

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, March 28, 2023
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, March 28, 2023, 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 (3) minute time limit per person. Time extensions may be granted by the President. If intending to speak, please register your name and address 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
 - i. Budget Report
- d) Planning and Zoning
- e) Parks and Trails
- f) Public Works Department/Engineering
- g) Harrison Utilities
- h) Clerk-Treasurer
 - i. Statement of Income and Expenses

ii. ARPA Fund report

7. Corrections and Approval of the Previous Meeting Minutes

a) February 28, 2023

8. Approval of Bills and Claims

a) February 2023

9. Unfinished Business for Discussion, Consideration, and/or Action

a) Safety Improvement Solution for Curve on Firelane 13

b) Ordinance V23-02 Amending Village Code CH. 16, Article 16-II, Division 16-II-2, 16-61(a)(2) & (3) of Ordinance V21-03, to allow for the Village Board to approve periodic revisions to the boundaries and depicting map in which firing or discharging of any firearm with ammunition is prohibited.

c) Proposed Policy Regarding Village Purchasing and Property Disposal

10. New Business for Discussion, Consideration, and/or Action

a) Request for a "Class B" Combination Alcohol License, and Approval of Agent Appointment to Kara Day by SK Carboy, LLC dba. Mr. Brews Tap House

b) Request by Festival of Lights to Make Improvements to Darboy Community Park

c) Request by Residents for Board to Address the Formula Used in the Creekside Estates Roadway Improvement Assessments

d) Request by Crossroads Development for a Conditional Use Permit at N9650 Hwy 55

e) Request by Staff to Use ARPA Funds to Purchase and Install Automatic Door Operators at the Village Municipal Building

f) Res V2023-04 – Adopting the Project Plan and Creating Tax Incremental Financing District #6

g) Award Contract for 2023 Crack Seal Program

h) Award Contract for 2023 Chip Seal Program

i) Award Contract for 2022 MS4 (Stormwater) Annual Report

j) Award Contract for Design & Engineering Agreement for Village Owned Land on County N

k) Board of Review – Dates and Member(s) Certification

11. Future Agenda Items

a) Presentation of Sewer Connection Fee Report and Recommendation of New Fees (Tabled June 14, 2022 – JB / SH, until after Village Attorney reviews them.)

b) Update/Discussion/Action on a 5-year Capital Improvement Plan

c) Ordinance V23-03; Revisions to Village Code CH. 28 Nuisances, Article IV Noise Regulations of Ordinance V22-XXX defining / allowing for Etc.

d) Special Event Permits – Types and Authority to Approve

- e) Request for Village to Pave North Shore Ln (Dec. – NS requested to move to March or April)
- f) Discuss Village Owned Property on Hwy 55 (Feb. – move to May)
- g) Policy for Speed Limits on Village Roads (Feb. – move to May)
- h) Hiring Policy
- i) Collaborative Visioning Workshop on Village-Wide Improvement Plan to include a Risk Assessment Plan for Fire Needs (after April election)
- j) Resolution Amending Fee & Penalty Schedule Detailing Penalties (March – moved to April)
- k) Rules, Expectations, and Responsibilities of Village Board and Commissions (AB - April)
- l) Request to use ARPA Funds to Purchase I-Pad/Tablets for Boards and Commissions

12. Closed Session

- a) The Board will meet in closed session pursuant to Wis. State Stats. 19.85 (1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and 19.85 (1)(e) to deliberate the Village's prospective bargaining position in prospective settlement discussions, all concerning Harrison representation on the Darboy Joint Sanitary District Commission.

Attendees will include: the Village Board, Village President, Village Manager, Village Assistant Manager, Village Clerk, and Village Attorney.

The boards may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session.

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 March 23, 2023, at the Municipal Building lobby and at www.harrison-wi.org
Vicki Tessen, Clerk



Harrison Fire Rescue

Fire Station 60 • Fire Station 70 • EMS



Village Board/Fire Commission Activity Report - March 2023

(Updated: 3/17/2023)

1. Emergency Response

Harrison Fire Rescue was dispatched to 43 emergency calls from February 21st – March 16th.

- As of March 16th, the Department responded to a total of 132 incidents.
- See attached Incident Report summary.

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.

- February 21st Harrison hosted the Gold Cross quarterly EMS meeting at the Outpost in Sherwood. It is an opportunity for surrounding EMS groups to train together and touch base on new/upcoming trends.

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.

- March 6th Fire Drill
- March 15th Calumet County Dive Team Drill

4. Chief Business/Items of Note

- February 23rd Novella Apartments Hydro Testing
- February 28th Village Board Meeting
- March 6th Board Member Tour
- March 7th Novella Apartments Hydro Testing
- March 9th Novella Apartments Alarm Testing
- March 9th Local Business Meeting
- March 10th Driscoll Apartments Hydro/Alarm Testing
- March 15th Local Emergency Planning Committee Meeting
 - Calumet County Emergency Operations Center

Respectfully Submitted,

Janned Gent

Chief – Harrison Fire Rescue

Harrison Fire Rescue

Menasha, WI

This report was generated on 3/17/2023 12:01:05 PM



Incident Type and Street Name for Date Range

Incident Status: All | Start Date: 2/21/2023 | End Date: 3/16/2023

Incident Date	Address	Incident Type
02/21/2023	Andrew DR, Harrison, WI 54915	Building fire
02/21/2023	Easter Lily DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
02/22/2023	Highway 114, Harrison, WI 54952	Motor vehicle accident with injuries
02/22/2023	Quella DR, Sherwood, WI 54169	Building fire
02/23/2023	S Berryfield LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
02/23/2023	Firelane 8 RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
02/24/2023	Brant St John RD, Woodville (Town of), WI 54130	Dispatched & cancelled en route
02/25/2023	Brant St John RD, Woodville (Town of), WI 54130	Dispatched & cancelled en route
02/27/2023	Wild Wings CT, Sherwood, WI 54169	Carbon monoxide incident
02/28/2023	County Highway BB, Harrison, WI 54129	Special type of incident, other
02/28/2023	Amy AVE, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
02/28/2023	Lake Breeze DR, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
03/01/2023	Firelane 12 RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/02/2023	Old Highway RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/02/2023	Amy AVE, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/03/2023	Woodland RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/04/2023	Lake Park RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/05/2023	State Park RD, Sherwood, WI 54169	Search for lost person, other
03/05/2023	Manitowoc RD, Menasha, WI 54942	Building fire
03/05/2023	Highline RD, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
03/06/2023	Camron DR, Harrison, WI 54915	Gas leak (natural gas or LPG)
03/07/2023	County Trunk KK, Harrison, WI 54130	Motor vehicle accident with injuries
03/08/2023	County Trunk KK, Harrison, WI 54915	Motor vehicle accident with injuries
03/08/2023	Sunset Lake CT, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
03/09/2023	Chadbury LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/10/2023	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
03/10/2023	Snapdragon LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/10/2023	Firelane 12 RD, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/11/2023	Knight DR, Sherwood, WI 54169	EMS call, excluding vehicle accident with injury
03/11/2023	Sonny DR, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/11/2023	Oneida RD, Harrison, WI 54952	Motor vehicle accident with injuries
03/12/2023	Highway 114, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/12/2023	Brant-St John RD, Woodville (Town of), WI 54130	Dispatched & cancelled en route
03/12/2023	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/12/2023	Highway 10, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/12/2023	Sonny DR, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/13/2023	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/13/2023	Victorian DR, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/13/2023	Varsity LN, Harrison, WI 54915	EMS call, excluding vehicle accident with injury
03/14/2023	Hearthstone DR, Harrison, WI 54915	Dispatched & cancelled en route
03/15/2023	Highway 10, Harrison, WI 54952	EMS call, excluding vehicle accident with injury
03/16/2023	Amy AVE, Harrison, WI 54130	EMS call, excluding vehicle accident with injury
03/16/2023	Golden WAY, Harrison, WI 54915	EMS call, excluding vehicle accident with injury

Total Incidents: 43

VILLAGE OF HARRISON (FEBRUARY - 2023)

OVERALL INCIDENT SUMMARY

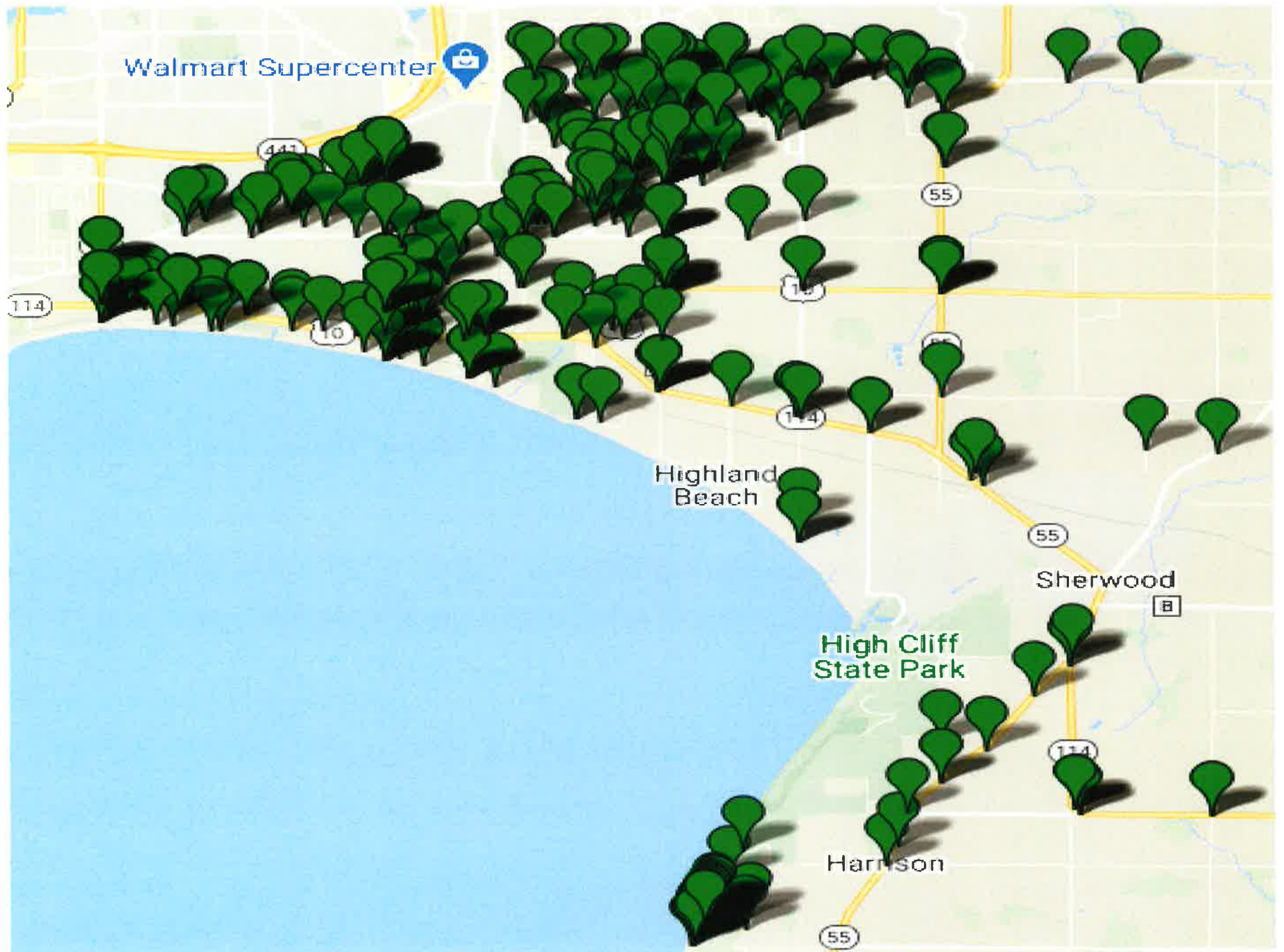
911 HANG UP	15	THEFT	1
ACCIDENT	20	TRAFFIC HAZARD	6
ACCIDENT WITH INJURY	1	TRAFFIC STOP	127
ALARM	2	TRESPASSING	1
ANIMAL	8	VIOLATE OF COURT ORDER	1
ASSIST AGENCY	9	WEAPON	0
ASSIST CITIZEN	9	WELFARE CHECK	10
BATTERY	0		
CIVIL MATTER	0		
CIVIL PROCESS	4		
CRIME PREVENTION	1		
DAMAGE TO PROPERTY	30		
DISTURBANCE	3		
DOMESTIC DISTURBANCE	1		
DRUGS	1		
EMERGENCY COMMITTAL	0		
FIRE ALARM	0		
FIRE CALL	9		
FRAUD	4		
HARASSMENT	1		
JAIL	1		
JUVENILE COMPLAINTS	1		
LOST / FOUND	0		
MEDICAL	18		
MISCELLANEOUS	0		
MISSING PERSON	1		
MOTORIST ASSIST	17		
NOISE COMPLAINT	8		
ORDINANCE	5		
PARKING COMPLAINT	17		
RECKLESS DRIVING	12		
RUNAWAY	1		
SUSPICIOUS PERSON	1		
SUSPICIOUS SITUATION	8		
SUSPICIOUS VEHICLE	9		

OVERALL

TOTAL INCIDENTS	363
CITATIONS	51
ORDINANCE	6
WARNINGS	139

ARRESTS

TOTAL ARRESTS 11
2/3/23 Operate While Revoked, Misd-Bail Jumping
2/4/23 Operating While Under the Influence
2/12/23 Operate While Under the Influence
2/13/23 Burglary
2/16/23 Fraud Against Financial Institution
2/16/23 Fraud Against Financial Institution
2/16/23 Disorderly Conduct, Misd - Bail Jumping
2/16/23 Fraud Against Financial Institution
2/17/23 Criminal Damage to Property
2/18/23 Operating While Under the Influence
2/28/23 Possession of THC, Possession of Paraphernalia



VILLAGE OF HARRISON (FEBRUARY - 2023)

CONTRACT SUMMARY

911 HANG UP	5	THEFT	1
ACCIDENT	18	TRAFFIC HAZARD	4
ACCIDENT WITH INJURY	0	TRAFFIC STOP	86
ALARM	2	TRESPASSING	1
ANIMAL	4	VIOLATE OF COURT ORDER	1
ASSIST AGENCY	4	WEAPON	0
ASSIST CITIZEN	7	WELFARE CHECK	7
BATTERY	0		
CIVIL MATTER	0		
CIVIL PROCESS	0		
CRIME PREVENTION	1		
DAMAGE TO PROPERTY	27		
DISTURBANCE	2		
DOMESTIC DISTURBANCE	0		
DRUGS	1		
EMERGENCY COMMITTAL	0		
FIRE ALARM	0		
FIRE CALL	7		
FRAUD	4		
HARASSMENT	0		
JAIL	0		
JUVENILE COMPLAINTS	1		
LOST / FOUND	0		
MEDICAL	9		
MISCELLANEOUS	0		
MISSING PERSON	1		
MOTORIST ASSIST	13		
NOISE COMPLAINT	6		
ORDINANCE	3		
PARKING COMPLAINT	14		
RECKLESS DRIVING	8		
RUNAWAY	0		
SUSPICIOUS PERSON	1		
SUSPICIOUS SITUATION	5		
SUSPICIOUS VEHICLE	6		

CONTRACT	
TOTAL	249
ARRESTS	5
CITATIONS	38
ORDINANCE	4
WARNINGS	99

ACTIVITY DETAIL REPORT

VILLAGE OF HARRISON

FEBRUARY 2023

02/01/23	Citation	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/01/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/01/23	Warning	OPERATE MOTOR VEHICLE W/O INSURANCE
02/01/23	Warning	OPERATING WHILE SUSPENDED
02/02/23	Citation	OPERATE AFTER REV/SUSP OF REGISTRATION
02/02/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/02/23	Warning	SPEEDING IN 55 MPH ZONE (25-29 MPH)
02/02/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/02/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/02/23	Warning	FAIL/STOP AT STOP SIGN (2ND+)
02/02/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/02/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/03/23	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
02/03/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/03/23	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
02/03/23	Warning	SPEEDING IN 55 MPH ZONE (20-24 MPH)
02/03/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/04/23	Citation	OPERATING W/PAC >=0.15 (1ST)
02/04/23	Citation	PARKING/STANDING WHERE PROHIBITED
02/04/23	Citation	FAIL/STOP AT STOP SIGN
02/04/23	Citation	OPERATING WHILE UNDER THE INFLUENCE
02/04/23	Ordinance	DISORDERLY CONDUCT
02/04/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/04/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/04/23	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
02/04/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/04/23	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
02/04/23	Warning	DEVIATION FROM DESIGNATED LANE
02/04/23	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
02/05/23	Citation	NON-REGISTRATION OF AUTO, ETC
02/05/23	Warning	FAIL/STOP AT STOP SIGN
02/05/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/05/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/05/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/05/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/05/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/05/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/06/23	Citation	FAIL/YIELD EMERGING FROM NONHIGHWAY ACCESS
02/06/23	Citation	OPERATE W/O VALID LICENSE (1ST VIOLATION)
02/06/23	Citation	PARKING/STANDING WHERE PROHIBITED
02/06/23	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
02/06/23	Warning	ANIMAL AT LARGE
02/06/23	Warning	FURNISH ALCOHOL TO A MINOR
02/08/23	Citation	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/09/23	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
02/09/23	Citation	IID TAMPERING/FAIL TO INSTALL/VIOULATE COURT ORDER
02/09/23	Citation	OPERATING WHILE SUSPENDED
02/09/23	Citation	OPERATING W/PAC >=0.15 (1ST)
02/09/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/09/23	Warning	OPERATE AFTER REV/SUSP OF REGISTRATION
02/09/23	Warning	OPERATE MOTOR VEHICLE W/O INSURANCE
02/09/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/09/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/09/23	Warning	DISPLAY FALSE VEHICLE REGISTRATION PLATE
02/10/23	Citation	OPERATING WHILE SUSPENDED
02/10/23	Citation	OPERATE MOTOR VEHICLE W/O INSURANCE
02/10/23	Citation	OPERATE AFTER REV/SUSP OF REGISTRATION
02/10/23	Citation	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/10/23	Ordinance	DISORDERLY CONDUCT
02/10/23	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/10/23	Warning	AUTOMOBILE FOLLOWING TOO CLOSELY
02/10/23	Warning	OPERATE VEHICLE W/O STOPPING LIGHTS
02/10/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/10/23	Warning	FAIL/STOP AT STOP SIGN
02/10/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)

ACTIVITY DETAIL REPORT

VILLAGE OF HARRISON

FEBRUARY 2023

02/10/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/10/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/10/23	Warning	SNOWMOBILER FAIL/CARRY REGISTRATION
02/10/23	Warning	SNOWMOBILER FAIL/CARRY REGISTRATION
02/10/23	Warning	DISPLAY FALSE VEHICLE REGISTRATION PLATE
02/10/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/10/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/11/23	Citation	OPERATE AFTER REV/SUSP OF REGISTRATION
02/11/23	Citation	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/11/23	Citation	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/11/23	Citation	FAIL/MAINTAIN HIGH-MOUNTED STOP LAMP
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/11/23	Warning	OPERATE W/O VALID LICENSE (1ST VIOLATION)
02/11/23	Warning	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
02/11/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/11/23	Warning	NO DISPLAY OF REGISTRATION CERTIFICATE
02/11/23	Warning	NO DISPLAY OF REGISTRATION CERTIFICATE
02/11/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/11/23	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/11/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/11/23	Warning	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
02/12/23	Citation	OPERATOR VIOLATE RED TRAFFIC LIGHT
02/12/23	Citation	OPERATING WHILE UNDER THE INFLUENCE
02/12/23	Citation	OPERATING WHILE SUSPENDED
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/12/23	Warning	OBSTRUCTED LICENSE PLATES
02/12/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/12/23	Warning	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
02/12/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/12/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/13/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/13/23	Warning	IMPROPER DISPLAY OF LICENSE PLATE/TAG/DECAL
02/13/23	Warning	OPERATE VEHICLE W/O STOPPING LIGHTS
02/13/23	Warning	FAIL/STOP AT STOP SIGN
02/13/23	Warning	FAIL/STOP AT STOP SIGN
02/13/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/13/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/13/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/14/23	Citation	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
02/14/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/15/23	Citation	OPERATING W/PAC (4TH)
02/15/23	Citation	OPERATING W/PAC (4TH)
02/15/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/15/23	Warning	OPERATE VEHICLE W/O STOPPING LIGHTS
02/16/23	Citation	FAILURE TO KEEP VEHICLE UNDER CONTROL
02/18/23	Citation	NON-REGISTRATION OF AUTO, ETC
02/18/23	Citation	OPERATING WHILE UNDER THE INFLUENCE
02/18/23	Citation	OPERATING WHILE SUSPENDED
02/18/23	Citation	OPERATE AFTER REV/SUSP OF REGISTRATION
02/18/23	Citation	OPERATING WHILE REVOKED (REV ALC/CONT SUBST/REFUSAL 4th+)
02/18/23	Citation	OPERATING WHILE REVOKED (REV ALC/CONT SUBST/REFUSAL 4th+)

ACTIVITY DETAIL REPORT

VILLAGE OF HARRISON

FEBRUARY 2023

02/18/23	Ordinance	VOIDED
02/18/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/18/23	Warning	OPERATING LEFT OF CENTER
02/18/23	Warning	OPERATE W/O CARRYING LICENSE
02/19/23	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
02/19/23	Citation	IID TAMPERING/FAIL TO INSTALL/VIOULATE COURT ORDER
02/19/23	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
02/19/23	Citation	NON-REGISTRATION OF AUTO, ETC
02/19/23	Ordinance	POSSESSION THC
02/19/23	Ordinance	POSSESSION DRUG PARAPHERNALIA
02/19/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/19/23	Warning	OPERATING WHILE SUSPENDED
02/19/23	Warning	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
02/19/23	Warning	FAIL/NOTIFY ADDRESS CHANGE
02/19/23	Warning	CRACKED/DAMAGED/POOR REFLECT ON MIRROR
02/20/23	Citation	OPERATE W/O VALID LICENSE (1ST VIOLATION)
02/20/23	Citation	NON-REGISTRATION OF AUTO, ETC
02/20/23	Citation	DISPLAY UNAUTH. VEH. REGISTRATION PLATE
02/20/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/20/23	Warning	FAIL/STOP AT STOP SIGN
02/20/23	Warning	OPERATE W/O CARRYING LICENSE
02/20/23	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
02/20/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/20/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/20/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/20/23	Warning	FAIL/STOP AT STOP SIGN
02/20/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/20/23	Warning	FAIL/DISPLAY VEHICLE LICENSE PLATES
02/20/23	Warning	VENT/SIDE WINDOW EXCESSIVE TINTING
02/20/23	Warning	REAR WINDOW EXCESSIVE TINTING
02/20/23	Warning	OPERATING LEFT OF CENTER
02/20/23	Warning	FAIL/MAINTAIN HIGH-MOUNTED STOP LAMP
02/20/23	Warning	COVER/OBSTRUCT STOP LAMP LENSES
02/20/23	Warning	IMPROPER LEFT TURN
02/20/23	Warning	ILLEGIBLE LICENSE PLATES
02/21/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/21/23	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
02/21/23	Warning	FAIL/STOP AT STOP SIGN
02/21/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/21/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/21/23	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
02/21/23	Warning	FAIL TO SIGNAL TURN
02/21/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/24/23	Citation	EXCEEDING SPEED ZONES, ETC. (40-44 MPH)
02/24/23	Warning	SPEEDOMETER VIOLATIONS
02/24/23	Warning	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
02/24/23	Warning	EXCEEDING SPEED ZONES, ETC. (25-29 MPH)
02/25/23	Citation	FAIL/YIELD WHILE MAKING LEFT TURN
02/25/23	Citation	PARKING/STANDING WHERE PROHIBITED
02/25/23	Citation	PARKING/STANDING WHERE PROHIBITED
02/25/23	Citation	OPERATE W/O VALID LICENSE (1ST VIOLATION)
02/26/23	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
02/26/23	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/26/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/26/23	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
02/26/23	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
02/26/23	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
02/26/23	Warning	OPERATE VEHICLE W/O STOPPING LIGHTS
02/27/23	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
02/27/23	Warning	OPERATE MOTOR VEHICLE W/O INSURANCE
02/28/23	Citation	OPERATING W/PAC >=0.15 (1ST)
02/28/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/27/24	Warning	OPERATE MOTOR VEHICLE W/O INSURANCE
02/28/23	Warning	NON-REGISTRATION OF AUTO, ETC
02/28/23	Warning	OWNER FAIL/REMOVE VEHICLE PLATES

VILLAGE BOARD MEETING**From:**

Matt Heiser, Village Manager

VILLAGE OF HARRISON**Meeting Date:**

March 28, 2023

Title:

Village Manager Report

Issue:

None

Background and Additional Information:

Staff has been working on the following items since the last Manager's report:

- The Clerking team has been preparing for the April 4 Spring Election. The team has sent out 715 absentee ballots as of March 21. In-person early voting started on Tuesday, March 21 and lasts until Friday, March 31. The last day absentee ballots can be mailed is Thursday, March 30. The team visited local nursing homes to ensure those residents have an opportunity to register and vote.
- The Deputy Clerk has also been working with the Manager to obtain quotes for health insurance. This has involved application materials for different health networks.
- The Financial team has been preparing for the 2022 audits. There are a number of year-end entries that need to occur resulting from the 2021 audits. The team has been working with the auditor on them.

Part of the audit prep is the clean-up of old issues as described in the February report. These efforts continued in March.

Both teams were involved in some cyclical banking activity. The balances in two accounts the Village used for tax payments and on-line tax payments were moved to regular revenue accounts. This required the activity by the Clerk/Treasurer and reconciliation by the Financial team.

The Financial Assistant began training as a back-up in the utilities. The position was originally defined as a potential floater; backing up the accountant mostly but also filling in at the utilities as needed. Fulfilling this part of the position was one of the goals established in their 2022 performance evaluation. This is an insurance to protect the

Village from the experience of late 2020 to mid 2021 when the utility found itself without an office worker for a time.

- Staff continue to progress on the Granicus project. Granicus is still building the workflow for the building permit/zoning permit process, Staff have now built two Plan Commission agendas as practice and are targeting the March and April Village Board agenda/packets the same way. Staff has also viewed three iterations of a new main page for the Village web site. Staff and Granicus also defined the workflow for a second on-line form – An operator’s license.
- Water Connection Fee Refunds: As part of the bills and claims this month there are quite a few refunds of water connection fees. Just as a reminder, this was an order from the Public Service Commission resulting from the rate case study started in 2019. The case showed the utility never had PSC approval for water connection fees and ordered them refunded. The PSC eventually settled on refunds totaling approximately \$297,000. The order covered connection fees collected from 1992 – 2019 and impacted 2,015 of the 2,700 accounts at the utility. Staff still have identified refunds totaling \$73,000 for which the customers cannot be located. The PSC will direct staff on how to handle that situation.

Budget Impacts:

None.

Recommended Action:

None.

Attachments:

- Budget reports for the General Fund, the Water Utility and Sewer Utility.
- Staff report showing balances of special revenue funds. The Board requested some history showing the expenditure of the park impact fees. This has been added to the report. Staff had to go back to 2020 for the proper balance determination. The 2022 audit will determine final balances of these funds at the end of that fiscal year.
- At the August 30, 2022 meeting Board members requested staff to explore if the pavement for the pickleball courts was/should be charged against the park impact fees. Northeast Asphalt bid \$47,130 in change order number 1 to pave the courts and increased it an additional \$11,730 in change order number 2 when the size of the courts were enlarged. These costs were part of the approved certificates of payment from Graef that the Village paid in October, 2021. They were booked against the capital outlay funds at that time. Staff would recommend keeping it that way to preserve park impact fees for future expenditures. Again, the 2022 audit will determine a balance for that fund and this historical footnote can be discontinued.

Village of Harrison
 Monthly Staff Report of Special Revenue Funds
 March 28, 2023
 Prepared by Matt Heiser

Impact Fees

Impact fees are collected with the building permit process. They are receipted into the system when permits are paid. 2021 & 2022 balances still need to be confirmed by audit.
 By state statute impact fees must be spent within 7 years of receipt or returned to owner.

	2020	Collected in 2021	Spent in 2021	Balance 12/31/21
Park Impact Fee	\$922,876.00	\$223,340.00	\$238,790.00	\$907,426.00
Police Impact Fee	\$28,903.00	\$31,687.39	\$0.00	\$60,590.39
Fire Impact Fee	\$245,052.00	\$269,305.75	\$0.00	\$514,357.75

	1/1/2022	Collected in 2022	Spent in 2022	Balance 12/31/22
Park Impact Fee	\$907,426.00	\$171,419.60	\$2,431.15	\$1,076,414.45
Police Impact Fee	\$60,590.39	\$24,901.13	\$0.00	\$85,491.52
Fire Impact Fee	\$514,357.75	\$210,857.98	\$0.00	\$725,215.73

	1/1/2023	Collected in 2023	Spent in 2023	Current Balance
Park Impact Fee	\$1,076,414.45	\$11,858.00	\$0.00	\$1,088,272.45
Police Impact Fee	\$85,491.52	\$858.00	\$0.00	\$86,349.52
Fire Impact Fee	\$725,215.73	\$7,260.00	\$0.00	\$732,475.73

Notes on 2022 Park Impact Fee Expenditures:

The \$2,431.15 was on engineering for park additions/improvements

2021 Park Impact Fee Expenditures:

Playground equip. Darboy Community Park	\$139,979.00
Playground equip. Dogwood Park	\$98,811.00
	\$238,790.00

Note on 2021 Park Impact Fee Expenditures:

Village labor and supplies were expended to construct the base of the Pickleball and tennis courts. Staff will confirm with the auditor if those expenses can be a budgeted expense or if they must be charged to impact fees. (6/28 & 7/26 meetings)

\$28,395.00

Public Charges on the Tax Bill

These charges are paid as part of the tax bill. Village staff will reconcile total taxes deposited with bank statements but will not separate the taxes from the public charges.
 The auditor separates them with journal entries and is part of the audit process.

The 2022 audit will start soon.

The garbage and recycling fee are based on the known units and the rates of collection in the contract. Every year the budgeted expenses should end equal to the budgeted revenues.

The law enforcement fee is based on the actual expenses from the first three quarters of the year plus the fourth quarter of the previous year. Every year those expenses should be close to the revenues in the budget so this fund would not carry a balance.

The storm water fee and transportation fees are collected for projects and carry a balance from year to year.

	2021 balance	Proj Bal 12/31/22	Proj Bal 12/31/23
Storm Water Fee	\$262,346	\$373,186	\$623,466
Transportation Fee	\$531,875	\$77,983	\$5,433

Fund: 100 - GENERAL FUND

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
100-00-40000-000-000	State Lottery Credit	0.00	0.00	0.00	0.00	0.00
REVENUES		0.00	0.00	0.00	0.00	0.00
100-00-41110-000-000	General Property Taxes	0.00	0.00	2,817,382.00	-2,817,382.00	0.00
100-00-41140-000-000	Mobile Home Fees	0.00	0.00	0.00	0.00	0.00
100-00-41150-000-000	Forest Cropland/MFL Taxes	0.00	0.00	30.00	-30.00	0.00
100-00-41220-000-000	Sales Tax - Village Share	0.00	0.00	0.00	0.00	0.00
100-00-41320-000-000	Payments In Lieu of Taxes	0.00	2,130.62	60,000.00	-57,869.38	3.55
100-00-41800-000-000	Interest - Personal Prop. Tax	0.00	0.00	0.00	0.00	0.00
100-00-41900-000-000	Other Taxes	0.00	1,706.10	0.00	1,706.10	0.00
TAXES		0.00	3,836.72	2,877,412.00	-2,873,575.28	0.13
100-00-42000-000-000	Special Assessments	0.00	0.00	1,122,379.00	-1,122,379.00	0.00
100-00-42000-000-101	Connection Fees - Sewer	0.00	0.00	0.00	0.00	0.00
100-00-42100-000-000	S/W Agreement - Lexington Home	0.00	114,098.50	0.00	114,098.50	0.00
100-00-42300-000-001	Sp. Assmts. - Sidewalks	0.00	0.00	6,095.00	-6,095.00	0.00
100-00-42300-000-002	Sp Assmts Rds -Hickory/Rustic	0.00	0.00	0.00	0.00	0.00
100-00-42300-000-003	Sp Assmts Kimbriy Hts 2022 Rds	16,477.34	108,395.60	0.00	108,395.60	0.00
100-00-42300-000-004	Sp Assmts Hiddn Pines 2022 Rds	0.00	5,000.00	0.00	5,000.00	0.00
100-00-42400-000-001	Sp Assmts Hoelzel Hvns 2022	953.60	4,822.65	0.00	4,822.65	0.00
100-00-42600-000-001	Sp. Assmts. - Sumac Ln.	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSESS CONNECTION FEES		17,430.94	232,316.75	1,128,474.00	-896,157.25	20.59
100-00-43200-000-000	Federal Grants - CARES ACT	0.00	0.00	0.00	0.00	0.00
100-00-43400-000-000	State Shared Revenues	0.00	0.00	62,566.00	-62,566.00	0.00
100-00-43401-000-000	Personal Property Aid	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	State Fire Dues - Harrison	0.00	0.00	49,900.00	-49,900.00	0.00
100-00-43420-000-000	State Fire Dues - Shwd/Wood	0.00	0.00	14,858.00	-14,858.00	0.00
100-00-43430-000-000	Exempt Computer Aid	0.00	0.00	42,042.00	-42,042.00	0.00
100-00-43520-000-000	Public Safety Grant	0.00	0.00	0.00	0.00	0.00
100-00-43530-000-000	State Transportation Aids	0.00	108,715.32	434,804.00	-326,088.68	25.00
100-00-43531-000-000	Local Road Improvement Aid	0.00	0.00	0.00	0.00	0.00
100-00-43532-000-000	Bridge Aid	0.00	0.00	0.00	0.00	0.00
100-00-43540-000-000	Recycling Grant	0.00	0.00	21,300.00	-21,300.00	0.00
100-00-43570-000-000	State Grant - Friendship Trail	0.00	0.00	0.00	0.00	0.00
100-00-43610-000-000	Payment for Municipal Services	0.00	0.00	60.00	-60.00	0.00
100-00-43620-000-000	DNR	0.00	0.00	0.00	0.00	0.00
100-00-43650-000-000	Forest Cropland State Aids	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		0.00	108,715.32	625,530.00	-516,814.68	17.38
100-00-44105-000-000	Liquor & Beverage Licenses	0.00	0.00	10,000.00	-10,000.00	0.00
100-00-44110-000-000	Operators Licenses	100.00	765.00	4,900.00	-4,135.00	15.61
100-00-44115-000-000	Cigarette Licenses	0.00	0.00	200.00	-200.00	0.00
100-00-44120-000-000	Cable Television Franchise Fee	0.00	26,555.81	111,703.00	-85,147.19	23.77
100-00-44205-000-000	Dog Licenses Fees	855.00	7,527.70	11,000.00	-3,472.30	68.43
100-00-44305-000-000	Building Permit Fee	2,745.00	7,305.00	52,000.00	-44,695.00	14.05
100-00-44305-001-000	Bldg Permit Fee - Admin.	0.00	0.00	0.00	0.00	0.00
100-00-44306-000-000	HVAC Permit	710.00	1,930.00	7,250.00	-5,320.00	26.62
100-00-44307-000-000	Plumbing Permit	905.00	1,895.00	10,000.00	-8,105.00	18.95
100-00-44308-000-000	Electrical Permit	1,244.20	2,814.20	13,000.00	-10,185.80	21.65

Fund: 100 - GENERAL FUND

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
100-00-44309-000-000	Siding/Windows/Roof Permit	80.00	120.00	750.00	-630.00	16.00
100-00-44310-000-000	Pool Permit	0.00	0.00	1,000.00	-1,000.00	0.00
100-00-44311-000-000	Lot Grade Fee	4,300.00	9,460.00	40,000.00	-30,540.00	23.65
100-00-44312-000-000	Driveway Grade Fee	925.00	2,035.00	9,000.00	-6,965.00	22.61
100-00-44313-000-000	Culvert Permit	0.00	0.00	150.00	-150.00	0.00
100-00-44314-000-000	Street Opening Permit	0.00	0.00	0.00	0.00	0.00
100-00-44316-000-000	Demolition Permit	0.00	50.00	50.00	0.00	100.00
100-00-44330-000-000	Utility Permit Fee	1,935.00	3,591.30	2,500.00	1,091.30	143.65
100-00-44336-000-000	Culvert Fee - Bldg Inspector	0.00	0.00	150.00	-150.00	0.00
100-00-44400-000-000	Zoning Permit Fee	1,475.00	3,500.00	22,000.00	-18,500.00	15.91
100-00-44401-000-000	Erosion Permit	500.00	1,100.00	6,500.00	-5,400.00	16.92
100-00-44410-000-000	Plat and CSM Review Fee	0.00	665.00	2,000.00	-1,335.00	33.25
100-00-44415-000-000	Site Plan Review Fee	0.00	0.00	600.00	-600.00	0.00
100-00-44900-000-000	Other License/Permit Fee	0.00	705.00	0.00	705.00	0.00
100-00-44905-000-000	Fireworks Permit	0.00	0.00	0.00	0.00	0.00
LICENSES AND PERMITS		15,774.20	70,019.01	304,753.00	-234,733.99	22.98
100-00-45105-000-000	Ordinance Violations	0.00	0.00	500.00	-500.00	0.00
100-00-45110-000-000	Parking Violations	1,317.52	3,365.97	6,000.00	-2,634.03	56.10
FINES, FORFEITS AND PENALTIES		1,317.52	3,365.97	6,500.00	-3,134.03	51.78
100-00-46100-000-000	Administrative Fee	1,239.80	2,909.80	40,000.00	-37,090.20	7.27
100-00-46105-000-000	Publication Fee - Liquor	0.00	0.00	0.00	0.00	0.00
100-00-46110-000-000	Real Estate Inquiry Fee	510.00	1,470.00	8,000.00	-6,530.00	18.38
100-00-46111-000-000	Photocopy Fee	0.00	0.00	0.00	0.00	0.00
100-00-46115-000-000	Merchandise Sales	0.00	0.00	0.00	0.00	0.00
100-00-46120-000-000	Credit Card Surcharge	0.00	331.93	700.00	-368.07	47.42
100-00-46210-000-000	Law Enforcement Charges	0.00	0.00	512,531.00	-512,531.00	0.00
100-00-46300-000-000	Transportation Utility Charges	0.00	0.00	662,450.00	-662,450.00	0.00
100-00-46310-000-000	Road Department Revenue	0.00	0.00	2,000.00	-2,000.00	0.00
100-00-46321-000-000	Street Lights Fee	0.00	0.00	2,000.00	-2,000.00	0.00
100-00-46321-000-001	Lights - North Shore Woods	0.00	0.00	0.00	0.00	0.00
100-00-46321-000-002	Lights - North Shore Golf Club	0.00	0.00	0.00	0.00	0.00
100-00-46324-000-000	Harrison Stormwater Util Fee	0.00	0.00	0.00	0.00	0.00
100-00-46328-000-000	Stormwater Drainage Fee	0.00	0.00	0.00	0.00	0.00
100-00-46420-000-000	Refuse Collection Fee (67%)	0.00	633.86	396,829.00	-396,195.14	0.16
100-00-46435-000-000	Recycling Collection Fee (33%)	0.00	422.30	256,099.00	-255,676.70	0.16
100-00-46440-000-000	Weed & Nuisance Control Fee	0.00	0.00	0.00	0.00	0.00
100-00-46445-000-000	Compost Site Sticker Fee	560.00	6,240.00	30,000.00	-23,760.00	20.80
100-00-46722-000-000	Park Shelter Rental Fee	71.09	568.72	1,000.00	-431.28	56.87
100-00-46740-000-000	Municipal Hall Rental Fee	379.16	1,516.64	1,200.00	316.64	126.39
PUBLIC CHARGES FOR SERVICES		2,760.05	14,093.25	1,912,809.00	-1,898,715.75	0.74
100-00-47323-000-000	Fire Contracts-Sherwood/Wood	0.00	172,814.00	170,843.00	1,971.00	101.15
INTERGOV'T CHARGES FOR SERV		0.00	172,814.00	170,843.00	1,971.00	101.15
100-00-48110-000-000	Banking - Earned Interest	0.00	89,425.31	13,000.00	76,425.31	687.89
100-00-48120-000-000	Interest - Taxes	0.00	0.00	0.00	0.00	0.00
100-00-48130-000-000	Sp. Assmnt. - Earned Interest	268.45	593.01	100.00	493.01	593.01
100-00-48302-000-000	Sales - Fire Equipment	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2023	2023	2023	Budget Status	% of Budget
		March	Actual 03/22/2023	Budget		
100-00-48303-000-000	Sales - Public Works Equipment	0.00	0.00	0.00	0.00	0.00
100-00-48307-000-000	Sales - Recyclables	0.00	0.00	0.00	0.00	0.00
100-00-48400-000-000	Insurance Recoveries	0.00	0.00	5,000.00	-5,000.00	0.00
100-00-48500-000-000	Donations	0.00	0.00	0.00	0.00	0.00
100-00-48900-000-000	Misc. Revenues	0.00	365.06	10,000.00	-9,634.94	3.65
100-00-48905-000-000	Tippage Fee - Harrison Landfil	0.00	0.00	15,000.00	-15,000.00	0.00
MISCELLANEOUS REVENUES		268.45	90,383.38	43,100.00	47,283.38	209.71
100-00-49000-000-000	Transfer from Debt Srvc Fund	0.00	0.00	0.00	0.00	0.00
100-00-49110-000-000	Proceeds from G.O. Bonds	0.00	0.00	1,600,000.00	-1,600,000.00	0.00
100-00-49140-000-000	State Trust Fund Loan	0.00	0.00	0.00	0.00	0.00
100-00-49205-000-000	Transfer from Debt Serv. Fund	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	1,600,000.00	-1,600,000.00	0.00
Total Revenues		37,551.16	695,544.40	8,669,421.00	-7,973,876.60	8.02

Fund: 100 - GENERAL FUND

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
100-00-51100-100-000	Village Board - Wages	2,584.64	7,753.92	33,600.00	25,846.08	23.08
100-00-51100-105-000	Village Board - FICA	197.74	593.22	2,570.00	1,976.78	23.08
100-00-51100-115-000	Village Board-Training/Mileage	0.00	0.00	800.00	800.00	0.00
100-00-51100-300-000	Village Board-Per Diem	0.00	0.00	0.00	0.00	0.00
100-00-51100-310-000	Village Board-Dues	0.00	6,827.71	7,500.00	672.29	91.04
100-00-51100-400-000	Village Board-Supplies	0.00	0.00	500.00	500.00	0.00
100-01-51101-100-001	Planning - Salary	6,889.38	20,668.14	99,819.00	79,150.86	20.71
100-01-51101-105-000	Planning - FICA	515.86	1,504.80	7,636.15	6,131.35	19.71
100-01-51101-200-000	Planning - Benefits	0.00	-2,382.96	57,448.00	59,830.96	-4.15
100-01-51101-205-000	Planning - Retirement	468.48	1,405.44	6,787.69	5,382.25	20.71
100-01-51101-300-000	Planning - Per Diem	0.00	0.00	4,000.00	4,000.00	0.00
100-01-51101-301-000	Planning - Dues	0.00	0.00	1,000.00	1,000.00	0.00
100-01-51101-304-000	Planning - Consultants	0.00	0.00	0.00	0.00	0.00
100-01-51101-305-000	Planning - Training/Mile/Exp.	0.00	1,350.00	3,500.00	2,150.00	38.57
100-01-51101-400-000	Planning - Supplies	0.00	0.00	1,000.00	1,000.00	0.00
100-01-51101-400-005	Planning - Postage	0.00	0.00	0.00	0.00	0.00
100-01-51101-800-000	Planning - Publications	240.56	240.56	0.00	-240.56	0.00
100-01-51101-801-000	Planning - Capital	0.00	0.00	0.00	0.00	0.00
100-00-51300-000-000	Legal	9,685.92	9,685.92	28,000.00	18,314.08	34.59
100-09-51300-000-000	Hwy Dept - Legal	0.00	0.00	10,000.00	10,000.00	0.00
100-02-51400-100-000	Gen. Admin - Wages	27,406.60	81,954.08	351,351.00	269,396.92	23.33
100-02-51400-103-000	Gen. Admin - OT Wages	0.00	0.00	0.00	0.00	0.00
100-02-51400-105-000	Gen. Admin - FICA	1,976.65	6,073.30	26,878.00	20,804.70	22.60
100-02-51400-200-000	Gen. Admin - Benefits	11,076.82	52,853.23	135,353.00	82,499.77	39.05
100-02-51400-205-000	Gen. Admin - Retirement	1,863.62	5,572.79	23,892.00	18,319.21	23.32
100-02-51400-305-000	Gen. Admin - Training/Conf.	0.00	299.00	4,400.00	4,101.00	6.80
100-02-51400-310-000	Gen. Admin - Dues	0.00	306.46	1,500.00	1,193.54	20.43
100-02-51400-400-000	Gen. Admin - Supplies	295.52	1,240.04	20,000.00	18,759.96	6.20
100-02-51400-400-005	Gen. Admin - Postage	0.00	0.00	4,000.00	4,000.00	0.00
100-02-51400-400-006	Gen. Admin - Service Contracts	3,127.09	18,374.76	75,000.00	56,625.24	24.50
100-02-51400-800-000	Gen. Admin - Publications	0.00	0.00	3,000.00	3,000.00	0.00
100-02-51400-800-005	Gen. Admin - Newsltr & Postage	0.00	0.00	4,000.00	4,000.00	0.00
100-00-51440-000-000	Elections - Wages	1,477.00	1,477.00	14,500.00	13,023.00	10.19
100-00-51440-100-000	Elections-FICA	5.93	5.93	1,109.25	1,103.32	0.53
100-00-51440-200-000	Elections - Expenses/Training	0.00	71.80	500.00	428.20	14.36
100-00-51440-300-000	Elections - Service Contracts	0.00	0.00	3,000.00	3,000.00	0.00
100-00-51440-400-000	Elections - Supplies	0.00	142.95	5,000.00	4,857.05	2.86
100-00-51440-500-000	Elections - Postage	2,000.00	4,000.00	0.00	-4,000.00	0.00
100-00-51440-600-000	Elections - Publications	0.00	0.00	1,000.00	1,000.00	0.00
100-05-51500-000-000	Assessor - Contract	0.00	32,720.00	41,000.00	8,280.00	79.80
100-04-51500-100-000	Treasurer - Wages	0.00	0.00	0.00	0.00	0.00
100-04-51500-105-000	Treasurer - FICA	0.00	0.00	0.00	0.00	0.00
100-04-51500-305-000	Treasurer - Mileage	0.00	0.00	500.00	500.00	0.00
100-04-51500-315-000	Treasurer - Service Contracts	0.00	0.00	1,000.00	1,000.00	0.00
100-04-51500-315-015	Treasurer - Accounting	0.00	0.00	17,500.00	17,500.00	0.00
100-04-51500-400-000	Treasurer - Supplies	0.00	0.00	3,000.00	3,000.00	0.00
100-05-51500-400-000	Assessor - Supplies BOR	0.00	0.00	0.00	0.00	0.00
100-04-51500-400-005	Treasurer - Postage	0.00	0.00	7,000.00	7,000.00	0.00
100-04-51500-800-000	Treasurer - Publications	0.00	0.00	0.00	0.00	0.00
100-00-51600-400-000	Municipal Bldg - Supplies	0.00	0.00	5,000.00	5,000.00	0.00
100-00-51600-500-020	Municipal Bldg - Electric	0.00	1,160.03	5,775.00	4,614.97	20.09
100-00-51600-500-021	Municipal Bldg - Heat	0.00	3,031.46	5,080.00	2,048.54	59.67

