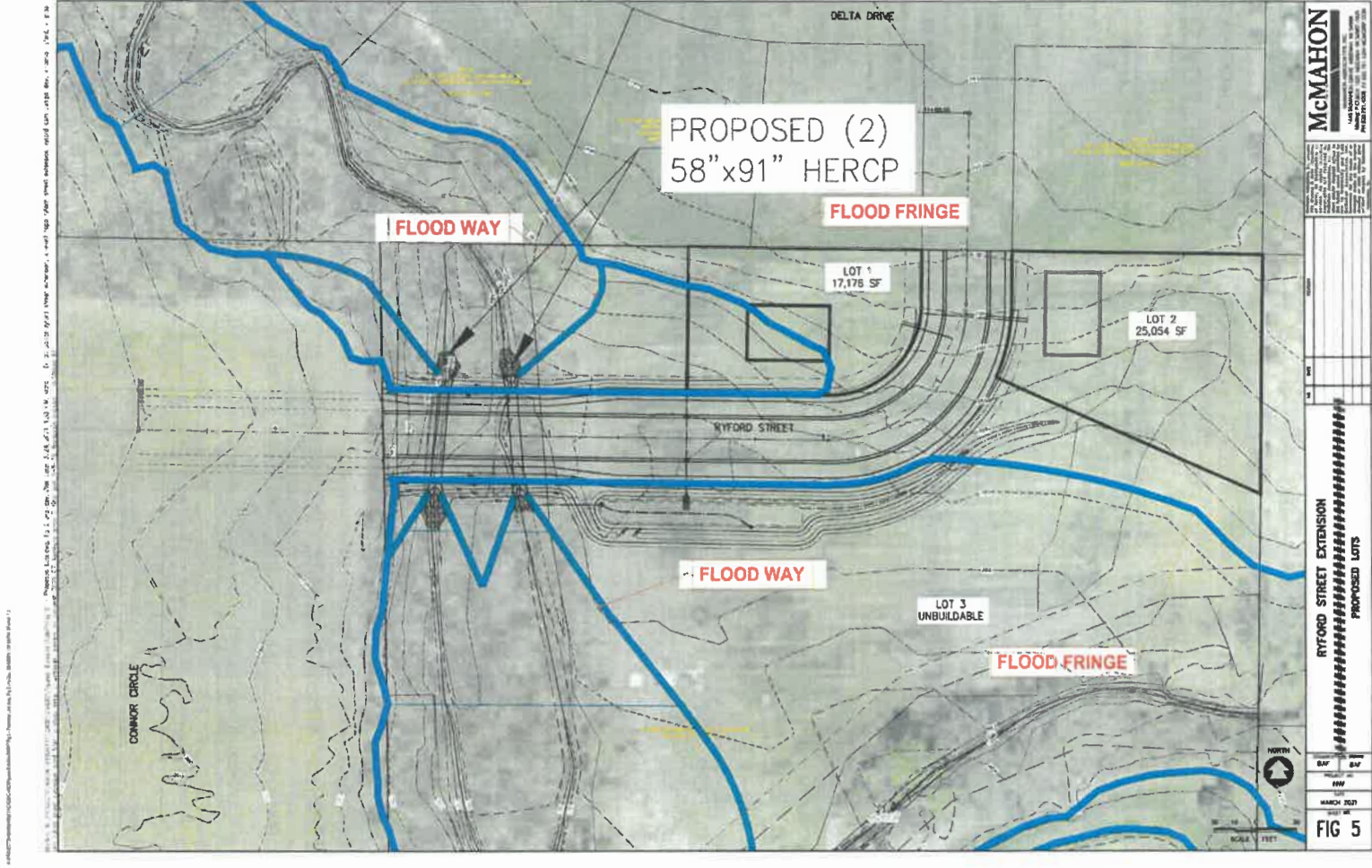
- Aerial Map
- Proposed lot layout (before McMahan flood study) 6-lots
- Proposed lot layout (after McMahan flood study) 2- or 3-lots



Before flood study (6-lots)



After flood study (2-3 -lots)



VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Replace Impellers on Lift Station 3

Issue:

Should the Village spend an additional \$3,463 on a higher grade impeller?

Background and Additional Information:

The impellers in the lift stations are inspected annually. The impellers in lift station 3 were found to be in poor repair.

Normally Harrison Utilities would install a standard set for \$4,862 and they would last four years. The vendor is offering another option for a “hard iron” impeller that would resist conditions better over time. The vendor estimates the hard iron option would last 8 years.

