

#### NOTICE OF VILLAGE OF HARRISON BOARD MEETING

DATE: Tuesday, April 30, 2024

**TIME:** 6:00pm

PLACE: Harrison Municipal Building, W5298 State Road 114,

Menasha, WI 54952

NOTICE IS HEREBY GIVEN that a Village of Harrison Board meeting will be held at 6:00pm on Tuesday, April 30, 2024, at the Harrison Municipal Building. This is a public meeting, and the agenda is listed below.

#### Call to Order

### Pledge of Allegiance

- 1. Roll Call
- 2. Correspondence or Communications from Board and Staff
- 3. Corrections and Approval of the Previous Meeting Minutes
  - a) April 23, 2024

#### 4. Public Comments

Please be advised per State Statute section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.

#### 5. **Proclamation**

a) Proclamation to Jeff Wisnet for his 31 years of service to the Village of Harrison.

#### 6. **Presentations**

- a) Long Range Planning Results for Harrison Utilities by Martenson and Eisele
- b) Final Plan and Results of Economic Development Strategic Plan by Redevelopment Resources
- c) Presentation by Baird on Facility Plan Financing Options

#### 7. **Reports**

- a) Fire Rescue
- b) Calumet County Sheriff's Dept.

- c) Village Manager's ReportBudget Report
- d) Planning and Zoning
- e) Parks and Trails
- f) Public Works/Engineering
- g) Harrison Utilities
- h) Clerk/Treasurer
  - + ARPA Report
  - + Financial Report

#### 8. Approval of Bills and Claims

a) March Bills and Claims

### 9. **Appointments**

- a) Fire Commission
- b) Board of Zoning Appeals

### 10. Old Business for Discussion, Consideration, and/or Action None

#### 11. New Business for Discussion, Consideration, and/or Action

- a) Approval of the Economic Development Strategic Plan by Redevelopment Resources.
- b) Conditional Use Permit Crossroad Development, LLC parcels 40386 & 40378 Hwy 55
- c) Contract with McMahon to assist Village Staff in creating a master plan and design guidelines for CTH N property.
- d) Request for Pickleball Etiquette Signs at Darboy Community Park
- e) Final Approval of Rennwood Park Master Plan.
- f) Approval of contract with Bienenstock Natural Playgrounds for conceptual design at Rennwood Park for \$17,250.
- g) Additional funding of \$41,045.19 for new lighting and electrical service at Farmers Field park by We Energies.
- h) Lighting plan for Stormwater Ponds North of Darboy Community Park.
- i) Approval of purchase of W1616 Cameo Court for \$100,000 for future park.
- j) Award of bids for the 2024 Street Resurfacing Projects for \$1,118,263.80.

- k) Creation of Parks Supervisor Role in the Department of Public Works.
- 1) Approval to use the savings from the 2024 resurfacing and sealcoating projects to bid work for Blazing Meadow Subdivision.
- m) Award of bids for the 2024 Crack Sealing Contract to Precision Sealcoating, Inc. for \$127,200.
- n) Award of bids for State Park Road Reconstruction to MMC, Inc for \$759,920.80.
- o) Approval of the additional streets in Haen Heights Subdivision (adjacent to Cedar Ridge Estates) for design in 2024 and construction in 2025 and agreement with McMahon for design services.
- p) Approval of the State/Municipal Agreement (SMA) with the WI Department of Transportation Local Road Improvement Program for Payten Street for \$45,680.77.
- q) Approval of a State/Municipal Agreement (SMA) from the WI Department of Transportation Local Road Improvement Program (LRIP) for up to \$815,436.15 towards State Park Road.
- r) Award of bid for Lift Station No. 1 piping replacement for Harrison Utilities for \$52,500.
- s) Contract with Martinson and Eisele to convert Harrison Utility records to a GIS database.
- t) Approval of Trimble DA2 Equipment and Training for Harrison Utilities for GIS data collection.
- u) Request from Harrison Athletic Association for a 6-Month "Class B" Alcohol License and Waive License and Operator Fees.
- v) Draft Referendum for Increasing Levy Limit in Lieu of Borrowing for Road Maintenance
- w) Draft Amendment of Village Code Chapter 119 Small Wind Energy Systems
- x) Ordinance V24-06 Amending Village Code Chapter 2, Article 2-IV, Division 2-IV-4, Section 2-141 Board of Review
- y) Set Open Book and Board of Review Dates.

#### 12. Future Agenda Items

RFQs for Station 60 and DPW (JB/DB) (before budget meetings start)

Public info meetings & website posts on facilities updates (JB/DB)

Hiring Policy (MVH/AB)

Review of RS-2 Zoning (ML/AB) (after Comp Plan)

Zoning Map Amendment and Ord. V24-02 –Parcel 39012 & part of Parcel 39018 (tabled 1/30/2024)

CCSD proposal for mobile speed reader boards (ML/AB)(April/May 2024)

Road Impact Fee for new construction (ML/AB) (May 2024)

Trails and benches around retention ponds (SH/DB) (budget meeting)

#### 13. Closed Session

The Board and others as listed will convene in closed session for three separate items:

- 1. Pursuant to the exemption provided in Sec.19.85 (1) (g) of the Wis. Stats., for the purpose of possible land purchase and development adjacent to STH 55. Attendees will include: Village President, Village Trustees, Village Manager, Asst. Village Manager, Village Clerk, Village Attorney, and Baird TIF Advisor.
- 2. Pursuant to the exemption provided in Sec.19.85 (1) (g) of the Wis. Stats., for the purpose of sale of village-owned land off Lake Park Road and possible development incentives. Attendees will include: Village President, Village Trustees, Village Manager, Asst. Village Manager, Village Clerk, and Village Attorney.
- 3. Pursuant to the exemption provided in Wis. State Stats 19.85 (1) (c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically to be discussed is the Village Manager. Attendees will include: The Village Board, Village Manager, and Village Attorney.

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

### 14. Adjournment

Agenda posted and published: April 25, 2024 at Harrison Village Hall and to www.VillageofHarrison-WI.org *Vicki L. Tessen, Clerk* 

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.



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Vicki Tessen, Clerk	April 30, 2024
Title:	
April 23, 2024	
Issue:	
Minutes of the previous meeting are presented	for corrections and approval.
Background and Additional Information:	
Budget Impacts:	
none	

### **Recommended Action:**

Approve the minutes of the April 23, 2024 meeting as presented.



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date: April 30, 2024
Title:	
Proclamation to Jeff Wisnet for his 31 years of se	ervice to the Village of Harrison.
Issue:	
Background and Additional Information:	
<b>Budget Impacts:</b>	
Recommended Action:	
None	
Attachments: • 2995_001.pdf	



## ~PROCLAMATION

HEREAS The Village of Harrison can trace its origins back more than 100 years; and

Village staff have served the public faithfully during that time; and

It is rare for people to stay with an employer for a long period of time; and

HEREAS The duties of staff in the Department of Public Works are vital to the functioning and viability of the community, and;

It takes a special skill and attitude to discharge the duties in Public Works; and

HEREAS

Jeff Wisnet has faithfully served the community as a member of Public Works

since 1992.

We, On behalf of the Village Board of the Village of Harrison, issue this HEREFORE PROCLAMATION OF COMMENDATION in recognition of the public service

provided by

### Jeff Wisnet

by serving in the Department of Public Works for the Village of Harrison.

The Village Board of the Village of Harrison encourages all citizens of this great community to show recognition and support to Jeff in appreciation for his service to the residents.

> By order of the Village Board of the Village of Harrison this 30th day of April, 2024

> > Blackman

Allison Blackmer Village President

ATTEST:

Vicki Tessen Village Clerk

· Yassen



VILLAGE BUAKD MEETING	VILLAGE OF HARRISON	
From:	Meeting Date:	
Chad Pelishek, Assistant Village Manager	April 30, 2024	
Title:		
Long Range Planning Results for Harrison Utilities b	y Martenson and Eisele	
Issue:		
Background and Additional Information:		
<b>Budget Impacts:</b>		
Recommended Action:		
None		
Attachments		

• Harrison Utilities Presentation REV after HU Meeting.pdf

# SANITARY SEWER SYSTEM PLANNING

# HARRISON UTILITIES VILLAGE OF HARRISON

**April 2024** 

### **LIFT STATION NO. 3 FORCEMAIN**

Deterioration of the Forcemain from Lift Station No. 3 Prompts the Need to Consider Sanitary Sewer Improvements for Future Growth.