Fund: 100 - GENERAL FUND

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
100-00-51600-500-022	Municipal Bldg - Telephone	176.40	352.80	1,750.00	1,397.20	20.16
100-00-51910-000-000	Uncollectable Taxes	0.00	0.00	0.00	0.00	0.00
100-00-51932-000-000	Insurance - Property and Crime	0.00	13,145.00	31,693.00	18,548.00	41.48
100-00-51933-000-000	Insurance - Workers Comp.	0.00	0.00	26,298.00	26,298.00	0.00
100-00-51938-000-000	Insurance - General and Auto	0.00	0.00	24,570.00	24,570.00	0.00
100-00-51980-000-000	Memorial Expenses	0.00	0.00	500.00	500.00	0.00
GENERAL GOVERNMENT		69,988.21	270,427.38	1,109,310.09	838,882.71	24.38
100-00-52100-000-000	Law Enforcement - Contract	0.00	0.00	782,926.00	782,926.00	0.00
100-00-52101-000-000	Law Enforcement - Dog Pickups	0.00	0.00	0.00	0.00	0.00
100-00-52102-000-000	School Crossing Guard & Lights	0.00	0.00	2,500.00	2,500.00	0.00
100-06-52200-000-000	Fire Dept - Insurance	0.00	0.00	0.00	0.00	0.00
100-06-52200-100-000	Fire Dept - Wages	7,283.20	42,755.40	224,690.00	181,934.60	19.03
100-06-52200-105-000	Fire Dept - FICA	557.16	3,309.17	17,188.78	13,879.61	19.25
100-06-52200-200-000	Fire Dept - Benefits	52.67	210.68	28,645.00	28,434.32	0.74
100-06-52200-210-000	Fire Dept - Retirement	961.38	2,884.14	42,593.00	39,708.86	6.77
100-06-52200-300-000	Fire Dept - Per Diem	0.00	540.00	0.00	-540.00	0.00
100-06-52200-301-000	Fire Dept - Petty Cash	0.00	0.00	0.00	0.00	0.00
100-06-52200-305-000	Fire Dept - Training/Mem	570.97	689.97	10,000.00	9,310.03	6.90
100-06-52200-306-000	Fire Dept - Fire Inspection	0.00	0.00	0.00	0.00	0.00
100-06-52200-400-000	Fire Dept - Supplies/Services	5,602.76	8,882.80	41,000.00	32,117.20	21.67
100-06-52200-401-000	Fire Dept - Physicals	0.00	0.00	5,000.00	5,000.00	0.00
100-06-52200-500-020	Fire Station 60 - Electric	0.00	411.10	2,500.00	2,088.90	16.44
100-07-52200-500-020	Fire Station 70 - Electric	0.00	373.05	3,000.00	2,626.95	12.44
100-06-52200-500-021	Fire Station 60 - Heat	0.00	1,276.07	4,000.00	2,723.93	31.90
100-07-52200-500-021	Fire Station 70 - Heat	0.00	832.26	4,000.00	3,167.74	20.81
100-06-52200-500-022	Fire Station 60 - Telephone	10.15	30.44	950.00	919.56	3.20
100-07-52200-500-022	Fire Station 70 - Telephone	35.15	80.44	1,900.00	1,819.56	4.23
100-06-52200-500-023	Fire Station 60 - Water/Sewer	0.00	749.16	3,500.00	2,750.84	21.40
100-07-52200-500-023	Fire Station 70 - Water/Sewer	76.73	151.84	1,000.00	848.16	15.18
100-06-52200-600-000	Fire Dept - Vehicle Maint.	103.04	448.49	13,000.00	12,551.51	3.45
100-06-52200-700-000	Fire Dept - Equip Maintenance	161.00	1,253.70	4,000.00	2,746.30	31.34
100-06-52200-700-030	Fire Dept - Fuel	0.00	0.00	6,000.00	6,000.00	0.00
100-08-52300-000-000	1st Responders - Operating Exp	110.00	2,958.52	13,500.00	10,541.48	21.91
100-08-52300-100-000	1st Responders - Wages	0.00	8,261.50	0.00	-8,261.50	0.00
100-08-52300-105-000	1st Responders - FICA	0.00	632.02	0.00	-632.02	0.00
100-08-52300-210-000	1st Responder - Retirement	0.00	0.00	0.00	0.00	0.00
100-00-52400-000-000	Building Inspector - Contract	6,414.20	11,894.20	59,000.00	47,105.80	20.16
100-00-52400-200-000	Inspections - Grade Checks	2,573.20	3,987.30	30,000.00	26,012.70	13.29
100-00-52410-000-000	Erosion/Stormwater Plan Review	0.00	0.00	0.00	0.00	0.00
100-00-52601-000-000	911 Signs	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY		24,511.61	92,612.25	1,300,892.78	1,208,280.53	7.12
100-09-53311-000-000	Hwy Dept - Engineer/Consultant	328.00	5,734.00	40,000.00	34,266.00	14.34
100-09-53311-100-000	Hwy Dept - Wages	40,108.58	120,325.74	485,691.00	365,365.26	24.77
100-09-53311-100-901	Hwy Dept - Part Time Wages	625.00	2,362.00	85,500.00	83,138.00	2.76
100-09-53311-103-000	Hwy Dept - Overtime Wages	7,255.94	13,146.49	38,000.00	24,853.51	34.60
100-09-53311-105-000	Hwy Dept - FICA	3,465.60	9,717.78	37,155.36	27,437.58	26.15
100-09-53311-105-901	Hwy Dept - Part Time FICA	47.81	180.69	6,540.75	6,360.06	2.76
100-09-53311-115-000	Hwy Dept - Unemployment Comp	0.00	0.00	1,000.00	1,000.00	0.00
100-09-53311-200-000	Hwy Dept - Benefits	13,158.00	58,585.97	150,155.00	91,569.03	39.02

Fund: 100 - GENERAL FUND

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
100-09-53311-205-000	Hwy Dept - Retirement	3,220.78	9,076.07	33,026.98	23,950.91	27.48
100-09-53311-305-000	Hwy Dept - Training Expenses	0.00	0.00	2,500.00	2,500.00	0.00
100-09-53311-306-000	Hwy Dept - CDL/Testing	0.00	239.52	1,500.00	1,260.48	15.97
100-09-53311-320-000	Hwy Dept - Dues	0.00	0.00	0.00	0.00	0.00
100-09-53311-400-000	Hwy Dept - Supplies	2,116.26	5,850.17	25,000.00	19,149.83	23.40
100-09-53311-500-020	Hwy Dept - Electric	0.00	1,740.04	7,500.00	5,759.96	23.20
100-09-53311-500-021	Hwy Dept - Heat	0.00	0.00	2,000.00	2,000.00	0.00
100-09-53311-500-022	Hwy Dept - Telephone	201.60	403.20	3,000.00	2,596.80	13.44
100-09-53311-505-000	Hwy Dept - Building Maint	3,316.15	5,043.14	35,000.00	29,956.86	14.41
100-09-53311-600-030	Hwy Dept - Fuel	11,803.10	19,546.50	74,325.00	54,778.50	26.30
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance	1,042.48	8,072.42	40,000.00	31,927.58	20.18
100-09-53311-700-000	Hwy Dept - Equip Maintenance	5,766.18	29,489.83	45,000.00	15,510.17	65.53
100-09-53311-900-000	Hwy Dept - Road Maintenance	2,305.80	2,393.11	327,500.00	325,106.89	0.73
100-09-53311-900-010	Hwy Dept - Contracts	0.00	0.00	0.00	0.00	0.00
100-09-53311-901-000	Hwy Dept - Ditching/Grading	0.00	90.00	50,000.00	49,910.00	0.18
100-09-53311-903-000	Hwy Dept - Salt & Sand	16,200.18	64,731.31	108,000.00	43,268.69	59.94
100-09-53312-100-000	Engineering Tech	0.00	0.00	0.00	0.00	0.00
100-09-53315-900-001	Hwy Dept - Eisenhower Dr.	0.00	0.00	0.00	0.00	0.00
100-09-53315-902-000	Hwy Dept - Signs	1,987.30	3,492.08	10,000.00	6,507.92	34.92
100-00-53420-000-000	Street Lighting - General	0.00	774.77	6,500.00	5,725.23	11.92
100-00-53420-001-000	Street Lighting - North Shore	0.00	29.08	170.00	140.92	17.11
100-00-53420-004-000	Street Lighting - HAA	0.00	1,586.99	11,000.00	9,413.01	14.43
100-00-53420-006-000	Street Lighting - NS Woods	0.00	184.30	1,100.00	915.70	16.75
100-00-53441-000-000	Storm Sewer Maint./Ponds	0.00	1,890.00	0.00	-1,890.00	0.00
100-00-53441-100-000	Illicit Discharge Program	0.00	2,024.60	5,000.00	2,975.40	40.49
100-00-53441-200-000	Stormwater Planning	0.00	0.00	0.00	0.00	0.00
100-00-53620-000-000	Refuse and Garbage Services	34,962.10	70,027.19	384,397.00	314,369.81	18.22
100-00-53635-000-000	Recycling Services	21,745.00	43,565.18	256,099.00	212,533.82	17.01
100-00-53635-100-000	Compost Site	0.00	0.00	16,000.00	16,000.00	0.00
100-00-53640-000-000	Weed and Nuisance Control	0.00	0.00	14,000.00	14,000.00	0.00
100-00-53650-000-000	Harr Stormwater Util Drainage	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		169,655.86	480,302.17	2,302,660.09	1,822,357.92	20.86
100-00-54100-000-000	Humane Society - Contribution	0.00	0.00	1,500.00	1,500.00	0.00
100-00-54600-000-000	Fox Valley Transit Call a Ride	0.00	0.00	0.00	0.00	0.00
100-00-54910-000-000	Cemetery	0.00	0.00	0.00	0.00	0.00
100-00-54980-000-000	Other Health - HOVPP	0.00	0.00	700.00	700.00	0.00
HEALTH AND HUMAN SERVICES		0.00	0.00	2,200.00	2,200.00	0.00
100-00-55200-000-000	Parks - Maint. and Utilities	0.00	1,129.83	50,000.00	48,870.17	2.26
100-00-55200-105-000	Parks - Committee FICA	0.00	0.00	0.00	0.00	0.00
100-00-55200-120-000	Parks - Recreation Programs	0.00	0.00	10,000.00	10,000.00	0.00
100-00-55200-300-000	Parks - Committee Per Diem	0.00	0.00	0.00	0.00	0.00
CULTURE, RECREATION AND EDU.		0.00	1,129.83	60,000.00	58,870.17	1.88
100-00-56600-000-000	Subdivision - Erosion Control	0.00	0.00	0.00	0.00	0.00
100-00-56700-000-000	Economic Development	0.00	0.00	0.00	0.00	0.00
100-00-56900-000-110	Development	0.00	3,000.00	4,000.00	1,000.00	75.00
100-00-56900-000-200	Incorporation	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2023	2023	2023	Budget	% of
		March	Actual 03/22/2023	Budget	Status	Budget
CONSERVATION AND DEVELOPMENT		0.00	3,000.00	4,000.00	1,000.00	75.00
100-00-57190-000-000	Capital Outlay - General Gvmnt	0.00	0.00	470,000.00	470,000.00	0.00
100-00-57220-000-000	Capital Outlay - Parks	0.00	0.00	75,000.00	75,000.00	0.00
100-06-57220-000-000	Fire Dept - Capital Outlay	0.00	9,016.84	119,217.00	110,200.16	7.56
100-07-57220-000-001	Fire Dept - Equipment Escrow	0.00	0.00	163,680.00	163,680.00	0.00
100-00-57230-000-000	Capital Outlay - Trails	0.00	0.00	0.00	0.00	0.00
100-09-57324-000-000	Capital Outlay - Hwy. Equip	0.00	71,068.00	205,000.00	133,932.00	34.67
100-09-57330-000-000	Capital Outlay - Road Projects	22,233.71	162,300.91	2,990,500.00	2,828,199.09	5.43
CAPITAL OUTLAY		22,233.71	242,385.75	4,023,397.00	3,781,011.25	6.02
100-00-58210-000-000	Debt Issuance Costs	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE		0.00	0.00	0.00	0.00	0.00
Total Expenses		286,389.39	1,089,857.38	8,802,459.96	7,712,602.58	12.38
Net Totals		-248,838.23	-394,312.98	-133,038.96	261,274.02	296.39

Fund: 610 - WATER UTILITY

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
610-00-41900-000-000	Interest Income	0.00	8,537.03	0.00	8,537.03	0.00
TAXES		0.00	8,537.03	0.00	8,537.03	0.00
610-00-46101-000-000	Residential Metered Sales	0.00	151,575.13	882,587.00	-731,011.87	17.17
610-00-46102-000-000	Commercial Metered Sales	0.00	16,471.58	85,935.00	-69,463.42	19.17
610-00-46103-000-000	Industrial Metered Sales	0.00	0.00	1,535.00	-1,535.00	0.00
610-00-46104-000-000	Public Authority Metered Sales	0.00	4,744.26	19,491.00	-14,746.74	24.34
610-00-46105-000-000	Multifamily Metered Sales	0.00	15,334.00	45,000.00	-29,666.00	34.08
610-00-46106-000-000	Irrigation Metered Sales	0.00	39.57	395.00	-355.43	10.02
610-00-46200-000-000	Private Fire Protection Servic	0.00	2,684.00	0.00	2,684.00	0.00
610-00-46300-000-000	Public Fire Protection Service	0.00	34,796.88	214,655.00	-179,858.12	16.21
PUBLIC CHARGES FOR SERVICES		0.00	225,645.42	1,249,598.00	-1,023,952.58	18.06
610-00-47000-000-000	Forfeited Discounts	0.00	180.42	4,000.00	-3,819.58	4.51
610-00-47400-000-000	Other Water Revenue	25.00	825.00	5,000.00	-4,175.00	16.50
INTERGOV'T CHARGES FOR SERV		25.00	1,005.42	9,000.00	-7,994.58	11.17
Total Revenues		25.00	235,187.87	1,258,598.00	-1,023,410.13	18.69

Fund: 610 - WATER UTILITY

Account Number		2023	2023	2023 Budget	Budget Status	% of Budget
		March	Actual 03/22/2023			
610-00-57601-000-000	Purchased Water - COA / FC	59,166.26	59,166.26	649,808.00	590,641.74	9.11
610-00-57602-000-000	Fire Protection - COA	3,170.67	3,170.67	38,048.00	34,877.33	8.33
610-00-57622-000-000	Fuel/Power Purchase - Pumping	0.00	0.00	0.00	0.00	0.00
610-00-57640-000-000	Operation Labor	7,518.25	22,584.60	97,703.00	75,118.40	23.12
610-00-57641-000-000	Operation Supplies & Expenses	6,015.73	8,889.10	25,000.00	16,110.90	35.56
610-00-57651-000-000	Maintenance of Mains	0.00	0.00	15,000.00	15,000.00	0.00
610-00-57652-000-000	Maintenance of Services	0.00	0.00	15,000.00	15,000.00	0.00
610-00-57653-000-000	Maintenance of Meters	0.00	0.00	5,000.00	5,000.00	0.00
610-00-57654-000-000	Maintenance of Hydrants	0.00	1,169.80	0.00	-1,169.80	0.00
610-00-57901-000-000	Meter Reading Labor	0.00	0.00	0.00	0.00	0.00
610-00-57902-000-000	Accounting & Collecting Labor	3,513.60	10,540.80	50,295.00	39,754.20	20.96
610-00-57903-000-000	Supplies and Expenses	0.00	0.00	0.00	0.00	0.00
610-00-57920-000-000	Admin & General Salaries	2,004.10	6,012.30	43,740.00	37,727.70	13.75
610-00-57921-000-000	Office Supplies & Expenses	628.95	1,946.45	29,845.00	27,898.55	6.52
610-00-57923-000-000	Outside Services Employed	9,626.72	13,041.66	40,000.00	26,958.34	32.60
610-00-57924-000-000	Insurance Expense	0.00	9,228.00	7,651.00	-1,577.00	120.61
610-00-57925-000-000	Payroll Tax - FICA	919.19	2,725.49	12,942.00	10,216.51	21.06
610-00-57926-000-000	Employee Pensions & Benefits	972.24	8,254.52	86,553.00	78,298.48	9.54
610-00-57928-000-000	Regulatory Commission Expenses	202.09	202.09	6,000.00	5,797.91	3.37
610-00-57930-000-000	Miscellaneous General Expense	425.35	425.35	22,500.00	22,074.65	1.89
610-00-57933-000-000	Transportation Expense	275.46	510.14	4,185.00	3,674.86	12.19
610-00-57935-000-000	Maintenance of General Plant	94.50	283.50	2,500.00	2,216.50	11.34
CAPITAL OUTLAY		94,533.11	148,150.73	1,151,770.00	1,003,619.27	12.86
Total Expenses		94,533.11	148,150.73	1,151,770.00	1,003,619.27	12.86
Net Totals		-94,508.11	87,037.14	106,828.00	19,790.86	81.47

Fund: 620 - SEWER UTILITY

Account Number		2023	2023	2023	Budget Status	% of Budget
		March	Actual 03/22/2023	Budget		
620-00-46221-000-000	Residential Measured Service	0.00	153,576.13	851,153.00	-697,576.87	18.04
620-00-46222-000-000	Commercial Measured Service	0.00	17,224.59	91,309.00	-74,084.41	18.86
620-00-46223-000-000	Industrial Measured Service	0.00	0.00	3,584.00	-3,584.00	0.00
620-00-46224-000-000	Public Authority Measured Srvc	0.00	5,305.24	37,268.00	-31,962.76	14.24
620-00-46225-000-000	Multifamily Measured Service	0.00	18,393.46	62,934.00	-44,540.54	29.23
PUBLIC CHARGES FOR SERVICES		0.00	194,499.42	1,046,248.00	-851,748.58	18.59
620-00-47631-000-000	Forfeited Discounts	0.00	150.43	3,453.00	-3,302.57	4.36
620-00-47635-000-000	Other Sewer Revenue	11,400.00	22,950.00	5,205.00	17,745.00	440.92
620-00-47640-000-000	Interest Income	0.00	8,537.08	0.00	8,537.08	0.00
INTERGOV'T CHARGES FOR SERV		11,400.00	31,637.51	8,658.00	22,979.51	365.41
Total Revenues		11,400.00	226,136.93	1,054,906.00	-828,769.07	21.44

Fund: 620 - SEWER UTILITY

Account Number		2023		2023 Budget	Budget Status	% of Budget
		2023 March	Actual 03/22/2023			
620-00-57820-000-000	Supervision & Labor	8,060.95	24,273.00	147,998.00	123,725.00	16.40
620-00-57821-000-000	Fuel/Power Purchase - Pumping	1,422.38	3,354.83	17,000.00	13,645.17	19.73
620-00-57827-000-000	Operation Supplies & Expenses	283.42	2,151.56	20,000.00	17,848.44	10.76
620-00-57828-000-000	Transportation Expense	275.47	510.16	4,185.00	3,674.84	12.19
620-00-57829-000-000	Sewerage Treatment Charges	20,071.32	60,405.19	217,210.00	156,804.81	27.81
620-00-57831-000-000	Maintenance Sewage Collect Sys	13,405.00	13,405.00	50,000.00	36,595.00	26.81
620-00-57832-000-000	Maint Collection Syst Pumping	22,649.43	25,618.20	40,000.00	14,381.80	64.05
620-00-57833-000-000	Maint Trtmt & Disp Plant Equip	0.00	0.00	0.00	0.00	0.00
620-00-57834-000-000	Maintenance of General Plant	94.50	283.50	2,500.00	2,216.50	11.34
620-00-57840-000-000	Accounting & Collecting Labor	3,513.60	10,540.80	50,295.00	39,754.20	20.96
620-00-57842-000-000	Meter Reading Labor	0.00	0.00	0.00	0.00	0.00
620-00-57843-000-000	Uncollectible Accounts	0.00	0.00	0.00	0.00	0.00
620-00-57850-000-000	Admin & General Salaries	2,004.10	6,012.30	74,093.00	68,080.70	8.11
620-00-57851-000-000	Office Supplies & Expenses	643.65	1,975.65	32,010.00	30,034.35	6.17
620-00-57852-000-000	Outside Services Employed	14,076.71	20,126.67	40,000.00	19,873.33	50.32
620-00-57853-000-000	Insurance Expense	0.00	9,228.00	6,878.00	-2,350.00	134.17
620-00-57854-000-000	Employee Pensions & Benefits	1,009.17	8,369.42	56,674.00	48,304.58	14.77
620-00-57855-000-000	Payroll Tax - FICA	960.54	2,854.13	18,386.00	15,531.87	15.52
620-00-57856-000-000	Miscellaneous General Expense	425.35	425.35	1,000.00	574.65	42.54
620-00-57870-000-000	Interest Expense - CWF Loan	1,382.00	4,113.00	16,250.00	12,137.00	25.31
620-00-57875-000-000	Amortization Expense-CWF Loan	5,002.00	14,904.00	41,215.00	26,311.00	36.16
CAPITAL OUTLAY		95,279.59	208,550.76	835,694.00	627,143.24	24.96
Total Expenses		95,279.59	208,550.76	835,694.00	627,143.24	24.96
Net Totals		-83,879.59	17,586.17	219,212.00	201,625.83	8.02

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Planning & Zoning Monthly Report

Report:

1. Staff has been working on various Plan Commission agenda applications for the March meeting. Items included a conditional use permit for a topsoil shredding operation, approval for extended hours for a business along Highline Road, discussion on future land uses along County Road N, and discussion on pedestrian trails and updating the Village trail map.
 - a. County Road N commercial land uses – the Plan Commission briefly discussed this item at their February 21st meeting, they also held a public hearing at their March 21st meeting. Based on the feedback from property owners, the Plan Commission is not recommending any changes at this time, however, the Plan Commission will continue to review the corridor periodically.
2. Staff has been preparing documents for the TID #6 creation for the former Darboy Club site property. The Joint Review Board will review all the final documents at their meeting on April 11th.
3. Staff has been updating forms and brochures in preparation for conversion to the new website.
4. Staff continuously meets with residents and property owners to address questions, concerns, issues related to planning and zoning requirements.

Attachments:

- Zoning Permit Report

Village of Harrison
February-23 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	7	11	\$ 2,520,000	\$ 4,490,000	6	11	\$ 1,940,000	\$ 4,009,000
Two Family (units)	0 (0)	0	\$ 0	\$ 0	0 (0)	0	\$ 0	\$ 0
Multi Family (units)	0 (0)	0	\$ 0	\$ 0	0 (0)	0	\$ 0	\$ 0
Additions	0	1	\$ 0	\$ 12,500	2	2	\$ 70,000	\$ 70,000
Acc. Structures	1	2	\$ 35,000	\$ 55,000	0	0	\$ 0	\$ 0
Miscellaneous	2	6	\$ 0	\$ 14,500	6	6	\$ 78,000	\$ 78,000
Total Residential	10	20	\$ 2,555,000	\$ 4,572,000	14	19	\$ 2,088,000	\$ 4,157,000
Com./Ind.								
New	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Additions	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Acc. Structures	1	2	\$ 30,000	\$ 65,000	0	0	\$ 0	\$ 0
Miscellaneous	1	1	\$ 3,495	\$ 3,495	0	1	\$ 0	\$ 3,500
Total Com./Ind.	2	3	\$ 33,495	\$ 68,495	0	1	\$ 0	\$ 3,500
Combined Total	12	23	\$ 2,588,495	\$ 4,640,495	14	20	\$ 2,088,000	\$ 4,160,500

Number of Vacant Lots Remaining 189

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Parks & Trails Monthly Report

Report:

1. Pickleball and tennis courts – Staff continues to ask the contractor for final completion timeline. At this time, mid-May is the estimated completion timeframe. The colorcoating has to be installed when the temperatures are warm enough. The spring weather will determine final completion. Staff has received inquiries about whether or not the courts can be reserved or if they will be a first come first serve basis.
2. Staff has submitted an application to We Energies for adding a light on the existing pole near the pavilion at Darboy Community Park to help light up the basketball and playground area. Utilizing the existing pole does not provide a lot of light onto the playground equipment. Staff has asked We Energies to provide information on installing a new pole on the east edge of the playground. Staff is still waiting to hear back.
3. Eagle Scout Project – Dylan Bodway will be building and installing a wood shed near the firepit at Darboy Community Park as an Eagle Scout project. He will be working with DPW staff to place the 4' x 10' wood storage structure sometime this spring/summer.
4. Staff met with surrounding communities and the Community Foundation regarding a feasibility study for the extension of the Friendship Trail. The Community Foundation will be providing the grant cost share for a DNR/WisDOT grant to complete a feasibility study to determine how best to connect the Friendship Trail in Menasha to High Cliff State Park. The Community Foundation has hired a consultant to assist the communities with the feasibility study. The Village will be a project sponsor for the grant application. It is anticipated that the feasibility study will be completed by the end of 2023. The feasibility grant will be submitted by the end of March.
5. DPW Staff will be removing ash trees within the woods at Darboy Community Park as time allows. Trees are showing signs of disease.
6. Staff continues to work on completing projects identified in the budget, including obtaining information on a small shelter/pavilion at Dogwood Park, installation of disc golf cages at Clover Ridge Park, master plan development at Rennwood Park, and electrical plans and backstop and seeding at Farmers Field Park.

Attachments:

- None

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager
Jeff Funk, Operations Manager

VILLAGE OF HARRISON**Meeting Date:**

March 28, 2023

Title:

Public Works Monthly Report

Report:

1. Weight limits are on Village roads starting March 6th. As the thaw comes out of the roads DPW will determine when to lift weight limits.
2. Staff spent many hours in early/mid-March keeping roadways clear of snow and ice.
3. Staff is working with engineering on various projects for 2023.
 - a. The Village budgeted approx. \$3,460,000 for road & parking lot projects for capital outlay. The Village has awarded approx. \$2,322,000 for the various projects. Staff explored opportunities to do additional road work in 2023, however, the wetland & environmental and engineering work would push a possible bid release into June. Staff feels that a late bid may not receive favorable pricing. Staff is suggesting that the unused funds be rolled over into 2024 and increase the number of 2024 projects. Staff suggests that the Village Board take into consideration the excess funds while reviewing the 2024-2028 Proposed Road Plan later this summer.
 - b. Haen Heights (Lydia Ln & Jordan St area) ditching. The project will consist of resetting a drainage culvert and 2 roadway cross culverts. The project will also require resetting of 5-6 driveway culverts and ditching between the culverts. Due to the amount of work involved, the Public Works Department feels this is a project they can complete. The Village will reset the culverts and complete the ditching. Culverts that are reset or replaced will have end walls added. The paving over the culverts will be bid out as part of the Cottonwood Creek III resurfacing and ditching project. Staff sent out a map of the project boundaries and work to residents. Staff has been in contact with several residents to address their concerns with the project. No assessments are proposed.
 - c. Cottonwood Creek III (Cherrymeadow Ln, Alder Way, etc. area) resurfacing and ditching. The project will consist of rural resurfacing of roadway and ditching. Final plans are still underway, but it is anticipated that approx. 50% of the driveway culverts may have to be reset. The reason for resetting driveway culverts is because of elevation issues, if the ditch is flowing property the project will not touch the driveway culvert. The project is trying to limit the number of driveway culverts being disturbed. There are 4 roadway cross culverts that will

be replaced. Culverts that are reset or replaced will have end walls added. Ditching is intended only for areas in order to get the water to flow and also to areas of culvert replacement. The bid for this project was approved at the February 28th meeting. No assessments are proposed. Staff is working through the process of allowing residents the option to complete additional paving outside the project limits at the resident expense. A preconstruction meeting date has not been set yet.

- d. Creekside Estates (Edgewood Dr, Highland Ct, & Delta Dr area) street construction. The project will consist of completing the final street including curb & gutter, asphalt paving, sidewalks, and terrace restoration. The Village has an agreement with the Subdivision Developer to complete the work and assess 100% of the costs to the property owners. (History in a nutshell: Village was considering concrete streets at time of subdivision development; Village agreed to assess costs since this was a switch to roadway paving material during the design process; Developer platted and starting selling lots; Village determined to stay with asphalt streets; Village agreed with Developer to change subdivision streets from concrete to asphalt; assessment method was not changed since Developer was not collecting monies on lot sales for street completion.) Street plans were finalized from the concrete design to asphalt design for the bid documents. The bid was approved at the February 28th meeting for \$898,993 to MCC. The Village engineer adjusted the preliminary assessment role based on the bids and assessments are expected in the \$22,000-\$23,000 range, plus costs for driveway aprons. A preconstruction meeting date has not been set yet.
- e. Manitowoc Road & Schmidt Road & Crack Seal & Chip Seal Program. The annual crack seal & chip seal of Village streets that are rated 7s & 8s on the PASER Rating will continue. Along with this, crack seal and chip sealing of Schmidt Road (from State Park Rd to N Harwood Rd) and Manitowoc Road (from County N to N Harwood Rd) will be bid. Bids were received March 15th.
- f. Other Bid Projects. Quella Drive pulverizing, Village Hall parking lot, Clover Ridge parking lot, and Vans Road Pond Trail paving will be bid as part of the Cottonwood Creek III project.

4. Staff continues to work on equipment maintenance.

5. Staff is working with the DNR & WisDOT on signage for ATV/UTV.

Attachments:

- None

VILLAGE BOARD MEETING**VILLAGE OF HARRISON****From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Harrison Utilities Monthly Report

Report:

1. Staff has completed approximately 110 meter change outs of the 145 that need to be completed in 2023.
2. The new pumps were installed at Lift Station #1.
3. Staff has been busy with performing locates of water and sanitary laterals for a TDS fiber replacement project.
4. Staff is working on the Lead/Copper Inventory requirement that is due in 2024. Harrison Utilities will be required to track materials of watermain, laterals from the watermain to the curb box, from the curb box to the house.
5. PSC Water Connection Fee Refund. The PSC as part of a previous water rate case has ordered Harrison Utilities to reimburse applicants for the overcharge of the water portion of the connection fee. Staff is working on processing refund checks for the approximately 140+ respondents. Staff expects to refund up to \$220,000 from applicants that have responded. Staff is working with the PSC to determine how to contact applicants that have not responded. Early indications are that we will have to work with DOR and the Unclaimed Property Program for all applicants that we are unable to connect with.
6. Staff continues to work on a review/rewrite of the Utilities ordinances. This project will review the current ordinance and update as necessary to reflect current policies and procedures. Staff has been reviewing the document as time allows. Staff is nearing completion of the review. Some amendments to the cross connection section of the ordinance is recommended by the DNR to bolster our existing ordinances. A final version will be presented to the Board. This is a long term project that staff works on between other projects.

Attachments:

- None

VILLAGE BOARD MEETING

From:

Vicki Tessen, Clerk-Treasurer

VILLAGE OF HARRISON

Meeting Date:

March 28, 2023

Title:

Clerk / Treasurer's Report for March 2023

Board Update:

The Spring Election is keeping staff busy. Early in the month, staff posted extra reminders on Facebook for people to register or update their registration online before the March 15th deadline. There were 22 new registrations completed in that time! The online process is very streamlined and significantly less work for staff. Between March 16th and March 31st, the only way to register is in the clerk's office using paper forms that are then hand entered. Voters can also register at the polls on election day. As of 3/22/23, 729 absentee ballots have been mailed out, 168 mailed ballots have been returned, and 85 electors have voted in-person absentee in the first 2 days. In-person absentee voting ends at 5:00pm on March 31st.

Staff was notified on March 16th that the Badger Book printers (that were on back order since 2022) should arrive the last week of March, just in time for the April 4th election. Staff will unpack and test them as soon as possible. The printers will print a slip stating the voter's name, voter number, and ballot style which will replace the color coded pre-printed voter numbers used in the past. It should eliminate any human error of handing out the wrong ballot to an elector.

The funds collected for the Village tax levy, increment, and special charges were all confirmed and transferred out of the tax revenue bank accounts into the general fund bank account. The next step is to have the auditor assist staff with the journal entries to disburse those funds into the appropriate general ledger accounts. Once that is completed, it will be reflected in the budget reports.

The ARPA annual reporting is due the end of April. Staff will review each ARPA project folder for documentation of cost estimates/quotes, proof of following the federal procurement process, copies of the board memo, the board minutes showing the motion to approve the spending, and any receipts to date.

The treasurer is awaiting action on the proposed legislation SB 2 / AB 2 that would eliminate personal property tax beginning with this year. The State 2021-2023 budget included funds to reimburse municipalities for the lost revenue. Staff will be looking for more details on its effects and guidance from the DOR if this legislation passes.

Open Book and Board of Review dates with the assessor have been scheduled.

Open Book will be held Friday, August 4, 2023; 10:00 am – 12:00pm (*viewing of assessment roll*).

The **Board of Review with Hearings** is scheduled for Wednesday, August 23, 2023; 10:30am - 12:30pm.

The **initial Board of Review Meeting** will occur on April 25, 2023, before the monthly Board meeting.

(This is the meeting held just to adjourn until the assessment roll is completed). At least one member of the BOR must complete the 3-hour training and be certified before the initial meeting. The clerk will set up the training for whoever is going to be certified this year.

Alcohol License renewal packets have been mailed out to business owners. The applications should be ready for Board consideration at the May meeting.

2023 VILLAGE Account Statement Summary for Village Board

3/22/2023

2023 - Village Accounts	December 2022	January	February
Vlg Mmbrship 7000 (Min bal \$5) QTRLY Interest		0.797%	0.797%
Beginning Balance	708,170.67	708,616.91	708,616.91
Credits			
Interest	446.24		
Debits			
Ending Balance	708,616.91	708,616.91	708,616.91
VLG CD 0008 Matured 2/6/2023 @ .75% Renewed to 10/18/23 @ 4.218%			(Renewed 2/6)
Beginning Balance	329,473.26	329,683.13	329,893.13
Interest	209.87	210.00	719.10
Ending Balance	329,683.13	329,893.13	330,612.23
Money Mrkt 4895			
Beginning Balance	290,901.76	290,974.69	291,048.83
Credits			
Debits			
Interest	72.93	74.14	66.98
Ending Balance	290,974.69	291,048.83	291,115.81
Savings CD 7150 1.06% QTRLY - matures 04/01/2023			
Beginning Balance	261,626.20	262,317.61	262,317.61
Interest	691.41		
Ending Balance	262,317.61	262,317.61	262,317.61
Local Gov't Investment Pool 131			
Beginning Balance	252,122.06	252,989.67	253,905.72
Credits			
Debits			
Interest	867.61	916.05	884.65
Ending Balance	252,989.67	253,905.72	254,790.37
Checking General 0300		4.31%	4.31%
Beginning Balance	3,341,680.42	3,123,293.67	2,581,120.74
Credits	819,956.50	330,819.46	263,383.02
Debits	9,052.63	872,992.39	1,780,138.80
Interest	1,038,343.25	10,138.26	6,619.73
Ending Balance	3,123,293.67	2,581,120.74	1,070,984.69
Outstanding checks	142,056.06	181,690.08	181,690.08
Available Balance	2,981,237.61	2,399,430.66	889,294.61
Money Mrkt Tax 1110		4.31%	4.33%
Beginning Balance	473,569.38	2,225,741.15	2,233,560.51
Credits	7,662,963.23		
Debits	5,917,557.34		
Interest	6,765.88	7,819.36	7,269.17
Ending Balance	2,225,741.15	2,233,560.51	2,240,829.68
Checking Taxes 2723		4.31%	3.18%
Beginning Balance	5,917,557.34	14,625,150.60	17,362,879.32
Credits	8,708,221.25	9,299,170.91	1,070,501.71
Debits	5,088.56	6,561,442.19	6,436,592.30
Interest	4,460.57	15,274.82	39,041.51
Ending Balance	14,625,150.60	17,362,879.32	12,035,830.24
Outstanding checks	431.89	28,743.57	55,426.93
Available Balance	14,624,718.71	17,334,135.75	11,980,403.31
ONLINE Account 2730 min. \$50k		4.31%	3.34%
Beginning Balance	-	109,411.83	353,920.80
Credits	109,397.10	244,526.97	68,779.01
Debits		18.00	-
Interest	14.73	240.43	1,046.22
Ending Balance	109,411.83	353,920.80	423,746.03
Checking TOWN ACCOUNT 8500 APY .0% (stagnant account)			
Beginning Balance	11,064.35	11,064.35	11,064.35
Credits			
Debits			
Ending Balance	11,064.35	11,064.35	11,064.35
Money Mrkt General 0310 closed 3/7/23 x/t x1110		4.31%	4.33%
Beginning Balance	1,745,405.89	5,032.22	5,031.86
Credits	4,300.00		
Debits	1,745,405.89	18.00	18.00
Interest	732.22	17.64	16.35
Ending Balance	5,032.22	5,031.86	5,030.21
	December 2022	January	February
Cash Accounts Total:	20,945,733.12	23,325,745.32	16,539,036.56
Investment Accounts Total:	844,990.41	846,116.46	847,720.21
Town Total	11,064.35	11,064.35	11,064.35
All Funds Total:	21,801,787.88	24,182,926.13	17,397,821.12

2023 HARRISON UTILITIES Account Statement Summary for Village Board

2023 HARRISON UTILITIES	December 2022	January	February
Utility MM 6435 (customer paymnt) Min 150K		3.928%	0.04
Beginning Balance	1,707,034.80	1,912,422.57	2,139,018.88
Credits	201,349.40	219,946.37	197,716.85
Debits	108.77	130.76	166.90
Interest	4,147.14	6,780.70	6,767.85
Ending Balance	1,912,422.57	2,139,018.88	2,343,336.68
HU Expense account 6443 Min 150K		0.30%	0.01
Beginning Balance	600,620.33	604,538.14	551,872.66
Credits	1,036,948.84	19,487.50	26,070.36
Debits	1,033,093.62	72,299.13	102,926.22
interest	62.59	146.15	116.77
Ending Balance	604,538.14	551,872.66	475,133.57
<i>Outstanding checks</i>	759.10	34,784.55	130.11
<i>Available Balance</i>	603,779.04	517,088.11	475,003.46
0706 HU 8 mo CD - matures 8/29/2023 - 4.218%			
Beginning Balance	500,000.00	500,231.12	502,023.15
Interest	231.12	1,792.03	1,624.41
Ending Balance	500,231.12	502,023.15	503,647.56
CD 3008 Utility Bldg Proceeds - matures 1/29/2024 - 2.178%			
Beginning Balance	60,412.40	60,524.15	60,636.11
Interest	111.75	111.96	101.31
Ending Balance	60,524.15	60,636.11	60,737.42
Utility MM 8359 (Reserve Acct) Min 150K		3.928%	0.04
Beginning Balance	1,536,909.72	3,153,010.11	3,163,528.90
Credits	1,611,940.58	-	-
Debits	-	-	-
Interest	4,159.81	10,518.79	9,532.54
Ending Balance	3,153,010.11	3,163,528.90	3,173,061.44
Checking Utilities 1937		4.310%	0.04
Beginning Balance	425,963.87	427,144.45	428,594.97
Credits	-	-	124,144.36
Debits	138.95	49.95	49.95
interest	1,319.53	1,500.47	1,570.63
Ending Balance	427,144.45	428,594.97	554,260.01
<i>Outstanding checks</i>	729.80	729.80	729.80
<i>Available Balance</i>	426,414.65	427,865.17	553,530.21
Money Mrkt Utility 0380		4.310%	0.04
Beginning Balance	54,352.75	54,521.17	54,712.71
Credits	-	-	-
Debits	-	-	-
Interest	168.42	191.54	178.06
Ending Balance	54,521.17	54,712.71	54,890.77
4978 - Utility EBC Forfeitures CLOSED 02/17/2023 X/T acct 1937			
Beginning Balance	1,255.43	1,255.03	1,256.12
Debits	-	-	1,256.12
Interest	0.36	1.09	-
Ending Balance	1,255.79	1,256.12	-
CD Assessment Fund 9742 CLOSED 02/17/2023 X/T acct 1937			
Beginning Balance	122,890.81	122,900.00	122,900.00
Debits	-	-	122,906.67
Interest	9.19	-	6.67
Ending Balance	122,900.00	122,900.00	-
	December 2022	January	February
Cash Accounts Total:	6,151,403.33	6,303,469.89	6,599,822.56
Investment Accounts Total:	683,655.27	685,559.26	564,384.98
All Funds Total:	6,835,058.60	6,989,029.15	7,164,207.54

Wisconsin Department of Revenue - State and Local Finance Division
American Rescue Plan Act - Local Fiscal Recovery Funds
Allocation to Non-Entitlement Unit (typically municipalities with a population less than 50,000)
June 3, 2021

Co-Muni Code	08131
County	CALUMET
Municipality	VLG OF HARRISON
2019 Census Pop.	12,358
Total ARPA Allocation	\$1,293,494.00
2021 ARPA Allocation	\$646,747.00
2022 ARPA Allocation	\$646,747.00

REVENUE ACCT: Nicolet 0300
 REVENUE G/L: 240-00-43300-000-000
 EXPENSE G/L: 240-00-51400-000-000
 MEMO: Project # & expense description

Project #	Comment / Description	Board Approved	ALOTTED	Available Balance	Actual Spent to Date	Fund Balance	ARPA Initial Report Date	ARPA Status
	ARPA Funds Rec'd 6/25/21- acct 300		\$ (646,747)	\$ 646,747		\$ 646,747		
6.1.001	Vlg Hall - Rooftop HVAC Units	8/10/2021	\$ 59,500	\$ 587,247	\$ 59,500	\$ 587,247	4/30/2022	Completed
6.1.002	Vlg Hall - Front Office Laptop		\$ 1,720	\$ 585,527	\$ 1,720	\$ 585,527	4/30/2022	Completed
6.1.003	Vlg Hall - Office Renovation	3/8/2022	\$ 12,000	\$ 573,527	\$ 11,923	\$ 573,604	4/30/2022	In process
6.1.004	Village Elections - Badger Books Software	1/25/2022	\$ 30,000	\$ 543,527	\$ 26,513	\$ 547,091	4/30/2022	In process
6.1.005	Employees - *Covid PTO Backpay & Sick Ban	2/8/2022	\$ 60,000	\$ 483,527	\$ 1,878	\$ 545,213	4/30/2022	In process
6.1.006	Village - Meeting, Online Forms, & Website Software	5/31/2022	\$ 257,392	\$ 226,135	\$ 128,696	\$ 416,517		
6.1.007	Village - Phone System	5/31/2022	\$ 11,000	\$ 215,135	\$ 11,193	\$ 405,324		
6.1.008	Village - Network Server + Cell phone misc.		\$ 22,000	\$ 193,135	\$ 21,197	\$ 384,128		
	ARPA Funds Rec'd 6/21/2022 - acct 300		\$ (646,747)	\$ 839,882		\$ 1,030,875		
6.1.009	Fire Dept. - Washer Extractors	6/28/2022	\$ 26,100	\$ 813,782	\$ 26,045	\$ 1,004,829		
6.1.010	Fire Dept. - Polaris Ranger Skid Unit	6/28/2022	\$ 24,000	\$ 789,782	\$ 23,400	\$ 981,429		
6.1.011	Clerk/Treas Dept. - Computer	7/12/2022	\$ 1,095	\$ 788,687	\$ 1,075	\$ 980,354		
6.1.012	Village - Recreation Courts @ Darboy Comm	7/12/2022	\$ 81,916	\$ 706,771		\$ 980,354		
6.1.013	Employees - Safety Program	7/26/2022	\$ 5,000	\$ 701,771		\$ 980,354		
6.1.014	Village - Playground Equipment @ Farmer's	10/20/2022	\$ 130,000	\$ 571,771	\$ 129,614	\$ 850,740		
6.1.014	Village - Add'l Equipment @Farmer's Field	1/31/2023	\$ 72,170	\$ 499,601	\$ 72,170	\$ 778,570		
6.1.015	Fire Dept. - Gas Line Upgrade	9/29/2022	\$ 3,100	\$ 496,501	\$ 3,051	\$ 775,520		
6.1.016				\$ 496,501				
TOTALS			\$ 796,993	\$ 496,501	\$ 517,974	\$ 775,520		