If HU installed the standard set and had to reinstall another standard set 4 years later the total cost over 8 years would be \$9,724.

If HU installed the hard iron set and it lasted for 8 years the total cost over 8 years would be \$8,325 for a savings of \$1,399.

It is before the Board because of the cost. It is Board policy that any purchase over \$5,000 requires Board approval.

Budget Impacts:

\$8,325.00 to the Harrison Utilities Sewer Budget

Recommended Action:

Staff recommends trying the hard iron option.

Attachments:

- Repair estimates from Xylem Water Solutions, Inc.

Tom Van Zeeland

From: Mueller, Matthew - Xylem <matthew.mueller@xylem.com>
Sent: Thursday, September 9, 2021 10:47 AM
To: Tom VanZeeland* (tvanzeeland@harrisonutilities.org)
Cc: Pirozzoli, Theresa - Xylem
Subject: RE: Harrison Utilities and Flygt
Attachments: 2021-PEW-0490 V3 HARRISON UTILITIES IMPELLER UPGRADE.PDF.pdf; 2021-PEW-0490 V2 HARRISON UTILITIES IMPELLER UPGRADE.PDF.pdf

Hello Tom,

Thanks for taking the time yesterday to pull your two pumps for Ken and I look over. I have revised the original quote (now 2021-PEW-0490 V2) by removing the upper insert ring. The life expectancy of the hard iron impeller should be double that of the cast iron currently using.

Also, included is a quote to replace in kind with staying with the cast iron (quote 2021-PEW-0490 V3).

If you have any further questions please let me know. Though, I am curious as to the serial number for your other lift station that this pumps to.

Thanks,
Matt



MATT MUELLER
Sales Representative
Cell: 262-282-1978
N26 W23445 Paul Rd.
Pewaukee, WI 53072
matthew.mueller@xylem.com