### Location of Lift Station No. 3:

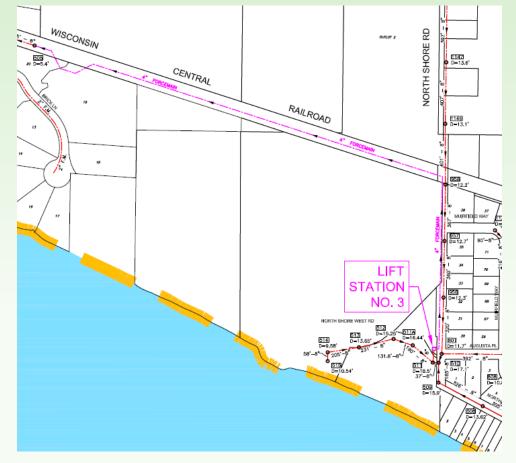
- North Shore Road
- South of Hwy. USH 10 & STH 114 and RR Tracks

### Forcemain to be Repaired/Replaced:

- Approx. 2,800 LF within CN Railroad ROW
- 4-inch Diameter
- Ductile Iron Pipe

### **Ductile Iron Forcemain Deterioration:**

- Installed in Early 1980's
- Burst Twice, Most Recently in 2013





### LONG TERM PLANNING

Review Existing System Capacities and Current Flows

Consider Flow Limitations to Downstream Entities

Define Future Planning Areas and Project Flows

Discuss Future Improvements and Costs

### **EXISTING SANITARY SEWER SYSTEM**

### **SOUTH OF HIGHWAY USH 10 / STH 114**

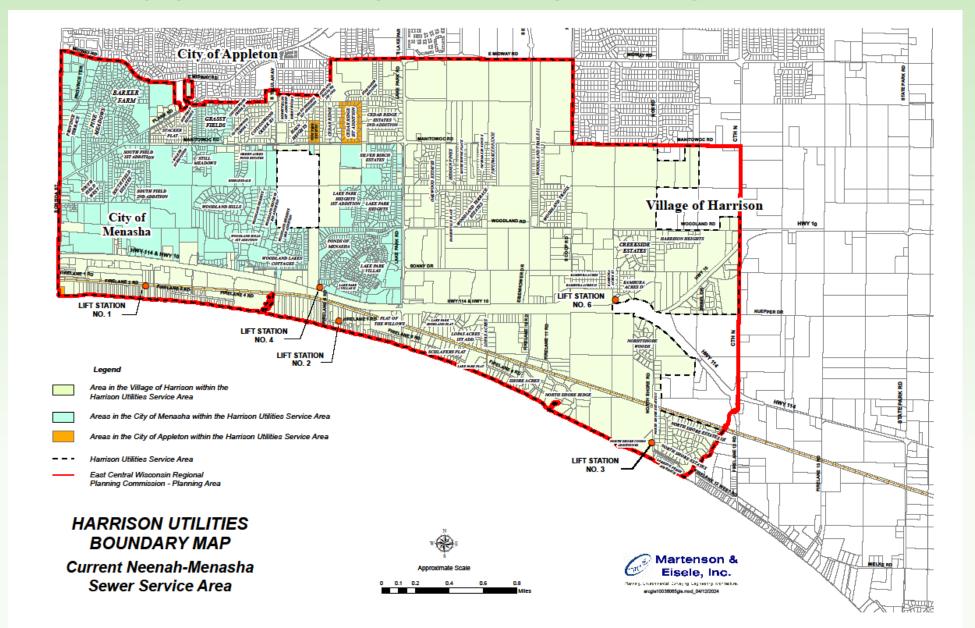
- Lift Stations No. 1, 2 and 3
- Flows to City of Menasha

### NORTH OF HIGHWAY USH 10 / STH 114

- Lift Stations No. 4 and 6
- Lift Station No. 5 was abandoned and piped to Lift Station No. 6
- Flows to Village of Fox Crossing

All wastewater flows to and treated at Neenah-Menasha Regional Wastewater Treatment Facility.

### **CURRENT SEWER SERVICE AREA**



# CURRENT FLOWS AND LIMITATIONS CITY OF MENASHA

### SOUTH HARRISON UTILITIES SYSTEM

- City of Menasha Limits Flow to "Up to 500,000 gallons per day for transportation of wastewater through said interceptor sewers". (Agreement 4/10/2007)
- Current Average Daily Flow Lift Station No. 1: 89,550 gallons per day (2019-2023)
- Maximum Day 2019 through 2023: 900,000 gallons per day (November 2022 Expect Error)
   348,000 gallons per day (March 2019)
  - 2019: 348,000 gallons per day (March 2019)
  - 2020: 225,000 gallons per day (March 2020)
  - 2021: 196,000 gallons per day (July 2021)
  - 2022: 900,000 gallons per day (November 2022) Expect Error in Data from NMSC
  - 2023: 261,000 gallons per day (March 2023)

# CURRENT FLOWS AND LIMITATIONS VILLAGE OF FOX CROSSING

### NORTH HARRISON UTILITIES SYSTEM

Village of Fox Crossing Limits Flow to 630 gpm = 907,200 gallons per day

Amendment to Agreement 9/12/2000 (T. Menasha San Dist. #4) - Revision to 10/5/1983 Agreement

- Current Average Daily Flow Lift Station No. 4: 345,756 gallons per day (2019-2023)
- Maximum Day 2019 through 2023: 848,000 gallons per day (March 2019)
  - 2019: 848,000 gallons per day (March 2019)
  - 2020: 543,000 gallons per day (March 2020)
  - 2021: 487,000 gallons per day (July 2021)
  - 2022: 597,000 gallons per day (March 2022)
  - 2023: 690,000 gallons per day (March 2023)

# CURRENT FLOWS AND LIMITATIONS NMSC INTERCEPTOR SEWERS

### NORTH AND SOUTH HARRISON UTILITIES SYSTEMS

- Neenah-Menasha Sewerage Commission "will provide Waverly Sanitary District with a capacity of 2.1 MGD in the Tayco Street Interceptor". (Agreement 4/12/2000)
- Allowable Peak Flow = 2,100,000 gallons per day
- Current Average Daily Flow: 435,341 gallons per day (2019-2023)
- Maximum Day 2019 through 2023: 1,275,000 gallons per day (November 2022) Expect Error in Data
   1,196,000 gallons per day (March 2019)
  - 2019: 1,196,000 gallons per day (March 2019)
  - 2020: 754,000 gallons per day (March 2020)
  - 2021: 683,000 gallons per day (July 2021)
  - 2022: 1,275,000 gallons per day (November 2022) Expect Error in Data
  - 2023: 951,000 gallons per day (March 2023)

### **AVERAGE PUMP RUN TIMES**

**SOUTH SYSTEM** – RUN TIMES IN HOURS PER DAY (Total for Both Pumps)

Lift Station No. 3: 3.2 Hours (Average 2019 through 2023)

**Lift Station No. 2: 3.1 Hours** (Average 2019 through 2023)

Lift Station No. 1: 2.7 Hours (Since pumps replaced in March of 2023)

**NORTH SYSTEM** – RUN TIMES IN HOURS PER DAY (Total for Both Pumps)

Lift Station No. 6: 0.3 Hours (Average July of 2020 through 2023)

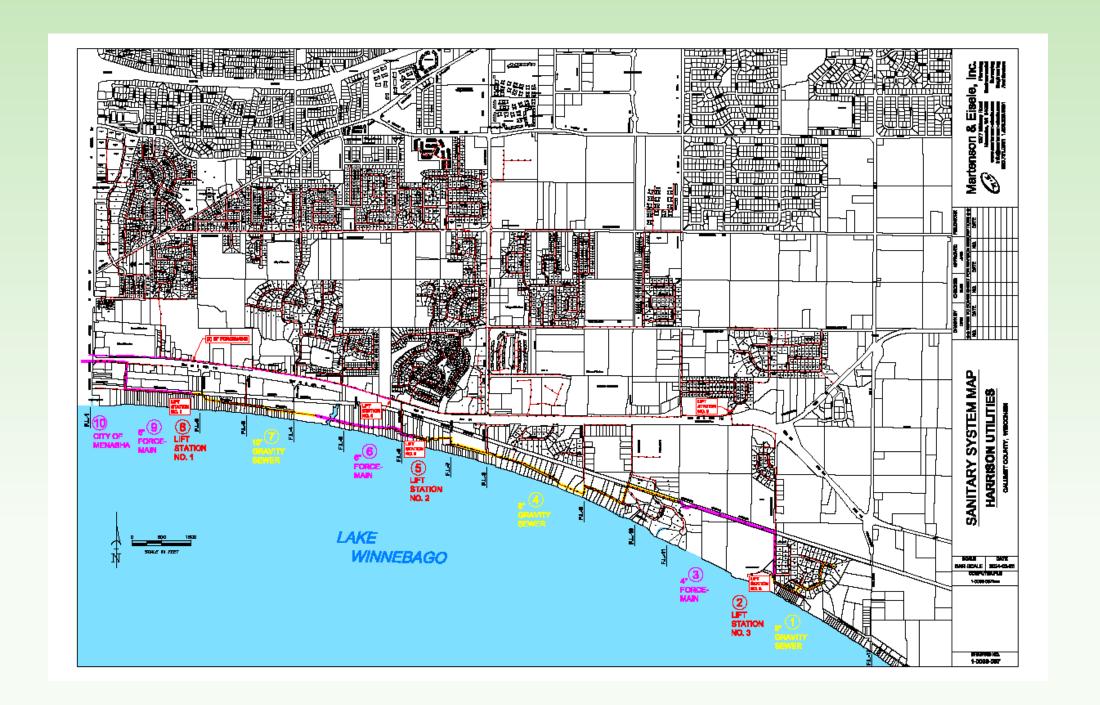
Lift Station No. 4: 10.2 Hours (Average 2019 through 2023)

# **EVALUATE CAPACITY OF EXISTING SANITARY SEWER SYSTEM SOUTH OF HWY 10/114**

South Sanitary Sewer System Analyzed in 10 Sections from East to West toward City of Menasha.