Bills & Claims February 2023

General Fund Account

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFT 2/01/2023		DELTA DENTAL	
CLERK MANAGER OFFICE ASST FEBRUARY			Manual Check
100-02-51400-200-000		Gen. Admin - Benefits	626.14
		CLERK MANAGER OFFICE ASST FEBRUARY 1892073	
100-09-53311-200-000		Hwy Dept - Benefits	962.36
		HWY DEPT FEBRUARY 1892073	
100-01-51101-200-000		Planning - Benefits	0.00
		PLANNER FEBRUARY 1892073	
100-00-14500-000-000		Due from Special Purpose Dist.	440.23
		UTILITIES FEBRUARY 2023 DELTA DENTAL 641916	
			Total 2,028.73
EFT 2/02/2023		MERCHANT CHOICE CARD SERVICES	
1/1 - 1/31 CREDIT CARD PROCESSING FEES			Manual Check
100-02-51400-400-006		Gen. Admin - Service Contracts	264.04
		1/1 - 1/31 CREDIT CARD PROCESSING FEES	
			Total 264.04
EFT 2/10/2023		UNITED HEALTHCARE	
OFFICE FEBRUARY 2023 HEALTH INSURANCE			Manual Check
100-02-51400-200-000		Gen. Admin - Benefits	10,044.97
		OFFICE FEBRUARY 2023 HEALTH INSURANCE 890633225846	
100-09-53311-200-000		Hwy Dept - Benefits	14,275.90
		SHOP FEBRUARY 2023 HEALTH INSURANCE 890633225846	
100-01-51101-200-000		Planning - Benefits	0.00
		PLANNER FEBRUARY 2023 HEALTH INSURANCE 890633225846	
100-00-14500-000-000		Due from Special Purpose Dist.	5,615.12
		UTILITIES FEB 2023 HEALTH INSURANCE 890633225846	
			Total 29,935.99
EFT 2/09/2023		WI DEPT OF REVENUE-PAYROLL TAXES	
STATE TAXES WT-6 FOR PAYROLL 1/19/23			Manual Check
100-00-21040-000-000		State Withholding Tax Payable	2,146.15
		STATE TAXES WT-6 FOR PAYROLL 1/19/23	
			Total 2,146.15
EFT 2/03/2023		VOXTELESYS, LLC	
181722			Manual Check
100-02-51400-400-006		Gen. Admin - Service Contracts	263.10
		TRUNK UNLMTD SRVR HOST LOCALE911 181722	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			263.10
<hr/>			
EFT 2/21/2023		TRACTOR SUPPLY CO	
FROM 1/13/23		GLOVES, DRAW PINS	Manual Check
100-09-53311-400-000		Hwy Dept - Supplies	49.97
FROM 1/13/23		GLOVES, DRAW PINS	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	59.18
FROM 1/9/23		BALL VALVE BOLTED	
Total			109.15
<hr/>			
EFT 2/22/2023		VERIZON WIRELESS	
9926306551			Manual Check
100-06-52200-500-022		Fire Station 60 - Telephone	10.15
IPAD FOR STATION 60		9926306551	
100-07-52200-500-022		Fire Station 70 - Telephone	10.15
IPAD FOR STATION 70		9926306551	
100-02-51400-400-006		Gen. Admin - Service Contracts	27.65
PLAN ACCOUNT CHARGES 1/27-2/26		9926306551	
Total			47.95
<hr/>			
EFT 2/21/2023		RELIANCE STANDARD LIFE INSURANCE COMPANY	
JAN 2023 LIFE & DISABILITY HWY DEPT			Manual Check
100-09-53311-200-000		Hwy Dept - Benefits	293.52
JAN 2023 LIFE & DISABILITY HWY DEPT			
100-02-51400-200-000		Gen. Admin - Benefits	266.51
JAN 2023 LIFE & DISABILITY OFFICE			
100-01-51101-200-000		Planning - Benefits	0.00
JAN 2023 LIFE & DISABILITY PLANNER			
100-06-52200-200-000		Fire Dept - Benefits	52.67
JAN 2023 LIFE & DISABILITY FIRE			
Total			612.70
<hr/>			
EFT 2/21/2023		RELIANCE STANDARD LIFE INSURANCE COMPANY	
FEB 2023 LIFE & DISABILITY HWY DEPT			Manual Check
100-09-53311-200-000		Hwy Dept - Benefits	293.52
FEB 2023 LIFE & DISABILITY HWY DEPT			
100-02-51400-200-000		Gen. Admin - Benefits	266.51
FEB 2023 LIFE & DISABILITY OFFICE			
100-01-51101-200-000		Planning - Benefits	0.00
FEB 2023 LIFE & DISABILITY PLANNER			

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-06-52200-200-000		Fire Dept - Benefits	52.67
		FEB 2023 LIFE & DISABILITY FIRE	
Total			612.70

EFT 2/21/2023 RELIANCE STANDARD LIFE INSURANCE COMPANY
MAR 2023 LIFE & DISABILITY HWY DEPT **Manual Check**

100-09-53311-200-000		Hwy Dept - Benefits	265.11
		MAR 2023 LIFE & DISABILITY HWY DEPT	
100-02-51400-200-000		Gen. Admin - Benefits	266.51
		MAR 2023 LIFE & DISABILITY OFFICE	
100-01-51101-200-000		Planning - Benefits	0.00
		MAR 2023 LIFE & DISABILITY PLANNER	
100-06-52200-200-000		Fire Dept - Benefits	52.67
		MAR 2023 LIFE & DISABILITY FIRE	
Total			584.29

EFT 2/22/2023 WI DEPT OF REVENUE-PAYROLL TAXES
STATE TAXES WT-6 FOR PAYROLL 2/2/23 **Manual Check**

100-00-21040-000-000		State Withholding Tax Payable	2,098.84
		STATE TAXES WT-6 FOR PAYROLL 2/2/23	
Total			2,098.84

EFT 2/06/2023 INTERNAL REVENUE SERVICE-PAYROLL TAXES
EMPLOYEE SOCIAL SECURITY 2/2/23 **Manual Check**

100-00-21020-000-000		Social Security Taxes Payable	3,432.80
		EMPLOYEE SOCIAL SECURITY 2/2/23	
100-00-21020-000-000		Social Security Taxes Payable	802.82
		EMPLOYEE MEDICARE 2/2/23	
100-00-21020-000-000		Social Security Taxes Payable	3,432.80
		EMPLOYER LIABILITY SOCIAL SEC 2/2/23	
100-00-21020-000-000		Social Security Taxes Payable	802.82
		EMPLOYER LIABILITY MEDICARE 2/2/23	
100-00-21030-000-000		U.S. Withholding Taxes Payable	3,622.67
		FED INCOME TAXES 2/2/23	
Total			12,093.91

EFT 2/02/2023 WI DEFERRED COMP
UTILITIES DEF COMP PAYROLL 2/2/23 **Manual Check**

100-00-21525-000-000		Wisc Deferred Comp Payable	340.00
		UTILITIES DEF COMP PAYROLL 2/2/23	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
 Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21525-000-000		Wisc Deferred Comp Payable VILLAGE DEF COMP PAYROLL 2/2/23	825.00
Total			1,165.00

EFT 2/27/2023 WE ENERGIES

ACCT 0716666446-00001 FIRE DEPT #2 ELEC

Manual Check

100-07-52200-500-020		Fire Station 70 - Electric ACCT 0716666446-00001 FIRE DEPT #2 ELEC	183.97
100-00-53420-004-000		Street Lighting - HAA ACCT 0716666446-00003 General Lights	813.31
100-00-53420-001-000		Steet Lighting - North Shore ACCT 0716666446-3 NorthShore Golf Course	15.06
100-00-53420-006-000		Street Lighting - NS Woods ACCT 0716666446-3 NorthShore Woods Sub.	92.69
100-00-53420-000-000		Street Lighting - General ACCT 0716666446-00003 Harrisville Court	71.34
100-00-51600-500-021		Municipal Bldg - Heat ACCT 0716666446-00004 HALL/SHOP GAS HEAT	1,344.39
100-00-55200-000-000		Parks - Maint. and Utilities ACCT 0716666446-6 COMMUNITY PARK LIGHTS	299.77
100-09-53311-500-020		Hwy Dept - Electric ACCT 0716666446-00007 ELECTRIC SHOP 60%	840.22
100-00-51600-500-020		Municipal Bldg - Electric ACCT 0716666446-00007 TOWN HALL ELEC 40%	560.15
100-06-52200-500-021		Fire Station 60 - Heat ACCT 0716666446-00008 FIRE DEPT #1 HEAT	560.86
100-00-53420-000-000		Street Lighting - General ACCT 0716666446-9 LED STREET LIGHTING	323.33
100-00-55200-000-000		Parks - Maint. and Utilities ACCT 0716666446-00010 Shelter-Noe Road	92.03
100-07-52200-500-021		Fire Station 70 - Heat ACCT 0716666446-00011 FIRE DEPT #2 GAS	370.34
100-00-55200-000-000		Parks - Maint. and Utilities ACCT0716666446-12 COMMPARK SPECIALEVENTS	14.22
100-06-52200-500-020		Fire Station 60 - Electric ACCT 0716666446-00013 FIRE DEPT #1 ELEC	185.71
100-00-53420-000-000		Street Lighting - General SERVICE CREDIT	0.00

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			5,767.39

EFT 2/16/2023		WI DEFERRED COMP	
UTILITIES DEF COMP PAYROLL 2/16/23			Manual Check
100-00-21525-000-000		Wisc Deferred Comp Payable	340.00
UTILITIES DEF COMP PAYROLL 2/16/23			
100-00-21525-000-000		Wisc Deferred Comp Payable	825.00
VILLAGE DEF COMP PAYROLL 2/16/23			
Total			1,165.00

EFT 2/21/2023		INTERNAL REVENUE SERVICE-PAYROLL TAXES	
EMPLOYEE SOCIAL SECURITY 2/16/23			Manual Check
100-00-21020-000-000		Social Security Taxes Payable	3,296.53
EMPLOYEE SOCIAL SECURITY 2/16/23			
100-00-21020-000-000		Social Security Taxes Payable	770.94
EMPLOYEE MEDICARE 2/16/23			
100-00-21020-000-000		Social Security Taxes Payable	3,296.53
EMPLOYER LIABILITY SOCIAL SEC 2/16/23			
100-00-21020-000-000		Social Security Taxes Payable	770.94
EMPLOYER LIABILITY MEDICARE 2/16/23			
100-00-21030-000-000		U.S. Withholding Taxes Payable	3,480.03
FED INCOME TAXES 2/16/23			
Total			11,614.97

13409	2/10/2023	MGD INDUSTRIAL CORPORATION	
VOID CHECK 12/7/22 LOST			Manual Check
100-09-53311-400-000		Hwy Dept - Supplies	-144.70
FROM 11/28/22 SUPPLIES VOID LOST		210370	
Total			-144.70

13518	2/10/2023	MGD INDUSTRIAL CORPORATION	
VOID CHECK 1/11/23 LOST			Manual Check
100-09-53311-700-000		Hwy Dept - Equip Maintenance	-242.48
FROM 12/29/22 REAMER/SHANK VOID LOST		211267	
Total			-242.48

13606	2/08/2023	AUTOMOTIVE SUPPLY CO - KAUKAUNA	
60955690			
100-09-53311-400-000		Hwy Dept - Supplies	213.36
FROM 2/1/23 DIESEL 911, FULL SYN DEXOXS		60955690	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			213.36
13607 31077	2/08/2023	BURKE TRUCK & EQUIPMENT INC	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	8,301.80
		FRM 2/1/23 BLADES,GAURD,SPACER,BOLT,NUT 31077	
Total			8,301.80
13608 9909464	2/08/2023	CALUMET COUNTY TREASURER-SHERIFFS DEPT CONTRA	
		Previous Year Expense	
100-00-52100-000-000		Law Enforcement - Contract	155,538.11
		2022 FOURTH QUARTER	
Total			155,538.11
13609 IN14074900	2/08/2023	GORDON FLESCH CO. INC	
100-02-51400-400-006		Gen. Admin - Service Contracts	283.94
		BILL PERIOD 1/4-1/30/23 IMAGES IN14074900	
Total			283.94
13610 14283-03M	2/08/2023	HERRLING CLARK LAW FIRM LTD	
		Previous Year Expense	
100-00-51300-000-000		Legal	4,632.25
		FOR SERVICES THROUGH 12/14/2022	
100-09-51300-000-000		Hwy Dept - Legal	661.75
		FOR SERVICES THROUGH 12/14/2022	
Total			5,294.00
13611 FROM 1/17/23 SUPPLIES	2/08/2023	J & R SHOP SUPLIES	
100-09-53311-400-000		Hwy Dept - Supplies	317.00
		FROM 1/17/23 SUPPLIES N/A	
Total			317.00
13612 1334440	2/08/2023	JOE'S POWER CENTER	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	378.83
		FROM 2/2/23 WALK BROOM 133440	
Total			378.83

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
13613	2/08/2023	KAATS WATER CONDITIONING INC. CHARGES THROUGH 1/31/23	
100-09-53311-400-000		Hwy Dept - Supplies CHARGES THROUGH 1/31/23	93.54
			Total 93.54
13614	2/08/2023	MIDWEST WORKWEAR SI-104386	
100-09-53311-400-000		Hwy Dept - Supplies FROM 1/7/23 APPAREL KOSTKA PAUL SI-104386	126.46
			Total 126.46
13615	2/08/2023	MINNESOTA WISCONSIN PLAYGROUND PROJ 6.1.014 EQUIP INSTALL FARMERS FIELD	
240-00-51400-000-000		ARPA Expenses PROJ 6.1.014 EQUIP INSTALL FARMERS FIELD	72,170.00
			Total 72,170.00
13616	2/08/2023	MONROE TRUCK EQUIPMENT, INC 845921	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance FROM 2/2/23 LED AMBER/GREEN 845921	347.00
			Total 347.00
13617	2/08/2023	MORTON SALT 5402750914	
100-09-53311-903-000		Hwy Dept - Salt & Sand FROM 2/1/23 BULK SAFE-T-SALT 5402750914	17,192.22
			Total 17,192.22
13618	2/08/2023	NORTHEAST ASPHALT INC CERT PAYMENT 5 H0006-09-22-00223	
100-09-57330-000-000		Capital Outlay - Road Projects CERT PAYMENT 5 H0006-09-22-00223	193,667.13
100-00-48900-000-000		Misc. Revenues HOELZEL HAVEN PROJ DRIVEWY PREPYMNTS	20,780.00
			Total 214,447.13
13619	2/08/2023	PEGGY VAN ASTEN REFUND OF PARK RENTAL JUNE 10TH 2023	

Previous Year Expense

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-46722-000-000		Park Shelter Rental Fee	71.09
		REFUND OF PARK RENTAL JUNE 10TH 2023	
100-00-21041-000-000		Sales Tax Due to State	3.91
		REFUND OF PARK RENTAL JUNE 10TH 2023	
Total			75.00
<hr/>			
13620	2/08/2023	QUALITY TRUCK CARE CENTER INC R104016795:01	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	2,475.44
		FROM 1/30/23 WESTERN STAR PARKING BRAKE R104106795:01	
Total			2,475.44
<hr/>			
13621	2/08/2023	S & A SEPTIC SERVICES 377	
100-09-53311-505-000		Hwy Dept - Building Maint	260.00
		PUMP HOLDING TANKS 2/2/23 377	
Total			260.00
<hr/>			
13622	2/08/2023	SCHAEFFERS MFG CO 800047-INV1	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	1,616.42
		FROM 1/18/23 55 GAL SYNSHIELD DURABILITY 800047-INV1	
Total			1,616.42
<hr/>			
13623	2/08/2023	SERVICEMASTER BUILDING MAINTENANCE 41966	
100-02-51400-400-006		Gen. Admin - Service Contracts	1,031.00
		FROM 2/1/23 JANITORIAL FEBRUARY 41966	
Total			1,031.00
<hr/>			
13624	2/08/2023	SR SADOFF IRON & METAL COMPANY M02109	
100-00-53635-000-000		Recycling Services	21.61
		FROM 1/31/23 ELECTRONIC RECYCLING M02109	
Total			21.61
<hr/>			
13625	2/08/2023	T-MOBILE FROM 12/21/22-1/20/23 FIRE	
100-07-52200-500-022		Fire Station 70 - Telephone	25.00
		FROM 12/21/22-1/20/23 FIRE	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			25.00
13626	2/08/2023	TOONEN COMPANIES INC REFUND DIFF TAXES PURCH W5662 MANITOWOC	
405-00-18200-000-000		Land REFUND DIFF TAXES PURCH W5662 MANITOWOC	896.80
Total			896.80
13627	2/08/2023	DONOHOO CHEVROLET 2023 CHEVY SILVERADO 3500 VINPF164521	
100-09-57324-000-000		Capital Outlay - Hwy. Equip 2023 CHEVY SILVERADO 3500 VINPF164521	71,068.00
Total			71,068.00
13628	2/14/2023	ASSOCIATED BANK GREEN BAY NA ISSUERID 415-101,415-102,415-103,415-104	
301-00-58100-000-000		G.O. Debt Principal GO PROM NOTE PRINCIPAL MAR 23 415-101	180,000.00
301-00-58290-000-000		G.O. Debt Interest GO PROM NOTE INTEREST MAR 23 415-101	14,065.00
301-00-58100-000-000		G.O. Debt Principal GO PROM NOTE PRINCIPAL MAR 23 415-102	80,000.00
301-00-58290-000-000		G.O. Debt Interest GO PROM NOTE INTEREST MAR 23 415-102	9,100.00
301-00-58100-000-000		G.O. Debt Principal GO PROM NOTE PRINCIPAL MAR 23 415-103	95,000.00
301-00-58290-000-000		G.O. Debt Interest GO PROM NOTE INTEREST MAR 23 415-103	10,650.00
301-00-58100-000-000		G.O. Debt Principal GO PROM NOTE PRINCIPAL MAR 23 415-104	475,000.00
301-00-58290-000-000		G.O. Debt Interest GO PROM NOTE INTEREST MAR 23 415-104	19,580.56
Total			883,395.56
13629	2/14/2023	BASEMENT REPAIR SPECIALISTS REMBURSE BLD/P CNCLED JOB N7249 FIRELN 2	
100-00-44305-000-000		Building Permit Fee REMBURSE BLD/P CNCLED JOB N7249 FIRELN 2	100.00
Total			100.00

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
13630	2/14/2023	BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR JANUARY 2023	
100-00-52400-000-000		Building Inspector - Contract BUILDING INSPECTIONS FOR JANUARY 2023	5,480.00
100-00-21060-000-000		Building Escrows Payable ESCROW DEDUCT SPENCERCONST W5718 HOELZEL	100.00
Total			5,580.00
13631	2/14/2023	CHARTER COMMUNICATIONS- 31663 31663020823	
100-02-51400-400-006		Gen. Admin - Service Contracts ACC 8348104270031663 SERVICE 2/8-3/7 31663020823	429.91
Total			429.91
13632	2/14/2023	CORPORATE NETWORK SOLUTIONS, INC 72493, 72565-TWO THIRDS VIL HARRISON	
100-02-51400-400-006		Gen. Admin - Service Contracts BEYOND TRUST SECURE REMOTE ACCESS 1 YEAR 72493	50.00
100-02-51400-400-006		Gen. Admin - Service Contracts SONIC WALL STANDARD SUPPORT 1 YEAR-VOH 72565	90.00
Total			140.00
13633	2/14/2023	FIRE APPARATUS & EQUIPMENT 24371	
100-06-52200-600-000		Fire Dept - Vehicle Maint. FROM 2/8/23 LIGHT TOWER VIN YA000042 24371	345.45
Total			345.45
13634	2/14/2023	FRANKS RADIO SERVICE INC 122408	
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 2/13/23 MINITOR VI BELT CLIP 122408	77.70
Total			77.70
13635	2/14/2023	JOSH MEDINA FROM 2/6/23 REIMBURSE FOR PIZZA	
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 2/6/23 REIMBURSE FOR PIZZA	120.00
Total			120.00

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
13636	2/14/2023	MATT LANCASTER REIMBURSMENT FOR WATER,SODA,GATORADE	
100-06-52200-400-000		Fire Dept - Supplies/Services REIMBURSMENT FOR WATER,SODA,GATORADE	223.82
Total			223.82
13637	2/14/2023	MCMAHON 929691-929700	
100-09-53311-000-000		Hwy Dept - Engineer/Consultant CTH N SITE CONCEPTUAL LAYOUT 929692	328.00
100-09-57330-000-000		Capital Outlay - Road Projects 2022 ASPHALT RESURFACING PROGRAM 929691	1,275.00
100-09-57330-000-000		Capital Outlay - Road Projects CREEKSIDE ESTATES & RYFORD ST ROADWAY 929694	10,748.40
100-09-57330-000-000		Capital Outlay - Road Projects COTONWOOD CREEK III HAEN HGHTS RESURFAC 929700	13,371.30
100-00-53650-000-000		Harr Stormwater Util Drainage 2022 STREET STORM SEWER & SWMP REVIEW 92963	3,756.00
100-00-52400-200-000		Inspections - Grade Checks 2022 LOT GRADE REVIEW & CHECK 929696	223.85
100-09-53311-000-000		Hwy Dept - Engineer/Consultant 2023 GENERAL ENGINEERING 929695	750.00
100-00-53650-000-000		Harr Stormwater Util Drainage 2023 STREET,STORM SEWER & SWMP REIVEW 929697	164.00
100-09-53311-000-000		Hwy Dept - Engineer/Consultant STORM SEWER & ST CONSTR SPECIFICATIONS 929698	408.00
100-00-52400-200-000		Inspections - Grade Checks 2023 LOT GRADE REVIEW & CHECK 929699	1,190.25
100-09-57330-000-000		Capital Outlay - Road Projects CLOVER RIDGE PARK PARKING LOT CONCEPT 929692	574.00
Total			32,788.80
13638	2/14/2023	MGD INDUSTRIAL CORPORATION 210370	
100-09-53311-400-000		Hwy Dept - Supplies FROM 11/28/22 SUPPLIES REISSUED CK 210370	144.70
Total			144.70

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
13639 211267	2/14/2023	MGD INDUSTRIAL CORPORATION	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	242.48
		FROM 12/29/22 REAMER/SHANK REISSUED CHEC 211267	
		Total	242.48
13640 33070	2/14/2023	PREMIER PROMOTIONS	
100-06-52200-400-000		Fire Dept - Supplies/Services	420.00
		FROM 2/13/23 FIRE DEPARTMENT APPAREL 33070	
		Total	420.00
13641 R104016795:01	2/14/2023	QUALITY TRUCK CARE CENTER INC	
		REMAINING BLANCE	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	198.72
		FROM 1/30/23 REMAINING BALANCE R104106795:01	
		Total	198.72
13642 2/7/23 6 FLAGS 5'X8' US NYLON	2/14/2023	SOMMERVILLE FLAG	
100-06-52200-400-000		Fire Dept - Supplies/Services	390.00
		2/7/23 6 FLAGS 5'X8' US NYLON 2/7/23	
		Total	390.00
13643 ACCOUNT # G2028 1/1-1/31 3 BACKGRND CK	2/14/2023	WI DEPT OF JUSTICE	
100-02-51400-400-000		Gen. Admin - Supplies	21.00
		ACCOUNT # G2028 1/1-1/31 3 BACKGRND CK	
		Total	21.00
13644 4581949, 4582120, 4582121	2/14/2023	WIL-KIL PEST CONTROL	
100-02-51400-400-006		Gen. Admin - Service Contracts	52.70
		FIRE STATION 60 4582120	
100-02-51400-400-006		Gen. Admin - Service Contracts	52.70
		FIRE STATION 70 4582121	
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	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-02-51400-400-006		Gen. Admin - Service Contracts	0.00
		POWER SPRAY - VILLAGE HALL NA	
100-02-51400-400-006		Gen. Admin - Service Contracts	91.66
		VILLAGE HALL 4581949	
Total			197.06
<hr/>			
	13645	2/22/2023 ADAM HOCKS	
		REIMBURSEMENT FOR BATTERIES	
100-06-52200-400-000		Fire Dept - Supplies/Services	29.09
		REIMBURSEMENT FOR BATTERIES/BULBS #63	
Total			29.09
<hr/>			
	13646	2/22/2023 AIRGAS USA LLC	
		9134692393	
100-09-53311-400-000		Hwy Dept - Supplies	249.63
		FROM 2/6/23 CD/AR,FLUSH,SFTY SCT REFLECT 9134692393	
Total			249.63
<hr/>			
	13647	2/22/2023 ARING EQUIPMENT CO INC	
		789780	
100-09-53311-700-000		Hwy Dept - Equip Maintenance	268.32
		FROM 2/7/23 OIL, FUEL, SAFETY FILTERS 789780	
Total			268.32
<hr/>			
	13648	2/22/2023 AUTOMOTIVE SUPPLY- APPLETON	
		12038117	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	303.10
		FROM 2/15/23 DISC BRAKE PAD SET, ROTOR 12038117	
Total			303.10
<hr/>			
	13649	2/22/2023 BRUSH BOY CUSTOMS	
		1756	
100-09-53311-600-600		Hwy Dept - Vehicle Maintenance	270.00
		FROM 2/20/23 LETTERING DOORS	
Total			270.00
<hr/>			
	13650	2/22/2023 CARDMEMBER SERVICE	
		FROM 1/17/23 FARRELL EQUIPMEN STEEL TAPE	
100-09-53311-400-000		Hwy Dept - Supplies	105.49
		FROM 1/17/23 FARRELL EQUIPMEN STEEL TAPE	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/10/23HOME DEPOT WNDSHLD WSH,KEYS	42.33
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/12/23 WELLHOUSE TOOLS	33.87
100-06-57220-000-000		Fire Dept - Capital Outlay FROM 1/17/23BASS PRO SHOP GPS FOR RANGER	361.98
100-06-57220-000-000		Fire Dept - Capital Outlay FROM 1/16/23 FENIEX INDUSTRIES LIGHTBAR	1,739.86
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/16/23 ULTRA BRIGHT LIGHTZ MOUNTS	249.95
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/13/23 ROUGH COUNTY WINCH,UTV,ROPE	337.55
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/17/23 TARGET FRAMES & PENS	148.94
100-08-52300-000-000		1st Responders - Operating Exp FROM 1/18/23 AMAZON BADGE HOLDER	37.98
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/18/23 OFFICE DEPOT TONER	448.78
100-06-52200-305-000		Fire Dept - Training/Mem FROM 1/25 KAUKAUNA MUNICIPAL FIRE BOOK	19.00
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/28/23 AMAZON MANILA FILE JACKETS	90.00
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/26/23 HOME DEPOT WALL ANCHORS	6.45
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/27/23 WALMART POSTERS	50.66
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 1/30/23 OFFICE DEPOT FILE POCKET	101.56
100-01-51101-305-000		Planning - Training/Mile/Exp. FROM 1/11/23 IEDC TRAINING PLANNER	1,350.00
100-00-51440-400-000		Elections - Supplies FROM 1/11/23 COSTCO ELECTION SUPPLIES	74.04
100-02-51400-400-000		Gen. Admin - Supplies FROM 1/11/23 COSTCO OFFICE SUPPLIES	40.05
100-00-51440-200-000		Elections - Expenses/Training FROM 1/17/23 MOHNENS ELECTION MEETING	71.80
100-02-51400-400-000		Gen. Admin - Supplies FROM 1/24 ADOBE ACROBAT PRO	20.99

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-51440-400-000		Elections - Supplies	68.91
		FROM 2/2/23 FESTIVAL ELECTION SUPPLIES	
100-02-51400-305-000		Gen. Admin - Training/Conf.	109.00
		FROM 1/14/23 KALAHARI HEISER MATT CONF	
100-02-51400-305-000		Gen. Admin - Training/Conf.	190.00
		FROM 1/12/23 PAYPAL EHLERS SEMINAR	
100-02-51400-310-000		Gen. Admin - Dues	176.46
		FROM 2/1/23 WCMA 2023 MEMBER DUES	
Total			5,875.65
<hr/>			
13651	2/22/2023	EZ GLIDE GARAGE DOORS & OPENERS	
180415-IN			
100-06-52200-700-000		Fire Dept - Equip Maintenance	1,092.70
		FROM 2/15/23 SRV CALL REPAIR GARAGE DR 180415-IN	
Total			1,092.70
<hr/>			
13652	2/22/2023	GAT SUPPLY, INC	
408506-1			
100-09-53311-700-000		Hwy Dept - Equip Maintenance	267.61
		FROM 2/3/23 SPECTRA CLEAN & CALIBRATE 408506-1	
Total			267.61
<hr/>			
13653	2/22/2023	GFC LEASING - WI	
I00800559			
100-02-51400-400-006		Gen. Admin - Service Contracts	274.96
		COVERAGE PERIOD 3/5/23 - 4/4/23 I00800559	
Total			274.96
<hr/>			
13654	2/22/2023	GRUETT'S	
84885P			
100-09-53311-700-000		Hwy Dept - Equip Maintenance	391.68
		FROM 1/7/23 CUT EDGE, LABOR 84885P	
Total			391.68
<hr/>			
13655	2/22/2023	HYDROCLEAN EQUIPMENT INC	
18806			
100-09-53311-700-000		Hwy Dept - Equip Maintenance	1,348.00
		FROM 1/16/23 REMV FOAMER INSTL NEW FOAMER 18806	
Total			1,348.00

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
13656 9107628944	2/22/2023	J J KELLER & ASSOCIATES INC Previous Year Expense	
100-02-51400-400-006		Gen. Admin - Service Contracts CUSTOMER#201462303 WI ENG COMBO PSTR	150.25
		Total	150.25
13657 27889	2/22/2023	KLINK HYDRAULICS LLC	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 2/16/23 CONNECTOR 27889	9.60
		Total	9.60
13658 82904	2/22/2023	LANGE ENTERPRISES, INC	
100-09-53315-902-000		Hwy Dept - Signs FROM 2/9/23 3M HIP & ATV ROUTE SINGS 82904	1,504.78
		Total	1,504.78
13659 928964	2/22/2023	MCMAHON Previous Year Expense	
100-00-53441-100-000		Illicit Discharge Program 2022 ILLICIT DISCHARGE	1,508.50
		Total	1,508.50
13660 929835	2/22/2023	MCMAHON	
100-00-53441-100-000		Illicit Discharge Program 2022 ILLICIT DISCHARGE 929835	12.86
		Total	12.86
13661 212336	2/22/2023	MGD INDUSTRIAL CORPORATION	
100-09-53311-400-000		Hwy Dept - Supplies FROM 2/6/23 SUPPLIES 212336	445.91
		Total	445.91
13662	2/22/2023	MIKE NETT CDL REIMBURSEMENT	
100-09-53311-306-000		Hwy Dept - CDL/Testing CDL REIMBURSEMENT	77.52

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			77.52
13663	2/22/2023	MONROE TRUCK EQUIPMENT, INC 846009, 846848, 5481846, 845262	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 2/6/23 MOTOR 846009	1,724.66
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 2/8/23 TRK #20 MOTOR, COUPLER, INSERT 846848	325.48
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 2/7/23 #23 JOYSTICK, SENSOR 5481846	1,257.36
100-09-53311-700-000		Hwy Dept - Equip Maintenance FRM2/16/23 HYDRAULIC ACCUMULATOR, TUB CYL 845262	4,723.51
Total			8,031.01
13664	2/22/2023	N.E.W. PRINTING 156758	
100-02-51400-400-000		Gen. Admin - Supplies #10 REGULAR ENVELOPES FROM 2/10/23 156758	248.51
Total			248.51
13665	2/22/2023	OFFICE DEPOT BUSINESS CREDIT - VOH THROUGH 2/15/23 OFFICE SUPPLIES	
100-02-51400-400-000		Gen. Admin - Supplies THROUGH 2/15/23 OFFICE SUPPLIES	370.85
Total			370.85
13666	2/22/2023	PIONEER RESEARCH CORPORATION 262953	
100-09-53311-700-000		Hwy Dept - Equip Maintenance FROM 2/7/23 X SALT 262953	535.63
Total			535.63
13667	2/22/2023	PREMIER PROMOTIONS 33071	
100-06-52200-400-000		Fire Dept - Supplies/Services FROM 2/14/23 FIRE DEPARTMENT APPAREL 33071	312.00
Total			312.00
13668	2/22/2023	S & A SEPTIC SERVICES 0373, 0380	

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-09-53311-505-000		Hwy Dept - Building Maint	260.00
		PUMP HOLDING TANKS 2/14/23 373	
100-09-53311-505-000		Hwy Dept - Building Maint	130.00
		PUMP HOLDING TANKS 2/7/23 380	
Total			390.00
<hr/>			
	13669	2/22/2023 SCHMIDT BROS CUSTOM HOMES INC	
		GRADING ESCROW RETURN W5562 SCHREIBER LN	
100-00-21060-000-000		Building Escrows Payable	1,500.00
		GRADING ESCROW RETURN W5562 SCHREIBER LN	
Total			1,500.00
<hr/>			
	13670	2/22/2023 SILVERTREE HOMES LLC	
		REFUND RIGHT OF WAY PERMIT H2023-08	
100-00-44330-000-000		Utility Permit Fee	50.00
		RETURN RIGHT OF WAY PERMIT H2023-08	
Total			50.00
<hr/>			
	13671	2/22/2023 SPEEDY CLEAN	
		78536	
100-00-53441-000-000		Storm Sewer Maint./Ponds	1,260.00
		JET VAC STORM SEWER MILE LONG RD/EVAN ST 78536	
Total			1,260.00
<hr/>			
	13672	2/22/2023 SUPERIOR VISION INSURANCE	
		OFFICE VISION INSURANCE MAR 23	
100-02-51400-200-000		Gen. Admin - Benefits	139.20
		OFFICE VISION INSURANCE MAR 23 712590	
100-09-53311-200-000		Hwy Dept - Benefits	109.15
		SHOP VISION INSURANCE MAR 23 712590	
100-01-51101-200-000		Planning - Benefits	0.00
		PLANNER VISION INSURANCE MAR 23 712590	
100-00-14500-000-000		Due from Special Purpose Dist.	88.03
		UTILITIES VISION INSURANCE MAR 23 712590	
Total			336.38
<hr/>			
	13673	2/22/2023 TASC	
		IN2657582	
100-02-51400-400-006		Gen. Admin - Service Contracts	37.43
		FEBRUARY 2023 BILLING IN2657582	

3/21/2023 5:40 PM

Reprint Check Register - Full Report - ALL

Page: 19
ACCT

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 37.43
			Grand Total 1,574,262.56

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	617,800.20
Total Expenditure from Fund # 240 - FEDERAL FUNDS - ARPA	72,170.00
Total Expenditure from Fund # 301 - DEBT SERVICE - GEN. OBLIGATION	883,395.56
Total Expenditure from Fund # 405 - TAX INCREMENTAL DISTRICT #5	896.80
Total Expenditure from all Funds	1,574,262.56

Payroll

NICOLET (INVESTORS) BANK VOH

Payroll Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	50,771.58
Total Expenditure from Fund # 610 - WATER UTILITY	13,850.65
Total Expenditure from Fund # 620 - SEWER UTILITY	14,513.95
Total Expenditure from all Funds	79,136.18

Tax Account

TAX CHECKING NICOLET VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
3040	2/14/2023	AMY OR RANDY ROMENESKO 2022 TAX REFUND PARCEL 43550	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 43550	254.83
			Total 254.83
3041	2/14/2023	APPLETON SCHOOL DISTRICT FEBRUARY 2023 SETTLEMENT TO APPLETON	
100-00-24045-000-000		Due to Appleton School - Taxes FEBRUARY 2023 SETTLEMENT TO APPLETON	510,071.37
			Total 510,071.37
3042	2/14/2023	CALUMET COUNTY TREASURER FEBRUARY 2023 SETTLEMENT TO COUNTY	
100-00-24010-000-000		Due to County - Tax Apprtnmnt FEBRUARY 2023 SETTLEMENT TO COUNTY	2,396,801.18
			Total 2,396,801.18
3043	2/14/2023	CHAD DORTON 2022 TAX REFUND PARCEL 38246	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 38246	6,812.81
			Total 6,812.81
3044	2/14/2023	CHRISTINE OR JOEL KNAACK 2022 TAX REFUND PARCEL 39894	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 39894	198.09
			Total 198.09
3045	2/14/2023	DARBOY SANITARY DISTRICT 2023 PUBLIC FIRE PROTECTION CHARGE	
100-00-24060-000-000		Due to Darboy Sanitary - Taxes 2023 PUBLIC FIRE PROTECTION CHARGE	139,431.00
100-00-24060-000-000		Due to Darboy Sanitary - Taxes 2022 DELINQUENT CERTIFICATION	249.52
			Total 139,680.52
3046	2/14/2023	FOX VALLEY TECHNICAL COLLEGE FEBRUARY 2023 SETTLEMENT TO FVTC	

TAX CHECKING NICOLET VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-24050-000-000		Due to Fox Valley Tech - Taxes FEBRUARY 2023 SETTLEMENT TO FVTC	457,591.67
Total			457,591.67
<hr/>			
	3047	2/14/2023 FRANK MATSCHNIG 2022 TAX REFUND PARCEL 45784	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45784	1,057.10
Total			1,057.10
<hr/>			
	3048	2/14/2023 HARRISON UTILITIES 2022 DELINQ WATER ON TAX ROLL \$1,779.98	
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2022 DELINQ WATER ON TAX ROLL \$1,779.98	1,779.98
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2022 DELINQ SEWER ON TAX ROLL \$1,632.13	1,632.13
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2022 DELINQ PUBLIC FIRE TAX ROLL \$320.72	320.72
100-00-24055-000-000		Due to Waverly Sanitary - Tax PARCEL 42786 SEREMETA G.	1,186.78
Total			4,919.61
<hr/>			
	3049	2/14/2023 HILBERT SCHOOL DISTRICT FEBRUARY 2023 SETTLEMENT TO HILBERT	
100-00-24043-000-000		Due to Hilbert School - Taxes FEBRUARY 2023 SETTLEMENT TO HILBERT	233,949.16
Total			233,949.16
<hr/>			
	3050	2/14/2023 JEFFERY OR NICOLE ZIMMER 2022 TAX REFUND PARCEL 45798	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45798	6,076.12
Total			6,076.12
<hr/>			
	3051	2/14/2023 JORDAN LELAND OR JORDYN BAETZ 2022 TAX REFUND PARCEL 44072	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 44072	58.39
Total			58.39

TAX CHECKING NICOLET VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
<hr/>			
3052	2/14/2023	KAUKAUNA SCHOOL DISTRICT FEBRUARY 2023 SETTLEMENT TO KAUKAUNA	
100-00-24042-000-000		Due to Kaukauna School - Taxes FEBRUARY 2023 SETTLEMENT TO KAUKAUNA	577,961.97
			Total 577,961.97
<hr/>			
3053	2/14/2023	KIMBERLY SCHOOL DISTRICT FEBRUARY 2023 SETTLEMENT TO KIMBERLY	
100-00-24041-000-000		Due to Kimberly School - Taxes FEBRUARY 2023 SETTLEMENT TO KIMBERLY	2,063,269.29
			Total 2,063,269.29
<hr/>			
3054	2/14/2023	LEXINGTON HOMES INC 45806,45748,45804,45746,45792,4574445802	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45806	6,336.44
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45748	6,147.75
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45804	6,292.77
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45746	6,390.62
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45792	4,249.39
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45744	6,493.71
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45802	6,467.50
			Total 42,378.18
<hr/>			
3055	2/14/2023	MADER KENNETH A & DIANE K LIV TR 2022 TAX REFUND PARCEL 45872	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45872	110.34
			Total 110.34
<hr/>			
3056	2/14/2023	MICHELLE OR TIMOTHY DOBINSKI 2022 TAX REFUND PARCEL 33998	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 33998	4,446.88

TAX CHECKING NICOLET VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total
			4,446.88
3057	2/14/2023	STOCKBRIDGE SCHOOL DISTRICT FEBRUARY 2023 SETTLEMENT TO STOCKBRIDGE	
100-00-24044-000-000		Due to Stockbrdge Schl - Taxes FEBRUARY 2023 SETTLEMENT TO STOCKBRIDGE	3,474.74
			Total
			3,474.74
3058	2/14/2023	THADDEUS OR LISA THILTGEN 2022 TAX REFUND PARCEL 45750	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45750	5,418.20
			Total
			5,418.20
3059	2/14/2023	TIMOTHY OR CHERRIE DEGROOT 2022 TAX REFUND PARCEL 45800	
100-00-21070-000-000		Overpayments Payable 2022 TAX REFUND PARCEL 45800	1,427.93
			Total
			1,427.93
3060	2/22/2023	HARRISON UTILITIES 2020 & 2021 SEWER/WATER SPEC ASSESSMENTS	
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2020 PARCEL 33410 PALM	706.10
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2020 PARCEL 33416 GOHL	1,121.92
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2020 PARCEL 33624 LABREC	545.29
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2020 PARCEL 42786 SEREMETA	1,299.54
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2021 PARCEL 33410 PALM	669.69
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2021 PARCEL 33416 GOHL	1,064.09
100-00-24055-000-000		Due to Waverly Sanitary - Tax 2021 PARCEL 42786 SEREMETA	1,243.15
			Total
			6,649.78
			Grand Total
			6,462,608.16

TAX CHECKING NICOLET VOH

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

	Amount
<hr/>	
Total Expenditure from Fund # 100 - GENERAL FUND	6,462,608.16
Total Expenditure from all Funds	6,462,608.16

Harrison Utilities Accounts

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFT	2/01/2023	WE ENERGIES - 00005	
0705461764-00005		HU Main - Gas	
			Prev YR Exp/Manual Check
610-00-57921-000-000		Office Supplies & Expenses	170.21
		0705461764-00005 HU Main - Gas	
620-00-57851-000-000		Office Supplies & Expenses	170.22
		0705461764-00005 HU Main - Gas	
		Total	340.43

EFT	2/01/2023	VERIZON WIRELESS - UTILITIES	
9924827172			Manual Check
610-00-57641-000-000		Operation Supplies & Expenses	17.16
		SHARE OF EMERGENCY PHONE	
		9924827172	
620-00-57827-000-000		Operation Supplies & Expenses	42.34
		LS6 DIALER & SHARE OF EMERGENCY PHONE	
		9924827172	
		Total	59.50

EFT	2/07/2023	COMMUNITY FIRST CREDIT UNION	
CFCU INSURANCE COVERAGE ON ACCOUNTS			Manual Check
610-00-57924-000-000		Insurance Expense	3,750.00
		CFCU INSURANCE COVERAGE ON ACCOUNTS	
620-00-57853-000-000		Insurance Expense	3,750.00
		CFCU INSURANCE COVERAGE ON ACCOUNTS	
		Total	7,500.00

EFT	2/06/2023	MENASHA UTILITIES	
ACCT#1044748-01		Elec Plank Rd-Meter Pit	Manual Check
620-00-57827-000-000		Operation Supplies & Expenses	21.84
		ACCT#1044748-01 Elec Plank Rd-Meter Pit	
610-00-57641-000-000		Operation Supplies & Expenses	158.69
		ACCT#1044219-02 COA Water #1 Electric	
620-00-57821-000-000		Fuel/Power Purchase - Pumping	1,153.93
		ACCT#1040028-01 LS #4 Electric	
620-00-57827-000-000		Operation Supplies & Expenses	11.39
		ACCT#1040028-01 Storm Water Charge	
		Total	1,345.85

EFT	2/08/2023	WE ENERGIES - 00003	
0705461764-00003		COA Mtr #2 - Electric	Manual Check
610-00-57641-000-000		Operation Supplies & Expenses	452.99
		0705461764-00003 COA Mtr #2 - Electric 2082023-00003	

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			452.99

EFT 2/09/2023 KWIK TRIP - UTILITIES
63714895550001

Manual Check

610-00-57933-000-000	Transportation Expense		234.68
ACCT# BG2251587 - FUEL		63714895550001	
620-00-57828-000-000	Transportation Expense		234.69
ACCT# BG2251587 - FUEL		63714895550001	
Total			469.37

EFT 2/09/2023 WM CORPORATE SERVICES INC
1996554-1796-2

Manual Check

610-00-57921-000-000	Office Supplies & Expenses		198.21
CUST4-95771-93000 JAN 23 GARB/RECY CHGS			
620-00-57851-000-000	Office Supplies & Expenses		198.21
CUST4-95771-93000 JAN 23 GARB/RECY CHGS			
Total			396.42

EFT 2/02/2023 PSN INVOICE - UTILITIES
271325

Manual Check

610-00-57923-000-000	Outside Services Employed		24.97
1/01/23-1/31/23 PSN PAYMENT SERV		271325	
620-00-57852-000-000	Outside Services Employed		24.98
1/01/23-1/31/23 PSN PAYMENT SERV		271325	
Total			49.95

EFT 2/21/2023 RELIANCE STANDARD LIFE INSURANCE COMPANY
UTILITIES JAN 2023 LIFE & DISABILITY

Manual Check

610-00-57926-000-000	Employee Pensions & Benefits		85.77
UTILITIES JAN 2023 LIFE & DISABILITY			
620-00-57854-000-000	Employee Pensions & Benefits		85.78
UTILITIES JAN 2023 LIFE & DISABILITY			
Total			171.55

EFT 2/21/2023 RELIANCE STANDARD LIFE INSURANCE COMPANY
UTILITIES FEB 2023 LIFE & DISABILITY

Manual Check

610-00-57926-000-000	Employee Pensions & Benefits		85.77
UTILITIES FEB 2023 LIFE & DISABILITY			
620-00-57854-000-000	Employee Pensions & Benefits		85.78
UTILITIES FEB 2023 LIFE & DISABILITY			

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			171.55

EFT 2/21/2023 RELIANCE STANDARD LIFE INSURANCE COMPANY
UTILITIES MAR 2023 LIFE & DISABILITY **Manual Check**

610-00-57926-000-000		Employee Pensions & Benefits	85.77
		UTILITIES MAR 2023 LIFE & DISABILITY	
620-00-57854-000-000		Employee Pensions & Benefits	85.78
		UTILITIES MAR 2023 LIFE & DISABILITY	
Total			171.55

EFT 2/14/2023 MARCO TECHNOLOGIES LLC - UTILITIES
33321633 **Manual Check**

610-00-57921-000-000		Office Supplies & Expenses	117.73
		Acct# 009-1758432-000 PRINTER/COPIER JAN 33321633	
620-00-57851-000-000		Office Supplies & Expenses	117.73
		Acct# 009-1758432-000 PRINTER/COPIER JAN 33321633	
Total			235.46

EFT 2/14/2023 WE ENERGIES - 00006
0705461764-00006 | Fox Crsng Mtr - Elec **Manual Check**

610-00-57641-000-000		Operation Supplies & Expenses	17.14
		0705461764-00006 Fox Crsng Mtr - Elec 02142023-00006	
Total			17.14

EFT 2/17/2023 WE ENERGIES - 00010
0705461764-00010 | LS#4 - Gas **Manual Check**

620-00-57821-000-000		Fuel/Power Purchase - Pumping	23.88
		0705461764-00010 LS#4 - Gas 2172023-00010	
Total			23.88

EFT 2/22/2023 WE ENERGIES - 00004
0705461764-00004 | LS#3 Electric **Manual Check**

620-00-57821-000-000		Fuel/Power Purchase - Pumping	103.63
		0705461764-00004 LS#3 Electric 2222023-00004	
Total			103.63

EFT 2/22/2023 WE ENERGIES - 00007
0705461764-00007 | LS#6 Electric & Gas **Manual Check**

620-00-57821-000-000		Fuel/Power Purchase - Pumping	124.39
		0705461764-00007 LS#6 Electric & Gas 2222023-00007	