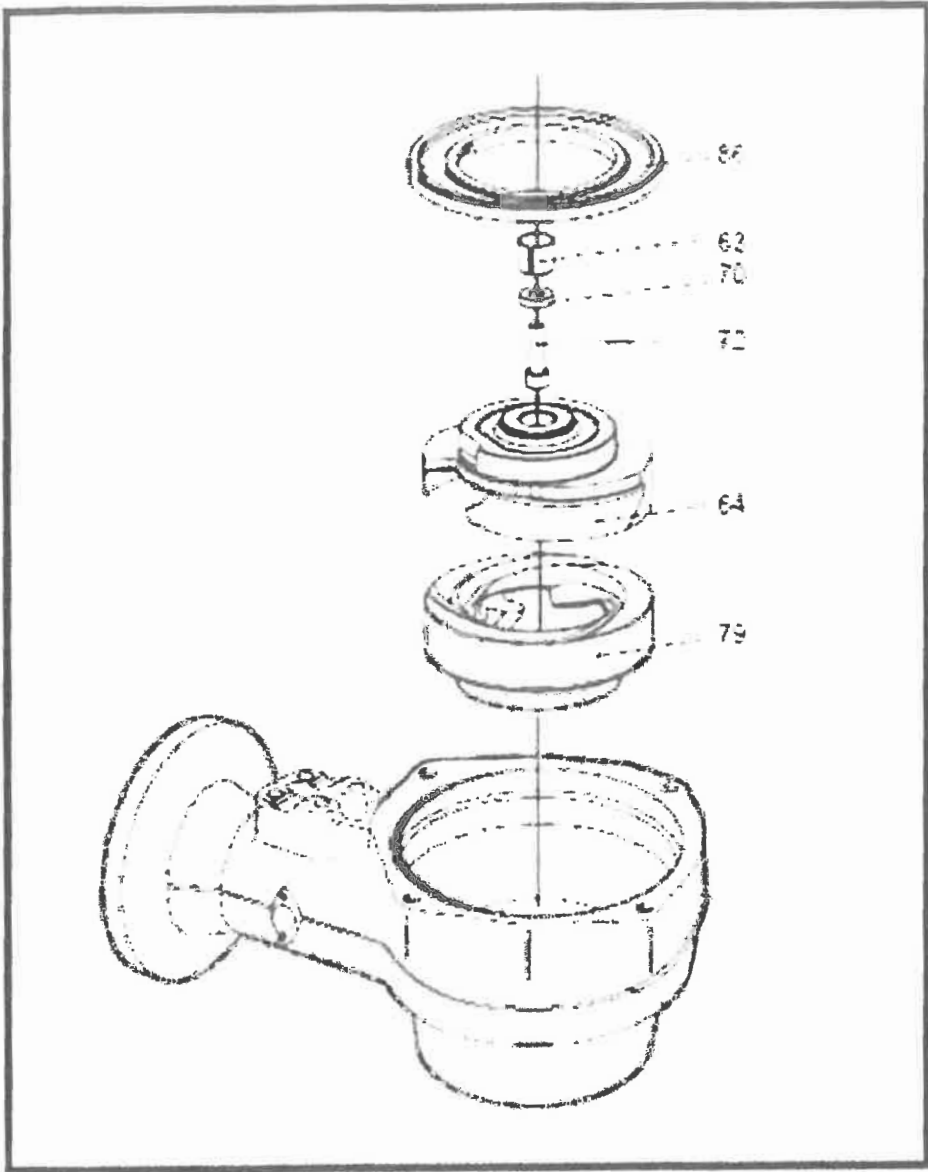


How are we doing?

[CONTACT SUPPORT //LEAVE FEEDBACK](#)



Pump Clogging Issues – See attached video for Guaranteed Clog Free Pumping:
<https://www.youtube.com/watch?v=X2f8rSjbOzY>



Thanks,
Matt



How are we doing?

· **MATT MUELLER**
 · Sales Representative
 · Cell: 262-282-1978
 · N26 W23445 Paul Rd.
 Pewaukee, WI 53072
 matthew.mueller@xylem.com
CONTACT SUPPORT // LEAVE FEEDBACK



**Xylem Water Solutions USA, Inc.
Flygt Products**

September 9, 2021

WAVERLY SANI DIST
N8722 COUNTY ROAD LP
MENASHA WI 54952-9483

N26 W23445 Paul Road
Pewaukee, WI 53072
Tel (262) 544-1922
Fax (262) 544-1399

Quote # 2021-PEW-0490 Alternate 1, Version 2
Project Name: HARRISON UTILITIES
Job Name: REPLACEMENT IMPELLER

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment.

REPL IMPELLER FOR 3102.160-1330456 TO HARD IRON

Qty	Part Number	Description	Unit Price
2	798 34 19	IMPELLER,N SH CODES 256/257 HC	\$ 2,425.00
2	704 48 00	RING,INSERT HC	\$ 1,511.00

**REPL IMPELLER FOR 3102.160-1330456 TO
HARD IRON Price \$ 7,872.00**

Total Price \$ 7,872.00

Freight Charge \$ 453.00

Total Price \$ 8,325.00

Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Freight Terms: 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2020)
See Freight Payment (Delivery Terms) below.

Taxes: State, local and other applicable taxes are not included in this quotation.

Back Charges: Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.

Shortages: Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Schedule: Submittals are not applicable. **Delivery lead times are 6-weeks**



Customer Acceptance

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2021-PEW-0490 Alternate 1, Version 2
Customer Name: WAVERLY SANI DIST
Job Name: REPLACEMENT IMPELLER
Total Amount: \$ 7,872.00
(excluding freight)

Signature: _____ Name: _____
(PLEASE PRINT)
Company/Utility: _____ PO: _____
Address: _____ Date: _____

Phone: _____

Email: _____

Fax: _____





**Xylem Water Solutions USA, Inc.
Flygt Products**

September 9, 2021

WAVERLY SANI DIST
N8722 COUNTY ROAD LP
MENASHA WI 54952-9483

N26 W23445 Paul Road
Pewaukee, WI 53072
Tel (262) 544-1922
Fax (262) 544-1399

Quote # 2021-PEW-0490 Alternate 1, Version 3
Project Name: HARRISON UTILITIES
Job Name: REPLACEMENT IMPELLER

Xylem Water Solutions USA, Inc. is pleased to provide a quote for the following Flygt equipment.