Compared Estimated Existing Flow to Existing Capacity

Existing Flows Are Below Existing Capacity for Each of the Ten Sections



# **EVALUATE CAPACITY OF EXISTING SANITARY SEWER SYSTEM SOUTH OF HWY 10/114**

Area	Description	Existing Capacity	Existing Flows
Section 1	Gravity Sanitary Sewer in North Shore Estates	323 gpm	48 gpm
Section 2	Lift Station No. 3	128 gpm	65 gpm
Section 3	Forcemain West of Lift Station No. 3	313 gpm	128 gpm
Section 4	Gravity Sanitary Sewer West of Lift Station No. 3	323 gpm	126 gpm
Section 5	Lift Station No. 2	230 gpm	126 gpm
Section 6	Forcemain West of Lift Station No. 2	705 gpm	230 gpm
Section 7	Gravity Sanitary Sewer West of Lift Station No. 2	501 gpm	211 gpm
Section 8	Lift Station No. 1	480 gpm	211 gpm
Section 9	Forcemain West of Lift Station No. 1	1,253 gpm	480 gpm
Section 10	City of Menasha Sanitary Sewer System	500,000 gpd	248,200 gpd (Avg Max Day 2019-2023)

### **FOX CITIES 2040 SEWER SERVICE AREA PLAN**

2040 Plan Updates the 2030 Plan Approved in 2006

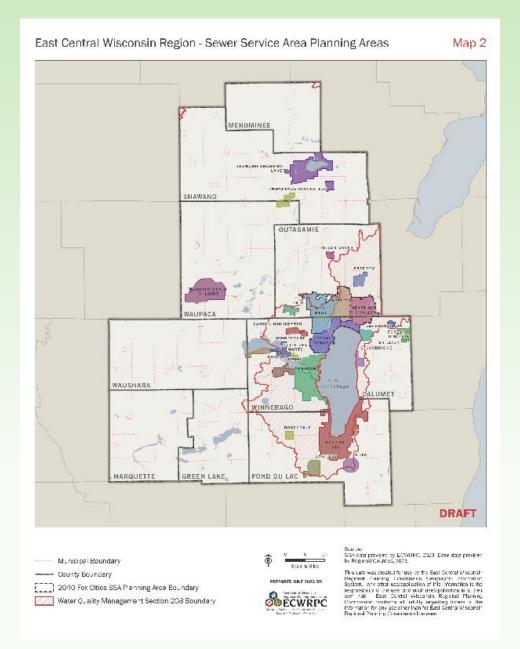
2040 Plan has been finalized. The plan has been approved by ECWRPC, all communities, and WDNR. ECWRPC is waiting on WDNR approval letter.

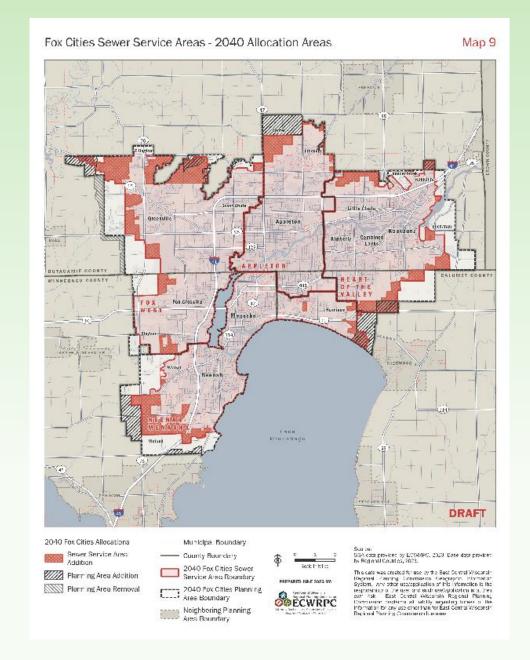
2040 Fox Cities SSA Plan: Four Separate SSA and Planning Areas with Four WWTP

- Neenah Menasha Sewage Commission
- Fox West Regional Sewerage Commission
- Appleton Wastewater Treatment Plan
- Heart of the Valley Metropolitan Sewerage District

Harrison Utilities is part of the Neenah Menasha Sewerage Commission SSA Plan

### **FOX CITIES 2040 SEWER SERVICE AREA PLAN**





### **FOX CITIES 2040 SEWER SERVICE AREA PLAN**

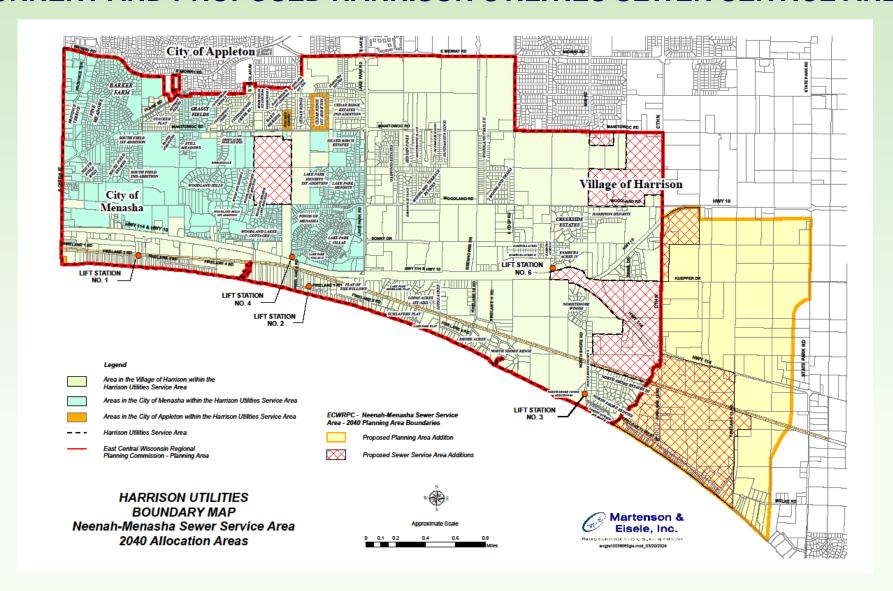
### **ECWRPC Definitions:**

<u>Sewer Service Area (SSA):</u> Area presently served and anticipated to be served by a wastewater collection system.

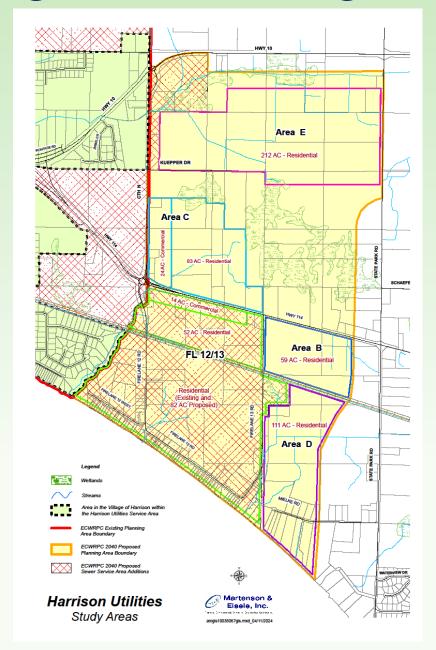
<u>Planning Area:</u> Area where development is most likely to occur outside of the sewer service area. The planning area is a tool for long range planning and does not mandate that development will occur there or that treatment facilities must serve that area.

Note: Serving areas within the Planning Area requires an SSA Amendment that generally requires swapping out land within the SSA.

### **CURRENT AND PROPOSED HARRISON UTILITIES SEWER SERVICE AREAS**



### **FUTURE PLANNING AREAS**



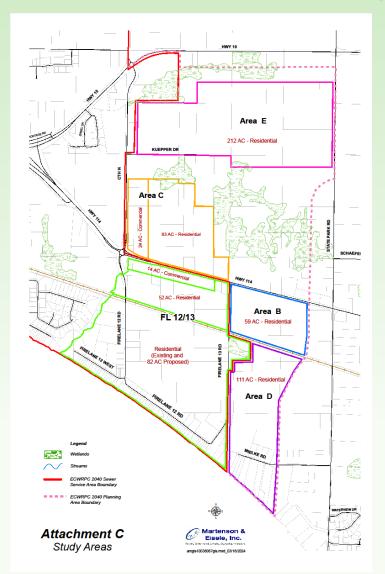
# PRELIMINARY SEWER LAYOUT FOR FUTURE PLANNING AREAS



### **Preliminary Sewer Layout**

- Five New Lift Stations Required
- Doubles the Number of Lift Stations for the Harrison Utilities System.

# ABILITY OF EXISTING SYSTEM SOUTH OF HWY 10/114 TO SERVE FUTURE DEVELOPMENT



Areas Served	New Lift Stations Required	Lift Station Improvements Required	Ability to be Served by Harrison Utilities South Sanitary Sewer System
FL 12/13	LS A	Upsize Pumps:	Yes
Area B	LS B	Lift Station No. 3	
FL 12/13	LS A	Upsize Pumps:	Yes
Area B	LS B	Lift Station No. 2	
Area D	LS D	Lift Station No. 3	
Addition of Area C or E to Above	LS A LS B LS D LS C or E	May be Served by North System Depending on Development (LS #4 and #6)	No

Note: FL 12/13 Area will be within 2040 SSA

All other Areas will be within 2040 Planning Area

### **COST TO SERVE FUTURE DEVELOPMENT**

### **SLIDES THAT FOLLOW SUMMARIZE COSTS:**

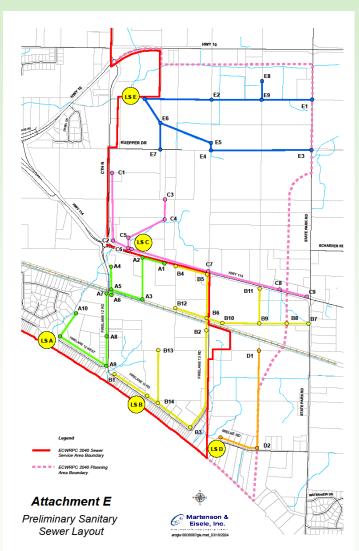
**Estimated Cost for Future Development Areas** 

• Fire Lanes 12 and 13 (within SSA) and Area B (within Planning Area)

Estimated Cost for Interceptor Sewers to Serve Vacant Areas in Lift Station No. 4 Service Area

Estimated Cost for Interceptor Sewers to Serve Vacant Areas in Lift Station No. 6 Service Area.