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			124.39
EFT	2/24/2023	WE ENERGIES - 00001	
0705461764-00001	LS#1 Electric & Gas	Manual Check	
620-00-57821-000-000	Fuel/Power Purchase - Pumping		444.91
0705461764-00001	LS#1 Electric & Gas	222023-00001	
Total			444.91
EFT	2/24/2023	WE ENERGIES - 00002	
0705461764-00002	LS#2 Electric	Manual Check	
620-00-57821-000-000	Fuel/Power Purchase - Pumping		81.71
0705461764-00002	LS#2 Electric	2242023-00002	
Total			81.71
EFT	2/24/2023	WE ENERGIES - 00009	
0705461764-00009	HU Main - Electric	Manual Check	
610-00-57921-000-000	Office Supplies & Expenses		320.21
0705461764-00009	HU Main - Electric	2242023-00009	
620-00-57851-000-000	Office Supplies & Expenses		320.22
0705461764-00009	HU Main - Electric	2242023-00009	
Total			640.43
EFT	2/27/2023	CHARTER COMMUNICATIONS - UTILITIES	
26135020823		Manual Check	
610-00-57921-000-000	Office Supplies & Expenses		64.99
Acct# 8348 10 427 0026135	Internet	26135020823	
620-00-57851-000-000	Office Supplies & Expenses		65.00
Acct# 8348 10 427 0026135	Internet	26135020823	
Total			129.99
EFT	2/27/2023	AT&T - UTILITIES	
920380099102		Manual Check	
610-00-57641-000-000	Operation Supplies & Expenses		22.16
ACCT#920-380-0991	MTR STN #2 DIALER	920380099102-23	
620-00-57827-000-000	Operation Supplies & Expenses		38.89
ACCT#920-380-0977	LS#3 DIALER	920380099102-23	
620-00-57827-000-000	Operation Supplies & Expenses		38.89
ACCT#920-380-0982	LS#2 DIALER	920380099102-23	
620-00-57827-000-000	Operation Supplies & Expenses		38.89
ACCT#920-380-0987	LS#1 DIALER	920380099102-23	

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
610-00-57641-000-000		Operation Supplies & Expenses	38.56
		ACCT#920-380-0992 MTR STN #1 DIALER 920380099102-23	
620-00-57827-000-000		Operation Supplies & Expenses	38.99
		ACCT#920-380-0996 LS#4 DIALER 920380099102-23	
Total			216.38

EFT 2/02/2023 PSN INVOICE - UTILITIES
1/01/23-1/31/23 PSN PAYMENT SERV

Manual Check

610-00-57923-000-000		Outside Services Employed	-24.97
		1/01/23-1/31/23 PSN PAYMENT SERV 271325	
620-00-57852-000-000		Outside Services Employed	-24.98
		1/01/23-1/31/23 PSN PAYMENT SERV 271325	
Total			-49.95

10175 2/01/2023 AXLEY BRYNELSON LLP
915457, 919621

620-00-57852-000-000		Outside Services Employed	108.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA 915457	
620-00-57852-000-000		Outside Services Employed	324.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA 919621	
Total			432.00

10175 2/01/2023 AXLEY BRYNELSON LLP
915457, 919621 CORRECT YEAR EXP

Manual Check

620-00-57852-000-000		Outside Services Employed	-108.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA 915457	
620-00-57852-000-000		Outside Services Employed	-324.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA 919621	
Total			-432.00

10175 2/01/2023 AXLEY BRYNELSON LLP
915457, 919621 CORRECT YEAR EXP

Prev YR Exp/Manual Check

620-00-57852-000-000		Outside Services Employed	108.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA	
620-00-57852-000-000		Outside Services Employed	324.00
		LEGAL SERV SEWER SERV DISPUTE-MENASHA	
Total			432.00

10176 2/01/2023 CRANE ENGINEERING SALES INC
1/26/23 Inspect LS4 Pumps

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
 Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
620-00-57832-000-000	1/26/23	Maint Collection Syst Pumping Inspect LS4 Pumps 433584-00	535.56
Total			535.56
<hr/>			
10177	2/01/2023	FERGUSON WATERWORKS #1476 1/23/23 5/8" Meters with Trans (144ct)	
610-00-18346-000-000	1/23/23	Meters 5/8" Meters with Trans (144ct) 0365393	34,416.00
Total			34,416.00
<hr/>			
10178	2/01/2023	GFL ENVIRONMENTAL U30000093676	
610-00-57921-000-000		Office Supplies & Expenses COMMERCIAL TRASH DUMPSTER FOR JANUARY U30000093676	51.41
620-00-57851-000-000		Office Supplies & Expenses COMMERCIAL TRASH RECYCLING FOR JANUARY U30000093676	51.41
Total			102.82
<hr/>			
10179	2/01/2023	KITZ & PFEIL - OSHKOSH 1/1/23 Misc. Shop Supplies	
610-00-57641-000-000	1/1/23	Operation Supplies & Expenses Misc. Shop Supplies 32665/2	6.29
620-00-57827-000-000	1/1/23	Operation Supplies & Expenses Misc. Shop Supplies 32665/2	6.29
Total			12.58
<hr/>			
10180	2/01/2023	LEDS LLC 12/15/22 Overhead Light Ballast & Bulbs Previous Year Expense	
610-00-57935-000-000	12/15/22	Maintenance of General Plant Overhead Light Ballast & Bulbs	229.28
620-00-57834-000-000	12/15/22	Maintenance of General Plant Overhead Light Ballast & Bulbs	229.28
Total			458.56
<hr/>			
10181	2/01/2023	SENTINEL SECURITY LLC 1/26/23 Alarm System COA Water Conn. #2	
610-00-57641-000-000	1/26/23	Operation Supplies & Expenses Alarm System COA Water Conn. #2 22269	336.00
Total			336.00

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
10182	2/01/2023	SUPERIOR CHEMICAL LLC 1/25/23 Glass Cleaner (12ct)	
610-00-57641-000-000		Operation Supplies & Expenses 1/25/23 Glass Cleaner (12ct) 354416	50.22
620-00-57827-000-000		Operation Supplies & Expenses 1/25/23 Glass Cleaner (12ct) 354416	50.22
Total			100.44
10183	2/01/2023	T-MOBILE FROM 12/21/22-01/20/23 UTILITIES	
610-00-57641-000-000		Operation Supplies & Expenses FROM 12/21/22-01/20/23 UTILITIES	37.80
620-00-57827-000-000		Operation Supplies & Expenses FROM 12/21/22-01/20/23 UTILITIES	37.80
Total			75.60
10184	2/01/2023	TIMES-VILLAGER Annual Sub. 25752 (Harrison Util.)	
610-00-57921-000-000		Office Supplies & Expenses Annual Sub. 25752 (Harrison Util.)	20.50
620-00-57851-000-000		Office Supplies & Expenses Annual Sub. 25752 (Harrison Util.)	20.50
Total			41.00
10185	2/08/2023	CINCINNATI INSURANCE COMPANY Acct#1000659844 Pol.0674504	
610-00-57924-000-000		Insurance Expense Acct#1000659844 Pol.0674504	510.50
620-00-57853-000-000		Insurance Expense Acct#1000659844 Pol.0674504	510.50
Total			1,021.00
10186	2/08/2023	HERRLING CLARK LAW FIRM LTD FOR SRV THRU 12/14/2022 CONNECTION FEES Previous Year Expense	
620-00-57852-000-000		Outside Services Employed FOR SRV THRU 12/14/2022 CONNECTION FEES	1,323.50
Total			1,323.50
10187	2/08/2023	MENARDS-APPLETON EAST 1/12/23 - Misc. Shop Supplies	

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
 Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
610-00-57641-000-000		Operation Supplies & Expenses	65.05
	1/12/23	Misc. Shop Supplies 32128	
620-00-57827-000-000		Operation Supplies & Expenses	65.06
	1/12/23	Misc. Shop Supplies 32128	
Total			130.11
<hr/>			
	10188	2/08/2023 MIDWEST WORKWEAR	
	1/25/23	Clothing T Van Zeeland After Cr.	
610-00-57641-000-000		Operation Supplies & Expenses	115.55
	1/25/23	Clothing T Van Zeeland After Cr. SI-104890	
620-00-57827-000-000		Operation Supplies & Expenses	115.56
	1/25/23	Clothing T Van Zeeland After Cr. SI-104890	
Total			231.11
<hr/>			
	10189	2/15/2023 BEST EQUIPMENT LLC	
		Invoices 12139 & 12236	
610-00-57641-000-000		Operation Supplies & Expenses	147.36
	1/12/23	Soap for Pressure Washer and Oil 12139	
620-00-57827-000-000		Operation Supplies & Expenses	147.36
	1/12/23	Soap for Pressure Washer and Oil 12139	
610-00-57641-000-000		Operation Supplies & Expenses	24.00
	1/25/23	Shop Pressure Washer Parts 12236	
620-00-57827-000-000		Operation Supplies & Expenses	24.00
	1/25/23	Shop Pressure Washer Parts 12236	
Total			342.72
<hr/>			
	10190	2/15/2023 CLEAN WATER TESTING LLC	
	2/3/23	Mineral Scan Water 1305 Oneida St	
610-00-57641-000-000		Operation Supplies & Expenses	95.00
	2/3/23	Mineral Scan Water 1305 Oneida St 9007047801	
Total			95.00
<hr/>			
	10191	2/15/2023 COMMUNITY FIRST CU - VISA	
	1/29/23	Statement for *7115	
610-00-57921-000-000		Office Supplies & Expenses	15.91
	1/15/23	Amazon - Office Supplies	
620-00-57851-000-000		Office Supplies & Expenses	15.92
	1/15/23	Amazon - Office Supplies	
610-00-57921-000-000		Office Supplies & Expenses	8.16
	1/27/23	Amazon - Label Tape	

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
 Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
620-00-57851-000-000	1/27/23	Office Supplies & Expenses Amazon - Label Tape	8.17
610-00-57921-000-000	1/28/23	Office Supplies & Expenses Amazon - 11x17 Paper	37.98
620-00-57851-000-000	1/28/23	Office Supplies & Expenses Amazon - 11x17 Paper	37.98
Total			124.12

10192 2/15/2023 CORPORATE NETWORK SOLUTIONS, INC
 INV 72565 ONE THIRD PORTION UTILITIES

610-00-57921-000-000		Office Supplies & Expenses ONE THIRD SONIC WALL SUPPORT 1 YEAR-HU 72565	22.50
620-00-57851-000-000		Office Supplies & Expenses ONE THIRD SONIC WALL SUPPORT 1 YEAR-HU 72565	22.50
Total			45.00

10193 2/15/2023 MARTENSON & EISELE INC
 Engineering Services through 1/31/23

610-00-13143-000-000		Due from Developers Woodland Lake Cottages through 1/31/23 62684	2,081.25
620-00-13143-000-000		Due from Developers Woodland Lake Cottages through 1/31/23 62684	2,081.25
610-00-13143-000-000		Due from Developers Harrison Heights through 1/31/23 62687	937.50
620-00-13143-000-000		Due from Developers Harrison Heights through 1/31/23 62687	937.50
610-00-13143-000-000		Due from Developers 1st Addition to LP Heights thr. 1/31/23 62681	225.00
620-00-13143-000-000		Due from Developers 1st Addition to LP Heights thr. 1/31/23 62681	225.00
610-00-13143-000-000		Due from Developers North Shore Ridge through 1/31/23 62685	825.00
620-00-13143-000-000		Due from Developers North Shore Ridge through 1/31/23 62685	825.00
610-00-57923-000-000		Outside Services Employed General Requests through 1/31/23 62683	310.00
620-00-57852-000-000		Outside Services Employed General Requests through 1/31/23 62683	310.00

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
 Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
610-00-57923-000-000		Outside Services Employed	1,705.00
		System Map Updates through 1/31/23 62686	
620-00-57852-000-000		Outside Services Employed	1,705.00
		System Map Updates through 1/31/23 62686	
620-00-57852-000-000		Outside Services Employed	560.00
		Sewer Connection Fee Review thr. 1/31/23 62677	
620-00-57852-000-000		Outside Services Employed	2,075.00
		Melissa St/Plank Rd Sewer thr. 1/31/23 62688	
Total			14,802.50
<hr/>			
10194	2/15/2023	SADOFF IRON & METAL COMPANY	
		1/31/23 - Electronics Recycling	
610-00-57921-000-000		Office Supplies & Expenses	54.60
		1/31/23 - Electronics Recycling M02091	
620-00-57851-000-000		Office Supplies & Expenses	54.60
		1/31/23 - Electronics Recycling M02091	
Total			109.20
<hr/>			
10195	2/15/2023	ULTIMATE CLEANING, LIMITED	
		MAR 2023 Cleaning Service	
610-00-57935-000-000		Maintenance of General Plant	94.50
		MAR 2023 Cleaning Service 2131	
620-00-57834-000-000		Maintenance of General Plant	94.50
		MAR 2023 Cleaning Service 2131	
Total			189.00
<hr/>			
10196	2/15/2023	USABLUEBOOK	
		Customer No. 997628	
610-00-57641-000-000		Operation Supplies & Expenses	174.28
		1/19/23 - Misc Shop Supplies 240697	
620-00-57827-000-000		Operation Supplies & Expenses	76.55
		1/19/23 - Share of Yellow Vests (2ct) 240697	
Total			250.83
Grand Total			68,271.78

3/21/2023

5:46 PM

Reprint Check Register - Full Report - ALL

Page: 11

ACCT

UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Amount

Total Expenditure from Fund # 610 - WATER UTILITY	48,416.68
Total Expenditure from Fund # 620 - SEWER UTILITY	19,855.10
Total Expenditure from all Funds	68,271.78

UTILITIES EXPENSE NICOLET

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
EFT	2/02/2023	PSN INVOICE - UTILITIES	
1/01/23-1/31/23		PSN PAYMENT SERV	
			Manual Check
610-00-57923-000-000		Outside Services Employed	24.97
	1/01/23-1/31/23	PSN PAYMENT SERV	271325
620-00-57852-000-000		Outside Services Employed	24.98
	1/01/23-1/31/23	PSN PAYMENT SERV	271325
		Total	49.95
		Grand Total	49.95

UTILITIES EXPENSE NICOLET

Accounting Checks

Posted From: 2/01/2023 From Account:
Thru: 2/28/2023 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY	24.97
Total Expenditure from Fund # 620 - SEWER UTILITY	24.98
Total Expenditure from all Funds	49.95

VILLAGE BOARD MEETING**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

VILLAGE OF HARRISON**Meeting Date:**

February 28, 2023

Title:

Safety Options for curve on Firelane 13

Issue:

How does the Village wish to proceed to address safety concerns along the curve on Firelane 13?

Background and Additional Information:

At the February 28th meeting, the Village Board asked staff to bring back quotes for removing the tree and installing guardrail. DPW staff obtained a quote for removal of the large tree adjacent to the pavement at a cost of \$1,485 from Schiller for the tree removal and Powerhouse Stumpin for stump removal (\$1,000 for tree removal and \$485 for stump removal). Quotes were also obtained for guardrail installation. Staff initially thought the cost would be approx. \$4,000, however, both contractors are quoting near \$13,000. Pleasant Knoll Landscaping is quoting \$12,921 and Highway Landscapers is quoting \$13,862.50.

From the February 28th meeting:

At the January 31st meeting, the Village Board reviewed a letter from Ann Younger Crandall regarding safety issues at a curve in the road on Firelane 13. The Village Board asked staff to review and develop some options. Staff looked at the area and found that there is a large tree only several feet from the roadway with branches that hang low over the roadway. The trees appear to be within the road right-of-way as identified on the aerial map. The pavement is narrow, approx. 22-feet wide, with minimal gravel shoulder and ditch.

Possible options to address the safety concerns:

1. Do nothing. This option does not address any of the physical limitations but relies on the driving public to use caution in the area.
2. Remove the tree(s). This option may open visibility of the roadway to the driving public by reducing encroachments near the roadway.
 - a. Village removes tree(s). This is option 2a with the Village removing the tree(s).
 - b. Property owner removes tree(s). This is option 2b with the property owner given the option to remove the tree(s) by a specified time of the Village.
3. Install guardrail. This option may reduce the number of vehicles hitting the horse fences. If the guardrail has reflectors it may help the driving public see that the roadway curves. The guardrail may not allow for pedestrians to get off the road far enough when vehicles are present.

4. Install a street light. This option may help illuminate the area for the driving public to see a curve is present.
5. Widen the roadway (will require tree to be removed). This option would look at expanding the roadway paving which will require removal of the tree and expanding the roadway base and paving. This is the most expensive option listed.
6. Other: _____

Budget Impacts:

For tree removal and guardrail installation, total cost is approximately \$14,406.

A street light probably ranges from \$2,000-\$4,000. Staff has not yet explored costs associated with widening the roadway.

Recommended Action:

If tree removal and guardrail installation is preferred, staff recommends Schiller for tree removal and Powerhouse Stumpin for stump removal and Pleasant Knoll Landscaping for the guardrail installation.

Attachments:

- Quotes for guardrail installation (Pleasant Knoll Landscaping & Highway Landscapers)
- Quote for tree removal (Schiller) and stump removal (Powerhouse Stumpin)
- Letter from Ann Younger Crandall with photos (submitted to Village Board for Jan 31st meeting)
- Aerial Map



Pleasant Knoll Landscaping LLC

N5695 LONG RD
Hilbert, WI 54129

920.427.2365
josh.pleasantknoll@contractor.net

Bid Proposal

Date	Estimate #
3/2/2023	706

Village of Harrison
W5298 St. Hwy 114
Harrison, WI 54952

Project			
Firelane 13 Guardrail			
Description	Qty	Rate	Total
GUARDRAIL FURNISH & INSTALL COMPLETE: Install 237.5 LF (19 panels) of W Beam Guardrail. 2- Boxing Glove Buffer Ends added to each end. Complete length of system with ends will be approximately 142 linear feet. Post and Block driven at 6.25 ft on center.	1	12,921.00	12,921.00
Clean up of gravel shoulder or any sod disturbed is included.		0.00	0.00
Municipal Sales Tax Exempt.		5.50%	0.00
Sales Tax Calumet County			
Total			\$12,921.00

We reserve the right to withdraw any bid if not formally accepted within 30 days.

Please sign, date and return to accept this proposal.



**Village of Harrison
c/o Jeff Funk
N8203 Fire Lane 13**

** 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	237.5	LF	\$55.00	\$13,062.50
	Boxing Glove Ends	2	EA	\$400.00	\$800.00
				Total	\$13,862.50

QUOTE VALID FOR 30 DAYS FROM MARCH 2, 2023
Sales Tax, if Applicable

ORIENT MESSAGE

FOR VILLAGE OF HARRISON

DATE 2/14/23 TIME _____ A.M. P.M.

M _____

OF FIRELN 12

PHONE/ CELL _____

TELEPHONED		PLEASE CALL	
CAME TO SEE YOU		WILL CALL AGAIN	
WANTS TO SEE YOU		RUSH	
RETURNED YOUR CALL		SPECIAL ATTENTION	

MESSAGE 1 TREE REMOVAL
CLOSE TO ROAD AT
#203 FIRELANE 13
\$1000

NO STUMP

SIGNED B.B. Mack

03 E

Full Service Stump Grinding for 8203 Fire Ln 13

Stump Grinding \$225.00

Stump Grinding measurements are taken across the entire affected area. This includes stumps that are mounded.

It is generally NOT recommended to reuse grinding material to fill in holes and level out for sedimentation and soil health reasons. For more information on this please contact us at 920-257-9699 or visit our aftercare page at pwrnstump.com/aftercare/

Debris Removal \$170.00

Clear up all stump grinding debris and dispose. Pricing consists of labor, equipment use and disposal/dump fees on a per TON basis

Topsoil Installed \$90.00

- Level to grade
 - Pulverized topsoil installed and raked in 2 stages to reduce soil compaction
 - Level to grade
 - Top dress and leave loose for grass seed germination and feathered out to blend yard back together
- Includes Grass Seed and Straw Cover*

Subtotal \$485.00

Total \$485.00

Accept

Letter

January 23, 2023

Allison Blackmer, Village of Harrison Board President:

I want to bring attention to a safety issue which I would like reviewed by the Village Board. My hobby farm is located on the north end of Fire Lane 13. The house and barn are on the east side of Fire Lane 13 and the horse pasture is on the west side of the road. There is a sharp curve on the east end of Fire Lane 12 where it turns into Fire Lane 13. After the first initial sharp curve there is a second curve as the road heads north which is not marked by any signage. On November 6th, 2022, a hit and run driver, driving north after the initial curve on Fire Lane 13, drove off the road on the east shoulder and drove into my pasture. The driver destroyed over 80 feet of fencing, a heavy hayfeeder, several stock tanks, a 12-foot gate and broke off a telephone pole with our electrical fencer and circuits. The person also seriously injured one of my horses which I eventually had to put down after 5 weeks of care for multiple deep wounds. (Unfortunately, the driver has not been located as of this letter.)

This was the 5th accident with property damage and certainly the worst to occur in this area of the pasture in the last 10 years. There have been others in the ditch with no or very minimal property damage and multiple close calls with the many pedestrians who walk by my property. I have lived on this property since 1982. Initially we rarely had any issues with traffic. Fire Lane 12 has grown over the years from a few cottages to many permanent homes. Along with the growth have come an increase in traffic and noncompliance to the 25mph speed limit in this area. I have discussed these issues with the Calumet County Sheriff, and they have advised me to bring this to the attention of the Village Board.

My husband and I live in fear this will happen again. The equipment in our pasture can be replaced. The loss of the horse was traumatic. But even worse would be a pedestrian accident. I am respectfully asking that attention be brought to this safety issue and a review of this area of Fire Lane 13 be completed for possible safety improvements.

Sincerely,



Ann Younger Crandall
N8203 Fire Lane 13
Menasha, WI 54952
920-716-2412

Enclosed: Map and Picture of pasture

Photo from letter



Aerial Map



Legend

- Address Point
- County Boundary
- Wisconsin Water
- Unincorporated Community
- Town Boundary
- Point of Interest
- Parcel Boundary
- Property Mark
- PLSS Section
- State Parks

Calumet County, WI



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.



Roadway Image



VILLAGE BOARD MEETING**VILLAGE OF HARRISON****From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Ord V23-02 Amending the Discharge of Firearms Ordinance & Map

Issue:

Should the Village Board amend the Discharge of Firearms Map?

Background and Additional Information:

At the February 28th meeting, the Village Board discuss possible amendments to the Discharge of Firearms ordinance and map. The Village Board postponed action until the March meeting in order to notify the property owners of the potential map changes. On March 2nd staff mailed out a letter, proposed map, and copy of current ordinance to property owners that may be affected by the proposed changes.

From the February 28th meeting:

The Village regulates the discharge of firearms within certain areas of Harrison. These areas are typically the developed areas of the Village, or adjacent to them. The boundaries of the regulated area have not changed since October 2019. As the Village continues to grow, the map should be reviewed periodically to adjust for the growth. Staff is recommending an amendment to the map boundaries to include the area between County Road N and the overhead electrical lines between Hwy 10 and Schmidt Road (highlighted in pink on the attached map). The Village allows for property owners to receive a discharge waiver if they own 40 contiguous acres within the boundary.

Staff reached out to Lt. Voland, Calumet County Sheriff's Office. Lt. Voland is in general agreement with the proposed boundaries. Both staff and Lt. Voland debated extending the area over to State Park Road (between Hwy 10 & Schmidt Road) but the feeling was that the map could be amending in the future to include this area as additional development occurs.

Staff found that the original discharge of firearms ordinance referenced a map created on June 29, 2003. Any subsequent changes to the map would require an ordinance change. Staff is proposing an ordinance amendment that such map may be amended from time to time by the Village Board. In the future, the Village Board can approve a map amendment without having to adopt an ordinance.

Budget Impacts:

None

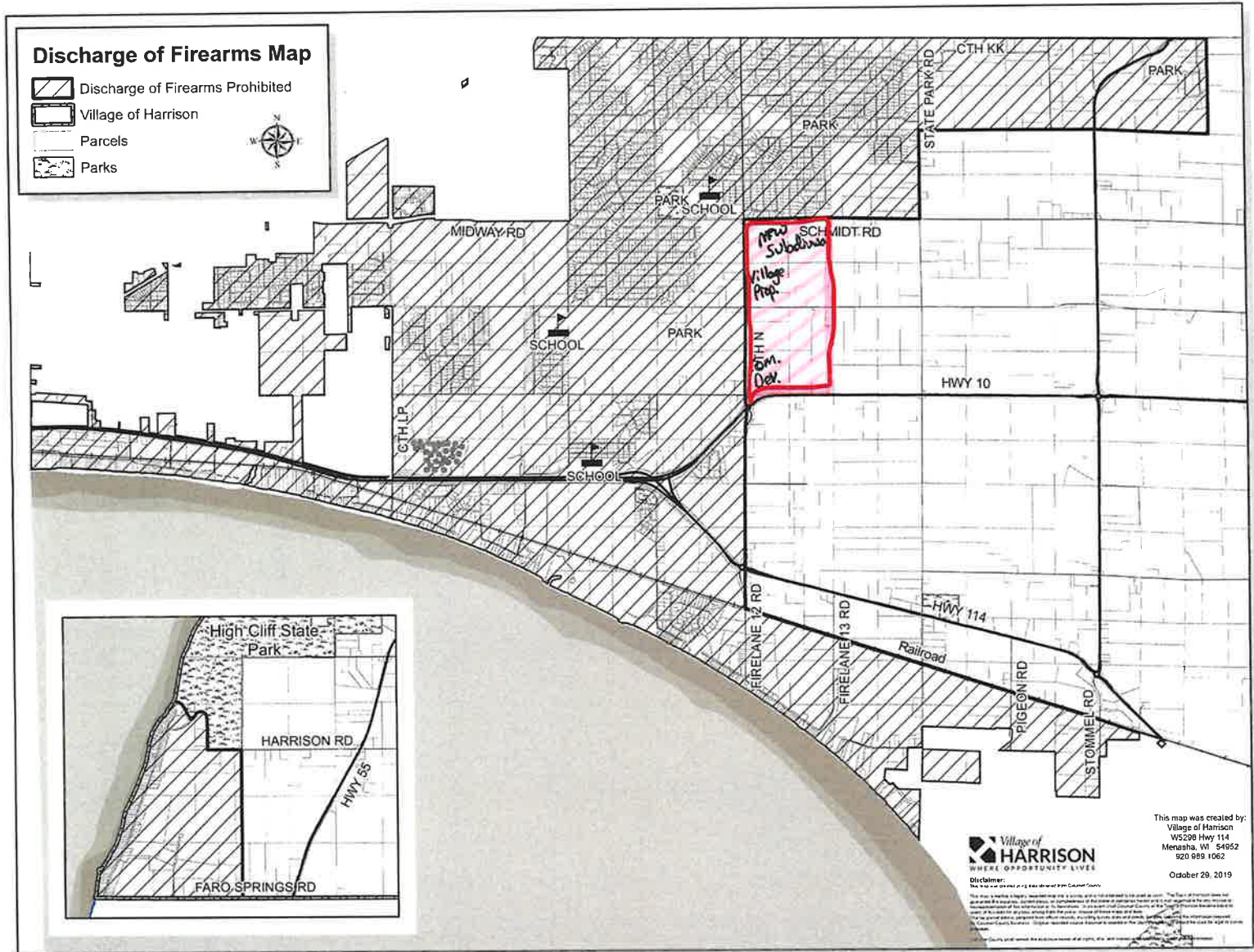
Recommended Action:

Staff recommends approval.

Attachments:

- Ord V23-02
- Discharge of Firearms Map (area in pink is proposed amendment)

Discharge of Firearms Map (proposed)



ORDINANCE V23-02

AN ORDINANCE AMENDING DIVISION 16-II-2; DISCHARGE OF FIREARMS SECTIONS 16-61(a)(2) & (3) FOR THE VILLAGE OF HARRISON, WISCONSIN

WHEREAS, the Village has a discharge of firearms ordinance which includes a map prohibiting the fire or discharge of firearms within the boundaries stated on the map; and

WHEREAS, the Village wishes to amend the map from time to time to reflect the growth of the Village; and

WHEREAS, the Village desires to amend the ordinance to allow the Village Board to amend the map from time to time.

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

DIVISION 16-II-2 DISCHARGE OF FIREARMS

16-60 Definitions

16-61 Prohibition

16-62 Exclusions

16-63 Waiver

16-64 Implementation And Enforcement

16-65 Penalty

16-60 Definitions

The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this paragraph, except where the context clearly indicates a different meaning:

Ammunition means any single slug, single ball, scatter shot, fine shot, pellet, or BB.

Dwelling means any house, apartment, business building, cottage, or mobile home.

Firearm means any rifle, shotgun, muzzle loader, handgun, or airgun.

(Ord. No. 5, § 1, 6-8-1976; Ord. No. 91, § 1, 6-29-2003)

HISTORY

Amended by Ord. V21-03 on 1/26/2021

16-61 Prohibition

1. *Firearms.*

1. No person shall fire or discharge any firearm with ammunition within 100 yards of any occupied, permanent or seasonal dwelling, within the village.
2. There shall be no fire or discharge of any firearm with ammunition within the boundaries ~~stated on the~~ *depicted on a* map ~~adopted~~ *approved* by the Village Board. ~~of supervisors on June 29, 2003.~~ *The Village Board may approve periodic revisions to boundaries and the depicting map by simple majority vote.*
3. The map of the village with said boundaries shaded is incorporated by reference and hereby made a part of this section. A copy of the ~~above referenced~~ *most*

recently approved depicting map shall be kept on file in the village clerk's office, where it shall be available for public viewing during normal business hours.

2. *Bow and arrow or crossbow.*

1. It shall be unlawful for a person to discharge a bow and arrow or crossbow within 100 yards from a building located on another person's land. This restriction shall not apply if the person who owns the land on which the building is located allows the hunter to hunt with a bow and arrow or crossbow within the specified distance of the building.
2. A person who discharges a bow and arrow or crossbow shall discharge the arrow or bolt toward the ground.
3. No person shall discharge an arrow or bolt from any weapon where the arrow or bolt may endanger the life, limb or property of another or will traverse any part of any street, alley, or public grounds.

(Ord. No. 5, § 2, 6-8-1976; Ord. No. 91, § 2, 6-29-2003)

HISTORY

Amended by Ord. V20-01 on 2/11/2020

Amended by Ord. V21-03 on 1/26/2021

16-62 Exclusions

This section shall not apply to the use of such guns or firearms by officers duly designated and authorized by village, county, state or federal authorities.

(Ord. No. 5, § 3, 6-8-1976; Ord. No. 91, § 3, 6-29-2003)

HISTORY

Amended by Ord. V21-03 on 1/26/2021

16-63 Waiver

The village clerk may issue a waiver for discharge of firearms if a landowner owns a minimum of 40 acres.

1. The landowner the waiver is issued to is the only one who can give nonfamily members permission to hunt on the land.
2. The waiver is issued on an annual basis.
3. The waiver can be revoked for a violation of Wis. Stats. § 167.31 or Wis. Stats. ch. 941 relating to the use of firearms.

(Ord. No. 5, § 4, 6-8-1976; Ord. No. 91, § 4, 6-29-2003)

HISTORY

Amended by Ord. V21-03 on 1/26/2021

16-64 Implementation And Enforcement

This section shall be implemented and enforced in the following manner, to wit:

1. The village clerk is hereby authorized to prepare and procure citizen complaint forms, which shall be distributed to the county sheriff's department. Additional citizen complaint forms shall be kept in the office of the village clerk.
2. A citizen complaint form shall be furnished to any complainant upon request made to either the county sheriff or his designee, or the village clerk.

3. The complainant shall furnish, in writing on the complaint form, all information requested by such complaint form. Each citizen complaint form shall be legibly signed by the complainant and dated.
4. Each citizen complaint shall be forwarded by mail, or presented in person, to the village clerk who shall, upon receipt thereof, present the complaint form to the village board for their consideration. The village board, following review of a citizen complaint form, may forward such citizen complaint form to the village attorney for prosecution.

(Ord. No. 5, § 5, 6-8-1976; Ord. No. 91, § 5, 6-29-2003)

HISTORY

Amended by Ord. [V21-03](#) on 1/26/2021

16-65 Penalty

Any person violating any provision of this section shall, upon conviction thereof, be punished according to the general penalties described in section 1-7.

(Ord. No. 5, § 6, 6-8-1976; Ord. No. 91, § 6, 6-29-2003)

HISTORY

Amended by Ord. [V21-03](#) on 1/26/2021

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, Calumet County, Wisconsin this 28th day of March, 2023.

Allison Blackmer, Village President

Attest: Vicki L. Tessen, Village Clerk

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

March 28, 2023

Title:

Village Purchasing and Disposal Policy

Issue:

How might the Village Board assign some authority to staff to make purchases that were already approved, or in an emergency situation, yet still maintain the proper oversight of public spending?

Background and Additional Information:

In previous meetings the Board has discussed a potential purchasing policy. At the January 31, 2023 meeting the Board specifically requested it to streamline the process of purchasing capital items that the Board already approved in the previous budget process.

Staff sought examples of policies from neighboring communities including the Villages of Little Chute, Kimberly and Combined Locks. The policy from the Village of Kimberly was used as a model.

The portion of this policy in question is what to do with the revenue generated by the sale of department equipment that cannot be traded in. The policy requires that vehicles be traded in (rather than sold) to avoid any issue with the transfer of registration to a new owner. This was recommended by the Village Attorney.

The proposed policy has revenue from the sale of equipment go into the general fund. This would make the money available for any Village purpose.

Another option, however, is to set that money aside for future department purchases because the equipment was originally taxed for a department purpose (e.g. fire protection, public works, etc).

This is a very common debate in communities and a survey would likely show both practices in use. Some communities put it into the general fund while others set up a “designated” fund for each department for a future purchase. Both practices are legal and ethical so it is really the will of the Board to decide the matter. It is important, however, that the policy clearly define the process and the Board approve it so there is no confusion among staff.

Budget Impacts:

None.

Recommended Action:

This was on the agenda for discussion at the February 28, 2023 meeting. Board members should consider for the March meeting. If there are significant revisions or questions this issue is not urgent and can be further refined for the April meeting.

Attachments:

Proposed Purchasing and Disposal Policy. This version is edited and approved by the Village Attorney.

VILLAGE OF HARRISON PURCHASING AND DISPOSAL POLICY

I. PURPOSE

- A. The purpose of this policy is to provide an efficient procurement process while still maintaining the appropriate oversight of tax payor funds.
- B. The provisions of Wisconsin State Statute Section 62.15 take precedence over any portion of this policy that may be in conflict. Public construction over \$25,000 shall be publicly noticed and bid as required by and in accordance with State Statutes.

II. GOALS

- A. To ensure that materials, equipment and services are purchased at the lowest prices consistent with quality and performance;
- B. To provide adequate controls over Village expenditures and financial commitments with proper documentation;
- C. To obtain quality goods required by Village departments and to ensure that these goods are at the place and time needed and;
- D. To provide a standardized system of purchasing for use by all Village departments in accordance.

III. PURCHASING CATEGORIES

Purchases made by the Village of Harrison shall be categorized as follows:

- A. Purchases up to \$5,000;
- B. Budgeted capital outlay purchases;
- C. Public construction purchases over \$5,000 and over \$25,000.00;
- D. Change Order Authorizations for Public Works Projects;
- E. Emergency Purchases.
- F. Professional Services.

1.1. Purchases Up to \$5,000.00.

Village Department Directors are authorized to purchase budgeted materials, equipment and services having a value up to five thousand dollars (\$5,000.00) provided there is funding in the budget for said purchases.

1.2. Budgeted Capital Outlay Equipment.

All equipment or items costing more than five thousand dollars (\$5,000) are considered capital outlay items. All capital outlay items specifically approved in the annual budget as part of the general fund capital outlay or special revenue funds

(e.g impact fees or storm water utility) capital fund may be purchased by Village Department Directors without additional Board approval if they fall within approved budgeted amounts. To the extent feasible, written bids, quotations, estimates, or proposals shall be obtained from at least three (3) vendors for purchases having a value over five thousand dollars (\$5,000.00) and presented to the Village Manager. Whenever feasible, the purchase shall be made from the lowest bidder offering qualified services and/or merchandise. Notwithstanding the forgoing, the lowest bid, estimate, quotation, or proposal may be rejected to the extent any bid, estimate, quotation, proposal, vendor, or product is deemed inferior in the reasonable opinion of the Village Manager. Any items that cost more than the approved budgeted amount must be approved by the Village Board. Any items with a value more than five thousand dollars that was not part of the approved budget must be approved by the Village Board.

1.3. Public Construction purchases over \$5,000 and over \$25,000.

Except for emergencies, as addressed in paragraph 1.5, below, all public construction projects estimated to cost in excess of five thousand dollars (\$5,000) must be approved by the Village Board. If the estimated cost of any public construction exceeds five-thousand dollars (\$5,000) but is less than twenty-five thousand dollars (\$25,000), a class one notice of the proposed construction shall be provided as required by and in accordance with Wis. Stats. §62.15(1). All public construction projects with an estimated cost of twenty-five thousand dollars (\$25,000) or greater qualify for state statute procedures as defined by Wis. Stats. § 62.15. Staff and Village consultants/engineers will ensure state public bidding requirements are followed.

1.4. Change Order Authorization for Public Works Projects.

All changes and claims shall be submitted to the consultant/engineer by the party seeking payment. The consultant/engineer will negotiate with the party seeking payment any adjustment deemed appropriate and will present the change or claim to the owner according to the following guidelines:

1. Change orders that add less than \$5,000 can be approved by Village Department Directors. All change orders that add more than \$5,000 to the project and that can be addressed at a regularly scheduled Village Board meeting without detrimental impact to construction timelines, project finances or other variables as may be identified, shall receive prior approval of the Village Board before being processed. When a request for a change order at a regularly scheduled Board meeting is not possible and detrimental impact to the construction timelines, project finances or other variable could be realized, section 2 below will apply.

2. Changes and claims must be submitted in writing and approved by the Village Manager upon recommendation of the consultant/engineer. The Village Manager should consult with the Village President regarding the circumstances of the change order whenever possible. At the next available Board meeting, the Village Board shall be formally apprised of the processed change order and shall take formal action to memorialize the change order. The consultant/engineer will seek out other bid items to offset the impact of the change order whenever possible.
3. Except for projects that are bid on a unit basis, any proposed change order that exceeds fifteen percent (15%) of the original contract price shall be rebid unless the Village Attorney advises otherwise.

1.5. Emergency Purchases.

Emergency purchasing procedures should only be used when normal purchasing channels are not available. Emergency purchases may be made:

1. When there is an immediate threat to public health or safety;
2. To meet emergencies that may cause a financial harm to public property or other public assets;
3. To meet emergencies that may cause financial harm to people or private assets.

Ordinarily, the Village board must declare a “public emergency” before invoking emergency purchasing provisions. If the nature of a particular emergency is such that time is of the essence, the Village Manager and Village President or two members of the Harrison Village Board may preemptively declare a public emergency, which shall be ratified by the Village Board at the earliest reasonable opportunity. Emergency purchases specific to those outlined in this section are to be approved by the Village Manager and the Village President or two members of the Harrison Village Board when the Village Manager and the Village President are unable to make said emergency purchases. This section shall not apply to instances otherwise governed by the Village Emergency Operations Plan or Calumet County Disaster Plan.

1.6. Professional Services.

Professional services are excluded from the requirements of this section where quality of service, as well as fee, will determine the acceptance of the proposals. Such services may include, but are not necessarily limited to, accounting services, inspection services, financial services/banking, maintenance services, legal services, engineering services, architectural services, and insurance services.

1.7. Other purchases over \$5,000 that are not capital outlay items nor covered by Wis. Stats. § 62.15

Other non-routine purchases over five thousand dollars not subject to the statutory bidding procedures, such as professional services, shall be submitted to the Village Board for approval. This section includes proposals for services received via a bidding, request for proposal (RFP) or open solicitation process of a vendor, contractor or professional firm. All necessary services subject to this procedure shall first be negotiated by Village Administration and then taken to the Village Board for final approval of the service contract. Administration shall make all attempts to provide alternative proposals but for certain sole-source services or for services specifically matching the demands of a given project, one proposal may be processed as prescribed herein.

IV. DIFFICULTY OBTAINING QUOTES/BIDS

When seeking bids staff may encounter difficulties from time to time getting the three bids necessary for purchases over \$5,000. Staff must document the attempts to obtain these bids or cases where vendor is the sole producer/provider of the item.

V. CREDIT CARD USE

The Village of Harrison may issue credit cards to specific personnel based on Department Director recommendations. The Treasurer shall maintain a listing of all authorized credit card users as well as the names of the applicable credit card companies and the numbers of the credit cards those persons are authorized to use. Village credit cards shall generally only be used for purchases up to one thousand dollars (\$1,000.00). Receipts for credit card purchases must be submitted to the Department Director. The Department Director shall provide the receipts to the Village Accountant or their designee prior to the end of the month. When the Department Director provides the credit card receipt to the Village Accountant he/she shall note what was purchased and the departmental account to charge. The Village Accountant or their designee shall reconcile all credit card statements monthly and once reconciliation has taken place, attach original receipts to the appropriate statements and code the expenses for payment in a timely fashion.

VI. REMBURSEMENT OF PERSONAL EXPENDITURE FOR VILLAGE PURCHASE

If Village staff expends personal funds for reasonably necessary and Village expenditures in accordance with this policy and Village rules, they will be reimbursed. The Village Accountant or their designee must be provided the receipt as proof of purchase. Village staff should make every effort to use Village funds and/or credit cards for purchases of Village material to avoid paying sales tax and personal funds should only be used in special circumstances.

VII. DISPOSAL OF VILLAGE EQUIPMENT

When property owned by the Village of Harrison no longer serves any useful purpose in the department in which it is located, the Department Director shall first determine whether any other Village Department needs such property. In the event any department of the Village can no longer use such property, the Department Director shall determine a plan of action for

items with the objective of obtaining the highest revenue or minimizing risk to the Village. Vehicles will be traded in when replaced to avoid registration problems with purchasers.

Revenue from sold material shall be recorded as part of the general fund.

VIII. This procedure and policy is duly adopted by the Village Board on the _____ day of _____, 20__.

By: _____
Allison Blackmer, Village President

Attest: _____
Vicki Tessen, Village Clerk

VILLAGE BOARD MEETING

VILLAGE OF HARRISON**From:**

Vicki Tessen, Clerk
Meghan Winkler, Deputy Clerk

Meeting Date:

March 28, 2023

Title:

Alcohol License Application and Approval of Agent Appointment by SK Darboy, LLC for Mr. Brews Taphouse

Issue:

Should the Village Board approve the alcohol licenses and agent appointment as presented?

Background and Additional Information:

The Clerk received an application on January 24, 2023, requesting a Class “B” Fermented Malt Beverage and a “Class B” Liquor License, AKA “Class B” Combination License. These licenses allow for the sale of fermented malt beverages and liquor for consumption either on or off their premises. The business is an LLC, and thus must appoint an agent for the licensed premise. By state statute, the Village President must approve the appointment of the agent.

The following details were published in the Appleton Area Post Crescent on March 6, 7, and 8, 2023:

Business name: SK Darboy, LLC (dba Mr. Brews Taphouse)
Location: W5725 County Road KK, Appleton, WI 54915
Agent: Kara Day; N9059 Riverview Rd, Birnamwood, WI 54414

The Clerk received no objections toward this applicant during the required 10-day public notice period. State and local background searches were completed on all owners; no results were found for any alcohol related crimes or felony charges. At this time, the applicant is not delinquent on any moneys owed to the municipality, nor has the Clerk been notified of any debts owed to wholesalers.

The business is requesting the licensing period to begin on May 1, 2023. The 2022-23 licensing period ends June 30, 2023. The license fees will be prorated to the shortened period. The business will need to renew the license for the July 1, 2023 – June 30, 2024 period.

Budget Impacts:

License and publication fees will be paid prior to issuing the liquor license.

Recommended Action:

Staff recommends the Board approve the “Class B” Combination License for SK Darboy, LLC dba Mr. Brews Taphouse for the time period of May 1, 2023 through June 30, 2023 for the fee of \$75.00 plus publications costs.

Staff further recommends the Board support the President in approving the appointment of Kara Day as agent for the business of Mr. Brews Taphouse.

Action Options:

1. Approve license applications as presented.
2. Approve license applications with the following conditions:
3. Postpone action. (*Refer back to staff or Table an item to obtain more information.*)

Attachments: none

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Matt Heiser, Village Manager

Meeting Date:

March 28, 2023

Title:

Festival of Lights Requests

Issue:

Should the Festival of Lights and Village staff continue developing proposals for a building in Darboy Community Park and the installation of an electrical power pedestal?

Background and Additional Information:

The Festival of Lights would like to request two additional items to their requests in February 2023.

They are requesting the installation of a power pedestal. The cost of this item is unknown at this time. They would like it installed in the north side of the woods so that their displays do not have to be powered by extension cords running through the woods.

They are also requesting a building. Their needs of a building are two-fold;

1. To provide a warm, sheltered area for some of their holiday activities (e.g. meeting Santa)
2. To store their material.

Budget Impacts:

To Be Determined.

1. The building:
 - a. The cost of the building is estimated to be between \$875,000 to \$975,000. Staff estimates that, after the budgeted/approved expenditures of Park Impact Fees in 2023, that fund will have a balance of approximately \$358,000. If the project were to be approved in 2024 there could be more available. Impact fee revenue is based on growth and building permits issued so it is difficult to know how much will come in. The Village has been using an estimate of \$100,000 per year for 2022 and 2023 so it is possible a project in 2024 would have \$458,000 in impact fees available for it. Otherwise the Village could expend reserves or include this project in its capital improvement plan for some future date. It is also possible Festival of Lights could secure private donations/contributions for the building.
2. The cost of the pedestal is unknown.

Recommended Action:

This is the information collected so far. Staff and Festival of Lights need direction from the Board to know if these issues should be researched further. Besides the funding of these projects other issues will need to be defined such as ownership and maintenance.

Staff recommends Village Board action to continue researching these items/develop them into a proposal if Board members are interested in them.

Attachments:

- Letter from Festival of Lights.
- Copy of drawings for the building.



*Fox
Cities
Festival
Of Lights*

Fox Cities Festival Of Lights
P. O. Box 693 Menasha WI 54952
Phone: 920-540-6546
Email: info@foxcitiesfestivaloflights.org

Matt,

Fox Cities Festival of Lights is thankful to work with you and be able to put on our event at Darbo Community Park. We would like to keep doing this there as the community has told us they really enjoy it.

I'm sure you and the board may not be aware that we originally were supposed to be at Farmers Field. Part of the reason we picked that is because it was supposed to have an enclosed heated shelter. It was also going to have electrical in more than one spot as well. Since we do not have that at DCP we are asking the village to make some upgrades. Here is what we are asking for:

1. For 2023 we are asking for a 50 amp electrical panel near the fire pit with at least 3 outlets on 3 different circuits.
2. For 2024 we are asking the village to build a new shelter building that would be heated and enclosed and can be used year round. We are working with Keller on the design of this to get ideas and a rough estimate.