REPL IMPELLER FOR 3102.160-1330456

Qty	Part Number	Description	Unit Price
2	798 33 19	IMPELLER UNIT,N SH CODE 256 CI	\$ 1,916.00
2	693 04 00	RING,INSERT CI	\$ 383.00

REPL IMPELLER FOR 3102.160-1330456 TO \$ 4,598.00

Total Price \$ 4,598.00

Freight Charge \$ 264.00

Total Price \$ 4,862.00

Terms & Conditions

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Freight Terms: 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2020)

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Shortages: Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

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A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2021-PEW-0490 Alternate 1, Version 3
Customer Name: WAVERLY SANI DIST
Job Name: REPLACEMENT IMPELLER
Total Amount: \$ 4,598.00
(excluding freight)

Signature: _____	Name: _____ (PLEASE PRINT)
Company/Utility: _____	PO: _____
Address: _____	Date: _____
_____	Phone: _____
_____	Email: _____
_____	Fax: _____



VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Free Yard Waste Stickers for Volunteers Serving the Village

Issue:

Should the Village issue free yard waste stickers to commission members, committee members and fire department members?

Background and Additional Information:

This was proposed as a future Board meeting agenda item at the meeting on September 14, 2021.

This idea was proposed as recognition and appreciation for people who serve the Village by participating on Village bodies and departments. It would not apply to Members of the Village Board. The following table shows how many members from each body who would qualify:

Members Who Would Receive a Free Sticker:

Plan Commission	4	
Fire Commission	5	
Zoning Board of Appeals	5	
Board of Review	0	<i>(composed of Village Board Members)</i>
Comprehensive Plan Steering Cmte	0	<i>(Not active since 2016)</i>
Fire Department	75	<i>(Approximately)</i>
Total:	89	

Committee and commission members already receive compensation for their time at \$45.00 per meeting.

Volunteer firefighters are considered "Paid On-Call" which means they receive some compensation for their time serving the Village. Their pay is an hourly rate based on years of service and levels of certification and leadership:

Years of Service	
Upon Hire	\$10/Hr
After 1 Year	Additional \$1/Hr

5-7 Years	Additional \$.75/Hr
8-10 years	Additional \$.50/Hr
11+ years	Additional \$.50/Hr

Fire Fighter Certifications	
Fire Fighter 2	Additional .25/Hr
Driver/Operator	Additional .25/Hr
Instructor	Additional .25/Hr
Fire officer 1	Additional .25/Hr
Both Fire and EMS Service	Additional .25/Hr

Emergency Medical Services Certifications	
EMR	Base level
EMT	Additional .25/Hr
Paramedic or RN	Additional .50/Hr

Officer Status	
Secretary	Additional .50/Hr
Treasurer	Additional .50/Hr
Lieutenant	Additional \$2/Hr
Captain	Additional \$3/Hr
Assistant Chief	Additional \$4/Hr

Other issues impacting the discussion:

1. Might be difficult to administer. Active members of the committees/Fire Dept change from year to year and during the year.
2. Some of the fire fighters live outside the Village.
3. Might be a precedent. Would other organizations who serve/partner with the Village feel they deserve recognition?

Budget Impacts:

Approximately \$900 in revenue.

Recommended Action:

None.

Attachments:

- None.

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

September 28, 2021

Title:

Request From Boy Scouts for Donation Toward "Halloween In The Park"

Issue:

Should the Village donate money for candy to support the "Halloween In The Park"?

Background and Additional Information:

The two troops organizing this event report the number of people interested in attending is much larger than normal.

Budget Impacts:

While the letter from the BSA does not specify an amount I was told verbally that \$500 would suffice.

Recommended Action:

None.

Attachments:

- Letter from Joe Tenor requesting the support.

September 23, 2021

Dear Harrison Village Board;

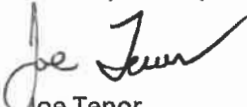
I am organizing the Halloween in the Park to be held on October 16, 2021. The event is being hosted by Cub Scout Packs 3061 (Sunrise Elementary), and 3016 (Woodland Elementary). This event was run for many years by the local 4H club, and most recently a Scouting BSA Venturing Crew. I have been organizing this event for the past few years. The event features a "haunted" trail through Darboy Community Park, a campfire with spooky stories, a costume contest, and most importantly a food drive for St. Joe's. Many older kids in our community have fond memories of this event.

We have had between 300-400 children attend each of the past few years. The most recent year it was held was 2019. Our Facebook event in 2019 had 800 interested, and just under 400 children attended. This year, we are over 3100 that have responded they are interested in attending. How many will actually attend is anyone's guess.

We solicit from local business for donations of candy and prizes for the costume contest. With our anticipated increase in attendance, we fear we will be unable to secure enough donations from local businesses.

We are requesting a donation from the Village to assist us in purchasing candy for this longstanding event.

Thank you for your consideration,


Joe Tenor