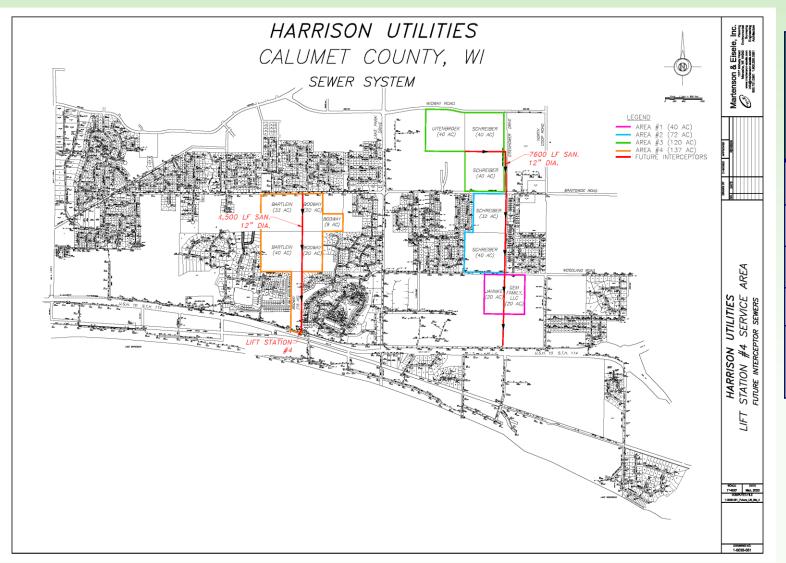
# COST ESTIMATE SANITARY SEWER SYSTEM NEAR FIRE LANES 12/13 PRESENT COSTS



### **ESTIMATED PROJECT COST = \$6 Million**

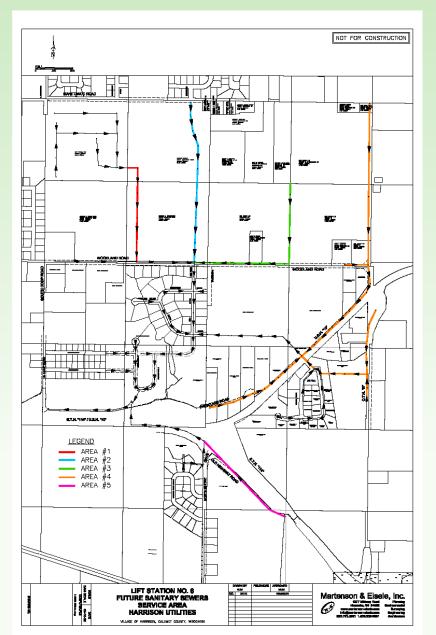
- Includes Sanitary Sewer Shown in Green and Yellow on Adjacent Map
- Includes Lift Stations A and B

# INTERCEPTORS TO SERVE VACANT AREAS IN LIFT STATION NO. 4 SERVICE AREA



AREA SERVED	PRESENT COST	ESTIMATED CONST. YEAR	FUTURE COST ASSUMES 3% INFLATION
1	\$427,800	2027	\$467,500
2	\$427,800	2030	\$510,900
3	\$362,600	2034	\$487,300
4	\$624,200	2034	\$838,900
TOTAL	\$1,842,500		\$2,304,500

### INTERCEPTORS TO SERVE VACANT AREAS IN LIFT STATION NO. 6 SERVICE AREA



AREA	PRESENT COST	ESTIMATED CONSTRUCTION YEAR	FUTURE COST ASSUMES 3% INFLATION
1	\$243,500	2025	\$250,800
2	\$316,900	2025	\$326,400
3	\$413,900	2028	\$465,800
4	\$1,718,100	2030	\$2,052,600
5	\$314,100	2034	\$422,100
TOTALS	\$3,006,500		\$3,516,700

Current Estimate of Vacant Parcels in Lift Station No. 6 Service Area = 384 Acres

### LIFT STATION NO 3 FORCEMAIN IMPROVEMENTS

M&E Recommendation: Lift Station No. 3 Forcemain Remain at 4-inch

### **Considerations:**

- Upsizing forcemain to 6" would require that pumps be upsized to minimum 176 gpm to maintain a minimum of 2 ft/sec in pipe. Current flow to LS #3 averages 48 gpm.
- Sanitary sewer downstream of the forcemain has similar capacity to forcemain, which also limits additional flow.

### **Proposed Improvements:**

M&E currently working with CN Railroad to Evaluate Improvement Alternatives.

# SANITARY SEWER SYSTEM PLANNING HARRISON UTILITIES VILLAGE OF HARRISON

**QUESTIONS?** 



• Village of Harrison Presentation 04302024.pdf

VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Chad Pelishek, Assistant Village Manager	April 30, 2024
Title:	
Final Plan and Results of Economic Development St	rategic Plan by Redevelopment Resources
Issue:	
Background and Additional Information:	
Budget Impacts:	
Recommended Action:	
None	
Attachments	



# Purpose and Stakeholder Involvement

### Purpose:

The Village of Harrison desires to diversify its tax base from primarily residential to a better mix of commercial, industrial, retail, and office land uses along with existing residential.

### Interviews:

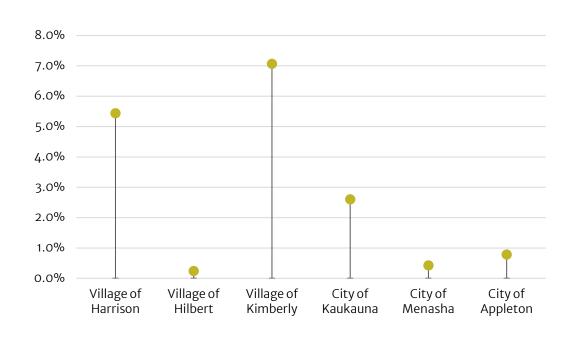
Elected officials, key staff, and several local stakeholders including realtors, contractors, and developers were interviewed.

### Survey:

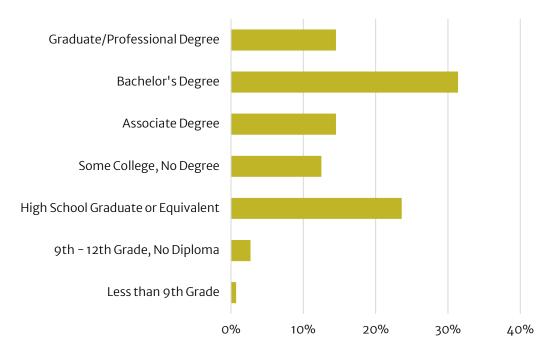
An electronic survey was conducted from October 27, 2023, until January 16, 2024. More than 760 people responded to the survey. Most of those respondents were ages 45-64 and more than 46% of respondents have lived in the community for 10-24 years.

# Community Profile

### Population Growth Rate Comparison (2020, 2023)



### Village of Harrison Population 25+ by Educational Attainment



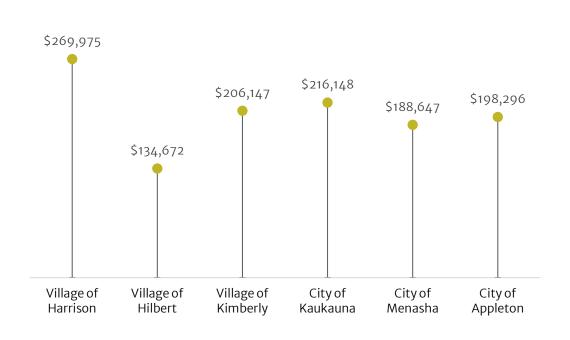
Data Source: ESRI Community Profile, Redevelopment Resources.

Data Source: ESRI Community Profile, Redevelopment Resources.

# Community Profile

#### Median Home Value Comparison (2023)

#### Median Household Income Comparison (2023)





Data Source: ESRI Community Profile.

Data Source: ESRI Community Profile.

## SWOT Analysis

#### Strengths

Land available for development

One of the fastest growing community in the valley

Median household income highest among peers at \$113,004

Average home value highest among peers at \$269,975

Median age youngest among peers at 36.5

Highest level educational attainment among peers

Harrison's location on Lake Winnebago

State & County Hwy. connectivity (10, 114, 55, N, KK)

#### Opportunities

Village owned land to market

Homeowner and renter vacancy rates low

Retail opportunities include building materials, gas stations, lawn/garden supply, beer/liquor/wine, specialty food, health/person care, home furnishings, limited-service restaurants

Commercial opportunities include banking, real estate, insurance, accounting, legal, engineering, architecture, construction services, business to business, health/personal care, and hospitality

Light industrial opportunities include construction services, agriculture-related services, distribution, warehousing, data centers, metal finishing, machine shops, light assembly, laser fab, weld shops, smaller startups

Agri-tourism development will attract visitors to Harrison and expose more people to the local economy.