Sincerely,

Shaun Forslund



Keller

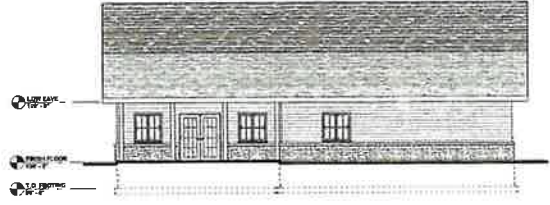
PLANNERS | ARCHITECTS | BUILDERS

DESIGN: 7530 Sun Day Dr
F.O. Box 457 Sun Valley, IN 46033
Tel: 317.833.1111 Fax: 317.833.1112
www.kellerinc.com

CONSTRUCTION: 4800 Lincoln Ave
Columbus, IN 47202 Phone: 317.833.1111
Fax: 317.833.1112
www.kellerinc.com



SOUTH ELEVATION
1/8" = 1'-0"



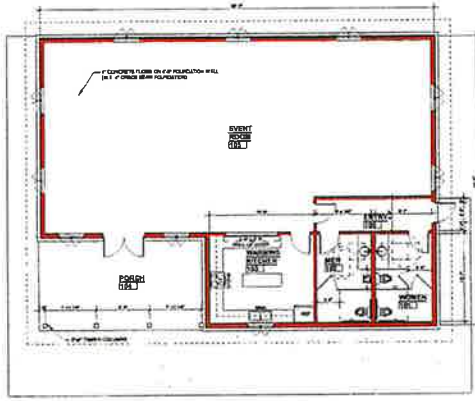
WEST ELEVATION
1/8" = 1'-0"



NORTH ELEVATION
1/8" = 1'-0"



EAST ELEVATION
1/8" = 1'-0"



FLOOR PLAN
1/8" = 1'-0"

DOOR & WINDOW VALUES	
WINDOWS	U VALUE 0.31
SHGC	0.75
VT	0.82
DOORS	U VALUE 0.37
SHGC	0.75
VT	0.82
GLAZING	U VALUE 0.31
SHGC	0.75
VT	0.82

WALL KEY	
[Red line]	NEW WALL/LINING
[White box]	NEW MASONRY
[Grey box]	VENER WALL
[Dark grey box]	NEW COLEBY
[Light grey box]	FRIGIDEX WALLS
[Dark grey box]	NEW FOUNDATION WALL
[Light grey box]	TYPICAL EXISTING WALL
[Dotted box]	GENEO WALLS
[Dotted box]	FRIG WALL TH
[Dotted box]	FRIG BARRIER

PROPOSED FOR:
FESTIVAL OF LIGHTS
TOWN OF HARRISON, WISCONSIN

"COPYRIGHT NOTICE"
This drawing, including any and all parts, is the property of KELLER, INC. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of KELLER, INC.

REVISIONS	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		

PROJECT MANAGER: K. CLAFIN
DESIGNER: J. STOLME
DRAWN BY: JRS
EXPEDITOR: _____
SUPERVISOR: _____
PRELIMINARY NO.: _____
CONTRACT NO.: _____
DATE: 4 FEB 2023
SHEET: **A1.0**

PRELIMINARY - NOT FOR CONSTRUCTION

SHEET INDEX

C1.0 CONCEPTUAL SITE PLAN
A1.0 FLOOR PLAN
A2.0 ELEVATIONS

BUILDING & FIRE AREA SQUARE FOOTAGES

FLOOR AREA	EXISTING	NEW	SUB-TOTAL
SECOND FLOOR	--- S.F.	--- S.F.	--- S.F.
FIRST FLOOR	--- S.F.	--- S.F.	--- S.F.
CANOPY & OTHER AREAS	--- S.F.	--- S.F.	--- S.F.
LANDSCAPE	--- S.F.	--- S.F.	--- S.F.
TOTAL AREA SUB-TOTALS	--- S.F.	--- S.F.	--- S.F.
MEZZANINE	--- S.F.	--- S.F.	--- S.F.
FIRE AREA TOTALS	--- S.F.	--- S.F.	--- S.F.
REMODEL AREA TOTALS	--- S.F.	--- S.F.	--- S.F.
NEW/REMODEL AREA TOTALS	--- S.F.	--- S.F.	--- S.F.

BUILDING CODE ANALYSIS

PROJECT ADDRESS
Town, City, State, Zip

APPLICABLE CODES
2018 International Building Code (w/ WI Amendments)
2018 Wisconsin Building Code
2018 Wisconsin Fire Code

OCCUPANCY

Accessory Use

Incidental Use

High-Piled Combustible Storage

National Fire Alarm

Mobile Control Areas

YES/NO

YES/NO

YES/NO

HEIGHT & AREA

Building Height

Number of Stories

Total Building Area

Total Fire Area

Maximum Occupancy

Unlimited Area Building

Maximum Allowed

Maximum Allowed

--- S.F.

--- S.F.

--- S.F.

--- S.F.

CONSTRUCTION TYPE

Construction Classification

Fire Resistance

FIRE PROTECTION SYSTEMS

Approved Standpipe Type

The Alarm System

YES/NO

BEARS OF RISK

Approved Load

Fire Loadings

YES/NO

STRUCTURAL DESIGN

Roof Category

Design Loads

Roof Live Load

Roof Snow Load

Wind Speed

Top Chord Dead Load

Bottom Chord Load

Maximum Seismic Floor Diaphragm Mass

Live Load

Plant Load (Parties)

Shoe Load Criteria

Ground Snow Load (Sg)

Exposure Factor (Ce)

Thermal Factor (Tc)

Wind Load

Surface Roughness

Exposure Category

Seismic Load Criteria

Soil Site Class

SI

PLUMBING SYSTEMS

Main W/C Required

Minimum W/C Required

Existing Four-Inch Required

Other Sources

Amendatory Staff Required

YES/NO

YES/NO

MECHANICAL SYSTEMS

NO SINGLE PIECE OF EQUIPMENT OVER 400 LB/FT²

NO HOLDERS OVER 150 LB/FT² AND 10 HORSEPOWER

SITE INFORMATION

SITE CONTEXT

Building Footprint

Hard Surface

Clear Space

Plant Size (Approx.)

Paving (Proposed)

Area of Disturbance

--- S.F.

--- S.F.

--- S.F.

--- S.F.

--- S.F.

FORMS

Property Zoning

Substrate

Hard Surface Substrate

Concrete/CMU

Overlayment Requirements

Paving Required

Radial Expansion

W/C SCHEDULING



CONCEPTUAL SITE PLAN



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED FOR:

FESTIVAL OF LIGHTS

TOWN OF HARRISON,

WISCONSIN



Keller

PLANNERS | ARCHITECTS | BUILDERS

OFFICES
1015 Main St. | Fox Cities, WI 54930
1015 Main St. | Hudson, WI 54632
1015 Main St. | Janesville, WI 53405
1015 Main St. | Madison, WI 53703
1015 Main St. | Milwaukee, WI 53202
1015 Main St. | Wausau, WI 54980

CONTACT
Keller | 608.785.1000
Keller | 608.785.1000
Keller | 608.785.1000
Keller | 608.785.1000
Keller | 608.785.1000
Keller | 608.785.1000

www.kellerwi.com

PROPOSED FOR:
FESTIVAL OF LIGHTS
TOWN OF HARRISON,
WISCONSIN

"COPYRIGHT NOTICE"
This design, drawing and/or plan is the intellectual property of KELLER, INC. No part thereof shall be copied, distributed, displayed or made available to anyone without the express written consent of KELLER, INC.

REVISIONS	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		

PROJECT MANAGER:

K. CLAFLIN

DESIGNER:

J. STOJKE

DRAWN BY:

JHS

EXPIRED:

SUPERVISOR:

PRELIMINARY NO.:

CONTRACT NO.:

DATE:

4 FEB 2023

SHEET:

C1.0

PRELIMINARY - NOT FOR CONSTRUCTION

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Creekside Estates Roadway Improvement Assessments

Issue:

Does the Village Board want to change the proposed Creekside Estates Subdivision roadway improvement assessments from all lots in the subdivision (40-lots) to benefiting lots (33-lots)?

Background and Additional Information:

In 2023, the Creekside Estates subdivision will have the streets completed (Edgewood Drive, Highland Court, Delta Drive, & Noe Road). The project will consist of completing the final street including curb & gutter, asphalt paving, sidewalks, and terrace restoration. The Village has an agreement with the subdivision Developer to complete the work and assess 100% of the costs to the property owners.

A brief history leading up to this point, the Village was considering concrete streets at time of subdivision development in 2019. The Village agreed to assess costs since this was a switch to roadway paving material during the subdivision design process. The Developer platted and started selling lots. The Village determined to stay with asphalt streets in 2020. The Village agreed with Developer to change subdivision streets from concrete to asphalt; assessment method was not changed since Developer was not collecting monies on lot sales for street completion. The street plans were revised from the concrete design to asphalt design. The project was bid and awarded in February for \$898,993 to MCC. Final assessments will be based on actual costs of construction and are expected to be levied in fall of 2023.

A question between how many lots should be assessed is being raised by some of the property owners. There are 7-lots along Woodland Road that do not benefit from the road improvements as they only have frontage on Woodland Road. However, the language on the legal documents, including the recorded subdivision plat, the recorded waiver of special assessment notice and hearing resolution, and subdivision development agreement, references assessments over all lots equally. The overall assessment amount will differ depending on if it is split among 40-lots or 33-lots (40-lots minus the 7-lots that do not have frontage along the improvements).

If the project costs were assessed over 40-lots, the assessment amount would be approx. \$22,137.85, plus driveway apron costs.

If the project costs were assessed over 33-lots, the assessment amount would be approx. \$26,834, plus driveway apron costs.

Budget Impacts:

None. All costs associated with the Creekside Estates roadway improvement assessments will be assessed to the property owners. A change to the number of lots over which the assessment will be levied will change the amount of the assessment to the property owner.

Recommended Action:

Staff recommends levying the special assessment against all lots within the recorded Creekside Estates subdivision (40-lots). This seems to be consistent with the recorded documents and general intent of the agreement.

Attachments:

- Recorded Subdivision Plat
- Recorded Resolution for Waiver of Special Assessment Notice and Hearing
- Development Agreement

3

Resolution V2019-08

Document Number

Document Title

Resolution for waiver of special assessment notice and hearing for construction of concrete sidewalks, curb and gutter, and streets and levying special assessments against benefited properties.



8 0 9 3 9 6 1
Tx:4065665

DOCUMENT # 541537

TAMARA ALTEN
REGISTER OF DEEDS
CALUMET COUNTY, WI
09/09/2019 02:45 PM
RECORDING FEE: 30.00
OF PAGES: 3

Recording Area

Name and Return Address

Village of Harrison
WS288 Hwy 114
Menasha, WI 54115

Parcel Identification Number (PIN)

Drafted by the Village of Harrison

THIS PAGE IS PART OF THIS LEGAL DOCUMENT - DO NOT REMOVE.

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clause, legal description, etc., may be placed on this first page of the document or may be placed on additional pages of the document.
WRDA Rev. 12/22/2010

**RESOLUTION V2019-08
VILLAGE OF HARRISON
CALUMET & OUTAGAMIE COUNTIES**

**A RESOLUTION FOR WAIVER OF SPECIAL ASSESSMENT NOTICE AND HEARING
FOR CONSTRUCTION OF CONCRETE CURB & GUTTER, STREETS, AND SIDEWALKS
AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTIES
(Creekside Estates Subdivision)**

WHEREAS, the Developer of the property described as follows benefit from the proposed public improvement to construct concrete curb and gutter, concrete paving, and concrete sidewalks in the Creekside Estates subdivision:

Calumet County Tax Parcel ID Number: 33560; Tax Parcel Number: 131-0000-0000000-000-0-201815-00-210A being described as:
Being all of the Northeast ¼ of the Northwest ¼ of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.

WHEREAS, the owner of the property described above have requested future special assessments for the construction of concrete curb and gutter, concrete paving, and concrete sidewalks, hereinafter referred to as public improvement, in the Creekside Estates subdivision.

NOW, THEREFORE, for valuable consideration acknowledge by all parties, it is agreed as follows:

1. In consideration of the construction of the following described public improvement, we the undersigned, hereby admit that this improvement will benefit our above described property in the Village of Harrison and consent to the levying of special assessments against our premises under §66.0703, Wisconsin Statutes, for the cost of operation, maintenance, replacement, or other cost of such improvement.

Public improvement is described as construction of concrete curb and gutter, concrete paving, and 5-foot wide concrete sidewalks.

In accordance with §66.0703 Wisconsin Statutes, we hereby waive all special assessment notices and hearings required by §66.0703, Wisconsin Statutes, and we further agree and admit to the benefit to our properties from the construction of this improvement as described above.

2. That payment for the public improvement shall be made by assessing the cost to the property benefited as indicated above with the assessment being placed on the tax bill. Such costs shall be equally assessed to all lots within the subdivision.
3. That the assessments represent an exercise of the police power, have been determined on a reasonable basis and are hereby confirmed and have been agreed to by the parties receiving said assessments who have signed this Resolution as a waiver of notice and

hearing as to said special assessments.

DATED THIS 29 DAY OF August, 2019 ACCEPTED BY ALL OWNERS OF PROPERTY DESCRIBED ABOVE;

ATLAS DEVELOPMENTS AND CONSTRUCTION, LLC

Jerry Hietpas Pres
(Owner - Print Name) (Title)

[Signature] U.P.
(Owner - Print Name) (Title)

[Signature] Pres
(Owner - Signature) (Date)

JEFF ROYAKKERS 8/30/19
(Owner - Signature) (Date)

NOW THEREFORE, BE IT RESOLVED, by the Village Board that the Village of Harrison intends to assess for the construction of concrete curb and gutter, concrete paving, and concrete sidewalks in the Creekside Estates subdivision.

Adopted by the Village Board of the Village of Harrison this 30 day of July, 2019.

By Kevin Hietpas
Kevin Hietpas, Village President

Attest: Jennifer Weyenberg
Jennifer Weyenberg, Village Clerk

LICENSE TO PITA TITLE AND NOT FOR SALE, LICENSE, SALE, OR ANY OTHER TRANSFER.

COPY

**SUBDIVISION DEVELOPMENT AGREEMENT
CREEKSIDE ESTATES**

THIS AGREEMENT, made this 30th day of August, 2019, between ATLAS DEVELOPMENTS AND CONSTRUCTION, LLC, hereinafter called "Subdivider", and the Village of Harrison, a municipal corporation of the State of Wisconsin, located in Calumet and Outagamie counties, hereinafter called "Village".

WHEREAS, Subdivider is the owner of approximately 40.0-acres of land in the Village, said land being referred to as "Creekside Estates" described as:

Being all of the Northeast 1/4 of the Northwest 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.

WHEREAS, Subdivider desires to subdivide and develop said lands;

WHEREAS, said lands are presently zoned or planned to be zoned as **RS-1 | Single-Family Residential (Suburban)** which permits the above development; and

WHEREAS, the Plan Commission has recommended to the Village Board that the proposed subdivision of the above described lands be given final approval when the final plat thereof has been presented to the Village Board on the condition that the Subdivider enter into an agreement with the Village relative to the manner and method by which said lands are to be developed; and

WHEREAS, the Subdivider agrees to develop said land as herein described in accordance with this Agreement and in accordance with all of the ordinances and regulations of the Village of Harrison; and

WHEREAS, the developer/subdivider assures the Village and shall on the plat acknowledge:
"The owner/subdivider has no notice or knowledge of any environmental problems (the existence of hazardous or toxic substances) of any sort on the property being transferred. The owner/subdivider understands that it will pay for any costs to remediate any environmental problems encountered during construction of any of the public improvements required by the Village on the plat in the Developer's Agreement. The owner/subdivider understand that they shall be individually responsible for any environmental problems found on the land, transferred to the Village on the Plat of Survey or Certified Survey Map during the construction of roads or other dedications and agree to hold the Village harmless until construction, installation or grading is complete."; and

WHEREAS, the Village and Subdivider agree that the required dedications for surface water drainage and detention shall be dedicated with the plat acceptance, but shall be constructed by the developer as specified. Security for performance of the construction shall be secured by letter of credit or escrow. Security for performance shall not be released in full or in part, at the discretion of the Village, until performance is complete and sufficient development of the subdivision has occurred to satisfy the Village that further development related impairment or damage of surface water structures will not occur.

NOW, THEREFORE, in consideration of the granting of approval of a final plat for **Creekside Estates** and the development thereof by the Village Board, the Subdivider does hereby agree to subdivide and develop said lands as follows:

SECTION 1 – IMPROVEMENTS

All public improvements shall be in accordance with the Village of Harrison standards and specifications as established in the *Standard Specifications Manual*, the Land Division Ordinance, and all other ordinances for the Village of Harrison. All plans and specifications for the public improvements shall require approval from the Village Engineer and Public Works Director prior to proceeding with construction.

A. ROADS AND STREETS The Subdivider and Village hereby agrees:

To furnish, construct, grade and surface all roads and streets in the subdivision, all in accordance with the FINAL plat, plans, specifications and drawings approved by the Village.

The Village has given consideration to the installation required and completion dates shall hereinafter be established and specified below. The completion dates are based upon the developer's installation in accordance with the land division ordinance and the FINAL plan specifications and drawings approved by the Village.

All street construction, including but not limited to, sanitary sewer, watermain, storm sewer and associated laterals, subgrade, and gravel base shall be inspected by the Subdivider's engineer, in accordance with this Section, with weekly reports provided to the Village.

After the inspecting engineer has certified that the Village of Harrison standards have been met, the Village Board will review the engineer's certification and take action respectively, to accept the listed roads in a graveled state. Acceptance of a gravel road may only occur after all utilities (sanitary sewer, water, storm sewer, gas, electric, cable/phone, etc.) have been installed and inspected, the subgrade and gravel has been installed and inspected, temporary 1½" asphalt binder has been installed and inspected, and all terraces and primary drainage swales and ditches have been graded, seeded, and mulched and inspected. The roads will sit in a gravel state for at least two (2) freeze/thaw cycles after acceptance by the Village Board. The Village will construct the concrete streets, curb & gutter, sidewalks, and final restoration and place an assessment on all lots in the subdivision as benefitting improvements.

All costs for construction of the curb & gutter, concrete paving, sidewalks, and restoration shall be equally assessed to all lots within the subdivision. The Subdivider, prior to the Village signing the final plat, shall agree to a waiver of special assessment over all the lots, see Exhibit C. Payment of the special assessment shall be paid in accordance with the Village of Harrison assessment policy, or as approved by the Village Board.

Any variation to the proposed schedule of the improvements as set forth in the contract below may be extended where requests are made by the Subdivider for construction during periods within the determination of the Public Works Director and the Village's Engineer, require extension of time periods to assure the Village that the improvements will not suffer from premature degeneration as a result of said construction.

For new utility or street construction between November 15th and May 1st, there will be an additional warranty period of three years beginning from the time the road is accepted by the Village. Such warranty shall apply to all improvements in case of failure. Such warranty shall be in the form of a Performance Bond, Letter of Credit or Cash Escrow in an amount sufficient, as approved by the Public Works Department and/or Village engineer, to repair defects in the roadway. Repair of such defects shall be determined by the Public Works Department.

The schedule for construction shall be as follows:

Timeframe	
Subdivision	Creekside Estates
Final Subdivision Approval	May 2019
Sanitary, Water, and Storm Sewers	September 2019
Utilities (Gas, Electric, Phone, Cable, etc.)	September 2019
Grade & Gravel	September 2019
Terraces	September 2019
1½" Asphalt Binder	September 2019
Concrete Integral Curb & Gutter	April 2021 - September 2022
7" Concrete Pavement	April 2021 - September 2022
Sidewalks/Trails	April 2021 - September 2022
Final Terrace Restoration	April 2021 - September 2022

B. CURB AND GUTTER The Village hereby agrees:

1. To furnish, construct and install curb and gutter in accordance with the plat, plans, specifications and drawings attached hereto as Exhibit "A" and to complete said installation as set forth in the schedule above with such costs to be equally assessed to all lots within the subdivision.

C. SIDEWALKS The Village hereby agrees:

1. To furnish, construct and install concrete sidewalks in accordance with the plat, plans, specifications and drawings and to complete said installation as set forth in the schedule above with such costs to be equally assessed to all lots within the subdivision. Sidewalks are to be constructed on both sides of the street on all streets.

D. TRAILS None are proposed.

E. SANITARY SEWER The Subdivider hereby agrees:

1. To furnish, construct, install and provide a complete sewerage systems throughout the entire subdivision, all in accordance with the plat plans, specifications and drawings as per the requirements of *Harrison Utilities* and the Standards Specifications Manual for the Village of Harrison. *Any oversizing or overdigging will be paid by the Village or Harrison Utilities in accordance with adopted ordinances and policies. The Village will work with the Subdivider on a recapture agreement for infrastructure improvements that may benefit adjacent properties.*
2. To install separate sanitary sewer laterals six (6') feet into each lot within the subdivision in accordance with the Standards Specifications Manual for the Village of Harrison.
3. The sanitary sewer system will not be accepted until the sanitary sewers have been installed and tested in accordance with *Harrison Utilities* specifications on file with the Department of Natural Resources and the Subdivider's plan specifications as *Harrison Utilities* and the Village's engineer.

F. WATER The Subdivider hereby agrees:

1. To furnish, construct, install and provide a complete water distribution system throughout the entire subdivision, all in accordance with the plat, plans, specifications and drawings *as per the requirements of Harrison Utilities* and the Standards Specifications Manual for the Village of Harrison. *Any oversizing or overdigging will be paid by the Village or Harrison Utilities in accordance with adopted ordinances and policies. The Village will work with the Subdivider on a recapture agreement for infrastructure improvements that may benefit adjacent properties.*
2. To install separate water laterals six (6') feet into each lot within the subdivision in accordance with the Standards Specifications Manual for the Village of Harrison.
3. The water distribution system will not be accepted until the water distribution system has been installed and tested in accordance with *Harrison Utilities* specifications on file with the Department of Natural Resources and Public Service Commission and the Subdivider's plans and specifications approved by *Harrison Utilities* and the Village's engineer.

G. SURFACE WATER DRAINAGE The Subdivider hereby agrees:

1. The Subdivider agrees to install separate storm sewer laterals six (6') feet into each lot within the subdivision in accordance with the Standards Specifications Manual for the Village of Harrison.
2. The Subdivider agrees to furnish, construct, install and provide adequate facilities for storm and surface water drainage throughout the entire subdivision, all in accordance with the **FINAL** plat, plans, specifications and drawings approved by the Village and, where applicable, the Gamers Creek Storm Water Utility and the Village of Harrison Storm Water regulations.
3. The Subdivider agrees that all stormwater management facility construction, including but not limited to, retention/detention ponds, primary drainage swales, and associated piping systems shall be inspected by the Subdivider's engineer, with all reports provided to the Village, before acceptance by the Village.
4. The Subdivider agrees that the Village Board will not accept the storm and surface water drainage improvements until the same have been installed and tested in accordance with the Village's specifications and the Subdivider's plans and specifications approved by the Village. The storm water and surface water drainage improvements shall be completed before a release of the performance guarantee specified by this contract.

H. EROSION CONTROL The Subdivider hereby agrees:

1. To install silt fence at the right-of-way line along all streets in the **FINAL** plat prior to acceptance of the street(s) in a graveled state. Silt fence to be installed in accordance with the Wisconsin Department of Natural Resources (WDNR) Technical Standards.
2. Maintain silt fence along the right-of-way line until all land disturbances have been stabilized in accordance with WDNR Technical Standards.

3. Maintain all other erosion control practices for stormwater management facilities, environmental protections, etc., in accordance with WDNR Technical Standards.

I. **GRADING** The Subdivider hereby agrees:

1. To complete rough grading and finish grading along all primary drainage swales and ditches in the subdivision all in accordance with FINAL plat, plans specifications and drawings approved by the Village.
2. To complete rough grading along all property lines to the design grade.
3. To seed and establish a vegetative cover over all disturbed areas.

J. **LANDSCAPING RESTORATION** The Subdivider hereby agrees:

1. To preserve to the maximum extent possible existing trees, shrubbery, vines and grasses not actually lying within public roadways, drainageways, building foundations sites, private driveways, solid absorption waste disposal areas, paths and trails by use of sound conservation practices.
2. To remove and lawfully dispose of all destroyed trees, brush, tree trunks, shrubs and other natural growth and all rubbish.
3. To provide topsoil, seed, fertilizer and mulch for primary drainage swales and ditches and seed fertilizer and mulch for terrace areas in order to provide permanent growth of grass prior to acceptance of the street(s) in a graveled state.
4. To provide a growth of grass and warranty for washouts or other destruction of the drainage plan structures.

K. **INSPECTIONS** The Subdivider hereby agrees:

1. To provide an inspector on-site for the purposes of inspecting the improvements to ensure compliance with the Standard Specifications Manual for the Village of Harrison.
2. To pay for all costs associated with the inspection of improvements within the subdivision development.
3. To provide written reports weekly of all activities occurring with regards to the improvements and to provide any other information that is reasonably requested by the Village.

L. **PAYMENT IN LIEU OF PARKLAND** The Subdivider hereby agrees:

1. To pay the Village a fee in lieu of parkland dedication in an amount equal to **\$19,152** prior to the Village signing the Final Plat. Fee in lieu of parkland is based on the following assumptions in the park impact fee and public needs assessment document: \$25,000 per acre of parkland, 6.65-acres of parkland per 1,000 residents, and 2.88 persons per household ($\$25,000 * 6.65 / 1,000 * 2.88 =$ per lot fee). There are 40-lots in Creekside Estates subdivision.

M. STREET LIGHTS The **Subdivider** hereby agrees:

1. To furnish, construct, install and provide street lights at the intersections of Woodland Road/Noe Road. Such streets lights are to be LED lights mounted on a black, smooth fiberglass pole approved by the Village. If conditions warrant, installation on an existing pole may be approved by the Village.

SECTION II – MISCELLANEOUS REQUIREMENTS

- A. Survey Monuments. The Subdivider hereby agrees to properly place and install all survey or other monuments required by statute and ordinance.
- B. Grade. The Subdivider hereby agrees to furnish to the Village Engineer and/or Planner, the final signed plan set showing the finished grade at each lot corner, proposed grade around the foundation, and benchmarks on all hydrant tag bolts.
- C. Plans. The Subdivider hereby agrees to furnish to the Village Engineer and/or Planner all plans and specifications identified in the Land Division Ordinance of the Village of Harrison.
- D. Compliance with Ordinances and Statutes. The Subdivider hereby agrees to comply with the requirements and provisions of all Village ordinances and state statutes.
- E. Record Drawings. The Subdivider agrees to provide the Village with grade sheets and record drawings of the sanitary sewer, water main, storm sewer improvements, and streets showing location of all the appurtenances and features of the systems as required by the standard specifications.
- F. Locations for Laterals or Other Improvements. If locates are necessary for any reason prior to final acceptance, the developer shall either provide adequate record drawings to the Village or the developer shall provide the field locates of utilities (such as laterals).

SECTION III – PUBLIC IMPROVEMENT GUARANTEE

- A. The Village will not sign off on the final plat until the terms of this agreement are met.
- B. The Subdivider shall furnish, construct, install, stake, inspect and test the improvement. The improvement shall be dedicated to and accepted by the Village prior to the Village approving ~~any release of a public improvement guarantee~~ the roads in a graveled state.
- C. The Subdivider hereby agrees to guarantee the improvements described in Section I hereof against defects due to faulty materials or workmanship which appear within a period of two (2) years [or three (3) years if winter construction is utilized] from the date the Village accepts the improvements and shall pay for any damages resulting therefrom to Village property.

SECTION IV – BUILDING & ZONING PERMITS

- A. The Village will not allow building permits or zoning permits to be issued to any person in the said subdivision until all improvements required herein have been dedicated to and accepted by the Village. *Issuance of permits may commence upon the dedication and acceptance of the roadways in a graveled state.*
- B. Building permits and zoning permits may be issued by the Village upon all outstanding inspection and plan review fees or charges being paid and dedication acceptance and verification by the Village that the provisions of this Agreement have been complied with.
- C. The Village shall also require verification that all public improvements have been paid for in the form of Lien Waivers from all persons providing materials or performing work on the Public Improvements for which certification is sought, and upon recording of the final plat, provided that the Subdivider has filed a sufficient Financial Guarantee with the Village to cover the cost of remaining items. Should the Subdivider fail to complete any items pursuant to the terms of the contract by the date set forth herein, the Village shall have the right to complete the said improvement and the Village shall have unrestricted access to the Subdivider's land for said purpose and assess any cost back to the benefitting properties.
- D. Further, in the event that during the construction of the improvements specified herein, it is determined by the Public Works Department, or Village's Engineer, that the Subdivider and/or its subcontractors installing said improvements have created a situation that is hazardous to the public and requires guarding improvement or repair, the Village may access the Subdivider's property for the purpose of making said repairs and any costs associated with the maintenance of roadways, filling of holes, removal of obstructions or other necessary work may be charged against the cash escrow or irrevocable letter of credit. The Public Works Department shall make an effort to notify the Subdivider of the situation. The Public Works Department and the Engineer in their judgment may determine the necessity of the repairs are urgent in nature and complete those repairs without notice to the Subdivider.

SECTION V – AMENDMENTS

The Village Board and Subdivider by mutual consent may amend this Agreement at any regularly scheduled meeting of the Village Board of the Village of Harrison. The Village Board shall not, however, consent to an amendment until after having first received a recommendation from the Public Works Director and/or the Village's Engineer.

The rest of this page left blank intentionally.

ADDENDUM #2

**SUBDIVISION DEVELOPMENT AGREEMENT
CREEKSIDE ESTATES**

THIS ADDENDUM #2 forms a part of the Subdivision Development Agreement, Creekside Estates, dated July 7, 2020 by and between ATLAS DEVELOPMENTS AND CONSTRUCTION, LLC and the VILLAGE OF HARRISON.

1. The final roadway surface material shall be asphalt and not concrete. The curb & gutter shall be mountable curb & gutter and not barrier curb & gutter.
2. All costs of roadway design amendments due to #1 above shall be the responsibility of the Village and shall be included in the overall cost of the assessments.

The rest of this page left blank intentionally.

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Conditional Use Permit – Crossroad Development, LLC

Issue:

Should the Village Board approve a Conditional Use Permit for a topsoil screening operation (resource extraction)?

Background and Additional Information:

The applicant is seeking a Conditional Use Permit (CUP) in order to screen topsoil, which includes shredding and pulverizing, at the property located at N9650 Hwy 55, Loc ID 40386 & 40378. The property is currently zoned Business Park (BP). Resource extraction is a conditional use under Article 117-131 of the zoning ordinance and shall include but is not limited to, the removal for sale or processing of topsoil, fill, sand, gravel, rock or any material. Processing may include crushing, washing, or refining. Storing or stockpiling of such materials on the site is permissible.

The applicant is proposing hours of operation as 7:00am to 5:00pm, Monday thru Friday. Erosion control will be established and maintained as needed with weekly site inspections and rain events. Equipment on premise would include a topsoil screening shredder, a loader, foreman trucks, a sweeper and skid steer as needed, and repair trucks as needed.

There are residential properties within 600 feet of Location IDs 40386 and 40378. There are concerns for dust and noise.

The Plan Commission held a public hearing at their meeting on March 21st. There were several letters in support of the operations. There were several individuals that spoke in opposition to the permit. The concerns centered around dust and possible contaminant soil being brought to the site.

Basis for Approval: *(from the Zoning Ordinance Section 117-319) Each item must be met in order to grant approval.*

1. *Zoning. The proposed use conforms to the underlying zoning district intent and design standards and is in harmony with the general purpose and intent of this chapter. Where there is an existing nonconforming structure, the design standards of the underlying zoning district may be waived by the plan commission and village board. Resource extraction is a conditional use under the Special Provisions article, which fits into the current zoning of Business Park.*

2. *Plans. The proposed use conforms to the comprehensive plan and any other officially adopted plan.* The proposed use of the property for resource extraction use conforms to the Comprehensive Plan as a conditional use.
3. *Traffic. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* Access to the property is from an existing road, Hwy 55. It is anticipated that there will be minimal traffic entering/exiting the development on a daily basis.
4. *Landscaping and screening. Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use as established in article VI, Access, Parking, and Loading and article IX, Landscaping and Screening Standards.* The applicant has a proposed silt fence in the site plan.
5. *Neighborhood compatibility. The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development and whether the proposed use creates a nuisance due to noise, odor, or dust.* The surrounding land uses are for commercial or business development. There are rural residential lots in the area. There will be minimal traffic for this business. Operations include the screening of topsoil. The Plan Commission found that possible nuisance due to dust will exist if the screening/shredding operation is approved.
6. *Services. Adequate facilities, access roads, drainage and/or necessary services have been or will be provided.* Sanitary sewer and water are not needed for the operation. Stormwater management is available. Roadway access is provided via Hwy 55.

Budget Impacts:

None

Recommended Action:

The Plan Commission recommends denial of the Conditional Use Permit (CUP) request for the following reasons:

1. Non-compliance within the last five years regarding shredding and pulverizing.
2. Inadequate dust control mechanisms, or lack of explanation of such mechanisms.
3. The proposed location of the site and concerns by neighbors who may have been previously exposed to past dust and fine particles in the air.
4. Concern about origins of soils being brought to the site and potential for contaminants being released into the air through the refining process.

If the Village Board wishes to approve, staff suggests the following conditions be included:

1. All provisions of Section 117-131 of the zoning ordinance relating to resource extraction shall be met.
2. Hours of operation shall be Monday-Friday 7:00am-5:00pm. No refining (pulverizing, shredding, etc.) shall occur on Saturdays or Sundays. The only activity to occur on Saturdays is for material to be hauled off site. The Plan Commission may approve different hours of operation upon request and review.
3. This Conditional Use Permit shall expire on November 10, 2023. All refining (pulverizing, shredding, etc.) shall cease on or before November 10, 2023.

4. No refining (pulverizing, shredding, etc.) shall occur on windy days where the dust is likely to affect homes and businesses in the area.
5. The developer shall acknowledge the conditions of approval and agree to abide by all conditions. Failure to abide by conditions may be cause for revocation of Conditional Use Permit.

Attachments:

- Aerial Map
- Site Plan
- Development Plan
- Letters of Support (5 letters of similar nature)

Calumet County, WI

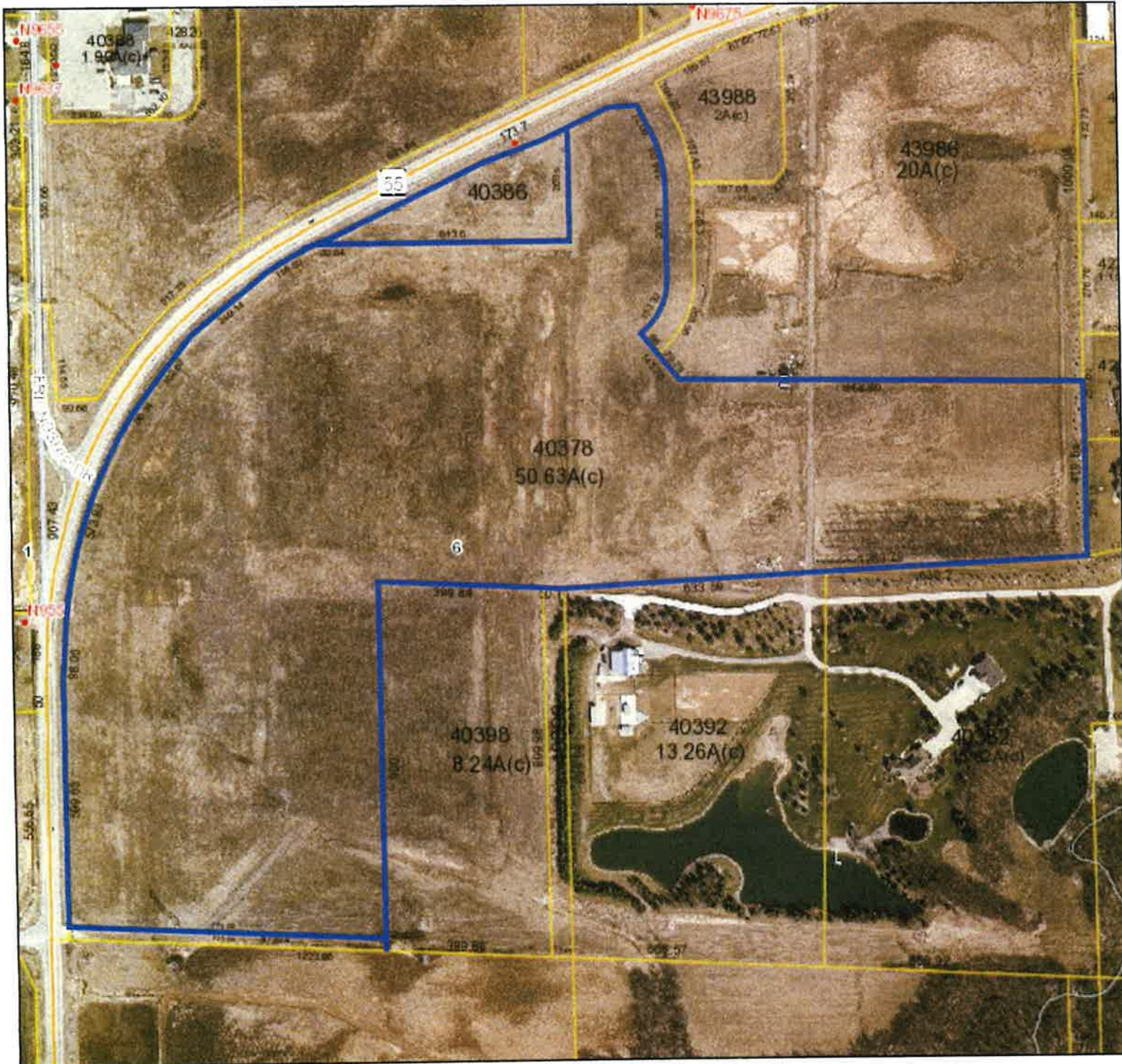
Legend

- Address Point
- County Boundary
- Wisconsin Water
- Other Counties
- Unincorporated Community
- Town Boundary
- Point of Interest
- Parcel Boundary
- Property Hook
- PLSS Section
- State Parks
- County Parks
- Lake
- River and Stream
- Major Roads
- Local Roads
- Local Roads
- Municipal Streets
- Trail
- Railroad
- Color 2021**
- Red Band_1
- Green Band_2
- Blue Band_3



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

02/28/23 10:28 AM		



UNISON WAY

TOPSOIL STOCKPILE

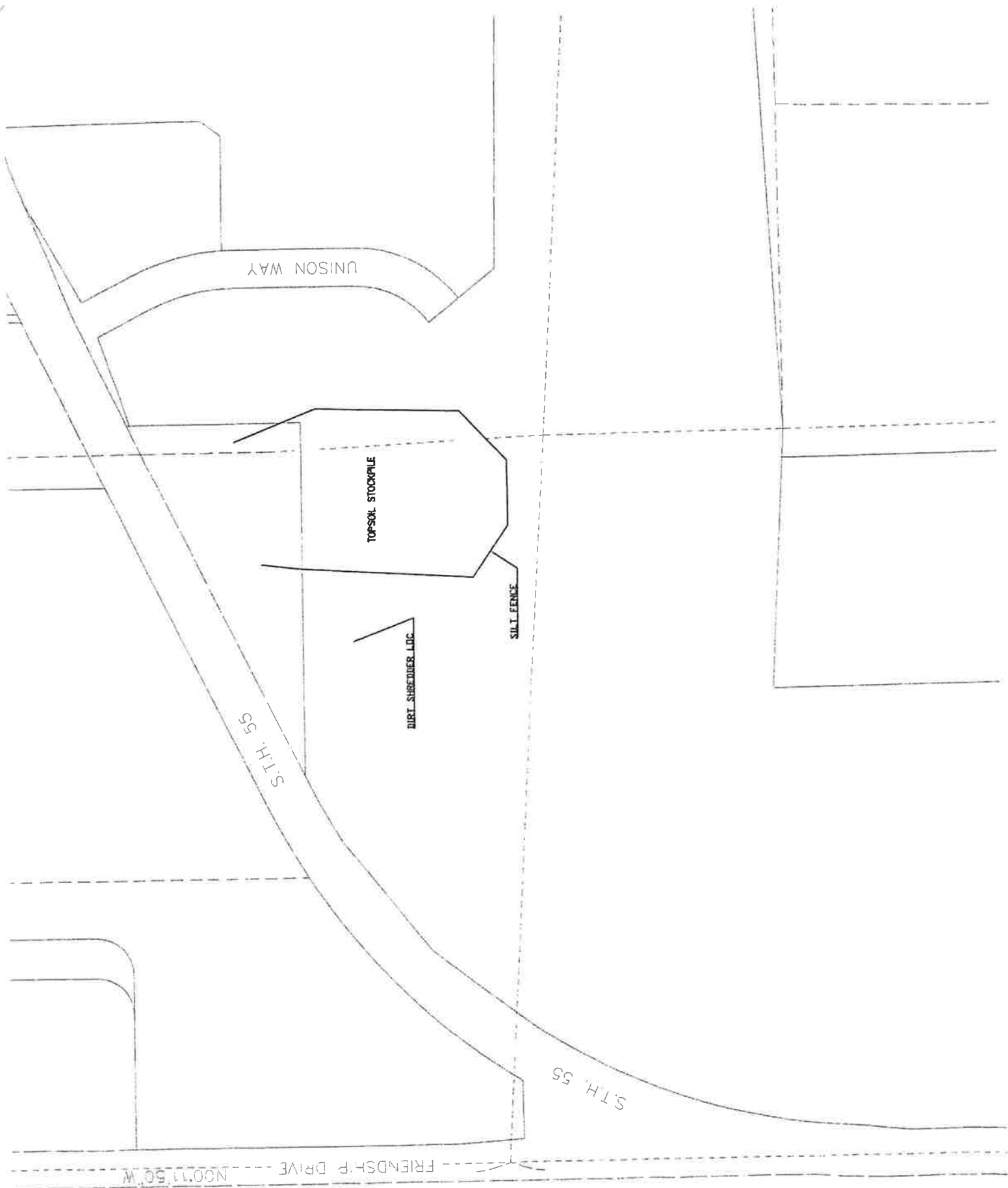
DIRT SHREDDER LDC

SILT FENCE

S.T.H. 55

S.T.H. 55

FRIENDSHIP DRIVE N00°11'50"W



Crossroad Development, LLC
Development Plan

1. Hours of operation will be 7am – 5pm Monday – Friday
2. Erosion control will be established and maintained as needed with weekly site inspections and rain events
3. Equipment would be
 - a. Topsoil Screening plant
 - b. Loader
 - c. Foreman trucks
 - d. Sweeper / skid steer as needed
 - e. Repair trucks as needed
4. Stockpile on the NE corner of STH 55 and Highline Drive: NW Quarter, Section 6, Township 20, Range 19

March 8, 2023

Village of Harrison

C/O: Village Plan Commission

W5298 State Road 114

Harrison, WI 54952

Re: Crossroads Development, LLC Conditional Use Permit Application

Dear Members of the Village of Harrison Plan Commission:

In regard to the recently received notice to consider a conditional use as Resource Extraction under Article 117-131 of the Zoning Ordinance, we are sending this letter for consideration as a member of Crossroads Development LLC will not be able to attend the Board meeting planned for March 28th, 2023.

It is understood that written comments will be taken into consideration upon our absence. As a result, Crossroads Development LLC would like to inform the Board that we are in favor of the proposed shredding and pulverizing of topsoil on the property located at N9650 Hwy 55, Location ID 40386.

We believe this is a grassroots-type project that stimulates local economic growth and feeds the surrounding area with necessary materials on localized projects and ultimately stimulates jobs that revolve around this kind of work.

As a result, we would like the record to show that we support the efforts of Crossroads Development and would like to see the Board approve the Conditional Use Permit as applied.

We appreciate the opportunity to comment on this process.

Regards,

Crossroads Development LLC

March 10, 2023

Village of Harrison

C/O: Village Plan Commission

W5298 State Road 114

Harrison, WI 54952

Re: Crossroads Development, LLC Conditional Use Permit Application

Dear Members of the Village of Harrison Plan Commission:

In regard to the recently received notice to consider a conditional use as Resource Extraction under Article 117-131 of the Zoning Ordinance, we are sending this letter for consideration as a member of Crossroads Land Development LLC will not be able to attend the Board meeting planned for March 28th, 2023.

It is understood that written comments will be taken into consideration upon our absence. As a result, Crossroads Land Development LLC would like to inform the Board that we are in favor of the proposed shredding and pulverizing of topsoil on the property located at N9650 Hwy 55, Location ID 40386.

We understand that projects like the one being proposed by Crossroads Development is a grassroots-type project that stimulates local economic growth and feeds the surrounding area with necessary materials on localized projects and ultimately stimulates jobs that revolve around this kind of work.

As a result, we would like the record to show that Crossroads Land Development LLC, supports the efforts of Crossroads Development and would like to see the Board approve the Conditional Use Permit as applied for by the applicant.

We appreciate the opportunity to comment on this process.

Regards,

Crossroads Land Development LLC

March 9, 2023

Village of Harrison

C/O: Village Plan Commission

W5298 State Road 114

Harrison, WI 54952

Re: Crossroad Development, LLC Conditional Use Permit Application

Dear Members of the Village of Harrison Plan Commission:

In regard to the recently received notice to consider a conditional use as Resource Extraction under Article 117-131 of the Zoning Ordinance, Joyce and I are sending this letter for consideration as we will not be able to attend the Board meeting planned for March 28th, 2023.

It is understood that written comments will be taken into consideration upon our absence. As a result, we would like to inform the Board that we are in favor of the proposed shredding and pulverizing of topsoil on the property located at N9650 Hwy 55, Location ID 40386.

We understand that projects like the one being proposed by Crossroad Development is a grassroots-type project that stimulates local economic growth and feeds the surrounding area with necessary materials on localized projects and ultimately stimulates jobs that revolve around this kind of work.

As a result, we would like the record to show that Joyce and I, support the efforts of Crossroad Development and would like to see the Board approve the Conditional Use Permit as applied for by the applicant.

We appreciate the opportunity to comment on this process.

Regards,

Gene and Joyce Frederickson

March 8, 2023

Village of Harrison

C/O: Village Plan Commission

W5298 State Road 114

Harrison, WI 54952

Re: Crossroad Development, LLC Conditional Use Permit Application

Dear Members of the Village of Harrison Plan Commission:

In regard to the recently received notice to consider a conditional use as Resource Extraction under Article 117-131 of the Zoning Ordinance, we are sending this letter for consideration as a member of Cobble Creek LLC will not be able to attend the Board meeting planned for March 28th, 2023.

It is understood that written comments will be taken into consideration upon our absence. As a result, Cobble Creek LLC would like to inform the Board that we are in favor of the proposed shredding and pulverizing of topsoil on the property located at N9650 Hwy 55, Location ID 40386.

We understand that projects like the one being proposed by Crossroad Development is a grassroots-type project that stimulates local economic growth and feeds the surrounding area with necessary materials on localized projects and ultimately stimulates jobs that revolve around this kind of work.

As a result, we would like the record to show that Cobble Creek LLC, supports the efforts of Crossroad Development and would like to see the Board approve the Conditional Use Permit as applied for by the applicant.

We appreciate the opportunity to comment on this process.

Regards,

Cobble Creek LLC

March 9, 2023

Village of Harrison

C/O: Village Plan Commission

W5298 State Road 114

Harrison, WI 54952

Re: Crossroad Development, LLC Conditional Use Permit Application

Dear Members of the Village of Harrison Plan Commission:

In regard to the recently received notice to consider a conditional use as Resource Extraction under Article 117-131 of the Zoning Ordinance, Heidi and I are sending this letter for consideration as we will not be able to attend the Board meeting planned for March 28th, 2023.

It is understood that written comments will be taken into consideration upon our absence. As a result, we would like to inform the Board that we are in favor of the proposed shredding and pulverizing of topsoil on the property located at N9650 Hwy 55, Location ID 40386.

We understand that projects like the one being proposed by Crossroad Development is a grassroots-type project that stimulates local economic growth and feeds the surrounding area with necessary materials on localized projects and ultimately stimulates jobs that revolve around this kind of work.

As a result, we would like the record to show that Heidi and I, support the efforts of Crossroad Development and would like to see the Board approve the Conditional Use Permit as applied for by the applicant.

We appreciate the opportunity to comment on this process.

Regards,

Kurt and Heidi Frederickson

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Vicki Tessen, Clerk

Meeting Date:

March 28, 2023

Title:

ARPA Project Request To Purchase and Install Automatic Door Operators

Issue:

Should the Village install automatic door operators at the municipal building? Secondly, does the Board think this improvement would be a good use of ARPA funds?

Background and Additional Information:

It is in the best interest of the Village to make its municipal facilities accessible to everyone. Currently, the building does not have any public entrances that meet ADA standards. The vision is to install automatic operators on all three of the doors at the municipal building's front public entryway: the outside door, office lobby door, and community room door.

This would allow residents with limited mobility or strength to access the building and all public areas to receive Village services.

When the community room (or any location) is used as a polling location, it must meet Wisconsin ADA requirements. Harrison's polling location meets the minimum standards for compliance by positioning a greeter near the entrance and by having a sign with a phone number to call for assistance posted outside by the handicap parking spaces. Although, staff intends to continue both of those practices, the addition of automatic doors would reflect well on the next ADA compliance audit.

In preparation of proposing this project, staff complied with all ARPA funding requirements for a Micro-purchase (project costs are anticipated to be below the threshold of \$10,000). Having no knowledge or experience in the reasonableness of costs for this project, staff obtained 3 quotes for comparison.

NOTE: quotes are for three (3) automatic door push controls and installation on our existing doors. It does not include any work needed to prepare the area, such as electrical, masonry, painting, etc.

1. TriCity Glass & Door, Inc. – Appleton, WI \$8,250.00 (tax exempt)
2. Automatic Entrances of WI, Inc. - Waukesha, WI \$8,530.00 (quote has tax)
3. ACE Building Service – Manitowoc, WI \$11,850.00

Budget Impacts:

These upgrades and improvements have not been budgeted for and staff is requesting to utilize ARPA funds to pay for these.

Staff Recommendation:

Staff recommends the Board authorize staff to spend up to \$9,000.00 in ARPA funds to contract with TriCity Glass & Door to purchase three automatic door controls and install them at the municipal building's front door, lobby entrance, and community room entrance, and to contract with an electrician any or other professional tradesman needed to accommodate the installation.

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:

- Quote from TriCity Glass & Door
 - Quote from Automatic Entrances of WI
 - Quote from ACE Building Service
-



The Right Product.
The Right Way.

□ 2801 N. Roemer Rd.
Appleton, WI 54911
920.731.8176
f 920.734.1096
□ 1811 E. Mason St.
Green Bay, WI 54302
920.468.7820
f 920.468.5337

Proposal

Replying to subject inquiry, we are pleased to quote as follows; and unless otherwise agreed in writing, the conditions constitute a part of this quotation.

Village of Harrison
W5298 State Hwy 114
Menasha WI 54952
Attn: Christine Miller (adminasst@harrison-wi.org)
Re: Automatic operators

2/10/2023

****This Proposal Valid for 30 Days from February 10, 2023****
****Terms: Net 30 days, 1% interest per month on unpaid balances****

We propose to furnish and install 3-Record 8100 automatic operators on the three existing aluminum entrance doors. Price includes 2 battery powered remote controlled activation switches and one receiver for each operator.

For the sum of \$8,250.00 tax exempt (\$2,750.00 each)

Note: No electrical supply, wiring, or hook up of the electrical is included in our price. The existing panic devices would need to be unlocked or a dry contact from the security system run up to the automatic will be needed in order for the operators to work correctly.

*Additional insurance requirements are not included in the above price(s)

If you have any questions, please call me at 920-734-9164, or email. Thank you.

Brian R Goodrich

Brian Goodrich
Service Dept. Manager, Tri City Glass & Door Inc.
Email: briang@tricityglass-door.com

Acceptance of this proposal by Buyer shall be acceptance of all terms and conditions recited herein which shall supersede any conflicting term in any other contract document. Any of the Buyer's terms and conditions in addition or different from this proposal are objected to and shall have no effect. Buyer's agreement herewith shall be evidenced by Buyer's signature hereon or by permitting Seller to commence work for project.

As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

Date of Acceptance: _____

Signature: _____

TRI CITY GLASS & DOOR, INC.

CONDITIONS OF PROPOSAL

NOTE: This proposal may be withdrawn by us if not accepted within **THIRTY** days. All material is guaranteed to be as specified. All work to be completed in workmanlike manner according to standard practices. Any alterations or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and builders risk insurance. Our workers are fully covered by Workmen's Compensation Insurance.

- Nothing in this subcontract agreement shall require Seller to continue performance if timely payments are not made to Seller for suitably performed work or stored materials.
- Owner, Contractor and Tenant agree to allow Tri City Glass & Door to remove materials provided and installed by Tri City Glass & Door that have not been paid for within the specified payment terms detailed on the reverse side of this proposal. All parties further agree that any damage or security breach to the building resulting from the removal of the materials, which were provided, will be the responsibility of the party who was/is responsible for the payment of the materials.
- Nothing in this agreement shall serve to void Seller's right to file a lien or claim on its behalf in the event that any payment to Seller is not timely made.
- Locating of plumbing and electrical concealed in existing walls by owner/contractor. We are not responsible for damage caused if plumbing/electrical has not been properly located and marked prior to our drilling or anchoring.
- Various chemicals will damage aluminum and glass (uncured masonry, plaster, masonry cleaning acid, etc.). It is the owners/contractors responsibility to protect products from damage after installation.
- It is understood that if you use your own contract form, the conditions of this quotation fully apply unless specifically written out and mutually agreed upon.
- 25% restocking charge for inventory items.
- No returns on special order purchases or custom fabricated items.
- All homes and daycare facilities built prior to 1978 require lead safe work practices. Please inform us if your building was built prior to 1978.

THE FOLLOWING ARE NOT INCLUDED AND ARE TO BE THE OWNERS/CONTRACTORS RESPONSIBILITY:

- Building permit (if required)
- Temporary barricades (traffic, weather or theft)
- Any work done on the owners glass will be done at owners risk
- Electrical hook-up to door hardware if applicable
- Final cleaning of glass and aluminum
- Delivery to jobsite includes transportation to jobsite only, not unloaded or spotted
- Final painting of steel doors and frames*
*We will not be responsible for finish quality caused by the use of dark or high gloss paint. Special prep will be required by others when these paints are used.
- Exterior steel doors should be painted in a "LIGHT" semi-gloss color to prevent THERMOBOW and PREMATURE RUSTOUT.
- Please understand that Tri City Glass & Door will take every precaution possible during the removal and installation process of your new product. However, there is a possibility of damage to the flooring, walls, trim work, and ceiling with this removal. Tri City Glass & Door's quote does not include any patching / replacing / repairing of any existing flooring, patching or painting of existing walls, or patching / replacing / repairing of existing ceiling. Your signature confirms that you are aware of this possibility and will not hold Tri City Glass & Door responsible.

PROPOSAL #55361
AUTOMATIC ENTRANCES OF WI, INC.
1712 PARAMOUNT COURT
WAUKESHA, WI 53186
(262) 549-8600 1-800-776-7122
FAX (262) 549-8604
WI BCR #1107117

PROPOSAL SUBMITTED TO
Village of Harrison
STREET
W5298 State Hwy 114
CITY, STATE AND ZIP CODE
Menasha, WI 54952
ATTENTION
Christine Miller

PHONE
920-989-1062
JOB NAME
Interior Board Room
JOB LOCATION

DATE
February 9, 2023

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Material and labor to install (1) single Stanley Magic Access ADA automatic door operator in a dark bronze anodized finish.

The door will be activated for entry and exit via 4 1/2" wall-mtd. radio-controlled push plates.

Material Included:

- (1) 110357-1 Stanley Magic Access Operator including header, control box and arm
- (1) 10RD900 Receiver – 900 Frequency
- (2) CE-635-BSM 4 1/2" Push Plates with Surface Boxes
- (2) 10TD900PB Transmitters – 900 Frequency

Price includes installation, applicable taxes and a (1) year warranty on parts and labor.

Work by Others:

- (A) 115VAC 5AMP to the operator header

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications for the sum of:
Two Thousand Seven Hundred-----Dollars \$2,700.00

Payment to be made as follows: Net 30 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Our proposal is pre-qualified based on acceptance of the coverages included in our standard insurance package. The cost of additional coverages, if available, would be in addition to our proposal.

Authorized Signature Brent Johnson - CJ
Brent Johnson – Sales Representative

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal -

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

Signature _____

Date of Acceptance: _____

PROPOSAL #55363
AUTOMATIC ENTRANCES OF WI, INC.
1712 PARAMOUNT COURT
WAUKESHA, WI 53186
(262) 549-8600 1-800-776-7122
FAX (262) 549-8604
WI BCR #1107117

PROPOSAL SUBMITTED TO
Village of Harrison
STREET
W5298 State Hwy 114
CITY, STATE AND ZIP CODE
Menasha, WI 54952
ATTENTION
Christine Miller

PHONE
920-989-1062
JOB NAME
Interior Office Door
JOB LOCATION

DATE
February 9, 2023

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR

Material and labor to install (1) single Stanley Magic Access ADA automatic door operator in a dark bronze anodized finish.

The door will be activated for entry and exit via 4 1/2" wall-mtd. radio-controlled push plates.

Material Included:

- (1) 110357-1 Stanley Magic Access Operator including header, control box and arm
- (1) 10RD900 Receiver – 900 Frequency
- (2) CE-635-BSM 4 1/2" Push Plates with Surface Boxes
- (2) 10TD900PB Transmitters – 900 Frequency

Price includes installation, applicable taxes and a (1) year warranty on parts and labor.

Work by Others:

- (A) 115VAC 5AMP to the operator header

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications for the sum of:
Two Thousand Seven Hundred-----Dollars \$2,700.00

Payment to be made as follows: Net 30 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Our proposal is pre-qualified based on acceptance of the coverages included in our standard insurance package. The cost of additional coverages, if available would be in addition to our proposal.

Authorized Signature *Brent Johnson*
Brent Johnson – Sales Representative

Note: This proposal may be withdrawn by us if not accepted within 30 days.

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

Signature _____
Date of Acceptance: _____

PROPOSAL #55362
AUTOMATIC ENTRANCES OF WI, INC.
1712 PARAMOUNT COURT
WAUKESHA, WI 53186
(262) 549-8600 1-800-776-7122
FAX (262) 549-8604
WI BCR #1107117

PROPOSAL SUBMITTED TO
Village of Harrison
STREET
W5298 State Hwy 114
CITY, STATE AND ZIP CODE
Menasha, WI 54952
ATTENTION
Christine Miller

PHONE
920-989-1062
JOB NAME
Exterior Door
JOB LOCATION

DATE
February 9, 2023

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR

Material and labor to install (1) single Stanley Magic Force automatic door operator in a dark bronze anodized finish.

The door will be activated for entry via a 4 1/2" wall-mtd. radio-controlled push plate and for exit via a jamb-mtd. (24V) push plate.

NOTE: The entry push plate will need to be disabled via the existing timer system when door is to be secured.

Material Included:

- (1) 313852 Stanley Magic Force Operator including header, control box and arm
- (1) 10RD900 Receiver – 900 Frequency
- (1) CE-635-BSM 4 1/2" Push Plate with Surface Box
- (1) CE-615-BSM Jamb-Mtd. Push Plate with Surface Box
- (1) 10TD900PB Transmitter – 900 Frequency

Price includes installation, applicable taxes and a (1) year warranty on parts and labor.

Work by Others:

- (A) 115VAC 5AMP to the operator header
- (B) Provide a normally open dry set of contacts from the timer system to the operator header

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications for the sum of:
Three Thousand One Hundred Thirty-----Dollars \$3,130.00

Payment to be made as follows: Net 30 Days
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Our proposal is pre-qualified based on acceptance of the coverages included in our standard insurance package. The cost of additional coverages, if available would be in addition to our proposal.

Authorized Signature Brent Johnson - dj
Brent Johnson – Sales Representative

Note: This proposal may be withdrawn by us if not accepted within 30 days.

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

Signature _____
Date of Acceptance: _____



PROPOSAL

Quote # M786/23A

<u>Christen Miller</u> <u>Village of Harrison</u> <u>W5298 Hwy 114</u> <u>Menasha, WI 54952</u>	<u>Furnish and install automatic door operators on (3) metal doors in the lobby</u>	<u>March 14, 2023</u> <u>Phone: 920-989-1062</u>
--	---	--

This proposal is a requote of proposal #M786/23 dated March 13, 2023. All changes are in bold italic type.

We propose to furnish labor, material, and equipment required to install automatic door operators on metal doors in your facility located at W5298 Hwy 114 Menasha, WI as directed by Christen Miller.

Base quote – Install automatic door operator on Main Entrance door.

Work to include:

1. Furnish and install (1) new automatic door operator on existing metal door and frame.
2. Furnish and install (1) surface mounted ADA push button operator.

Work to be done during normal A.C.E. Building Service working hours.

Install automatic door operator on Main Entrance door Quote Total \$3,950.00

Alternate#1 – Install automatic door operator on Clerks/Office door.

Work to include:

1. Furnish and install (1) new automatic door operator on existing metal door and frame.
2. Furnish and install (1) surface mounted ADA push button operator.

Work to be done during normal A.C.E. Building Service working hours.

Add to Base Quote for Alternate #1 Total \$3,950.00

Alternate#2 – Install automatic door operator on Board/Chamber Room door.

Work to include:

1. Furnish and install (1) new automatic door operator on existing metal door and frame.
2. Furnish and install (1) surface mounted ADA push button operator.

Work to be done during normal A.C.E. Building Service working hours.

Add to Base Quote for Alternate #2 Total \$3,950.00



Not Included:

1. Overtime or premium time work.
2. Hazardous materials conditions, known or unknown, resulting in additional costs to the project are not included.
3. Plumbing, sprinklers, HVAC or electrical other than listed above.
4. Local or state permits.
5. Finish Paint.
6. ***Electrical Work completed by owner.***

Terms: Payment due 10 days after date of invoice. 2% interest per month will be charged after due date. This proposal good for 30 days

Total... \$ _____

AUTHORIZED BY

_____ DATE _____
James Marks
A.C.E. Building Service

ACCEPTED BY

_____ DATE _____
For Village of Harrison

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:
Mark J. Mommaerts, AICP, Assistant Village Manager

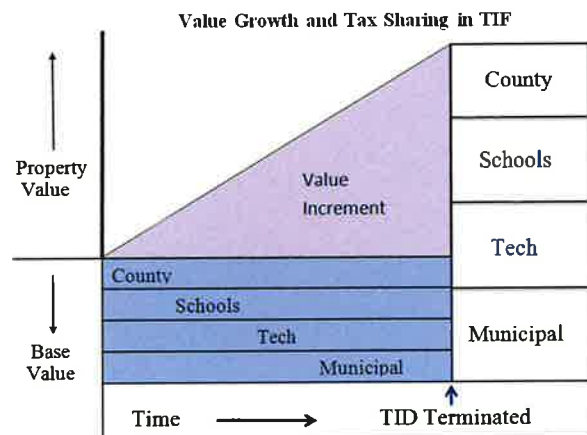
Meeting Date:
March 28, 2023

Title:
Res V2023-04 Approving the Project Plan and Creating Tax Incremental Financing District #6

Issue:
Should the Village Board adopt Resolution V2023-04 creating Tax Incremental Financing District #6?

Background and Additional Information:

In order to promote and encourage development within the Village, a Tax Incremental Financing District (TID) is being created wherein additional tax revenue created within the District go to pay back infrastructure that was installed to attract the development. A TID is a financing tool that will allow the Village to invest in infrastructure and other improvements and pay for these improvements by capturing property tax revenue from the newly developed property. The additional tax created (increment) for the Village, Tech. College, School District, and County are used to pay for the improvements, see chart.



Each entity continues to receive the current tax revenue (base). After the improvements have been paid for, the TID can be closed and then all entities benefit from the additional tax revenue.

There are many entities involved when created a TID. The Plan Commission must develop a Project Plan and boundaries for the District. A Joint Review Board (JRB) must be created to ensure that certain statutory requirements are being met. The JRB is made up of a member from each of the taxing authorities (Village, Tech. College, School District & County). The Village Board must adopt the Project Plan and create the District.

This TID will be created in the area on the northeast corner County Road N and Manitowoc Road. It is intended to be a mixed-use district suitable for commercial uses. The Plan Commission has approved the boundaries and Project Plan after a public hearing was held on October 18th. The Village Board must adopt the Project Plan and create the District before the Joint Review Board can make their final approval on the TID. It is anticipated that the Joint Review Board will meet April 11th.

Budget Impacts:

The Project Plan identifies potential projects within the TID and also identifies a feasibility plan for financing. Care must be taken to ensure development occurs shortly after the improvements are installed in order for the tax increments to pay for the projects.

Recommended Action:

The Plan Commission recommends approval of the Project Plan and District Boundaries for Tax Incremental Financing District #6.

Attachments:

- Resolution V2023-04
- TID #6 Project Plan

RESOLUTION V2023-04

ADOPTING THE PROJECT PLAN AND CREATING TAX INCREMENT FINANCING DISTRICT #6 (TID #6), VILLAGE OF HARRISON, CALUMET & OUTAGAMIE COUNTIES, WISCONSIN

WHEREAS, the Village of Harrison intends to promote mixed-use development for the purpose of stabilizing and expanding the community's economic base; and

WHEREAS, the Wisconsin Legislature has established legislations allowing municipalities to create Tax Increment Financing Districts in order to encourage development by allowing municipalities to recover associated project costs before overlying taxing authorities benefit from the additional values created; and

WHEREAS, the Harrison Plan Commission has prepared and adopted a Project Plan, which has the purpose of stimulating the desired mixed-use development and encouraging the orderly growth and development of the Village, which includes the boundaries of the Tax Incremental Financing District #6; and

WHEREAS, said Project Plan specifies the kind, number, and location of all proposed public improvements and contains a detailed listing of estimated project costs which will promote the mixed-use development of the District; and

WHEREAS, it has been demonstrated in said Project Plan that the creation and operation of the Tax Incremental Financing District is economically feasible and conforms to Harrison's Comprehensive Plan; and

WHEREAS, included in the Project Plan is a description of the methods of financing all estimated project costs and the time when costs or monetary obligations related thereto are to be incurred; and

WHEREAS, the Project Plan also includes appropriate maps showing existing uses and conditions of real property in the District, as well as proposed improvements and land uses in the District; and

WHEREAS, The Project Plan demonstrated that the creation and operation of the District will promote the orderly development of the Village of Harrison; and

WHEREAS, it has been determined that not less than 50%, by area, of the real property within the proposed mixed-use District is residential and commercial land uses and are suitable for such development as required by Wisconsin Statute §66.1105; and

WHEREAS, the boundaries of Tax Increment Financing District #6 include only those whole units of property as are assessed for general property tax purposes; and

WHEREAS, it has been determined that the improvements are likely to enhance significantly the value of substantially all of the real property in said District; and

WHEREAS, the Harrison Plan Commission has conducted a public hearing on February 21, 2023 at

which interested parties were afforded an opportunity to express their views on the proposed Project Plan and the boundaries of said District; and

WHEREAS, the Village of Harrison has complied withal provisions of Wisconsin Statutes §66.1105 and other relevant laws in the preparation of the Project Plan and the creation of the District and said Plan includes the Village Attorney's opinion stating that the Plan is complete and complies with the law.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Harrison hereby finds as follows:

1. That the boundaries contained in the Plan are as described in the Project Plan.
2. That the name of the Plan shall be the Village of Harrison Tax Increment Financing District #6 (TID #6).
3. That this Resolution shall have an effective date of January 1, 2023.
4. That this Plan is economically feasible.
5. That not less than 50% of the real property within the boundaries of TID #6 is suitable for mixed-use development.
6. That not more than 35% of the area within the boundaries of TID #5 consists of property proposed for newly platted residential use.
7. That improvement to be made to the area will significantly enhance the value of substantially all of the property in the District.
8. That the total equalized value of property in TID #5 and the equalized increment of all other Tax Increment Districts in the Village of Harrison does not exceed 12% of the total equalized value of the Village; and

BE IT FURTHER RESOLVED, that the Village Board of the Village of Harrison hereby adopts the Project Plan and creates Tax Incremental Financing District #6 with an effective date of January 1, 2023; and

BE IT FURTHER RESOLVED, that the Village of Harrison intends to implement the various provisions of the Project Plan based on a periodic review of said Plan; and

BE IT FURTHER RESOLVED, that the Village of Harrison intends to comply with all relevant laws pertaining to the implementation of said Plan, including the completion of required audits, the publication of annual reports, and necessary cooperation with the Wisconsin Department of Revenue.

Adopted by the Board of Trustees of the Village of Harrison this 28th day of March, 2023.

By: _____
Allison Blackmer, Village President

Attest: _____
Vicki Tessen, Clerk



**TAX INCREMENTAL DISTRICT NO. 6
PROJECT PLAN**

March 28, 2023

Tax Incremental District No. 6 Project Plan

Village of Harrison Officials

Village Board

Allison Blackmer
Julene Baldwin
Darlene Bartlein
Mike Brantmeier
Scott Handschke
Matt Lancaster
Mark Van Hefty

Village President
Village Trustee
Village Trustee
Village Trustee
Village Trustee
Village Trustee
Village Trustee

Plan Commission

Allison Blackmer
Darlene Bartlein
Kent Gross
Pat Hennessey
Jim Lincoln
Dennis Reed
Mark Van Hefty

Chair
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner

Village Staff

Matt Heiser
Mark Mommaerts
Vicki Tessen
Jeff Funk
Jarred Gerl

Manager
Assistant Manager
Clerk/Treasurer
Public Works Operations Manager
Fire Chief

Joint Review Board

Allison Blackmer
David Maccoux
Becky Hansen
Amy Van Straten
Jim Lincoln

Village of Harrison
Calumet County
Kimberly Area School District
Fox Valley Technical College
Public Member

TABLE OF CONTENTS

Section

1	Executive Summary
2	Type & General Description of District
3	Proposed District Boundary
4	Existing Uses and Conditions
5	Preliminary Parcel List and Analysis
6	Equalized Value Test
7	Statement of Kind, Number, and Location of Proposed Public Works and Other Projects
8	Proposed Improvements and Uses
9	Detailed List of Project Costs
10	Economic Feasibility Study and Description of the Methods of Financing and the Time When Such Costs or Monetary Obligations Related Are to be Incurred
11	Annexed Property
12	Estimate of Property to be Devoted to Retail Business
13	Proposed Changes in Zoning Ordinances
14	Proposed Changes in Master Plan, Map, Building Codes and Village Ordinances
15	Relocation
16	Orderly Development of the Village
17	List of Estimated Non-Project Costs

Exhibit

A	Opinion of Attorney for Village Advising that Plan is Complete and Complies with Wisconsin Statutes, Section 66.1105
B	Legal Description

Map

1	Boundary & Parcel Map
2	Existing Conditions & Land Uses Map
3	Future Land Uses Map
4	Proposed Project Improvement Locations Map

Table

1	Preliminary Parcel List
2	Project Costs
3	Development Assumptions
4	Development & Tax Increment Projections
5	Expenditure Analysis
6	Calculation of the Share of Projected Tax Increments Estimated to be Paid by the Owners of Property in the Overlying Taxing Jurisdictions

SECTION 1. EXECUTIVE SUMMARY

Tax Incremental District Number 6 (TID #6) is located in the north central part of the Village, at the southwest corner of the intersection of County Road N and County Road KK. TID #6 includes approximately 4.1-acres of land. There is one property owner and no residences within the TID #6 boundary. The boundary of TID #6 is illustrated on Map 1.

TID #6 is being created to advance the Village's vision to achieve well-planned, high quality growth, economic diversification, and development at a prominent location in the Village. TID #6 will:

- Fund necessary infrastructure improvement to allow and served planned development. Desired infrastructure includes transportation, utility, and communication networks necessary for the successful development of a mixed-use area, which is not feasible without such support.
- Attract, through financial incentives, business and other development that will provide desired value, employment opportunities, and aesthetic qualities.
- Help advance recreation goals of connecting the Village trail system to the regional network and will provide alternate transportation access to businesses and development within TID #6.
- Work to grow the economic base of the Village while providing necessary services and opportunities to the community.

Summary of Findings

As required by Wisconsin Statutes 66.1105, and as documented in this Project Plan and the exhibits contained and referenced herein, the following findings are made:

- 1) **That “but for” the creation of this District, the development projected to occur as detailed in this Project Plan: 1) would not occur; or 2) would not occur in the manner, at the values, or within the timeframe desired by the Village.** In making this determination, the following information has been considered:
 - Given that the site has not developed as expected under normal market conditions, it is the judgement of the Village that the use of Tax Incremental Financing (“TIF”) will be required to provide the necessary infrastructure and incentives to encourage development within the area consistent with the desires of the Village.
- 2) **The economic benefits of the Tax Increment District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements.** In making this determination, the following information has been considered:

- As demonstrated in the Economic Feasibility Section of this Project Plan, the Tax increments projected to be collected are more than sufficient to pay for the proposed project costs.
 - The development expected to occur within the District would create additional business sites and jobs.
- 3) **The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions.**
- If approved, the District’s creation would become effective for valuation purposes as of January 1, 2023. As of this date, the values of all existing development would be frozen and the property taxes collected on this base value would continue to be distributed amongst the various taxing entities as they currently are now. Taxes levied on any additional value established within the District due to new construction, renovation, or appreciation of property values occurring after January 1, 2023 would be collected by the TID and used to repay the costs of TIF-eligible projects undertaken within the District. Since the development expected to occur is unlikely to take place or take place in the same manner without the use of TIF and since the District will generate economic benefits that are more than sufficient to compensate for the cost of the improvements, the Village reasonable concludes that the overall benefits of the District outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. It is further concluded that since the “but for” test is satisfied, there would in fact be no foregone tax increments to be paid in the event the District is not created. As required by Wisconsin Statutes 66.1104(4)(i)4., a calculation of the share of projected tax increments estimated to be paid by the owners of property in the overlying taxing jurisdiction has been made and can be found in Table 6 of the Project Plan.
- 4) Not less than 50% by area of the real property within the District is suitable for a combination of commercial and residential uses, defined as “mixed-use development” within the meaning of Wisconsin Statutes 66.1105(2)(cm). Lands proposed for newly platted residential development comprise no more than 35% by area of the real property within the District. Any project costs related to newly platted residential development are eligible expenditures if based on the finding that the development has a residential housing density of at least 3-units per acre as defined in Wisconsin Statute 66.1105(2)(f)3.a.
- 5) The District is declared to be a mixed-use district based on the identification and classification of the property included within the District.

- 6) The project costs relate directly to promoting mixed-use development in the District consistent with the purpose for which the District is created.
- 7) The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
- 8) The equalized value of taxable property of the District does not exceed 12% of the total equalized value of taxable property within the Village.
- 9) The Project Plan for the District in the Village is feasible.

SECTION 2. TYPE & GENERAL DESCRIPTION OF DISTRICT

The District is being created by the Village under the authority provided by Wisconsin Statute 66.1105. The District is created as a “Mixed Use District” based upon a finding that at least 50%, by area, of the real property within the District is suitable for a combination of commercial, industrial, and residential uses as defined within the meaning of Wisconsin Statutes 66.1105(2)(cm) (See Table 1 for a breakdown of District parcels by class and calculation of compliance with the 50% test). Lands proposed for newly platted residential development comprise less than the allowable 35% permitted. To the extent that project costs will be incurred by the Village for newly platted residential development, the residential development will have a density of at least 3-units per acre as required by Wisconsin Statutes 66.1105(2)(f)3.a.

Maps 1-3 depict the boundaries, and proposed uses, within the District. The Village intends that TIF will be used to assure that a combination of private commercial, industrial, and residential development occurs within the District consistent with the Village’s development objectives. This will be accomplished by installing public improvements and making necessary related expenditures to induce and promote development within the District. The goal is to increase the tax base and to provide for and preserve employment opportunities within the Village. The project costs include in the Plan relate directly to promoting mixed-use development in the District consistent with the purpose for which the District is created.

SECTION 3. PROPOSED DISTRICT BOUNDARY

Generally, the boundary of TID #6 includes the area of Parcel Number 33286, which is located at the southwest corner of County Road N/County Road KK and includes entire parcel boundaries as required by statute. Exhibit B contains the legal description of the District boundary. Map 1 illustrates the boundaries of TID #6.

TID #6 does not include any area identified as a wetland on a map under §23.32, except for an area identified on such a map that has been converted in compliance with state law so that it is no longer a wetland and except an area that is identified as a wetland on a map under §23.32 and that is within the boundaries of a tax incremental district or is part of a tax incremental district parcel, the area shall be considered part of the tax incremental district for determining the applicability of exemptions from or compliance with water quality standards that are applicable to wetlands. The Developer(s) have, or will be conducting, a wetland delineation of the property.

SECTION 4. EXISTING USES AND CONDITIONS

TID #6 is mainly undeveloped. There is a restaurant under construction, which started in January of 2023. The site previously had a building that was demolished in 2021. The site is generally fill material waiting for development to occur. The District does not include any businesses. Map 2 illustrates the existing land use of the property of TID #6.

SECTION 5. PRELIMINARY PARCEL LIST AND ANALYSIS

There is one (1) parcel that comprises TID #6. Much of the District is either zoned or designated or is suitable for future commercial development. Potential for mixed use commercial and multiple-family residential development exists. Approximately 100% of the District is suitable for commercial or retail uses, approximately 0% is suitable for industrial and manufacturing uses, and approximately 0% is suitable for newly platted residential uses. Map 3 illustrates the future land use designation of property within TID #6. Table 1 illustrates the amount of property with the District that is suitable for mixed-use development.

SECTION 6. EQUALIZED VALUE TEST

If adopted as planned, TID #6 has a 2023 assessed base value of \$413,000 and a 2023 equalized value of \$500,100, based on the Village's 2023 equalization ratio of approximately 83%.

State law permits the Village to create new TIDs as long as the equalized value of the new TIDs, plus the value increment in all other existing TIDs, does not exceed 12% of its total equalized value. According to the Wisconsin Department of Revenue, the Village's total 2022 municipal equalized value for real estate was \$1,617,243,900, with 12% being \$ 194,069,268. The 2022 TID value increment was \$110,406,800 (6.83%), combined with the estimated \$500,100 equalized value of TID #6, totals \$ 110,906,900 or 6.86%, which meets the 12% statutory requirement.

SECTION 7. STATEMENT OF KIND, NUMBER, AND LOCATION OF PROPOSED PUBLIC WORKS AND OTHER PROJECTS

The following is a list of public works and other TIF-eligible projects that the Village expects to implement in conjunction with this District. Any costs necessary or convenient to the creation of the District or directly or indirectly related to the public works and other project are considered "Project Costs" and eligible to be paid with tax increment revenues of the District.

Property, Right-of-Way, and Easement Acquisition

1. **Acquisition of Property.** The Village may need to acquire property to allow for installation of streets, driveways, sidewalks, utilities, stormwater management, continuation of development, parkland, and/or other public infrastructure. Costs incurred by the Village to identify, negotiate and acquire property or rights-of-way are eligible Project Costs.
2. **Acquisition of Easements.** The Village may need to acquire temporary or permanent easements to allow for installation and maintenance of streets, driveways, sidewalks, utilities, stormwater management and other public infrastructure. Costs incurred by the Village to identify, negotiate, and acquire easement rights are eligible Project Costs.
3. **Relocation Costs.** If relocation expenses are incurred in conjunction with the acquisition of property, those expenses are eligible Project Costs. These costs may include, but are not limited to, preparation of a relocation plan, allocation of staff time, legal fees, publication of notices, obtaining appraisals, and payment of relocation benefits as required by Wisconsin Statutes Sections 32.19 and 32.195.

Site Preparation

1. **Environmental Audits and Remediation.** There have been no known environmental studies completed within the proposed District. If, however, it becomes necessary to evaluate any land or improvement within the District, any costs incurred by the Village related to environmental audits, testing, and remediation are eligible Project Costs.
2. **Site Grading.** Land within the District may require grading to make it suitable for development and/or redevelopment, to provide access, and to control storm water runoff. The Village may need to remove and dispose of excess material, or bring in fill material to provide for proper site elevations. Expenses incurred by the Village for site grading are eligible Project Costs.

Utilities

1. **Sanitary Sewer System Improvements.** There are areas of the District that are inadequately served by sanitary sewer facilities. To allow development to occur, the Village may need to construct, alter, rebuild, or expand sanitary sewer infrastructure within the District. Eligible Project Cost include, but are not limited to, construction, alteration, rebuilding, or expansion of: collection mains; manholes and cleanouts; service laterals; force mains; interceptor sewers; pumping stations; lift station; and all related appurtenances. To the extent sanitary sewer projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of cost based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the Village construct, alter, rebuild, or expand sanitary sewer infrastructure located outside of the District. That portion of the cost of sanitary sewer system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.
2. **Water System Improvements.** There are areas of the District that are inadequately served by water distribution facilities. To allow development to occur, the Village may need to construct, alter, rebuild, or expand water system infrastructure within the District. Eligible Project Cost include, but are not limited to, construction, alteration, rebuilding, or expansion of: distribution mains; manholes and valves; hydrants; service laterals; pumping stations; wells; water treatment facilities; storage tanks and reservoirs; and all related appurtenances. To the extent water system projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of cost based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the Village construct, alter, rebuild, or expand water system infrastructure located outside of the District. That portion of the cost of water system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.
3. **Stormwater Management System Improvements.** Development within the District will cause storm water runoff and pollution. To manage this storm water runoff, the Village may need to construct, alter, rebuild, or expand storm water management infrastructure within the District. Eligible Project Cost include, but are not limited to, construction, alteration, rebuilding, or expansion of: storm water collection mains; inlets, manholes and valves; service laterals; ditches; culvert piers; box culverts; bridges; stabilization of stream and river banks; and infiltration, filtration, and detention Best Management Practices (BMP's). To the extent storm water management system projects undertaken within the District provide direct benefit to land outside of the District, the Village will make an allocation of cost based on such benefit. Those costs corresponding to the benefit allocated to land within the District, and necessitated by the implementation of the Project Plan, are eligible Project Costs. Implementation of the Project Plan may also require that the Village construct, alter, rebuild, or expand storm water management

system infrastructure located outside of the District. That portion of the cost of storm water management system projects undertaken outside the District which are necessitated by the implementation of the Project Plan are eligible Project Costs.

4. **Electric, Natural Gas, & Communication Services.** In order to create sites suitable for development and/or redevelopment, the Village may incur costs to provide, relocate, or upgrade electric services, natural gas mains and services, and voice and data communications services. Costs incurred by the Village to undertake this work are eligible Project Costs.

Streets

1. **Street Improvements.** There are inadequate street improvements serving areas of the District. To allow development to occur, the Village may need to construct and/or reconstruct streets, highways, access drive, and parking areas. Eligible Project Costs included, but are not limited to; excavation; removal or placement of fill; construction of road base; asphalt or concrete paving or repaving; installation of curb and gutter; installation of sidewalks and bicycle lanes; installation of multi-use trails; installation of crosswalks; installation of culverts, box culverts, and bridges; utility relocation, to include burying overhead utility lines; street lighting; installation of traffic control signage and traffic signals; pavement marking; right-of-way restoration; and installation of fences, berms, and landscaping.
2. **Streetscaping and Landscaping.** In order to attract development consistent with the objectives of this Plan, the Village may install amenities to enhance development sites, rights-of-way, and other public spaces. These amenities included, but are not limited to: landscaping; lighting of streets, sidewalks, parking areas, and public areas; installation of planters, benches, clocks tree rings, trash receptacles, and similar items; and installation of brick or other decorative walks, terraces, and street crossing. These and any other similar amenities installed by the village are eligible Project Costs.

Miscellaneous

1. **Cash Grants (Development Incentives).** The Village may enter into agreements with property owners, lessees, or developers of land located within the District for the purpose of sharing costs to encourage the desired kind of improvements and assure tax base is generated sufficient to recover project costs. No cash grants will be provided until the Village executes a developer agreement with the recipient of the cash grant. Any payments of cash grants made by the Village are eligible Project Costs.
2. **Projects Outside the Tax Increment District.** Pursuant to Wisconsin Statutes Section 66.1105(2)(f)1.n, the Village may undertake projects within territory located within one-half (1/2) mile of the boundary of the District provided that: 1) the projects are located within the Village's corporate boundaries, and 2) the projects are approved by the joint Review Board. The cost of projects completed outside the District pursuant to this section are eligible Project Costs, and may include any project cost that would otherwise be eligible if undertaken within the District. The project cost expenditures outside the District that the Village intends to make are found on the Table 2.

3. **Professional Service and Organizational Costs.** The costs of professional services rendered, and other costs incurred, in relation to the creation, administration, and termination of the District, and the undertaking of the projects contained within this Plan, are eligible Project Costs. Professional services include, but are not limited to: architectural; environmental; planning; engineering; legal; audit; financial; and the costs of informing the public with respect to the creation of the District and the implementation of the Plan.
4. **Administrative Costs.** The Village may charge to the District as eligible Project Costs reasonable allocation of administrative cost, included, but not limited to, employee salaries. Costs allocated will bear a direct connection to the time spend by Village employees in connection with the implementation of the Plan.
5. **Financing Costs.** Interest expense, debt issuance expenses, redemption premiums, and any other fees and costs incurred in conjunction with obtain financing for projects undertaken under this Plan are eligible Project Costs.
6. **Contribution to Community Development Authority (CDA).** As provided for in Wisconsin Statue Section 66.1105(2)(f)1.h and 66.1333(13), the Village may provide funds to its CDA to be used for administration, planning operations, and capital costs, including but not limited to real property acquisition, related to the purposes for which it was established in order to further any redevelopment or urban renewal project. Funds provided to the CDA for this purpose are eligible Project Costs.

With all projects, the costs of engineering, design, survey, inspection, materials, construction, restoring property to its original condition, apparatus necessary for public works, legal and other consultant fees, testing, environmental studies, permits, updating Village ordinance and plans, judgments or claims for damages, and other expenses are included as Project Costs.

In the event any of the public work project expenditures are not reimbursable out of the special TIF fund under Wisconsin Statute Section 66.1105, in the written opinion of the Village Attorney or a court of record so rules in a final order, then such project or projects shall be deleted therefrom and the remainder of the projects herein shall be deemed the entirety of the projects for purposes of the Project Plan.

The Village reserves the right to implement only those projects that remain viable as the Plan period proceeds.

Project Costs are any expenditure made, estimated to be made, or monetary obligations incurred or estimated to be incurred, by the Village and as outlined in this Plan. Project Costs will be diminished by an income, special assessment, or other revenues, including user fees or charges. To the extent the costs benefit the Village outside the District, a proportionate share of the cost is not a Project Cost. Costs identified in this Plan are preliminary estimates made prior to design considerations and are subject to change after planning is completed. Proration's of costs in the Plan are also estimates and subject to change based upon implementation, future assessment policies, and user fee adjustments.

SECTION 8. PROPOSED IMPROVEMENTS AND USES

TID #6 is envisioned as a mix of commercial/business development serving the needs of the local community and the region. Full build out of TID #6 will create employment opportunities, increase property values, diversify Harrison’s economy, and contribute of the long-term economic health of Harrison and the surrounding Fox Cities region.

In order to support the proposed uses in the area, TID #6 will install infrastructure improvements including, new roads/driveways to access and service properties within the area; sewer & water utilities; recreational trails to provide alternate transportation and recreation opportunities; financial incentives to obtain the desired aesthetic quality of the area; and voluntary demolition and acquisition opportunities of existing properties to further develop the area in a planned manner. Map 4 illustrates the proposed project improvements within TID #6. Table 2 lists proposed projects and projects costs.

The Village intends TID #6 to be a pay as you go “Pay Go” District with a majority of the projects and project costs being borne by the Developer(s). However, the Village may decide to complete some projects in order to be catalyst projects to increase the rate of development. If it is a Pay Go District, the Village intends to provide larger than normal Development Incentive to the Developer(s) as explained in the “Pay as you Go” in Section 10, below.

SECTION 9. DETAILED LIST OF PROJECT COSTS

All costs are based on 2023 prices and are preliminary estimates. The Village reserves the right to increase these costs to reflect inflationary increases and other uncontrollable circumstances between 2023 and the time of construction. The Village also reserves the right to increase certain project costs to the extent another is reduced or not implemented without amending the Plan. The tax increment allocation is preliminary and is subject to adjustment based upon the implementation of the Plan. The detail description in Table 2 is a shortened version of eligible project costs identified in Section 7.

Priority projects for TID #6 include site preparation, filling and grading, landscaping and restoration, asphaltic material removal, and access throughout the District. Also priority project is attraction of desired businesses and uses. Other specific projects that may be warranted if the TID exceeds expectations is beautification of the site as a landmark entrance into the Village.

This Plan is not meant to be a budget nor an appropriation of fund for specific projects, but a framework within which to manage projects. All costs included in the Plan are estimates based on best available information. The Village retains the right to delete projects or

change the scope and/or timing of projects implemented as they are individually authorized by the Village Board, without amending the Plan.

SECTION 10. ECONOMIC FEASIBILITY STUDY AND DESCRIPTION OF THE METHODS OF FINANCING AND THE TIME WHEN SUCH COSTS OR MONETARY OBLIGATIONS RELATED ARE TO BE INCURRED

The information and exhibits contained within this Section demonstrate that the proposed District is economically feasible insofar as:

- The Village has available to it the means to secure the necessary financing required to accomplish the projects contained within this Plan. A listing of “Available Financing Methods” follows.
- The Village expects to complete the project in one or multiple phases, and can adjust the timing of implementation as needed to coincide with the pace of private development. A discussion of the phasing and projected timeline for project completion is discussed under “Plan Implementation” within this Section. A table identifying the financing method for each phase and time at which that financing is expected to be incurred is included.
- The development anticipated to occur as a result of the implementation of this Plan will generate sufficient tax increments to pay for the cost of the projects. Within this Section and table identifying: 1) the development expected to occur, 2) a projection of tax increment to be collected resulting from that development and other economic growth within the District, and 3) a cash flow model demonstrating that the projected tax increment collections and all other revenues available to the District will be sufficient to pay all Project Costs.

Available Financing Methods

Implementation of this Plan may require that the Village issue debt obligations to provide direct or indirect financing for the Projects to be undertaken. The following is a list of the types of obligation the Village may choose to utilize.

- **General Obligation (G.O.) Bonds or Notes.** The Village may issue G.O. Bonds or Notes to finance the cost of Projects included within this Plan. Wisconsin Statutes limit the principal amount of G.O. debt that a community may have outstanding at any point in time to an amount not greater than five-percent (5%) of its total equalized value (including increment values). For the Village, this amounts to \$56,179,195, of which over \$50,000,000 is currently unused and could be made available to finance Project Costs.
- **Bonds Issued to Developers (“Pay as You Go” Financing).** The Village may issue a bond or other obligation to one or more developers who provide financing for projects included in this Plan. Repayment of the amounts due to the developer under the bonds or other obligation are limited to an agreed percentage of the available annual tax increments collected that result from the improvements made by the developer. To the extent the tax increments collected are insufficient to make annual payments, or to repay

the entire obligation over the life of the District, the Village's obligation is limited to not more than the agreed percentage of the actual increments collected. Bonds or other obligation issued to developers in this fashion are not general obligations of the Village and, therefore, do not count against the Village's statutory borrowing capacity.

- **Tax Increment Revenue Bonds.** The Village has the authority to issue revenue bonds secured by the tax increments to be collected. These bonds may be issued directly by the Village, or as a form of lease revenue bond by a Community Development Authority (CDA). Tax Increment Revenue Bonds and Lease Revenue Bonds are not general obligations of the Village and therefore do not count against the Village's statutory borrowing capacity. To the extent tax increments collected are insufficient to meet the annual debt service requirements of the revenue bonds, the Village may be subject to either a permissive or mandatory requirement to appropriate on an annual basis a sum equal to the actual or projected shortfall.
- **Utility Revenue Bonds.** If the Village were to create a Utility, the Village could issue revenue bonds to be repaid from revenues of the utility. Statutory requirements would need to be reviewed under this method.
- **Special Assessment "B" Bonds.** The Village has the ability to levy special assessments against benefited properties to pay part of the cost for street, curb and gutter, sewer and water, storm sewers, and other infrastructure. In the event the Village determines that special assessments are appropriate, the Village can issue Special Assessment "B" Bonds pledging revenue from special assessment installments to the extent assessment payments are outstanding. These bonds are not counted against the Village's statutory borrowing capacity. If special assessments are levied, the Village must reduce the total eligible Project Costs under this Plan in an amount equal to the total collected.

Economic Feasibility

The preliminary economic feasibility analysis supports the feasibility of TID #6. This is based on a comparison of proposed expenditures summarized in Table 5 with projected land and building development in the TID, and the tax increment it is expected to generate. Specifically, the development increment, as outlined in Table 4, is project to be sufficient to cover the projected TID expenditures (principal and interest) listed in Table 5. Therefore, the TID debt/bonding is projected to be retired within the 20-year required timeframe. The economic feasibility is also based on current legislation and development assumptions, as found in Table 5.