Creating a business park will attract tenants

#### Weaknesses

Lack of direct access to I-41

Not all available properties are served by utilities

Known as a bedroom community

Volunteer fire dept., no ambulances

#### **Threats**

Lack of consensus re: community growth on V. Board

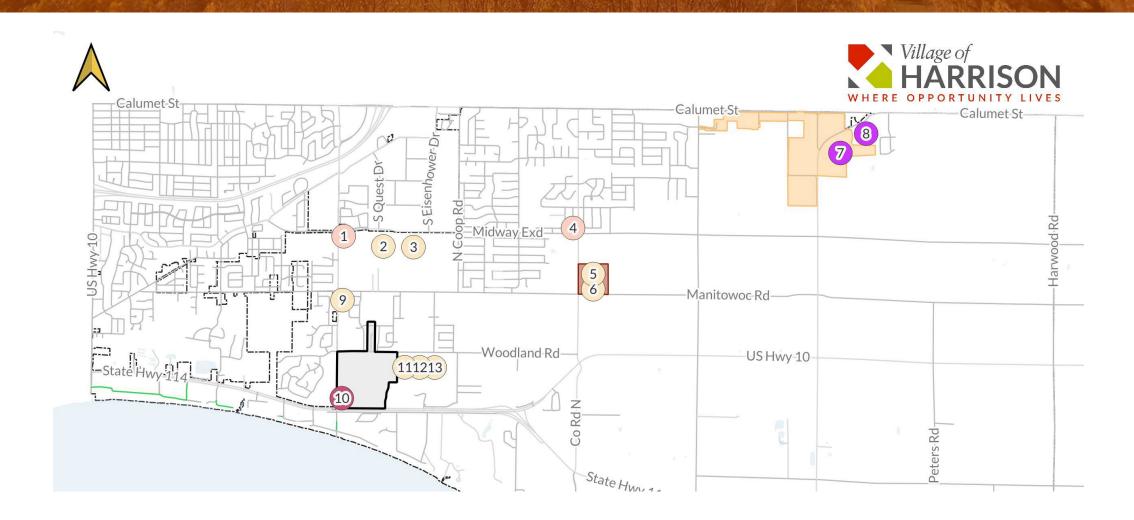
Managing growth can be challenging

Many retailers need more housing density to justify a new location

Quote from Realtor: "There has to be a reason to go to Harrison"



# Key Development Areas



# Competitive Analysis

Business and industrial parks in Appleton, Menasha, Kaukauna, and Kimberly were inventoried to understand the surrounding market and the possibility to attract to Harrison, business that is complementary and supportive to other businesses in the area. Businesses in the following categories were identified.

- Manufacturing
- Logistics & Transportation
- Healthcare
- Construction & Contracting
- Food & Beverage
- Retail and Consumer Services
- Technology & IT
- Cultural & Lifestyle
- Environmental & Recycling

# Agri-Tourism

Undertake a visitor-focused business attraction effort direct at Agri-tourism opportunities to attract new Agri-tourism businesses in the next 3-5 years.

By diversifying the range of Agri-tourism offerings in your community, you can appeal to a broader audience and create memorable experiences that display the unique character and attractions of your area.

Create an attractive market piece that lets people in the village know there is an interest in fostering this type of development.

Publicize on the village website, and in other resident communication to encourage people to consider any of the following opportunities to highlight Agri-tourism in Harrison.

- Heritage Farms
- Farm Workshops and Retreats
- Eco-Friendly Accommodation
- Agri-Wellness Retreats
- Farm Festivals and Events
- Farm-Based Education Programs
- Agri-Culinary Tours

Agri-Artisan Markets

Corn mazes, pumpkin patches, and other seasonal attractions

Agricultural Museums and Interpretive Centers

Community Gardens and Urban Farms

Farm-Based Adventure Sports

Agri-Heritage Trails

# Goals & Objectives

- 1. Undertake a robust business attraction effort directed at retail and commercial development.
- 2. Undertake a targeted business attraction effort directed at light industrial, warehousing, agriculture-related services, distribution, and data center opportunities.
- 3. Undertake a visitor-focused business attraction effort direct at Agri-tourism opportunities.
- 4. Market the available commercial real estate in Harrison.
- 5. Explore the feasibility of developing a business park in the Village of Harrison.
- 6. Extend sanitary sewer service throughout more of the Village to enhance infrastructure to support the growth in Harrison.
- 7. Continue to facilitate the development of residential units.
- 8. Conduct business retention visits with existing businesses annually.
- 9. Facilitate business start-up growth in Harrison.

# Funding Strategies

- Tax Increment Financing
- Community Development Authority
- Board of Commissioners of Public Lands
- Business Development Tax Credits
- Data Center Sales and Use Tax Exemption
- Industrial Revenue Bonds (IRBs)
- Brownfield Site Assessment Grants
- Brownfield Grants
- Community Development Investment Grant

# Questions?

Thank you!

www.redevelopment-resources.com





VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Chad Pelishek, Assistant Manager	April 30, 2024
Title:	
Presentation by Baird on Facility Plan Financing Options	
Issue:	
Background and Additional Information:	
Budget Impacts:	
Recommended Action:	
Discussion Only	



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Jarred Gerl, Fire Chief	April 30, 2024
Title:	
Fire Rescue	
Issue:	
Monthly Report	
Background and Additional Information:	
Budget Impacts:	
Recommended Action:	
None - Report	

#### **Attachments:**

- 2024 April Activity Report.pdf
- IncidentsTimesByAppRep February.pdf
   IncidentsTimesByAppRep March.pdf



### **Harrison Fire Rescue**



Fire Station 60 • Fire Station 70 • EMS

#### Village Board/Fire Commission Activity Report - April 2024

(Updated: 4/24/2024)

#### 1. Emergency Response

Harrison Fire Rescue was dispatched to 48 emergency calls in February. Harrison Fire Rescue was dispatched to 52 emergency calls in March.

• See attached Incident Report summaries.

#### 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.

• March 13<sup>th</sup> Village pond burns.

#### 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 4 <sup>th</sup>	Fire Department Drill
		<ul> <li>RIT Training</li> </ul>
•	March 11 <sup>th</sup>	EMS Meeting/Drill
		<ul> <li>Sucking chest wounds</li> </ul>
		<ul> <li>Equipment checks</li> </ul>
•	March 13 <sup>th</sup>	MABAS Committee
•	March 18 <sup>th</sup>	Fire Department and EMS Drill
		<ul> <li>CN Railroad guest speaker</li> </ul>



## Harrison Fire Rescue Fire Station 60 • Fire Station 70 • EMS



#### 4. Chief Business/Items of Note

• March 21<sup>st</sup> Driscoll Apartments Hydrostatic and Alarm Testing

• March 26<sup>th</sup> Village Board Meeting

Respectfully Submitted,

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Chief – Harrison Fire Rescue

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IncidentTypeName	Date	UnitID	Dispatch	Arrival	-	CadNumber	Address
EMS call, excluding vehicle accident with injury	02/02/2024		07:09:39	07:13:59		24-0060	N9462 Bloomingrose Harrison
EMS call, excluding vehicle accident with injury	02/04/2024		00:00:59	00:26:26		24-0061	N9131 Coop Harrison
EMS call, excluding vehicle accident with injury	02/06/2024		04:09:38	04:19:23		24-0062	W6449 Sonny Harrison
EMS call, excluding vehicle accident with injury	02/06/2024		08:51:15	08:57:37		24-0063	N93650 Varsity Harrison
EMS call, excluding vehicle accident with injury	02/06/2024	EMS	12:11:34	12:24:00	00:12:26	24-0064	N9372 Highway 55 Harrison
EMS call, excluding vehicle accident with injury	02/06/2024	EMS	17:28:19	17:35:51	00:07:32	24-0066	N9347 Touchdown Harrison
EMS call, excluding vehicle accident with injury	02/07/2024	EMS	11:00:15	11:07:39	00:07:24	24-0067	N9554 Tannery Harrison
EMS call, excluding vehicle accident with injury	02/07/2024		14:37:10	14:38:01	00:00:51	24-0068	W5625 CTH KK Harrison
EMS call, excluding vehicle accident with injury	02/07/2024	EMS	22:31:49	22:39:07	00:07:18	24-0069	N9462 Bloomingrose Harrison
EMS call, excluding vehicle accident with injury	02/08/2024	EMS	05:09:42	05:17:24	00:07:42	24-0070	N9393 Snapgragon Harrison
EMS call, excluding vehicle accident with injury	02/08/2024	EMS	09:10:50	09:16:25	00:05:35	24-0071	N9669 Tom Harrison
EMS call, excluding vehicle accident with injury	02/09/2024	EMS	03:28:04	03:32:00	00:03:56	24-0072	W6393 Sonny Harrison
Motor vehicle accident with no injuries.	02/09/2024		00:00:00	00:00:00	00:00:00	24-0073	HWY 114 Harrison
Motor vehicle accident with no injuries.	02/09/2024	71	09:02:29	09:09:59		24-0073	HWY 114 Harrison
EMS call, excluding vehicle accident with injury	02/09/2024	EMS	14:03:22	14:06:12		24-0074	N9625 Mary Harrison
Carbon monoxide incident	02/09/2024	71	19:09:31	19:27:55	00:18:24	24-0076	N9371 Touchdown Harrison
EMS call, excluding vehicle accident with injury	02/09/2024		20:24:54	20:34:36		24-0077	W5219 Amy Harrison
EMS call, excluding vehicle accident with injury	02/10/2024		07:53:34	07:57:37		24-0078	N9171 Jordan Harrison
EMS call, excluding vehicle accident with injury	02/10/2024		11:17:05	11:21:38	00:04:33	24-0079	W5219 Amy Harrison
EMS call, excluding vehicle accident with injury	02/11/2024	EMS	19:11:02	19:18:08	00:07:06	24-0080	W6397 Sonny Harrison
EMS call, excluding vehicle accident with injury	02/11/2024		20:44:02	20:48:56		24-0081	W6076 Dahlia Harrison
EMS call, excluding vehicle accident with injury	02/12/2024	EMS	00:40:39	00:47:32	00:06:53	24-0082	W6813 Alder Harrison
EMS call, excluding vehicle accident with injury	02/13/2024	EMS	06:40:03	06:46:56	00:06:53	24-0083	W6123 Victorian Harrison
EMS call, excluding vehicle accident with injury	02/13/2024		19:48:15	19:54:42		24-0084	W6123 Victorian Harrison
EMS call, excluding vehicle accident with injury	02/14/2024		06:32:33	06:45:05		24-0085	N9601 Friendship Harrison
EMS call, excluding vehicle accident with injury	02/14/2024	EMS	15:35:17	15:40:17	00:05:00	24-0086	N9382 Varsity Harrison
EMS call, excluding vehicle accident with injury	02/15/2024	EMS	19:39:57	19:46:17	00:06:20	24-0087	W6411 Sonny Harrison
EMS call, excluding vehicle accident with injury	02/16/2024		03:45:59	03:46:01		24-0088	W5644 Rustic Harrison
EMS call, excluding vehicle accident with injury	02/17/2024		13:36:20	13:46:02		24-0089	W5219 Amy Harrison
EMS call, excluding vehicle accident with injury	02/17/2024	EMS	15:13:57	15:22:43	00:08:46	24-0090	N9625 Mary Harrison
EMS call, excluding vehicle accident with injury	02/18/2024		03:15:55	03:23:22	00:07:27	24-0091	W6464 Sonny Harrison
EMS call, excluding vehicle accident with injury	02/20/2024		10:47:53	10:55:18	00:07:25	24-0093	N9085 Coop Harrison
EMS call, excluding vehicle accident with injury	02/20/2024	EMS	11:10:50	11:30:00	00:19:10	24-0094	N6475 Highway 55 Harrison
	02/20/2024	64	11:45:47	00:00:00	00:00:00	24-74CH	N4463 County BB Chilton
EMS call, excluding vehicle accident with injury	02/20/2024		12:27:20	12:34:25		24-0095	W6366 Firelane 8 Harrison
EMS call, excluding vehicle accident with injury	02/20/2024	EMS	16:16:45	16:21:56	00:05:11	24-0096	N302 Military Sherwood
EMS call, excluding vehicle accident with injury	02/21/2024	EMS	00:32:21	00:40:11	00:07:50	24-0097	N7742 Sundown Sherwood
Building fire	02/21/2024		07:17:13	07:29:21		54-0098	N8442 Muirfield Harrison
EMS call, excluding vehicle accident with injury	02/21/2024	EMS	17:18:26	17:21:56	00:03:30	24-0099	N8904 Lake Park Harrison