The Village will be cautious to spend at or below the levels projected in Table 5. The Village may also perform an annual analysis of the fiscal conditions of TID #6, and how well the development projections are being reached. Decisions to continue spending may be based on the state of the District from time to time, and time to correspond to the extent practical with actual commitments to add increment to the district.

The tools selected for financing the projects should be decided in advance of project commencement. As of the date of this plan, it was anticipated that there will be no borrowing

for projects and that the Village will use reserve funds to cover any balances until the Village can be repaid by TID revenues. It is estimated that the effective mill rate will be \$14.38 per \$1,000 of value for all years.

The financial projections included in the Project Plan were based on the following assumptions:

- The property tax mill rate was projected to remain similar to the estimated 2022 rate (\$14.38/\$1,000).
- All projected expenses and revenues were in 2022 dollars.
- Interest income was not factored into the revenue analysis.
- Though described in this Project Plan, funds obtainable through potential grants that the Village may apply for or receive were also not factored into the revenue analysis.
- Projected private development values were based on actual values from a sample of expected comparable projects throughout Harrison and the surrounding area.
- No appreciation growth of developed properties during life of the TID was assumed.

Most of these assumptions are conservative, and therefore further support the projected financial viability of the TID.

Plan Implementation

Projects identified will provide the necessary anticipated governmental services to the area. A reasonable and orderly sequence is outlined in Table 2. However, public debt and expenditures should be made at the pace private development occurs to assure increment is sufficient to cover expenses.

It is anticipated that developer agreements between the Village and property owners will be in place prior to major public expenditures. These agreements can provide for development guarantees or a payment in lieu of development. To further assure contract enforcement, these agreements might include levying of special assessments against benefited properties.

The order in which public improvements are made should be adjusted in accordance with development and execution of developer agreements. The Village reserves the right to alter the implementation of this Plan to accomplish this objective.

Interest rates projected are based on current market conditions. Municipal interest rates are subject to constantly changing market conditions. In addition, other factors such as the loss of tax-exempt status of municipal bonds or broadening the purpose of future tax-exempt bonds would affect market conditions. Actual interest expense will be determined once the methods of financing have been approved and securities or other obligation are issued.

If financing as outlined in this Plan proves unworkable, the Village reserves the right to use alternate financing solutions for the projects as they are implemented.

SECTION 11. ANNEXED PROPERTY

There are no lands currently proposed for inclusion within the District that were annexed by the Village on or after January 1, 2004.

SECTION 12. ESTIMATE OF PROPERTY TO BE DEVOTED TO RETAIL BUSINESS

Pursuant to Wisconsin Statutes Section 66.1105(5)(b), the Village estimates that up to 100% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period.

SECTION 13. PROPOSED CHANGES IN ZONING ORDINANCES

Changes to the Zoning Map, in the form of rezonings, are not anticipated. The property within the District is currently zoned Community Commercial [CC] which is reflective of the future land use designation of the area as identified in the Harrison Comprehensive Plan. The Village does not anticipate that the District will require any text changes to the zoning ordinance.

SECTION 14. PROPOSED CHANGES IN MASTER PLAN, MAP, BUILDING CODES AND VILLAGE ORDINANCES

It is expected that this Plan will complement the Harrison Comprehensive Plan and Village ordinances. It is expected that changes to the Master Plan/Comprehensive Plan may include designating additional areas of land from Single-Family Residential to Commercial. Other changes to the Master Plan/Comprehensive Plan, map, building codes, or other Village ordinances are not anticipated to implement this Plan. There may be unforeseen changes to the Future Land Use Map, or other components of the Comprehensive Plan, which affect lands within TID #6 beyond those listed herein. Any changes to the Harrison Comprehensive Plan will follow statutory requirements.

SECTION 15. RELOCATION

It is anticipated that there will be no displaced persons from project activities as currently contemplated. It is possible that future business needs and development activities in the area may require acquisition of existing residences. If relocation occurs, the Village will conform to the State of Wisconsin Relocation Laws. It is anticipated that property acquisition will occur with negotiations of the property owner and not be eminent domain. In the event relocation or the acquisition of property by eminent domain becomes necessary at some time during the

implementation period, the Village will flow applicable state statutes as required in Wisconsin Statute Chapter 32.

SECTION 16. ORDERLY DEVELOPMENT OF THE VILLAGE

The District contributes to the orderly development of the Village by providing the opportunity for continued growth in tax base, job opportunities, and overall economic activity. The Plan identifies projects that will assist the development of the Village that is consistent with the Harrison Comprehensive Plan.

SECTION 17. LIST OF ESTIMATED NON-PROJECT COSTS

Non-Project Costs are public works project that only partly benefit the District or are not eligible to be paid with tax increments, or cost not eligible to be paid with TIF funds. Examples include:

- A public improvement made within the District that also benefits property outside the District. That portion of the total project costs allocable to properties outside of the District would be a non-project cost.
- A public improvement made outside the District that only partially benefits property within the District. That portion of the total project cost allocable to properties outside of the District would be a non-project cost.
- Project undertaken within the District as part of the implementation of this Project Plan, the cost of which are paid fully or in part by impact fees, grants, special assessments, or revenues other than tax increments.

Exhibit A. OPINION OF ATTORNEY FOR VILLAGE ADVISING THAT PLAN IS COMPLETE AND COMPLIES WITH WISCONSIN STATUTES, SECTION 66.1105



600 N. Lyndale Dr.
Appleton, WI 54914
920.740.7400
Fax: 920.739.0112

Green Bay
920.466.7300
Cudahy
920.381.0010

2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN

2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN

2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN
2000 D. WIDKANS DR.
WISCONSIN

February 10, 2023

**Mark Mommaerts
Village of Harrison**

**RE: Opinion of Village Attorney
Tax Incremental Financing District Number Six
Project Plan**

Dear Mark:

This opinion relates to the compliance of the proposed Project Plan for Tax Incremental District Number Six in the Village of Harrison, Calumet County, Wisconsin. As you are aware, all such Project Plans must be in compliance with the requirements of Wisconsin Statute §60.23(32) and §66.1105(4)(f) and §66.1105(4)(h). The Village's attorney is required to issue a letter confirming said compliance.

I have examined said Project Plan and find that it is complete and complies in all respects with the requirements of §66.1105. In particular, it contains the following necessary information:

- 1) A statement as to how the creation of the TID promotes orderly development of the Village.
- 2) A statement listing the kind, number and location of all proposed public works or improvements within the district or, to the extent provided by law, outside of the district.
- 3) An economic feasibility study.
- 4) A detailed list of estimated project costs.
- 5) A description of the methods of financing all estimated project costs and the time when costs or monetary obligations related thereto are to be incurred.
- 6) A map showing existing uses and conditions of real property in the district.
- 7) A map showing proposed improvements and uses in the district.

8) Proposed changes in zoning ordinances, master plan, building codes, and Village Ordinances.

9) A statement of the proposed method for the relocation of any persons to be displaced.

It appears that cash grants to developers may be a use of funds raised through the increments. Please be mindful that cash grants may only be provided if a developer enters into a Developers Agreement with the Village. If and when this comes to fruition, please send any such Developer Agreements to my office for review.

Thank you for referring this matter to our office. Please be in touch as this project evolves and as Developers Agreements are prepared and considered.

Thank you.

Very truly yours,



Andrew J. Rossmeissl
(920) 882-3219

AJR/itm

Exhibit B. LEGAL DESCRIPTION

Lot 1 of Certified Survey Map No. 3998, Volume 36-259, being described as all of Lots 23 and 24, Hillside View Subdivision and part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, Section 3, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin. Wetlands are excluded if wetlands existing within the TID Boundary.









Map 1. BOUNDARY & PARCEL MAP

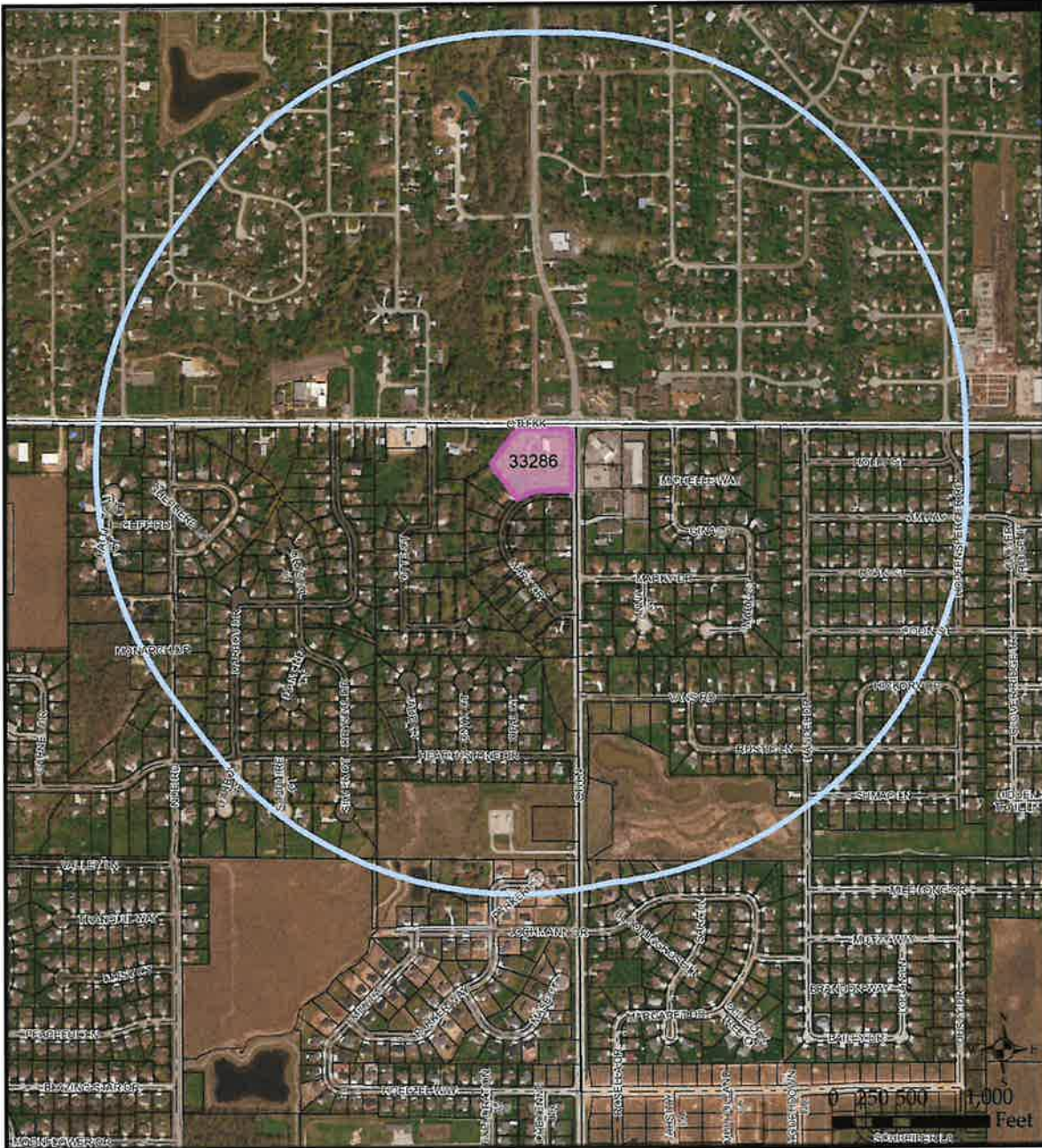
Village of Harrison TID No. 6

Boundary Map



Legend

-  TID #6
-  TID #6 Area
-  Parcels
-  County Boundary
-  Rail Roads
-  Municipal Boundary
-  Village of Harrison
-  City of Appleton

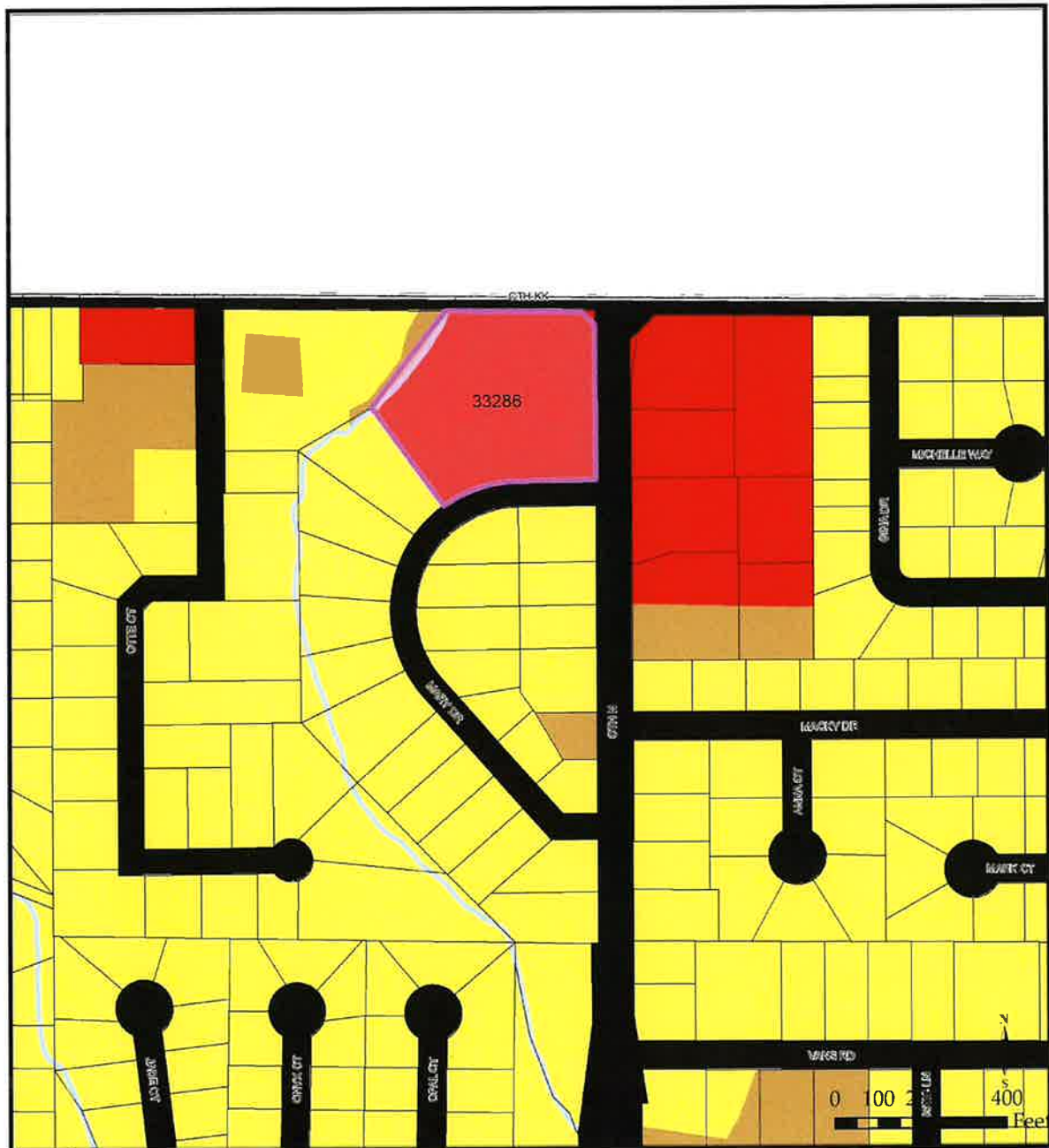


- Legend**
- TID #6
 - 1/2 Mile Buffer - TID #6
 - TID #6 Area
 - Parcels
 - County Boundary
 - Rail Roads
 - Municipal Boundary
 - Village of Harrison
 - City of Appleton

Map 2. EXISTING CONDITIONS & LAND USES MAP

Village of Harrison TID No. 6

Existing Land Use Map

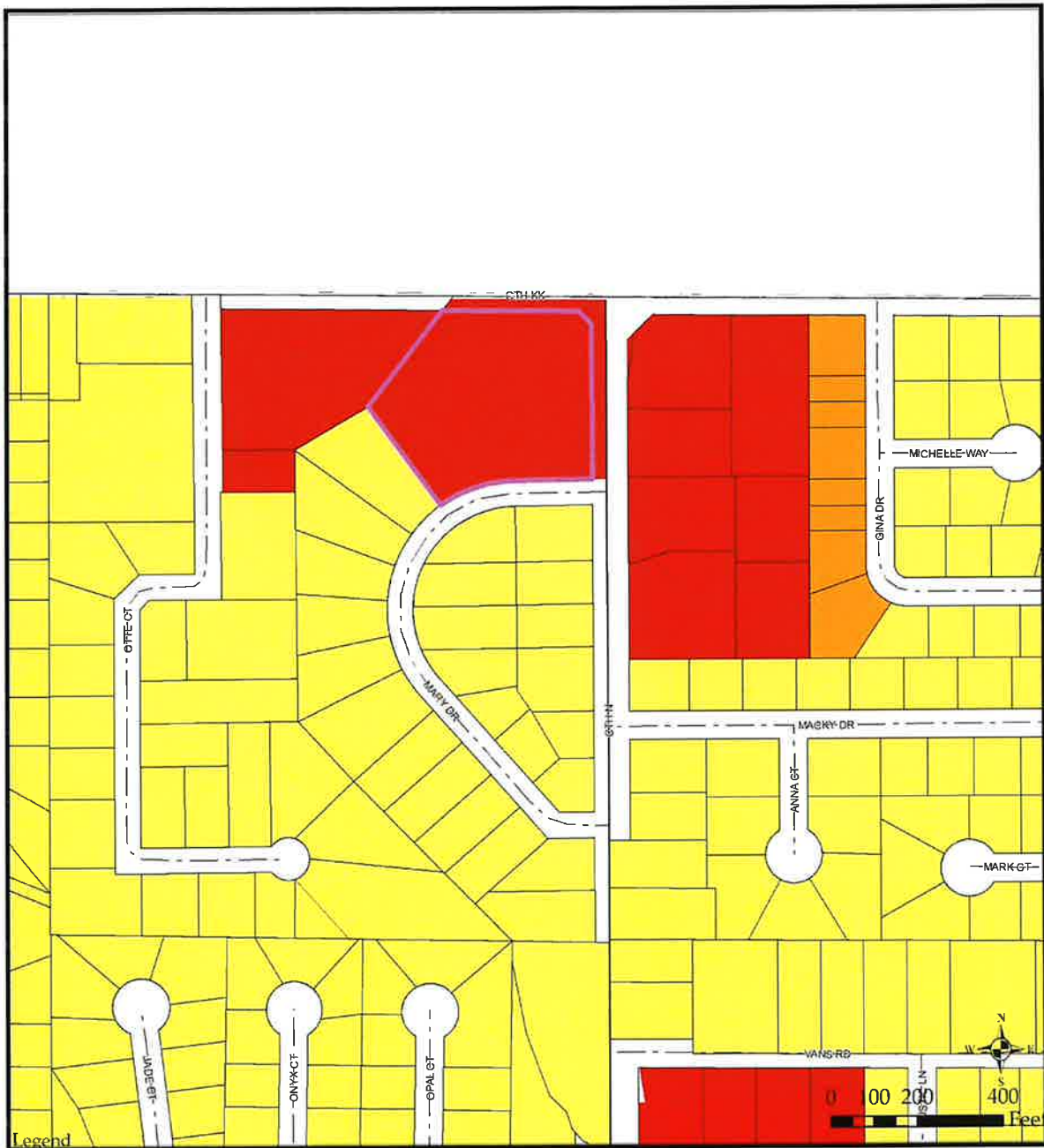


TID #6	Municipal Boundary	Existing Land Use	Utilities
TID #6 Area	Village of Harrison	Residential	Recreational
Parcels	City of Appleton	Commercial	Water
County Boundary		Industrial	Woodlands
RailRoads		Public / Institutional	Agricultural / Vacant / Open Space
		Transportation	

Map 3. FUTURE LAND USES MAP

Village of Harrison TID No. 6

Future Land Use Map



Legend		Future Land Use	
TID #6	Municipal Boundary	Single-Family Residential (sewered)	Mobile Home Park
Parcels	Village of Harrison	Single-Family Residential (transitional)	Farmstead Homes
County Boundary	City of Appleton	Single-Family Residential (unsewered)	Village Center
Rail Roads		Two-Family Residential	Commercial
		Multi-Family Residential	Mixed Use
			Parks and Recreation
			Industrial
			Public/Institutional
			Ag. Vacant, Undeveloped
			Special Ag/Nurseries
			Woodlands
			Utilities/Quarries

Map 4. PROPOSED PROJECT IMPROVEMENT LOCATIONS MAP

Village of Harrison TID No. 6

Proposed Projects Map



- Legend**
- TID #6
 - TID #6 Area
 - Parcels
 - County Boundary
 - Rail Roads
 - Municipal Boundary
 - Village of Harrison
 - City of Appleton
 - 1 - Storm Sewer Relocation
 - 2 - Site Prep
 - 3 - Stormwater Pond

Table 1. PRELIMINARY PARCEL LIST

Loc. ID	33286			
Owner	Wisconsin Wealth Management LLC	TOTALS		
Physical Address	N9695 County N			
2023 Assessed Value - Improvements	\$ -	\$ -		
2023 Assessed Value - Land	\$ 413,000	\$ 413,000		
2023 Assessed Value - Total	\$ 413,000	\$ 413,000		
2023 Assessed Value - Personal Property	\$ -	\$ -		
Equalized Value	\$ 500,100	\$ 500,100	Estimated Base Value	2023
Acres	4.10	4.10	Total District Acreage	
Acres Zoned or Suitable for Industrial Use	0.00	0.00	Total Industrial Acreage	0%
Acres Zoned or Suitable for Commercial/ Business Use	4.10	4.10	Total Commercial Acreage	100%
Acres Zoned or Planned for Newly Platted Residential Uses	0.00	0.00	Total Newly Platted Residential Acreage	0%
Total Acres Suitable for Mixed-Use Development	4.10	4.10	Total Mixed Use Acreage	100%

Project Costs

Map #	Project Outside TID Boundary	Project Name	Location	Description	Cost Estimate	Estimated Construction / Expenditure Period	Estimated Project Cost	Estimated Non-Project Cost
1		Storm Sewer Relocation	TID-wide	Replace and realign existinig storm sewer main tranversing the property.	\$ 30,000	2023	\$ 30,000	\$ -
2		Site Preparation	TID-wide	Filling and grading, excavation, landscaping and restoration, and utility extensions.	\$ 250,000	2023	\$ 250,000	\$ -
3		Stormwater Pond	TID-wide	Construct storm water pond to capture and treat stormwater runoff within the TID.	\$ 30,000	2023	\$ 30,000	\$ -
		General Administration, Planning, Legal, Engineering	TID-wide	General administration, planning, legal, engineering, etc.	\$ 210,000	Life of TID	\$ 210,000	
		Development Incentives	TID-wide	Cash Grants to Development for any eligible project cost or aesthetics (particularly for building exterior materials, but could include any aesthetic improvement that will add tax value to the property) and incentive to attract Development deemed desirable to the Village.	\$ 250,000	Life of TID	\$ 250,000	
		Financing (Interest on Debt)	TID-wide	Financing		Life of TID		
Total Estimated Costs					\$ 770,000		\$ 770,000	\$ -

Table 2. PROJECT COSTS

Table 3. DEVELOPMENT ASSUMPTIONS

Development Assumptions								
Construction Year	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Annual Total	Construction Year	
2023	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	2023	1
2024	\$ -	\$ 2,200,000	\$ -	\$ -	\$ -	\$ 2,200,000	2024	2
2025	\$ -	\$ -	\$ 1,850,000	\$ -	\$ -	\$ 1,850,000	2025	3
2026	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	2026	4
2027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2027	5
2028	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2028	6
2029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2029	7
2030	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2030	8
2031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2031	9
2032	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2032	10
2033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2033	11
2034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2034	12
2035	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2035	13
2036	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2036	14
2037	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2037	15
2038	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2038	16
2039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2039	17
2040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2040	18
2041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2041	19
2042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2042	20
Totals	\$ 1,200,000	\$ 2,200,000	\$ 1,850,000	\$ 2,000,000	\$ -	\$ 7,250,000		

Table 4. DEVELOPMENT & TAX INCREMENT PROJECTIONS

Development and Tax Increment Projections									
	Year	Value Added	Valuation Year	Inflation Increment	TID Value Increment	Tax Rate (per \$1,000)	Projected Tax Increment	Cumulative Tax Increment	Revenue Year
1	2023	\$ 1,200,000	2024	0%	\$ 1,200,000	\$ 14.38	\$ 17,251	\$ 17,251	2025
2	2024	\$ 2,200,000	2025	0%	\$ 3,400,000	\$ 14.38	\$ 48,878	\$ 66,129	2026
3	2025	\$ 1,850,000	2026	0%	\$ 5,250,000	\$ 14.38	\$ 75,473	\$ 141,601	2027
4	2026	\$ 2,000,000	2027	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 245,826	2028
5	2027	\$ -	2028	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 350,050	2029
6	2028	\$ -	2029	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 454,275	2030
7	2029	\$ -	2030	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 558,499	2031
8	2030	\$ -	2031	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 662,723	2032
9	2031	\$ -	2032	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 766,948	2033
10	2032	\$ -	2033	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 871,172	2034
11	2033	\$ -	2034	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 975,397	2035
12	2034	\$ -	2035	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,079,621	2036
13	2035	\$ -	2036	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,183,845	2037
14	2036	\$ -	2037	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,288,070	2038
15	2037	\$ -	2038	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,392,294	2039
16	2038	\$ -	2039	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,496,519	2040
17	2039	\$ -	2040	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,600,743	2041
18	2040	\$ -	2041	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,704,968	2042
19	2041	\$ -	2042	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,809,192	2043
20	2042	\$ -	2043	0%	\$ 7,250,000	\$ 14.38	\$ 104,224	\$ 1,913,416	2044
	Total	\$ 7,250,000					\$ 1,913,416		

Financing & Feasibility Plan

Year	Expenditures					Planning & Admin.	Capital Borrowing		Total Expenditures	Projected Revenues			Total Cumulative Revenues	Balances			Year
	Development Incentives	Development Incentives Cumulative	Infrastructure	Land Acquisition	Demolition		Debt Service Principal #1	Debt Service Interest #1		Tax Increments	Borrowing	Land Sales		Total Revenues	Annual	Cumulative	
2023	\$ 250,000	\$ 250,000	\$ 310,000	\$ -	\$ -	\$ 10,000		\$ 570,000	\$ -	\$ 570,000	\$ -	\$ 570,000	\$ 570,000	\$ -	\$ -	\$ -	2023
2024		\$ 250,000				\$ 10,000	\$ 40,811	\$ 92,016	\$ 17,251		\$ 17,251	\$ 587,251	\$ (74,765)	\$ (74,765)	\$ (74,765)		2024
2025						\$ 10,000	\$ 43,761	\$ 92,016	\$ 48,878		\$ 48,878	\$ 636,129	\$ (43,138)	\$ (117,903)	\$ (117,903)		2025
2026						\$ 10,000	\$ 46,925	\$ 92,017	\$ 75,473		\$ 75,473	\$ 711,601	\$ (16,544)	\$ (134,448)	\$ (134,448)		2026
2027						\$ 10,000	\$ 50,317	\$ 92,016	\$ 104,224		\$ 104,224	\$ 815,826	\$ 12,208	\$ (122,239)	\$ (122,239)		2027
2028						\$ 10,000	\$ 53,954	\$ 92,016	\$ 104,224		\$ 104,224	\$ 920,050	\$ 12,208	\$ (110,031)	\$ (110,031)		2028
2029						\$ 10,000	\$ 57,855	\$ 92,017	\$ 104,224		\$ 104,224	\$ 1,024,275	\$ 12,207	\$ (97,823)	\$ (97,823)		2029
2030						\$ 10,000	\$ 62,037	\$ 92,016	\$ 104,224		\$ 104,224	\$ 1,128,499	\$ 12,208	\$ (85,615)	\$ (85,615)		2030
2031						\$ 10,000	\$ 66,522	\$ 92,017	\$ 104,224		\$ 104,224	\$ 1,232,723	\$ 12,207	\$ (73,408)	\$ (73,408)		2031
2032						\$ 10,000	\$ 71,331	\$ 92,017	\$ 104,224		\$ 104,224	\$ 1,336,948	\$ 12,207	\$ (61,200)	\$ (61,200)		2032
2033						\$ 10,000	\$ 76,487	\$ 92,016	\$ 104,224		\$ 104,224	\$ 1,441,172	\$ 12,208	\$ (48,992)	\$ (48,992)		2033
2034						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 1,545,397	\$ 94,224	\$ 45,233	\$ 45,233		2034
2035						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 1,649,621	\$ 94,224	\$ 139,457	\$ 139,457		2035
2036						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 1,753,845	\$ 94,224	\$ 233,681	\$ 233,681		2036
2037						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 1,858,070	\$ 94,224	\$ 327,906	\$ 327,906		2037
2038						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 1,962,294	\$ 94,224	\$ 422,130	\$ 422,130		2038
2039						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 2,066,519	\$ 94,224	\$ 516,355	\$ 516,355		2039
2040						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 2,170,743	\$ 94,224	\$ 610,579	\$ 610,579		2040
2041						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 2,274,968	\$ 94,224	\$ 704,804	\$ 704,804		2041
2042						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 2,379,192	\$ 94,224	\$ 799,028	\$ 799,028		2042
2043						\$ 10,000		\$ 10,000	\$ 104,224		\$ 104,224	\$ 2,483,416	\$ 94,224	\$ 893,252	\$ 893,252		2043
2044						\$ -					\$ -	\$ 2,483,416	\$ -	\$ 893,252	\$ 893,252		2044
Totals	\$250,000		\$ 310,000	\$ -	\$ -	\$ 210,000	\$ 570,000	\$ 250,164	\$ 1,590,164	\$ 1,913,416	\$ 570,000	\$ -	\$2,483,416	\$ 893,252			

Notes:

Projected TID Closure

EXPENDITURE ANALYSIS

Table 5.

Table 6. CALCULATION OF THE SHARE OF PROJECTED TAX INCREMENTS ESTIMATED TO BE PAID BY THE OWNERS OF PROPERTY IN THE OVERLYING TAXING JURISDICTIONS

Tax Increment Share by Taxing Jurisdiction

Year	Village	County	School District	Technical College	Total
2023	\$ 3,281	\$ 5,761	\$ 7,144	\$ 1,064	\$ 17,251
2024	\$ 9,297	\$ 16,324	\$ 20,241	\$ 3,016	\$ 48,878
2025	\$ 14,355	\$ 25,206	\$ 31,255	\$ 4,657	\$ 75,473
2026	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2027	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2028	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2029	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2030	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2031	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2032	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2033	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2034	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2035	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2036	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2037	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2038	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2039	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2040	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2041	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
2042	\$ 19,824	\$ 34,808	\$ 43,162	\$ 6,431	\$ 104,224
Totals	\$ 363,939	\$ 639,023	\$ 792,388	\$ 118,067	\$ 1,913,416
Percentage	19%	33%	41%	6%	100%

VILLAGE BOARD MEETING

VILLAGE OF HARRISON**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Notice of Award – 2023 Crack Seal Program

Issue:

Which bidder should the Village Board award the 2023 Crack Seal Program to?

Background and Additional Information:

On February 15th, bids were received for the 2023 Crack Seal Program, which includes crack sealing miscellaneous Village streets as well as Manitowoc Road (from CTH N to N Harwood Rd) and Schmidt Road (from State Park Rd to N Harwood Rd). Three (3) bids were received, containing a price per pound and a total quantity amount. The bid tabulation indicating all bidder, price per pound, and total bid quantity is attached. The low bidder was Thunder Road, LLC in the amount of \$1.62/lb., for a total bid quantity of 123,456.79 pounds.

Budget Impacts:

\$200,000 has been budgeted for 2023 Crack Seal Program. Additional monies were budgeted for crack seal, chip seal, and cross culvert replacement for Manitowoc Road (from CTH N to N Harwood Rd) for \$250,000 and Schmidt Road (from State Park Rd to N Harwood Rd) for \$200,000. For the crack seal program, the total contract price is \$276,150.00. Total monies budgeted for all crack seal, chip seal, and cross culvert replacement is \$650,000.

The chip seal program is estimated to be \$243,636.00. The remaining monies for culvert replacement is \$130,214.00. Village DPW intends to complete the cross-culvert replacement along Manitowoc Rd & Schmidt Rd, the cost of which will be based on actual materials costs.

Recommended Action:

Staff recommends awarding Bid Item A 2023 Crack Seal Program to the low bidder, Thunder Road, LLC in the amount of \$1.62/lb., for a total bid quantity of 123,456.79 pounds, and in the amount of \$76,150.00 for Bid Item B (Crack Seal Manitowoc Rd & Schmidt Rd), for a total contract price for Bid Items A & B of \$276,150.00, and allow appropriate personnel to sign the Notice of Award.

Attachments:

- Bid Tabulation
- Letter from McMahon Associates
- Notice of Award

BID TABULATION

OWNER: VILLAGE OF HARRISON
 Project Name: 2023 Crack Seal Program
 Contract No. H0006-09-23-00266
 Bid Date: March 15, 2023
 Bid Time: 10:00 a.m.
 Project Manager: Lee Reibold

Engineer: McMAHON ASSOCIATES, INC.
 1445 McMahon Drive
 PO Box 1025
 Neenah, WI 54956 / 54957-1025

THUNDER ROAD LLC.
 W297 S 3549 Boettcher Road
 Waukesha, WI 53189

AMERICAN PAVEMENT
 SOLUTIONS INC.
 1455 Gruber Road
 Green Bay, WI 54313

FAHRNER ASPHALT SEALERS
 2800 Mecca Drive
 Plover, WI 54467

A CRACK SEAL MISCELLANEOUS VILLAGE ROADS

Item	Budget	Description	Unit Price/Lb.	Total Lbs.	Unit Price	Total Lbs.	Unit Price	Total Lbs.
A1	200,000	Crack Seal Village of Harrison Streets (Budget \$200,000)	\$1.62	123,456.79	\$1.88	106,382.98	\$2.37	84,388.19

B CRACK SEAL MANITOWOC ROAD & SCHMIDT ROAD

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total
B1	1	L.S.	Crack Seal Manitowoc Road (CTH N to Harwood Road)	\$39,800.00	\$39,800.00	\$40,040.00	\$40,040.00	\$59,835.00	\$59,835.00
B2	1	L.S.	Crack Seal Schmidt Road (State Park Road to Harwood Road)	\$36,350.00	\$36,350.00	\$88,660.00	\$88,660.00	\$58,870.00	\$58,870.00
TOTAL (Items B1. through B2., Inclusive)					\$76,150.00		\$128,700.00		\$118,755.00

Bid Security	5%	5%	5%
--------------	----	----	----



March 15, 2023

Village of Harrison
W5298 State Road 114
Harrison, WI 54952

Re: Village of Harrison
2023 Crack Seal Program
Letter Of Recommendation
McM. No. H0006-09-23-00266

On March 15, 2023, bids were received at the Village Municipal Building for the above referenced project. Three (3) bids were received, ranging in price for Bid Item A Crack Seal Miscellaneous Village Roads from \$1.62/lb. to \$2.37/lb. and ranging in price for Bid Item B Crack Seal Manitowoc Road and Schmidt Road from \$76,150.00 to \$118,755.00. (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract H0006-09-23-00266 to the low bidder, Thunder Road, LLC., in the amount of \$1.62/lb., for a Total Bid Quantity of 123,456.79 lbs. and in the amount of \$76,150.00 for Bid Item B Crack Seal Manitowoc Road and Schmidt Road. The Total Contract Price for A and B is \$276,150.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Lee R. Reibold", is written over a horizontal line.

Lee R. Reibold, P.E.
Associate / Municipal & Civil Engineer

LRR:mck

Enclosures: Notice of Awards (3 copies each)
Bid Tabulation

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: THUNDER ROAD, LLC.
W 297 S 3549 Boettcher Road
Waukesha, WI 53189

Contract No. H0006-0923-00266

Project: 2023 CRACK SEAL PROGRAM
For The VILLAGE OF HARRISON | Calumet County, Wisconsin

You are notified that your Bid, dated March 15, 2023, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for 2023 Crack Seal Program.

The Total Bid Quantity of this Contract for Bid Item: A Crack Seal Village of Harrison Streets is 123,456.79 pounds at a unit price of \$1.62 per pound, for a total Contract amount of \$200,000.

The Contract Price of your Contract for Bid Item: B Crack Seal Manitowoc Road and Schmidt Road is Seventy-Six Thousand, One Hundred and Fifty and no/100 Dollars (\$ 76,150.00).

The Combination of A and B for a Total Contract Price of: \$276,150.00

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplementary Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.

VILLAGE OF HARRISON | Calumet County, Wisconsin

(authorized signature)

(title)

Witness: _____

2023 Budget Proposal

For November 15, 2022 Public Hearing

Line-Item Detail for Capital Outlay:

	Budgeted 2021	Budgeted 2022	Proposed 2023	Change	
Parks					
Match to DNR Gnt		\$5,000	\$5,000		
Parks (signs) (DCP trial signs)	\$0	\$15,000	\$10,000		
Parks (equip) Wing for Mower (other half to storm)			\$45,000		
Parks (Renwood Park Master Plan)			\$15,000		
Parks Improvements	\$0	\$100,000			
Parks 2 mowers		\$30,000			
Parks-Sprayer Ponds & Parks		\$2,500			
Spec Manuel Updt		\$7,800			
Park Total Capital Outlay		\$152,500	\$75,000	-\$77,500	-50.82%
Trails					
Trails (pave Vans Pond Maint. Trail)			\$0		
Trails Add to Trail system		\$294,206			
County N Trail Crosswalk Lights		\$34,000			
Total Trails Capital Outlay		\$328,206	\$0	-\$328,206	-100.00%
Municipal Building					
Municipal Building (repave parking lot)	\$0	\$0	\$470,000		
Municipal Building Total Capital Outlay	\$0	\$0	\$470,000	\$470,000	100.00%
Fire Department					
Fire- 6 sets turn out gear		\$13,050	\$15,000		
Fire- fund to replace/repair equip		\$31,400	\$31,400		
Fire-Escrow for future Truck		\$150,000	\$150,000		
Fire-Escrow for future scba bottles		\$12,150	\$12,150		
Fire-Escrow for future helmets		\$1,530	\$1,530		
Fire-Command Vehicle		\$0	\$62,817		
Fire-Flooring Station 60		\$0	\$10,000		
Fire-Fire services study		\$25,000	\$0		
Fire- Defibrillators (1600 x 2)		\$3,200	\$0		
Fire-polaris ranger		\$30,000	\$0		
Fire-ipads (x2)	\$0	\$918	\$0		
Fire-Generator (7500 each x2 stations)		\$15,000	\$0		
Fire Department Total Capital Outlay		\$282,248	\$282,897	\$649	0.23%
Dept of Public Works Equipment					
DPW-Hwy Equip (Replace Dodge Van w/SUV Explorer)	\$250,000		\$40,000		
DPW-Hwy Equip (Replace 2009 F550 w/Flatbed work truck)			\$60,000		
DPW-Hwy Equip (purchase shoulder reclaim machine)			\$30,000		
DPW-Hwy Equip (Replace tractor (w/new mower wing above))			\$75,000		
DPW-HWY Equip Bomag Roller		\$30,000			
DPW-Hwy Equip Spinner for #23		\$12,000			
DPW-Hwy Equip Van chassis and tools		\$53,000			
DPW-Compactor 4045		\$8,700			
DPW-Left/Right Controller for Grader		\$5,000			
DPW-Salt Shed		\$127,266			
DPW-Replace 1998 John Deer 6310 w/Loader		\$160,000			
DPW Total Hwy Equipment Capital Outlay	\$250,000	\$395,966	\$205,000	-\$190,966	-48.23%
Road Projects					
Creedside Estates - Assessed to Property Owners			\$1,122,500		
Cottonwood Creek III (rural resurface & ditching)			\$1,375,000		
Maintowoc Road: From CTH N to Harwood (crack fill/chip seal/cross culvert)			\$250,000		
Schmidt Road: From State Park Rd to Harwood Rd (crack fill/chip seal/cross culvert)			\$200,000		
Road Project (Quella Dr pulverize and reshape)			\$43,000		
Road Projects Capital Outlay (NOT ASSESSED)	\$3,381,377	\$1,400,000	\$1,868,000	\$468,000	33.43%
Road Projects Total Capital Outlay	\$3,381,377	\$1,400,000	\$2,990,500	\$1,590,500	113.61%
Grand Total Capital Outlay	\$3,713,027	\$2,558,920	\$4,023,397	\$1,464,477	57.23%

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Notice of Award – 2023 Chip Seal Program

Issue:

Which bidder should the Village Board award the 2023 Chip Seal Program to?

Background and Additional Information:

On February 15th, bids were received for the 2023 Chip Seal Program, which includes chip sealing Manitowoc Road (from CTH N to N Harwood Rd) and Schmidt Road (from State Park Rd to N Harwood Rd). Two (2) bids were received, containing a unit price and a total quantity amount. The bid tabulation indicating all bidder, unit price, and total bid quantity is attached. The low bidder was Scott Construction, Inc. for a total bid price of \$243,636.00.

Budget Impacts:

Monies were budgeted for crack seal, chip seal, and cross culvert replacement for Manitowoc Road (from CTH N to N Harwood Rd) for \$250,000 and Schmidt Road (from State Park Rd to N Harwood Rd) for \$200,000. For the chip seal program, the total contract price is \$243,636.00. Total monies budgeted for all crack seal, chip seal, and cross culvert replacement is \$650,000.

The chip seal program is estimated to be \$276,150.00. The remaining monies for culvert replacement is \$130,214.00. Village DPW intends to complete the cross-culvert replacement along Manitowoc Rd & Schmidt Rd, the cost of which will be based on actual materials costs.

Recommended Action:

Staff recommends awarding the 2023 Chip Seal Program to the low bidder, Scott Construction, Inc. in the amount of \$243,636.00 and allow appropriate personnel to sign the Notice of Award.

Attachments:

- Bid Tabulation
- Letter from McMahon Associates
- Notice of Award

BID TABULATION

OWNER: VILLAGE OF HARRISON
 Project Name: 2023 CHIP SEAL PROGRAM
 Contract No. H0006-09-23-00267
 Bid Date: March 15, 2023
 Bid Time: 10:00 a.m.
 Project Manager: Lee Raibold

Engineer: McMAHON ASSOCIATES, INC.
 1445 McMahon Drive
 PO Box 1025
 Neenah, WI 54956 / 54957-1025

SCOTT CONSTRUCTION, INC.
 E9827 County Road P
 PO BOX 340
 Wisconsin Dells, WI 53965

FAHRNER ASPHALT SEALERS, L.L.C.
 2800 Mecca Drive
 Plover, WI 54467

BASE BID - H0006-09-23-00267

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total
1	55,000	S.Y.	Chip Seal Manitowoc Road (CTH N to Harwood Road)	\$2.57	\$141,350.00	\$2.64	\$145,200.00
2	39,800	S.Y.	Chip Seal Schmidt Road (State Park Road to Harwood Road)	\$2.57	\$102,286.00	\$2.64	\$105,072.00
TOTAL (Items B1. through B2., Inclusive)					\$243,636.00		\$250,272.00
Bid Security				5%		5%	



March 15, 2023

Village of Harrison
W5298 State Road 114
Harrison, WI 54952

Re: Village of Harrison
2023 Chip Seal Program
Letter Of Recommendation
McM. No. H0006-09-23-00267

On March 15, 2023, bids were received at Village Municipal Building for the above referenced project. Two (2) bids were received, ranging in price from \$243,636.00 to \$250,272.00 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract H0006-09-23-00267 to the low bidder, Scott Construction, Inc., in the amount of \$243,636.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Lee R. Reibold".

Lee R. Reibold, P.E.
Associate / Municipal & Civil Engineer

LRR:mck

Enclosures: Notice of Awards (3 copies each)
Bid Tabulation

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: SCOTT CONSTRUCTION, LLC.
E9827 County Road P
PO Box 340
Wisconsin Dells, WI 53965

Contract No. H0006-09-23-00267

Project: 2023 CHIP SEAL PROGRAM
For The
VILLAGE OF HARRISON | Calumet County, Wisconsin

You are notified that your Bid, dated March 15, 2023, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for 2023 Chip Seal Program.

The Contract Price of your Contract is Two Hundred Forty-Three Thousand, Six Hundred and Thirty-Six and no/100 (\$ 243,636.00).

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplementary Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.

VILLAGE OF HARRISON | Calumet County, Wisconsin

(authorized signature)

(title)

Witness: _____

2023 Budget Proposal

For November 15, 2022 Public Hearing

Line-Item Detail for Capital Outlay:

	Budgeted 2021	Budgeted 2022	Proposed 2023	Change	
Parks					
Match to DNR Gnt		\$5,000	\$5,000		
Parks (signs) (DCP trial signs)	\$0	\$15,000	\$10,000		
Parks (equip) Wing for Mower (other half to storm)			\$45,000		
Parks (Renwood Park Master Plan)			\$15,000		
Parks Improvements	\$0	\$100,000			
Parks 2 mowers		\$30,000			
Parks-Sprayer Ponds & Parks		\$2,500			
Spec Manuel Updt		\$7,800			
Park Total Capital Outlay		\$152,500	\$75,000	-\$77,500	-50.82%
Trails					
Trails (pave Vans Pond Maint. Trail)			\$0		
Trails Add to Trail system		\$294,206			
County N Trail Crosswalk Lights		\$34,000			
Total Trails Capital Outlay		\$328,206	\$0	-\$328,206	-100.00%
Municipal Building					
Municipal Building (repave parking lot)	\$0	\$0	\$470,000		
Municipal Building Total Capital Outlay	\$0	\$0	\$470,000	\$470,000	100.00%
Fire Department					
Fire- 6 sets turn out gear		\$13,050	\$15,000		
Fire- fund to replace/repair equip		\$31,400	\$31,400		
Fire-Escrow for future Truck		\$150,000	\$150,000		
Fire-Escrow for future scba bottles		\$12,150	\$12,150		
Fire-Escrow for future helmets		\$1,530	\$1,530		
Fire-Command Vehicle		\$0	\$62,817		
Fire-Flooring Station 60		\$0	\$10,000		
Fire-Fire services study		\$25,000	\$0		
Fire- Defibrillators (1600 x 2)		\$3,200	\$0		
Fire-polaris ranger		\$30,000	\$0		
Fire-ipads (x2)	\$0	\$918	\$0		
Fire-Generator (7500 each x2 stations)		\$15,000	\$0		
Fire Department Total Capital Outlay		\$282,248	\$282,897	\$649	0.23%
Dept of Public Works Equipment					
DPW-Hwy Equip (Replace Dodge Van w/SUV Explorer)	\$250,000		\$40,000		
DPW-Hwy Equip (Replace 2009 F550 w/Flatbed work truck)			\$60,000		
DPW-Hwy Equip (purchase shoulder reclaimer machine)			\$30,000		
DPW-Hwy Equip (Replace tractor (w/new mower wing above)			\$75,000		
DPW-HWY Equip Bomag Roller		\$30,000			
DPW-Hwy Equip Spinner for #23		\$12,000			
DPW-Hwy Equip Van chassis and tools		\$53,000			
DPW-Compactor 4045		\$8,700			
DPW-Left/Right Controller for Grader		\$5,000			
DPW-Salt Shed		\$127,266			
DPW-Replace 1998 John Deer 6310 w/Loader		\$160,000			
DPW Total Hwy Equipment Capital Outlay	\$250,000	\$395,966	\$205,000	-\$190,966	-48.23%
Road Projects					
Creedside Estates - Assessed to Property Owners			\$1,122,500		
Cottonwood Creek III (rural resurface & ditching)			\$1,375,000		
Maintowoc Road: From CTH N to Harwood (crack fill/chip seal/cross culvert)			\$250,000		
Schmidt Road: From State Park Rd to Harwood Rd (crack fill/chip seal/cross culvert)			\$200,000		
Road Project (Quella Dr pulverize and reshape)			\$43,000		
Road Projects Capital Outlay (NOT ASSESSED)	\$3,381,377	\$1,400,000	\$1,868,000	\$468,000	33.43%
Road Projects Total Capital Outlay	\$3,381,377	\$1,400,000	\$2,990,500	\$1,590,500	113.61%
Grand Total Capital Outlay	\$3,713,027	\$2,558,920	\$4,023,397	\$1,464,477	57.23%

VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

WDNR Municipal Separate Storm Sewer System (MS4) Annual Report

Issue:

Should the Village Board approve the MS4 Annual Report?