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<b>July 1</b>	sa	la	rF	F
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IncidentTypeName	Date	UnitID	Dispatch	Arrival	Response	CadNumber	Address
Dispatched & canceled en route	02/21/2024	71	17:38:43	00:00:00	00:00:00	24-0100	W5219 Amy Harrison
EMS call, excluding vehicle accident with injury	02/22/2024	EMS	16:49:04	16:54:27	00:05:23	24-0101	W4915 Sunset Lake Sherwood
EMS call, excluding vehicle accident with injury	02/23/2024	EMS	11:36:15	11:48:24	00:12:09	24-0102	N7256 High Cliff Harrison
EMS call, excluding vehicle accident with injury	02/23/2024	EMS	17:40:31	17:45:33	00:05:02	24-0103	W6353 Firelane 8 Harrison
EMS call, excluding vehicle accident with injury	02/27/2024	EMS	12:54:35	13:05:25	00:10:50	24-0106	W5160 Harbor Sherwood
EMS call, excluding vehicle accident with injury	02/27/2024	EMS	16:30:13	16:35:33	00:05:20	24-0107	N441 Military Sherwood
EMS call, excluding vehicle accident with injury	02/28/2024	EMS	18:43:11	18:50:12	00:07:01	24-0108	W5684 Firelane 12 Harrison
EMS call, excluding vehicle accident with injury	02/29/2024	EMS	08:48:48	08:59:48	00:11:00	24-0109	N7957 Pigeon Sherwood
Building fire	02/11/2024	None	00:00:00	00:00:00	00:00:00	24-TC60	

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IncidentTypeName	Date	UnitID	Dispatch	Arrival		CadNumber	Address		
EMS call, excluding vehicle accident with injury	03/01/2024		11:03:48	11:11:51		24-0110	W4566 HWY 10 Harrison		
Motor vehicle accident with injuries	03/02/2024		15:28:53		00:08:37	24-0111	Schaefer Harrison		
Dispatched & canceled en route	03/02/2024	_	21:27:59		00:00:00	24-0112	W6631 Midway Harrison		
	03/03/2024		13:09:42		00:00:00	24-0113	W5434 Schmidt Harrison		
EMS call, excluding vehicle accident with injury	03/04/2024		01:01:26		00:17:34	24-0114	W5219 Amy Harrison		
EMS call, excluding vehicle accident with injury	03/04/2024		08:01:46	08:06:47		24-0115	W6102 Manitowoc Harrison		
EMS call, excluding vehicle accident with injury	03/04/2024		09:39:28	00:00:00		24-0116	State Park Sherwood		
EMS call, excluding vehicle accident with injury	03/04/2024		09:39:55		00:03:00	24-0116	State Park Sherwood		
EMS call, excluding vehicle accident with injury	03/04/2024		14:18:04		00:03:49	24-0117	W6102 Manitowoc Harrison		
	03/05/2024		14:43:48	00:00:00		24-0SK17	Stockbridge		
EMS call, excluding vehicle accident with injury	03/05/2024	EMS	18:27:48		00:03:17	24-0118	W6345 Sonny Harrison		
EMS call, excluding vehicle accident with injury	03/06/2024	EMS	22:52:07	23:00:44	00:08:37	24-0119	N7590 Lower Cliff Sherwood		
EMS call, excluding vehicle accident with injury	03/07/2024	EMS	14:50:15	15:01:00	00:10:45	24-004W	Brant St John Woodville		
EMS call, excluding vehicle accident with injury	03/07/2024	62	17:19:45	00:00:00	00:00:00	24-0120	N7630 State Park Sherwood		
EMS call, excluding vehicle accident with injury	03/07/2024	EMS	17:19:37	17:26:35	00:06:58	24-0120	N7630 State Park Sherwood		
EMS call, excluding vehicle accident with injury	03/07/2024	Ranger 61	17:19:45	00:00:00	00:00:00	24-0120	N7630 State Park Sherwood		
EMS call, excluding vehicle accident with injury	03/07/2024	EMS	20:01:02	20:09:00	00:07:58	24-0121	Ertl Harrison		
Alarm system activation, no fire - unintentional	03/09/2024	65	17:30:17	17:47:25	00:17:08	24-0122	N7978 Creekside Sherwood		
EMS call, excluding vehicle accident with injury	03/10/2024	EMS	09:48:05	09:52:13	00:04:08	24-0123	W5669 County KK Harrison		
EMS call, excluding vehicle accident with injury	03/10/2024	EMS	15:10:14	15:15:45	00:05:31	24-0124	W5018 Birchwood Sherwood		
EMS call, excluding vehicle accident with injury	03/11/2024	EMS	12:25:36	12:31:50	00:06:14	24-0125	W5219 Amy Harrison		
EMS call, excluding vehicle accident with injury	03/12/2024	EMS	11:09:03	11:16:56	00:07:53	24-0126	W5282 Amy Harrison		
EMS call, excluding vehicle accident with injury	03/12/2024	EMS	18:34:59	18:39:06	00:04:07	24-0127	W7026 Manitowoc Harrison		
EMS call, excluding vehicle accident with injury	03/12/2024	EMS	22:26:29	22:33:51	00:07:22	24-0128	W5840 Geranium Harrison		
EMS call, excluding vehicle accident with injury	03/13/2024	EMS	01:39:06	01:48:54	00:09:48	24-0129	W5547 Firelane 12 Harrison		
EMS call, excluding vehicle accident with injury	03/13/2024	EMS	10:55:31	11:10:14	00:14:43	24-0130	W6623 Midway Harrison		
EMS call, excluding vehicle accident with injury	03/13/2024	EMS	21:04:43	21:16:00	00:11:17	24-0131	W6345 Sonny Harrison		
EMS call, excluding vehicle accident with injury	03/14/2024	EMS	08:28:06	08:36:25	00:08:19	24-0132	N9580 Onyx Harrison		
EMS call, excluding vehicle accident with injury	03/15/2024	EMS	17:38:59	17:44:13	00:05:14	24-0133	W5219 Amy Harrison		
EMS call, excluding vehicle accident with injury	03/16/2024	EMS	04:33:54	04:41:54	00:08:00	24-0134	N7590 Lower Cliff Sherwood		
EMS call, excluding vehicle accident with injury	03/16/2024	EMS	18:48:17	18:53:41	00:05:24	24-0135	W6358 Dogwood Harrison		
EMS call, excluding vehicle accident with injury	03/17/2024	EMS	04:53:14	05:02:40	00:09:26	24-0136	W5219 Amy Harrison		
EMS call, excluding vehicle accident with injury	03/17/2024	EMS	05:40:31	05:43:16	00:02:45	24-0137	W6444 Sonny Harrison		
EMS call, excluding vehicle accident with injury	03/17/2024	EMS	10:17:02	10:23:33	00:06:31	24-0138	W6123 Victorian Harrison		
EMS call, excluding vehicle accident with injury	03/17/2024		13:58:39		00:05:20	24-0139	W5958 Strawflower Harrison		
EMS call, excluding vehicle accident with injury	03/18/2024		11:36:17		00:11:20	24-0141	N7971 Pigeon Sherwood		
Building fire	03/19/2024		11:25:11		00:12:53	24-24SK	N6390 Fairy Springs Stockbridge		
EMS call, excluding vehicle accident with injury	03/19/2024		13:12:11	13:16:42		24-0142	W4566 HWY 10 Harrison		
Natural vegetation fire, other	03/19/2024		15:57:09	00:00:00		24-0143	HWY 10 Harrison		
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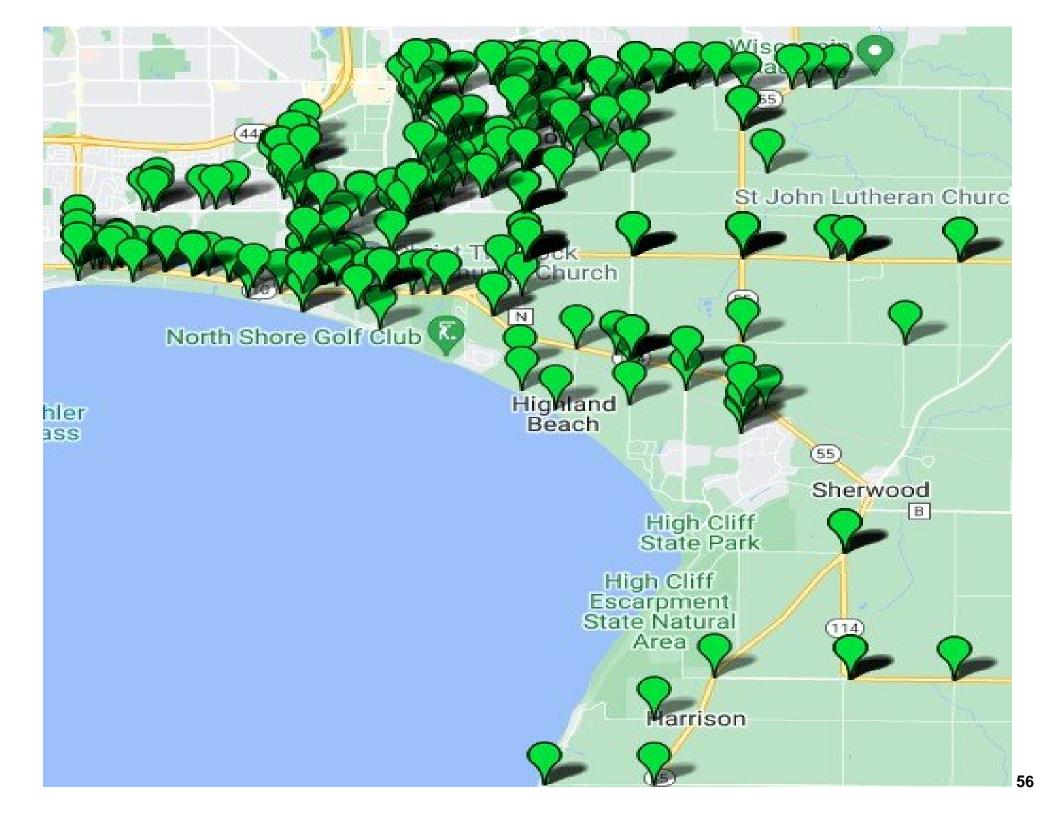
IncidentTypeName	Date	UnitID	Dispatch	Arrival	Response	CadNumber	Address
EMS call, excluding vehicle accident with injury	03/20/2024	EMS	19:52:32	20:02:50	00:10:18	24-0144	N439 Robinhood Sherwood
	03/24/2024	71	09:25:54	00:00:00	00:00:00	24-0145	8714 Lake Park Harrison
Carbon monoxide incident	03/24/2024	71	15:34:07	15:34:07	00:00:00	24-0075	N9178 Christopher Harrison
EMS call, excluding vehicle accident with injury	03/25/2024	EMS	05:59:29	06:16:00	00:16:31	24-0146	W5219 Amy Harrison
Carbon monoxide incident	03/27/2024	71	15:38:22	15:53:44	00:15:22	24-0147	W6607 Midway Harrison
EMS call, excluding vehicle accident with injury	03/29/2024	EMS	20:51:59	20:57:20	00:05:21	24-0148	W6032 Cornflower Harrison
	03/29/2024	64	23:27:44	23:35:42	00:07:58	24-27SK	Stockbridge
Dispatched & canceled en route	03/29/2024	EMS	23:47:50	00:00:00	00:00:00	24-0149	W7123 Firelane 2 Harrison
EMS call, excluding vehicle accident with injury	03/30/2024	EMS	05:43:29	05:55:05	00:11:36	24-0150	W6813 Alder Harrison
EMS call, excluding vehicle accident with injury	03/30/2024	EMS	08:49:42	08:56:13	00:06:31	24-0151	N7844 Lakeshore Sherwood
EMS call, excluding vehicle accident with injury	03/31/2024	EMS	04:07:10	04:12:27	00:05:17	24-0152	W5199 Harrison Harrison
Dispatched & canceled en route	03/31/2024	EMS	08:24:43	00:00:00	00:00:00	24-0153	W6689 Firelane 6 Harrison
EMS call, excluding vehicle accident with injury	03/31/2024	EMS	11:20:20	11:27:32	00:07:12	24-0154	W5426 White Clover Harrison
EMS call, excluding vehicle accident with injury	03/31/2024	EMS	12:25:10	12:33:42	00:08:32	24-0155	W5160 Harbor Sherwood
EMS call, excluding vehicle accident with injury	03/31/2024	EMS	12:36:48	12:39:18	00:02:30	24-0156	N8770 Firelane 1 Harrison
EMS call, excluding vehicle accident with injury	03/31/2024	EMS	13:16:50	13:20:21	00:03:31	24-0157	W6074 Strawflower Harrison
EMS call, excluding vehicle accident with injury	03/31/2024	76	15:14:54	15:20:14	00:05:20	24-0158	N9625 Mary Harrison

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VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Derek Bries, Chief Deputy	April 30, 2024
Title:	
Calumet County Sheriff's Dept.	
Issue:	
Monthly Report	
Background and Additional Information:	
<b>Budget Impacts:</b>	
none	
Recommended Action:	
Monthly Report	
Attachments:	

VILLAGE OF HARRISON (MARCH - 2024)						
		INCIDENT SUMMARY				
911 HANG UP	6	THEFT 1				
ACCIDENT	12	TRAFFIC HAZARD 4				
ACCIDENT WITH INJURY	0	TRAFFIC STOP 125				
ALARM	2	TRESPASSING 0				
ANIMAL	8	VIOLATE OF COURT ORDER 1				
ASSIST AGENCY	10	WEAPON 2				
ASSIST CITIZEN	10	WELFARE CHECK 12				
BATTERY	0					
CIVIL MATTER	2					
CIVIL PROCESS	4					
CRIME PREVENTION	0	OVERALL				
DAMAGE TO PROPERTY	3	TOTAL INCIDENTS 314				
DISTURBANCE	4	CITATIONS 54				
DOMESTIC DISTURBANCE	2	WARNINGS 167				
DRUGS	0	ORDINANCE 7				
EMERGENCY COMMITTAL	0					
FIRE ALARM	0	ARRESTS				
FIRE CALL	2	TOTAL ARRESTS 13				
FRAUD	6	3/1/24 OWI				
HARASSMENT	0	3/2/24 OWI				
JAIL	0	3/10/24 Bail Jumping/OAR/Fail to install IID				
JUVENILE COMPLAINTS	1	3/11/24 Child Abuse - Recklessly Cause Harm				
LOST / FOUND	0	3/14/24 OWI / Child Neglect				
MEDICAL	32	3/15/24 OAR / Fail to install IID				
MISCELLANEOUS	1	3/18/24 Domestic Disorderly Conduct				
MISSING PERSON	1	3/18/24 Possess THC / Drug Paraphernalia				
MOTORIST ASSIST	21	3/21/24 Domestic Substantial Battery				
NOISE COMPLAINT	2	3/24/24 Domestic Disorderly Conduct				
ORDINANCE	2	3/27/24 Arson of a Building / Resist-Obstruct Officer				
PARKING COMPLAINT	1	3/30/24 Fail to Report to Jail / Warrant / Probation Hold				
RECKLESS DRIVING	19	3/31/24 Attempted 1st Degree Homicide / False Imprisonment				
RUNAWAY	1					
SUSPICIOUS PERSON	0					
SUSPICIOUS SITUATION	8					
SUSPICIOUS VEHICLE	9					



	VILLAGE OF HA	ARRISON (MARCH - 202	24)
		ITRACT SUMMARY	
911 HANG UP	6	THEFT	0
ACCIDENT	10	TRAFFIC HAZARD	2
ACCIDENT WITH INJURY	0	TRAFFIC STOP	84
ALARM	2	TRESPASSING	0
ANIMAL	5	VIOLATE OF COURT ORDER	1
ASSIST AGENCY	4	WEAPON	2
ASSIST CITIZEN	6	WELFARE CHECK	8
BATTERY	0		
CIVIL MATTER	1		
CIVIL PROCESS	0		
CRIME PREVENTION	0	CONTRACT	
DAMAGE TO PROPERTY	3	TOTAL	204
DISTURBANCE	3	ARRESTS	8
DOMESTIC DISTURBANCE	2	CITATIONS	32
DRUGS	0	WARNINGS	125
EMERGENCY COMMITTAL	0	ORDINANCE	4
FIRE ALARM	0		
FIRE CALL	1		
FRAUD	6		
HARASSMENT	0		
JAIL	0		
JUVENILE COMPLAINTS	1		
LOST / FOUND	0		
MEDICAL	22		
MISCELLANEOUS	0		
MISSING PERSON	1		
MOTORIST ASSIST	14		
NOISE COMPLAINT	2		
ORDINANCE	2		
PARKING COMPLAINT	1		
RECKLESS DRIVING	6		
RUNAWAY	1		
SUSPICIOUS PERSON	0		
SUSPICIOUS SITUATION	4		
SUSPICIOUS VEHICLE	4		