Background and Additional Information:

Each municipality's storm water system is governed by the WI Dept. of Natural Resources (WDNR) and shall comply with the requirements of its MS4 Permit. One of the requirements is that an Annual Report be completed and submitted to the WDNR. Attached is a draft of the 2022 MS4 Annual Report

Recommended Action:

Staff recommends the Village Board accept the 2022 MS4 Annual Report.

Attachments:

- MS4 Annual Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: 2022 Annual Report

County: Calumet

Municipality: Harrison Village

Permit Number: S050075

Facility Number: 31104

Reporting Year: 2022

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Under s. 283.53(3)(a), a general MS4 permittee is required to reapply for permit coverage at least 180 days prior to the expiration date of the permit .

In order to acknowledge that you are reapplying for permit coverage, please check the following box:

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary

- Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
 - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31, 2023)*
- Sign and Submit form

Municipal Contact Information- Has Missing Items

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Harrison Village
Facility ID # or (FIN): 31104
Updated Information: Check to update mailing address information

Mailing Address: W5298 Hwy 114

Mailing Address 2:

City: Menasha

State: WI

Zip Code: 54952 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Allison

Last Name: Blackmer

Select to **update** current contact information

Title: Village President

Mailing Address: W5298 State Road 114

Mailing Address 2:

City: Menasha

State: WI

Zip Code: 54952 xxxxx or xxxxx-xxxx

Phone Number: 920-989-1062 Ext: xxx-xxx-xxxx

Email: mmommaerts@harrison-wi.org

Additional Contacts Information (Optional)

**Individual with responsibility for:
(Check all that apply)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Joe

Last Name: Hoechst

Title: Engineer

Mailing Address: 1445 McMahan Drive

Mailing Address 2:

City: Neenah

State: WI

Zip Code: 54956 xxxxx or xxxxx-xxxx

Phone Number: 920-752-4200 Ext: xxx-xxx-xxxx

Email: jhoechst@mcmgrp.com

**Individual with responsibility for:
(Check all that apply)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name: Paul

Last Name: Birschback

Title: Building Inspector

Mailing Address: W5298 Hwy 114

Mailing Address 2:

City: Menasha

State: WI

Zip Code: 54952 xxxxx or xxxxx-xxxx

Phone Number: 920-989-1062 Ext: xxx-xxx-xxxx

Email: pbirschbach@harrison-wi.org

- Individual with responsibility for:**
(Check all that apply)
- I&E Program
 - IDDE Program
 - IDDE Response Procedure Manual
 - Municipal-wide Water Quality Plan
 - Ordinances
 - Pollution Prevention Program
 - Post-Construction Program
 - Winter roadway maintenance

First Name: Kaylee

Last Name: Grezinski

Title: Code Enforcement

Mailing Address: W5298 Hwy 114

Mailing Address 2:

City: Menasha

State: WI

Zip Code: 54952 xxxxx or xxxxx-xxxx

Phone Number: 920-989-1062 Ext: xxx-xxx-xxxx

Email: kgrezinski@harrison-wi.org

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

- Select to **create new** Billing contact

First Name: Vicki

Last Name: Tessen

- Select to **update** current contact information

Title: Clerk

Mailing Address: W5298 Hwy 114

Mailing Address 2:

City: Menasha

State: WI

Zip Code: 54952 xxxxx or xxxxx-xxxx

Phone Number: 920-989-1062 Ext: xxx-xxx-xxxx

Email: clerk@harrison-wi.org

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

- Yes No

Public Education and Outreach Northeastern Wisconsin Stormwater Consortium

Public Involvement and Participation

- Illicit Discharge Detection and Elimination McMahon Associates
- Construction Site Pollutant Control Birschbach Inspection Services, LLC
- Post-Construction Storm Water Management
- Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes No

Missing Information

Please describe why other events will not be attached.,

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Has Missing Items

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes No
- b. How many total educational events were held during the reporting year: 1
- c. The permit requires that both passive and interactive mechanisms are utilized. How many interactive mechanisms were used during the reporting year? 12

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other:	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other

- d. Will additional information/summary of education events be attached to the annual report? Yes No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Information is provided on the Village website.

Missing Information

Please describe why other events will not be attached.,

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Has Missing Items

2. Public Involvement and Participation

- a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit

activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	3/28/2023		
Project/Event Name	MS4 Annual Report		
Delivery Mechanism	Government Event (Public Hearing, Council Meeting, etc)		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input type="radio"/> Yes <input type="radio"/> No
Event Start Date	1/1/2022		
Project/Event Name	Presentation of Stormwater Information		
Delivery Mechanism	Government Event (Public Hearing, Council Meeting, etc)		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input type="radio"/> Yes <input type="radio"/> No
Event Start Date	1/1/2022		
Project/Event Name	Stormwater related ordinances		
Delivery Mechanism	Government Event (Public Hearing, Council Meeting, etc)		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input checked="" type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input type="radio"/> Yes <input type="radio"/> No
Event Start Date	1/1/2022		

Project/Event Name	Developer Education		
Delivery Mechanism	Other		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: Discussions with developers	<input type="checkbox"/> General Public <input type="checkbox"/> <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input type="radio"/> Yes <input type="radio"/> No

Event Start Date	5/9/2022		
Project/Event Name	NEWSC Spring Member Meeting		
Delivery Mechanism	Government Event (Public Hearing, Council Meeting, etc)		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other:	<input type="checkbox"/> General Public <input checked="" type="checkbox"/> <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	1/1/2022 <input type="checkbox"/> NA (Individual Permittee).		
Project/Event Name	Chloride Monitoring		
Delivery Mechanism	Stream monitoring		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers	Select...	<input type="radio"/> Yes <input type="radio"/> No

- Industries
- Public Officials
- Other

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public involvement and participation is on-going throughout the year.

Missing Information

Please describe why other events will not be attached.,

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Has Missing Items

3. Illicit Discharge Detection and Elimination

- | | | |
|---|-----|---------------------------------|
| a. How many total outfalls does the municipality have? | 242 | <input type="checkbox"/> Unsure |
| b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | 42 | <input type="checkbox"/> Unsure |
| c. From the municipality's routine screening, how many were confirmed illicit discharges? | 1 | <input type="checkbox"/> Unsure |
| d. How many illicit discharge complaints did the municipality receive? | 0 | <input type="checkbox"/> Unsure |
| e. From the complaints received, how many were confirmed illicit discharges? | 0 | <input type="checkbox"/> Unsure |
| f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | 1 | <input type="checkbox"/> Unsure |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. Unsure

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information:

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Village was notified by the consultant conducting the inspection of the potential source of illicit discharge was identified as decaying vegetation in the open drainage ditch.

Missing Information

Please describe why other events will not be attached.,

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Has Missing Items

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 19 Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 9 Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? 167 Unsure
-
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. Unsure
- No Authority
 - Verbal Warning 6
 - Written Warning (including email) 6
 - Notice of Violation 0
 - Civil Penalty/ Citation 0
 - Stop Work Order 0
 - Forfeiture of Deposit
 - Other - Describe below
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Please describe why other events will not be attached.,

Minimum Control Measures - Section 5 : Has Missing Items

5. Post-Construction Storm Water Management

a. How many sites with new structural storm water management Best Management Practice (BMP) have received local approval ? 5 Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ● Yes ○ No Unsure

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? 4 Unsure
 Inspections completed by private landowners should be included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ● Yes ○ No Unsure

e. If yes, does MS4 have maintenance authority on these privately owned BMPs? 1 Unsure

f. How many municipally owned storm water management BMPs were inspected in the reporting year? 6 Unsure

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- No Authority
- Verbal Warning 0
- Written Warning (including email) 0
- Notice of Violation 0
- Civil Penalty/ Citation 0
- Forfeiture of Deposit 0
- Complete Maintenance
- Bill Responsible Party 0
- Other - Describe below

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Please describe why other events will not be attached.,

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management best management practices. 35 Unsure
- b. How many new municipally owned storm water management best management practices were installed in the reporting year? 0 Unsure
- c. How many municipally owned storm water management best management practices were inspected in the reporting year? 35 Unsure
- d. What elements are looked at during inspections (250 character limit)?
Erosion, muskrats, trash, structures are operational and not deteriorating.
- e. How many of these facilities required maintenance? 20 Unsure
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*
Harrison contracts with a trapper to trap approximately 20 ponds for muskrats.

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- g. How many municipal properties require a SWPPP? 2 Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? 2 Unsure
- i. Have amendments to the SWPPPs been made?
 Yes No Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?
 Yes No Unsure
- m. If known, how many tons of material was removed? Unsure
- n. Does the municipality have a low hazard exemption for this material?
 Yes No
- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency 2 times for 2 weeks each time
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year?
 Yes No Unsure
- q. How many catch basin sumps were cleaned in the reporting year? Unsure
- r. If known, how many tons of material was collected? Unsure
- s. Does the municipality have a low hazard exemption for this material?
 Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes - Explain frequency _____
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No Unsure
- v. Does the municipality notify homeowners about pickup? Yes No Unsure
- w. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace Unsure
 Other - Describe _____
- x. What is the frequency of collection?
Fall and Spring
- y. Is collection followed by street sweeping/cleaning? Yes No Unsure
- z. Brief explanation on Collection Services reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (One mile of a two-way road equals two lane miles.) 100 Unsure

ab. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	0	150	150	80	340	280

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	2800	3100	3725	4100	3550

ac. Was salt applying machinery calibrated in the reporting year? Yes No Unsure

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

Training Date

Training Name

Attendance

ae. Brief explanation on Winter Road Management reporting. If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No Unsure

If yes, describe what training was provided (250 character limit):

Erosion Control and Stormwater Permit compliance training

When: December 2022

How many attended: 1

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Brief Pollution Prevention program information for inclusion in Annual Report.

Municipal Officials

Brief Pollution Prevention program information for inclusion in Annual Report.

Appropriate Staff (such as operators, Department heads, and those that interact

with public)

Weekly staff meetings to go over maintenance reports and cleanup activities.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
 Storm pipes
 Vegetated swales
 Outfalls
 Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

2000 2000 2000 General revenue fund

Element: Public Involvement and Participation

1000 1000 1000 General revenue fund

Element: Illicit Discharge Detection and Elimination

4000 5000 5000 General revenue fund

Element: Construction Site Pollutant Control

8000 6500 6500 General revenue fund

Element: Post-Construction Storm Water Management

8000 6500 6500 General revenue fund

Element: Pollution Prevention

40000 40000 40000 Storm water utility

Other (describe)

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Harrison Village is subject to the following approved TMDLs: Lower Fox River Basin and and Lower Green Bay; Upper Fox and Wolf River Basin

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

[A.3.1] The Permittee is following the TMDL Compliance Plan, which received department concurrence prior to April 30, 2019.

The permittee is confirming that all planned efforts are on schedule.

Agree Disagree

[A.6.3] Final Documentation.

The permittee is confirming that all planned efforts are on schedule to submit the final documentation materials [updates to mapping, modeling, tabular summary, and Implementation Plan] under section A.6.3 by October 31, 2023.

Agree Disagree

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR IDDE

 File Attachment

[V-HarrisonIDDEReport2022.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: Has Missing Items

Minimum Control Measures Section 1: Has Missing Items

Minimum Control Measures Section 2: Has Missing Items

Minimum Control Measures Section 3: Has Missing Items

Minimum Control Measures Section 4: Has Missing Items

Minimum Control Measures Section 5: Has Missing Items

Minimum Control Measures Section 6: Complete

Minimum Control Measures Section 7: Complete

Attachments: Complete

Final Evaluation: Complete

VILLAGE BOARD MEETING

VILLAGE OF HARRISON**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 28, 2023

Title:

Design & Engineering Agreement – Village Owned Property on County N

Issue:

Should the Village Board authorize staff to enter into an Agreement for Professional Services for surveying, engineering, and bidding services for a 40-acre commercial subdivision on Village owned property on County N?

Background and Additional Information:

At the February 28th meeting, a motion was approved to work with a commercial broker and engineering firm to develop a plan for the Village owned property on County Road N, located at the northeast corner of County Road N and Manitowoc Road. Staff has reached out to commercial brokers that submitted proposals in 2022 to update their proposals. Staff will bring forward an agreement/contract when a commercial broker is selected.

Included with this memo is an Agreement for Professional Services to survey, delineate, design, engineer, and bid improvements for a commercial subdivision on the property. The agreement identifies creating 6-8 lots within the property and then as businesses come in the Village can further subdivide the property as needed.

Budget Impacts:

The Agreement is for \$98,000. This is a TID #5 eligible cost and these costs can be charged to TID #5.

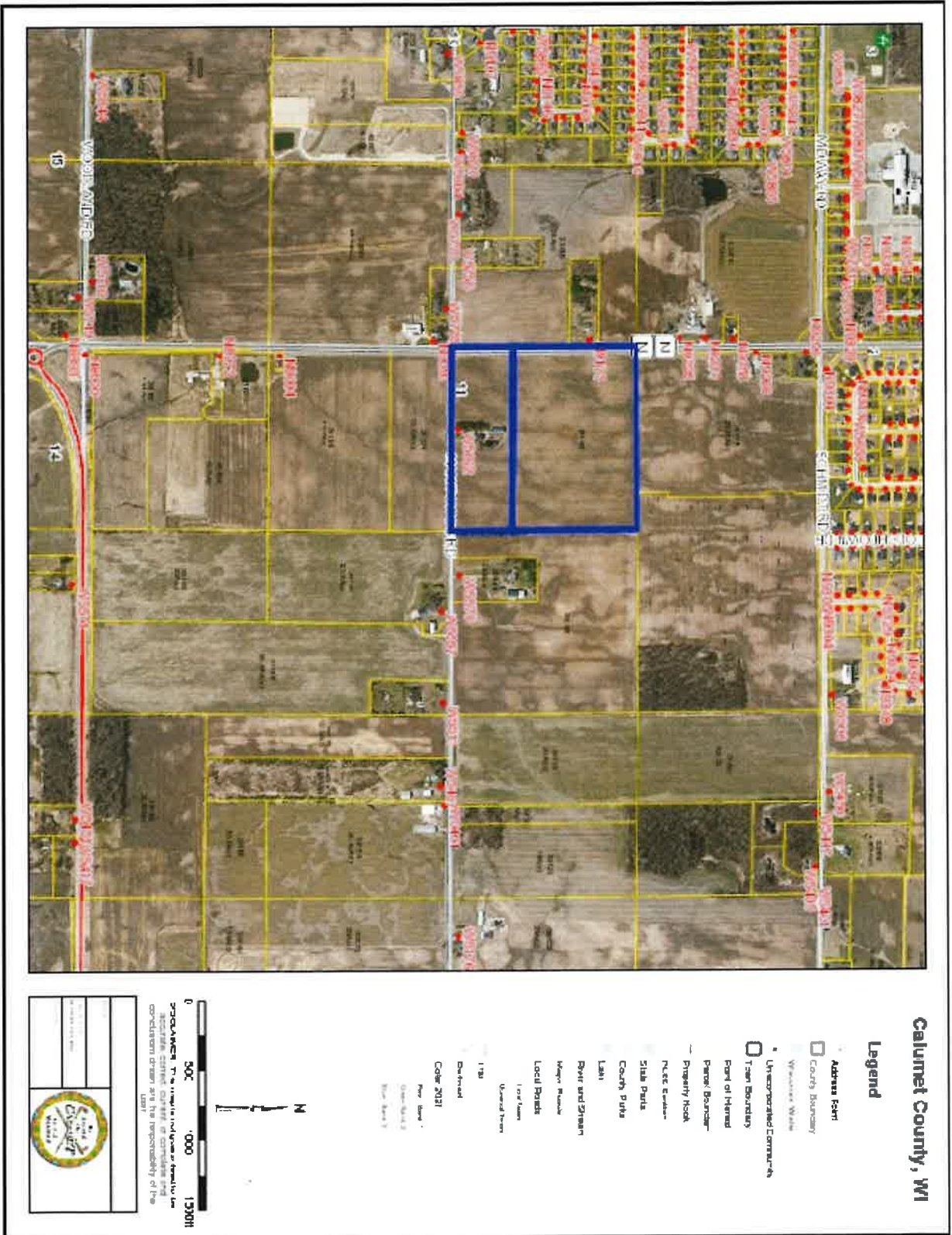
Recommended Action:

Staff recommends the Village Board approve the Agreement for Professional Services for the surveying, design, engineering, and bidding services for a 40-acre commercial subdivision and authorize the Assistant Village Manager to sign such agreement.

Attachments:

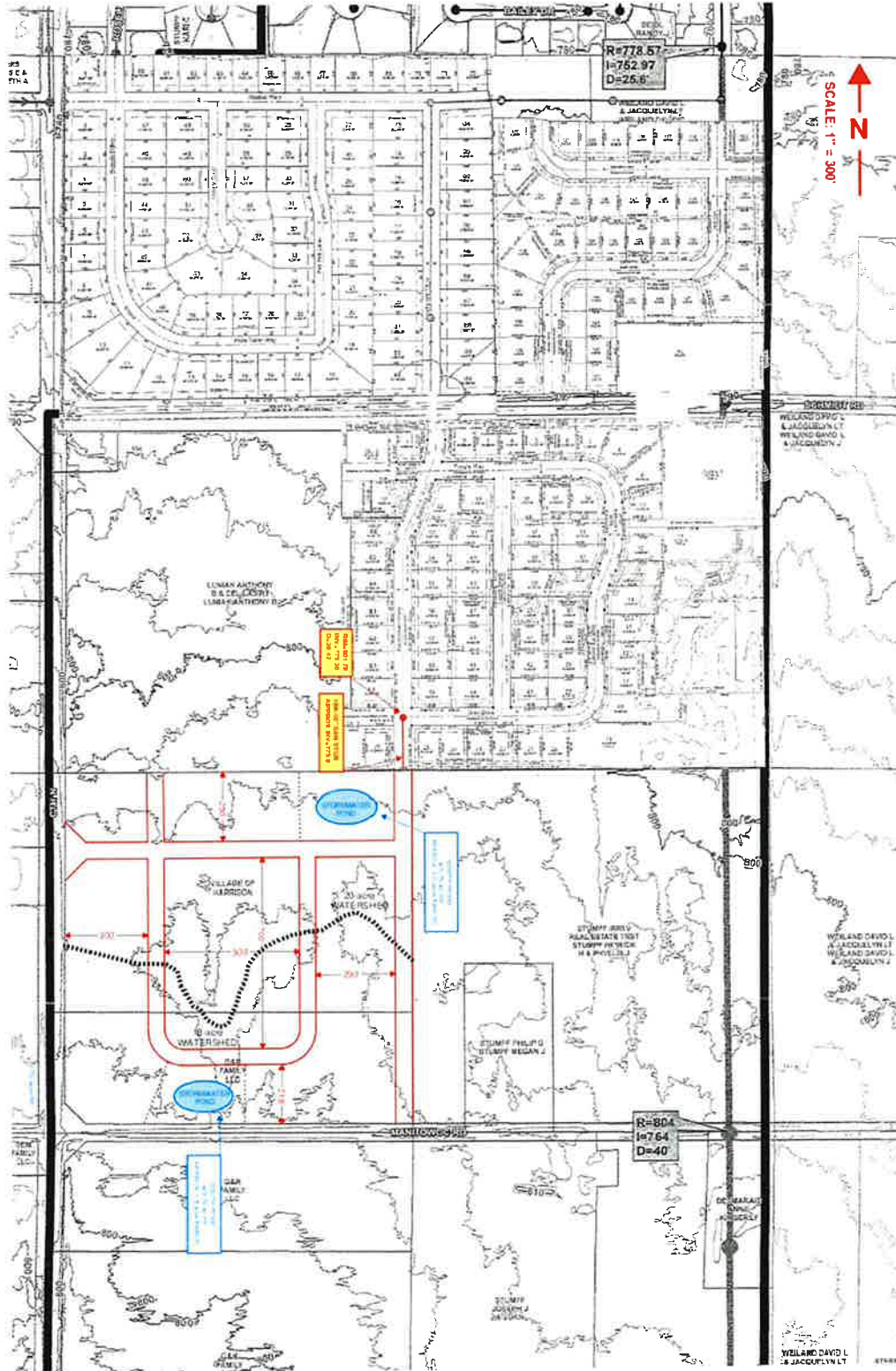
- Aerial Map
- Concept Plan (proposed roadways are identified in red)
- Proposed/Potential Timeline
- Agreement for Professional Services

Aerial Map



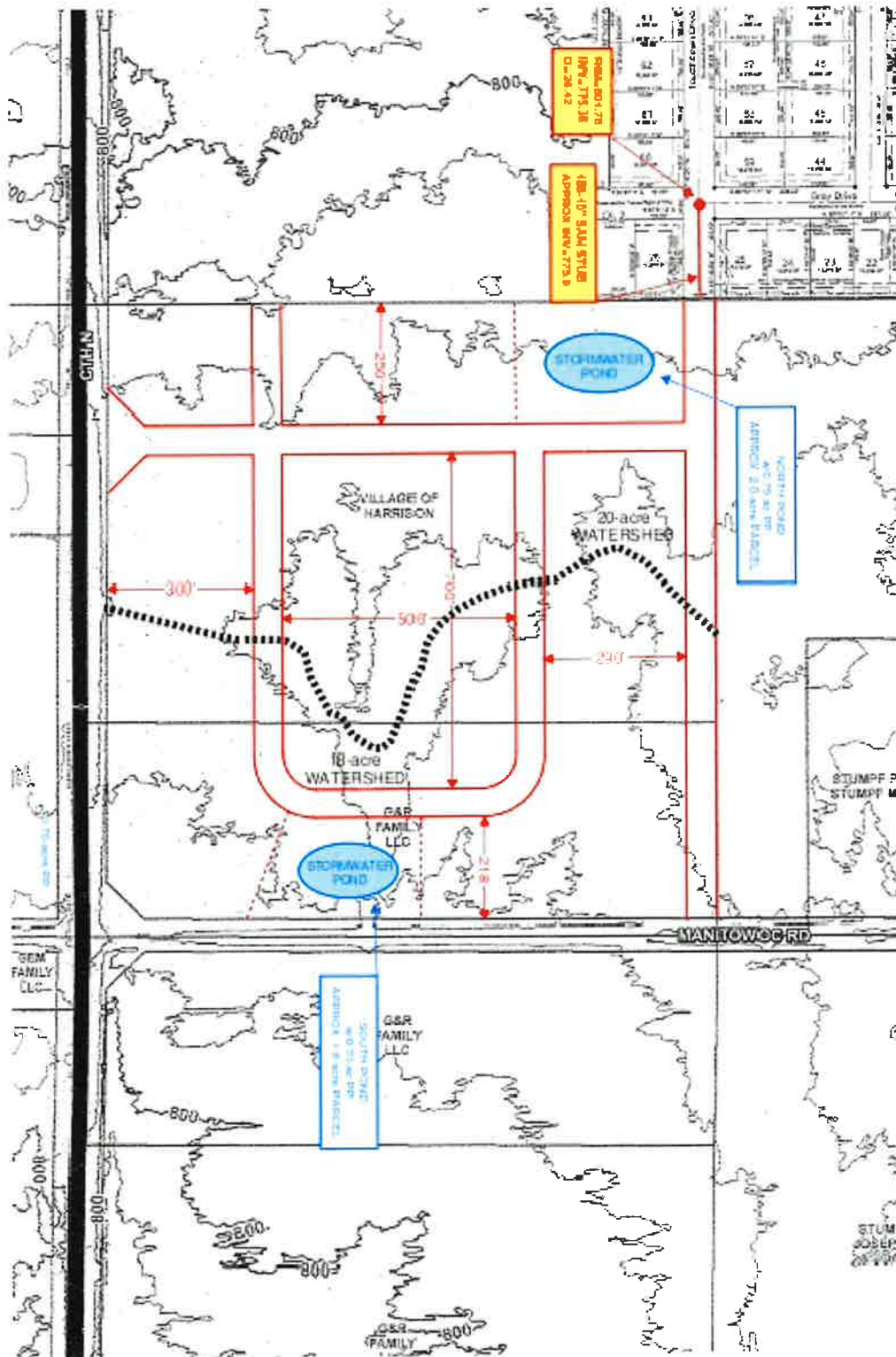
Concept Plan

Exploring option to reduce the number of stormwater ponds and to reroute the roadways so that the major N/S roadway is not a straight line. Possibility to curve roadway before it gets to Manitowoc Road.



Concept Plan (enlarged)

Exploring option to reduce the number of stormwater ponds and to reroute the roadways so that the major N/S roadway is not a straight line. Possibility to curve roadway before it gets to Manitowoc Road.



Mr. Mark Mommaerts, Assistant Village Manager
Village of Harrison
W5298 HWY 114
Menasha, WI 54952

Date: March 17, 2023

McM. No. M0032-09-99-00012.00

PROJECT DESCRIPTION

Land Surveying, Engineering and Bidding Services to prepare and design a 40-acre commercial subdivision, consisting of approximately six to eight lots, located in the Village of Harrison. More specifically, Parcel #39144, Lot 1 of Certified Survey Map (CSM) 1978 containing 26.40 acres and Parcel #39142, Lot 2 of CSM 1978 containing 13.27 acres, SW ¼ of the NW ¼ of Section 11, T20N, R18E. See attached preliminary conceptual lot layout. Options for additional parcel splits after the recording of the final plat are to be performed with certified survey maps by separate agreements.

SCOPE OF SERVICES

McMahon Associates, Inc. agrees to provide the following Scope of Services for this project:

CONCEPTUAL LAYOUT & TOPOGRAPHIC SURVEY

- Prepare a conceptual right-of-way and lot layout, of approximately six to eight lots. Includes a single revision to the layout after receiving Village review comments.
- Contact Diggers Hotline to field locate public utilities.
- Establish horizontal and vertical control points throughout the project.
- Prepare a topographical survey of the project area to locate visible site features such as: building structures, limits of pavement and gravel areas, curb & gutter, signs, fences, berms, landscaped areas, stand-alone trees of 2-inch caliper or larger, private wells, limits of wooded areas, culverts with invert elevations, drainage ditches/swales, navigable streams, sanitary and/or storm sewer manholes and inlets with rim & invert elevations, water main features, utility poles, light poles, pedestals and markings by Diggers Hotline. Survey to include sufficient spot elevations to produce 1-foot contours.
- Prepare an AutoCAD drawing of the topographical survey to be used as a base drawing to the Engineering Plans.

SUBDIVISION PLATTING

- Prepare and submit a Preliminary Plat, consisting of approximately six to eight lots, in accordance with State and Local subdivision regulations.
- Prepare and submit a Rezoning Application in accordance with local regulations.
- Prepare and submit a Final Plat, consisting of approximately six to eight lots, in accordance with State and Local subdivision regulations.
- Monument lots with steel survey pins witnessed by 5-foot-long steel fence posts.
- Submit subdivision plat to the respective utility companies for identification of required easements and create requested easements with subdivision plat.
- Submit Preliminary & Final Plats to the local review agencies and the Department of Administration in Madison for review.
- Attend local review agencies meetings for subdivision plat approvals.
- Provide Owner with a recordable print of the approved Final Subdivision Plat for signatures and recording.

SITE EVALUATION FOR STORMWATER INFILTRATION

- Complete an initial screening review by obtaining and evaluating existing informational resources in accordance with Wisconsin Department of Natural Resources (DNR) Technical Standard 1002, Section V, Step A.
- Complete test pits approximately 6 feet to 10 feet below grade and characterize the soil in accordance with Technical Standard 1002, Section V, Step B. Coordinate infiltration test pit excavation with Owner.
- Prepare a soil evaluation report in accordance with Technical Standard 1002, Section V, Step D.

WETLAND DELINEATION

- Conduct fieldwork to define the wetland boundaries within the parcels specified above in accordance with the Wisconsin DNR and Army Corps of Engineers' guidelines, 1987 Corps of Engineers Wetland Delineation Manual and Regional Supplement to the Corps of Engineers Wetland Delineation Manual: North Central and Northeast Region, January 2012, and mark same.
- Survey the wetland boundaries if present and test pits with a GPS.
- Complete a report that will include the methods, results, and map showing the extent of wetlands and submit to the Client and Wisconsin DNR.
- Delineation to include verification of a 2016 delineation report for the north 25 acres.

ENGINEERING & STORMWATER DESIGN SERVICES

- Design sanitary sewer and water main systems. Prepare and submit applicable sanitary sewer and water main permit applications to reviewing agencies. Anticipated review agency approvals include:
 - ▼ Darboy Joint Sanitary District No.1
 - ▼ Heart of the Valley MSD
 - ▼ East Central Wisconsin Regional Planning Commission
 - ▼ Wisconsin DNR Sanitary Sewer and Water Main Extension Permits
- Design a stormwater management system, including ditches and storm sewer and stormwater Best Management Practices (BMPs).
 - ▼ Based upon the existing topography, there is a north and south drainage basin, requiring a detention pond for each drainage basin. Will attempt to consolidate into one detention pond located at the northeast end of the property.
 - ▼ Storm sewer and ditches to be designed in accordance with Village design standards.
 - ▼ Design to include conveyance of off-site area to west through and/or around construction site.
- Delineate pre-development and post-development drainage areas for the proposed site.
- Update contributing drainage areas and watersheds for the downstream Luniak Meadows Pond and regional Van's Road Pond based on the final drainage plans for Luniak Meadows and Kimberly Heights Subdivisions.
- Develop XP-SWMM hydrologic and hydraulic models to analyze peak discharge control and the overall downstream drainage system performance, including the Luniak Meadows Pond and the regional Van's Road Pond.
 - ▼ Develop pre-development and post-development models for the proposed site to ensure peak discharge performance standards are satisfied at each existing general stormwater outfall.
 - ▼ Evaluate peak discharges / storm sewer capacity at the proposed connection point to the existing 24-inch storm sewer within Luniak Meadows.
 - ▼ Monitor various points of interest (i.e., street low points) to ensure the proposed and existing (downstream) storm sewer systems satisfy Village performance standards (i.e., 10-year storm sewer design).

ENGINEERING & STORMWATER DESIGN SERVICES | continued

- Develop WinSLAMM water quality models to analyze water quality benefits provided by stormwater BMPs.
 - ▼ Determine if the Van's Road Pond system, including the Luniak Meadow's Pond, could satisfy water quality requirements for the proposed site. If so, this could allow the proposed on-site stormwater pond to be a dry pond (for peak discharge) vs. a wet pond.
 - ▼ If determined that the Van's Road Pond system cannot provide the required water quality benefits, design a wet detention pond for the proposed site to satisfy water quality requirements.
- Prepare Stormwater Management Plan for the regional Van's Road Pond system to summarize peak discharge, storm sewer performance and overall water quality benefits for its contributing watershed.
- Design street and subdivision grading/drainage plan, including:
 - ▼ Proposed elevations at all lot corners.
 - ▼ Proposed drainage patterns and other necessary spot elevations.
 - ▼ Drainage notes and requirements, as deemed appropriate.
- Design future east-west street intersection with CTH N.
 - ▼ Assist Village with permit application for new public roadway access to CTH N.
 - ▼ Submit plans to Calumet County Highway Department for review and approval.
- Prepare an erosion and sediment control plan per Village and Wisconsin DNR requirements.
- Prepare a Stormwater Management Plan and Operation & Maintenance Plan Reports for the proposed site and/or stormwater pond.
- Complete and submit Wisconsin DNR permit applications for review and approval. Anticipated permits include the following:
 - ▼ Wisconsin DNR Construction Site Stormwater (NOI) Permit.
 - ▼ Wisconsin DNR Wetland General Permit (GP), if needed.
- Complete final construction drawings, including detail sheets that include relative construction details and erosion control notes.
- Submit final construction drawings to utility companies (i.e., gas, electric, telephone, cable television).
- Attend Village meetings, if required.
- Prepare an Opinion of Probable Cost for the project.
- Assist Village in issuing a Geotechnical Request for Proposals (RFP) to three (3) reputable Geotechnical Consulting firms to provide quotes for conducting soil borings in the locations of the ponds. Two (2) soil borings are required in each pond to determine information such as depth to groundwater and whether on-site material should satisfy the Wisconsin DNR clay liner requirements. Prepare a letter of recommendation, including a tabulation with breakdown of fee's provided by the Geotechnical Consulting firms. Selected Geotechnical Consulting firm to contract directly with the Village.

BIDDING SERVICES

- Prepare bid documents including construction specifications.
- Answer questions posed by prospective bidders. Prepare and distribute any addenda, if necessary.
- Attend bid opening.
- Analyze bids received and prepare bid tabulation and letter of recommendation of award.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

- Geotechnical services.
- Stormwater Infiltration Design (assumed to be exempt)
- Private utility locates.
- Title and/or easement searches.
- ALTA/NSPS Land Title Survey.
- Construction related services.
- Archeological, historical, and endangered/threatened species investigations.
- Phase II soil, groundwater, and environmental investigations.
- Chapter 31 Dam or Wetland Individual Permit applications.
- Dam structure and slope stability engineering.
- Subdivision layout modifications after concept plan is approved by Owner.
- Permit application fees and other review or approving agency fees.
- Plat recording and/or recording fees.
- Preparation of Restrictive Covenants
- Design of gas, electric, telephone, fiber, and cable.
- Design of subdivision lighting and provisions for electric plug-ins for vehicles.
- Application process for gas, electric, telephone, fiber, and cable install services.
- Floodplain Analysis and/or FEMA submittals.
- Traffic Study.
- Certified Survey Maps for future lot splits.

SPECIAL TERMS (Refer Also To General Terms & Conditions - Attached)

The Scope of Services and fee is based upon the understanding that the Owner will provide the following:

- A current title policy which includes all attachments listed in schedule B-II.
- Copies of approved drainage plans for Kimberly Heights and Luniak Meadows.
- Access to property.
- Allow use of ATV on the property for survey data collection purposes.
- All review and recording fees required by the review agencies and/or County Register of Deeds, which are not included in this Agreement.
- The Village has a tentative utility construction start date of December 2023. To meet this schedule, the conceptual layout approval needs to be completed no later than May 1, 2023. This will allow time to complete the Preliminary Plat, Final Plat and Engineering Plans.

Village of Harrison agrees that the Project Description, Scope of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of McMahan Associates, Inc.

COMPENSATION (Does Not Include Permit or Approval Fees)

McMahon Associates, Inc. agrees to provide the Scope of Services described above for the following compensation. Rates per the attached fee schedule estimated at:

■ Conceptual Layout	\$2,500.00
■ Topographic & Boundary Survey	\$5,000.00
■ Wetland Delineation	\$4,000.00
■ Site Evaluation for Stormwater Infiltration	\$1,500.00
■ Preliminary Plat and Final Plat	\$28,000.00
■ Utility and Roadway Design Engineering	\$26,000.00
■ Stormwater Design & Permitting.....	\$15,000.00
■ Stormwater Modeling of Existing Stormwater BMP's	\$12,000.00
■ <u>Bidding Services</u>	<u>\$4,000.00</u>
TOTAL.....	\$98,000.00

COMPLETION SCHEDULE

McMahon Associates, Inc. agrees to complete this project as follows:

- Completion is based on Village, County, and State review schedules and approval dates.

ACCEPTANCE

The General Terms & Conditions and The Scope of Services (Defined In The Above Agreement) Are Accepted, and McMahon Associates, Inc. Is Hereby Authorized to Proceed with The Services.

The Agreement Fee Is Firm for Acceptance Within Sixty (60) Days from Date Of This Agreement.

VILLAGE OF HARRISON
Wisconsin

McMAHON ASSOCIATES, INC.
Neenah, Wisconsin

By: _____
(Authorized Signature)

Project Manager: 
Lee R. Reibold, P.E.

Title: _____

Title: Associate/Civil & Municipal Engineer

Date: _____

Date: 3-17-2023



Approved By: Douglas E. Woelz, PLS
Associate/Senior Land Surveyor

Please Return One Copy for Our Records
Street Address: 1445 McMAHON DRIVE - NEENAH, WI 54956
Mailing Address: P.O. Box 1025 - NEENAH, WI 54957-1025
PH 920-751-4200 ■ FX 920-751-4284 ■ WWW.MCMGRP.COM



McMAHON ASSOCIATES, INC.
GENERAL TERMS & CONDITIONS

1. McMAHON ASSOCIATES, INC. (hereinafter referred to as 'McMAHON') will bill the Owner monthly with net payment due in 30-days. Past due balances shall be subject to a service charge at a rate of 1.0% per month. In addition, McMAHON may, after giving 48-hours notice, suspend service under any Agreement until the Owner has paid in full all amounts due for services rendered and expenses incurred. These expenses include service charges on past due invoices, collection agency fees and attorney fees incurred by McMAHON to collect all monies due McMAHON. McMAHON and Owner hereby acknowledge that McMAHON has and may exercise lien rights on subject property.
2. The stated fees and Scope of Services constitute our best estimate of the fees and tasks required to perform the services as defined. This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. McMAHON will promptly inform the Owner in writing of such situations so changes in this Agreement can be negotiated, as required.
3. The stipulated fee is firm for acceptance by the Owner for 60-days from date of Agreement publication.
4. Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Owner's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.
5. Reimbursable expenses incurred by McMAHON in the interest of the project including, but not limited to, equipment rental will be billed to the Owner at cost plus 10% and sub-consultants at cost plus 12%. When McMAHON, subsequent to execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Owner has been notified and agrees to these costs.
6. McMAHON will maintain insurance coverage in the following amounts:

Worker's Compensation	Statutory
General Liability	
Bodily Injury - Per Incident / Annual Aggregate	\$1,000,000 / \$2,000,000
Automobile Liability	
Bodily Injury	\$1,000,000
Property Damage	\$1,000,000
Professional Liability Coverage	\$2,000,000

If the Owner requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Owner. McMAHON's liability to Owner for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract is limited to ten (10) times McMAHON's fee not to exceed to \$500,000.

7. The Owner agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Owner's purpose. All unresolved claims, disputes and other matters in question between the Owner and McMAHON shall be submitted to mediation, if an agreement cannot be reached by Owner and McMAHON.
8. Termination of this Agreement by the Owner or McMAHON shall be effective upon 7-days written notice to the other party. The written notice shall include the reasons and details for termination; payment is due as stated in paragraph 1. If the Owner defaults in any of the Agreements entered into between McMAHON and the Owner, or if the Owner fails to carry out any of the duties contained in these terms and conditions, McMAHON may, upon 7-days written notice, suspend its services without further obligation or liability to the Owner unless, within such 7-day period, the Owner remedies such violation to the reasonable satisfaction of McMAHON.
9. Re-use of any documents or AutoCAD representations pertaining to this project by the Owner for extensions of this project or on any other project shall be at the Owner's risk and the Owner agrees to defend, indemnify and hold harmless McMAHON from all claims, damages and expenses, including attorneys' fees arising out of such re-use of the documents or AutoCAD representations by the Owner or by others acting through the Owner.
10. Purchase Orders - In the event the Owner issues a purchase order or other instrument related to the Engineer's services, it is understood and agreed that such document is for Owner's internal accounting purposes only and shall in no way modify, add to or delete any of the terms and conditions of this Agreement. If the Owner does issue a purchase order, or other similar instrument, it is understood and agreed that the Engineer shall indicate the purchase order number on the invoice(s) sent to the Owner.
11. McMAHON will provide all services in accordance with generally accepted professional practices. McMAHON will not provide or offer to provide services inconsistent with or contrary to such practices nor make any other warranty or guarantee, expressed or implied, nor to have any Agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, McMAHON will not accept those terms and conditions offered by the Owner in its purchase order, requisition or notice of authorization to proceed, except as set forth herein or expressly accepted in writing. Written acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.
12. McMAHON intends to serve as the Owner's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Owner as a professional. Any opinions of probable project costs, approvals and other decisions made by McMAHON for the Owner are rendered on the basis of experience and qualifications and represent our professional judgment. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against either the Architect or McMAHON.
13. This Agreement shall not be construed as giving McMAHON the responsibility or authority to direct or supervise construction means, methods, techniques, sequence or procedures of construction selected by Contractors or Subcontractors, or the safety precautions and programs incident to the work of the Contractors or Subcontractors.
14. The Owner shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use by the Owner. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Owner. McMAHON shall have no responsibility for such issues or resulting damages.



FEE SCHEDULE | 2023

McMahon Associates, Inc.

Effective: 01/01/2023

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$196.00
Senior Project Manager	\$196.00
Project Manager	\$139.00 - \$182.00
Senior Engineer	\$173.00 - \$186.00
Engineer	\$93.00 - \$164.00
Senior Engineering Technician	\$127.00 - \$140.00
Engineering Technician	\$80.00 - \$116.00
Senior Architect	\$166.00 - \$186.00
Architect	\$130.00 - \$155.00
Senior Land Surveyor	\$124.00 - \$163.00
Senior Public Management Specialist	\$155.00
Public Management Specialist	\$127.00
Senior Public Safety Specialist	\$155.00
Public Safety Specialist	\$127.00
Building Inspector Specialist	\$125.00
Land Surveyor	\$116.00
K-12 Administrative Specialist	\$118.00
Land Surveyor Technician	\$80.00 - \$103.00
Surveyor Apprentice	\$66.00
Erosion Control Technician	\$88.00
Senior Hydrogeologist	\$196.00
Senior Ecologist	\$187.00
Environmental Scientist	\$95.00 - \$107.00
Senior G.I.S. Analyst	\$159.00
G.I.S. Analyst	\$88.00 - \$108.00
Wetland Delineator	\$108.00
Senior Designer	\$136.00
Designer	\$87.00 - \$117.00
Senior On-Site Project Representative	\$117.00
On-Site Project Representative	\$53.00 - \$98.00
State Plan Reviewer	\$139.00
Certified Grant Specialist	\$141.00
Graphic Designer	\$104.00
Senior Administrative Assistant	\$90.00 - \$101.00
Administrative Assistant	\$80.00
Intern	\$42.00 - \$65.00
Professional Witness Services	\$357.00

This Fee Schedule is subject to revisions due to labor rate adjustments and Interim staff or corporate changes.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
Ph 815.636.9590 | Fax 815.636.9591
Email: MCM@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385
Ph 219.462.7743 | Fax 219.464.8248
Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



REIMBURSABLE EXPENSES SCHEDULE | 2023

McMahon Associates, Inc.

Effective: 01/01/2023

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial Laser Scanner	\$1,500.00
REIMBURSABLE UNITS:	
Photocopy Charges - Black & White	\$0.08/Image
Photocopy Charges - Color / 8½" x 11"	\$0.45/Image
Photocopy Charges - Color / 8½" x 14" and 11" x 17"	\$0.75/Image
Mileage	\$0.75/Mile
Mileage - Truck/Van	\$1.05/Mile
All-Terrain Vehicle	\$60.00/Day
Global Positioning System (GPS)	\$21.00/Hour
Hand-Held Global Positioning System (GPS)	\$15.00/Hour
Robotic Total Station	\$20.00/Hour
Survey Hubs	\$0.45/Each
Survey Lath	\$0.80/Each
Survey Paint	\$6.00/Can
Survey Ribbon	\$3.00/Roll
Survey Rebars - 1¼"	\$10.00/Each
Survey Rebars - ¾"	\$3.25/Each
Survey Rebars - 5/8"	\$2.75/Each
Survey Iron Pipe - 1"	\$3.50/Each
Survey Steel Fence Post - 1"	\$5.00/Each
Control Spikes	\$1.75/Each

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
Ph 815.636.9590 | Fax 815.636.9591
Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385
Ph 219.462.7743 | Fax 219.464.8248
Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

VILLAGE BOARD MEETING

VILLAGE OF HARRISON**From:**

Vicki Tessen, Clerk

Meeting Date:

March 28, 2023

Title:

Notification of Open Book and Board of Review Dates and Training.

Issue:

The Board of Review needs at least one member to complete certification.

Background and Additional Information:

2023 date for Open Book is Friday, August 4, 2023, 10:00 am – 12:00pm

2023 date for Board of Review (initial meeting) is tentatively set for April 25, 2023, at 5:45pm*

2023 date for Board of Review (with Hearings) is Wednesday, August 23, 2023, 10:30am - 12:30pm.

The book and information regarding the assessed values of all properties within the Village will be available to the public starting August 4, 2023 until August 22, 2023.

All owners with a change in assessment will receive a letter from Accurate, the Village assessor, and will have the opportunity to discuss the change with the assessor starting from the day they receive the letter.

As of 1-1-2022, the State requires at least one BOR member must complete the Board of Review training and be certified each year. (Previously, the requirement was two members needed to have been certified within the last 2 years.) The 3-hour training will be via Zoom; exact dates and times are not posted yet.

*If the trainings are not available in time to hold the initial meeting on April 25, 2023, then it will be held at prior to the May Board meeting.

Budget Impacts:

\$40.00 for first member, \$10.00 for each additional member.

Staff Recommendation:

None

Action Options:

Agree on which member(s) will become certified in 2023.

Attachments:

None