	ACTIVI	TY DETAIL SUMMARY REPORT
3/1/2024	Citation	OPERATE W/O VALID LICENSE
3/1/2024	Warning	OPERATING LEFT OF CENTER
3/1/2024	Warning	IMPROPER STOP/RR STOP SIGN
3/2/2024	Citation	OPERATING WHILE UNDER THE INFLUENCE
3/2/2024	Citation	OPERATING WHILE SUSPENDED
3/2/2024	Warning	ILLEGIBLE LICENSE PLATES
3/2/2024	Warning	FAIL TO YIELD RIGHT-OF-WAY IN ROUNDABOUT
3/2/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/2/2024	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
3/2/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/2/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/2/2024	Warning	OPERATE W/O VALID LICENSE B/C EXPIRATION
3/2/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/2/2024	Warning	IMPROPER DISPLAY/PLATES (ILLEGIBLE)
3/3/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/3/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/3/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/03/24	Warning	IMPROPER RIGHT TURN
3/4/2024	Citation	OPERATING WHILE REVOKED (FORFEITURE)
3/4/2024	Citation	OPERATE AFTER REV/SUSP OF REGISTRATION
03/04/24	Citation	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/4/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/4/2024	Warning	OPERATE W/O CARRYING LICENSE
3/5/2024	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
3/5/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/5/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/5/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/5/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/5/2024	Warning	NON-REGISTRATION OF AUTO, ETC
3/5/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/5/2024	Warning	IMPROPER DISPLAY/PLATES (ILLEGIBLE)
03/05/24	Warning	NON-REGISTRATION OF AUTO, ETC
03/05/24	Warning	NON-REGISTRATION OF AUTO, ETC
03/05/24	Warning	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
03/05/24	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
03/05/24	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
03/06/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/6/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE

3/6/2024	Warning	NON-REGISTRATION OF AUTO, ETC
3/6/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/6/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/6/2024	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
3/6/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/6/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/6/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/06/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/6/2024	Warning	UNSAFE LANE DEVIATION
03/06/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/08/24	Warning	OPERATING LEFT OF CENTER
03/08/24	Warning	UNSAFE BACKING OF VEHICLE
03/09/24	Warning	ILLEGAL MATERIALS ON WINDSHIELD
03/09/24	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
03/09/24	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
03/09/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/09/24	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
03/09/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/10/2024	Citation	OPERATE MOTOR VEHICLE W/O INSURANCE
3/10/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/10/2024	Warning	OPERATE W/O VALID LICENSE
3/11/2024	Citation	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/11/2024	Citation	SPEEDING IN 55 MPH ZONE (11-15 MPH)
3/11/2024	Citation	OPERATOR FAIL/HAVE PASSENGER/SEATBELTED
3/11/2024	Citation	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/11/2024	Citation	PARKING/STANDING WHERE PROHIBITED
3/11/2024	Citation	HIT AND RUN-UNATTENDED VEHICLE
3/11/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/11/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/11/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/11/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/11/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/11/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/12/2024	Citation	PARKING/STANDING WHERE PROHIBITED
03/12/24	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/13/2024	Citation	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)
3/13/2024	Warning	FAIL/STOP AT STOP SIGN
3/13/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/13/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE

3/13/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/13/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/14/2024	Citation	OPERATING W/PAC >=0.15 (1ST)
3/14/2024	Citation	OPERATING WHILE UNDER THE INFLUENCE
3/14/2024	Citation	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/14/2024	Warning	NON-REGISTRATION OF AUTO, ETC
03/14/24	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
3/15/2024	Citation	OPERATING W/PAC (1ST)
3/15/2024	Citation	OPERATING WHILE REVOKED (REV ALC/CONT SUBST/REFUSAL 4TH+)
3/15/2024	Citation	IID TAMPERING/FAIL TO INSTALL/VIOLATE COURT ORDER (2ND+)
3/15/2024	Warning	OPERATE VEHICLE WITH VISIBLE ELECTRONIC DEVICE
3/15/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/15/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/15/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/15/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/15/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/15/24	Warning	UNSAFE LANE DEVIATION
3/16/2024	Citation	PARKING/STANDING WHERE PROHIBITED
3/16/2024	Citation	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
03/16/24	Warning	FAIL/STOP AT STOP SIGN
03/16/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/16/24	Warning	FAIL/NOTIFY ADDRESS CHANGE
03/16/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/16/24	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
3/17/2024	Citation	OPERATING WHILE SUSPENDED
3/17/2024	Citation	VEHICLE OPERATOR FAIL/WEAR SEAT BELT
03/17/24	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
03/17/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/17/24	Warning	FAIL/STOP AT STOP SIGN
03/17/24	Warning	FAIL/STOP AT STOP SIGN
03/17/24	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
03/17/24	Warning	VEHICLE OPERATOR FAIL/WEAR SEAT BELT
3/18/2024	Ordinance	POSSESS MARIJUANA/THC (UNDER 25g) 1ST 2003-5
3/18/2024	Ordinance	POSSESS DRUG PARAPHERNALIA 2003-5
03/18/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/18/24	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
3/19/2024	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
3/19/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/19/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE

3/20/2024	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
03/20/24	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
3/22/2024	Ordinance	Rural Residential District - Unpermitted Uses and Structures
3/23/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/23/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/23/2024	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
3/23/2024	Warning	NON-REGISTRATION OF AUTO, ETC
3/23/2024	Warning	OPERATE MOTOR VEHICLE W/O 2 HEADLIGHTS
03/23/24	Warning	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
03/23/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/24/2024	Citation	SPEEDING ON RUSTIC ROAD/45 MPH (16-19 MPH)
3/25/2024	Citation	NON-REGISTRATION OF AUTO, ETC
03/25/24	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
03/25/24	Warning	FAIL/NOTIFY ADDRESS CHANGE
3/26/2024	Citation	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/26/24	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
03/26/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/26/24	Warning	EXCEEDING SPEED ZONES, ETC. (1-10 MPH)
03/26/24	Warning	FAIL/APPLY/PHOTO LICENSE/ADDRESS CHANGE
03/26/24	Warning	NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT
03/26/24	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
3/27/2024	Citation	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)
03/27/24	Warning	SPEEDING IN 55 MPH ZONE (16-19 MPH)
03/27/24	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
03/27/24	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/28/2024	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
3/29/2024	Warning	SPEEDING IN 55 MPH ZONE (11-15 MPH)
3/29/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)
3/29/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/29/2024	Warning	PASSING IN NO-PASSING ZONE
03/29/24	Warning	OPERATION W/O REQUIRED LAMPS LIGHTED
03/29/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/30/2024	Citation	SPEEDING IN 55 MPH ZONE (20-24 MPH)
3/30/2024	Citation	SPEEDING IN 55 MPH ZONE (11-15 MPH)
03/30/24	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
03/30/24	Warning	NON-REGISTRATION OF AUTO, ETC
3/31/2024	Citation	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/31/2024	Ordinance	POSSESS MARIJUANA/THC (UNDER 25g) 1ST 2003-5
3/31/2024	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
	Č	, , ,

3/31/2024	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
3/31/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/31/2024	Warning	IMPROPER/ATTACH REAR REG DECAL/TAG
3/31/2024	Warning	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)
3/31/2024	Warning	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE
3/31/2024	Warning	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date:
Matt Heiser, Village Manager April 30, 2024

Title:

Village Manager's Report

• Budget Report

**Issue:** 

Monthly Report to Board

#### **Background and Additional Information:**

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

- Work on the 2023 audit:
  - Staff has submitted everything requested by the auditor. The auditor is in the process of preparing the financial statements and performing work on the two forms it submits on behalf of the Village:
    - The PSC report for HU due May 1
    - Form C (annual report of the Village) to Department of Revenue due May 15
  - The auditor is proposing a presentation of the 2023 financial statements at the June regular Board meeting.
- The feasibility study for the High Cliff Trail Connection project.
  - The public information session for the portion of the project in the city of Menasha is Wednesday, May 15.
- Staff posted the video of the April 23 Village Board meeting to YouTube.
- Traffic Signals on State Park Road and County Hwy KK:
  - The design of the intersection is complete. The County Highway Commissioner is working with the Town of Buchanan engineering consultant to finalize bid documents. The project will go out to bid soon.

#### Board members should also be aware:

The contract between Calumet County and the Deputies labor union expired at the end of 2021. The two sides have been operating under the conditions of that contract since then and negotiating the extension. The process has finally gone to arbitration where both sides submitted their latest proposal and the arbitrator will choose one of them. It will result in retroactive wage increases for 2022 and 2023 for the Deputies once the contract is settled.

**Budget Report Attachments:** 

Budget Report Through March 31, 2024.

Special Revenue Funds Report through March 31, 2024.

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Budget	Impacts:

N/A

#### **Recommended Action:**

None

#### **Attachments:**

- MEMO Village Board 04-30-24 Report Village Manager ATTACH Budget Rpt.pdf
- MEMO Village Board 04-30-24 Report Village Manager ATTACH Impact Fee Rpt.xlsx

100-00-44306-000-000

**HVAC Permit** 

ACCT

Page:

Fund: 100 - GENERAL FUND

		Funa: 100	- GENERAL FOR	₹D		
Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
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
======================================	General Property Taxes	2,951.56	2,463,700.17	3,207,500.00	-743,799.83	76.81
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	0.00	0.00	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	2,376.28	60,000.00	-57,623.72	3.96
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	826.89	826.89	0.00	826.89	0.00
TAXES		3,778.45	2,466,903.34	3,267,500.00	-800,596.66	75.50
100-00-42000-000-000	Special Assessments	0.00	0.00	253,789.00	-253,789.00	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	9,434.00	-9,434.00	0.00
100-00-42300-000-003	Sp Assmts Kimbrly Hts 2022 Rds	8,295.58	20,990.27	47,263.00	-26,272.73	44,41
100-00-42300-000-004	Sp Assmts Hiddn Pines 2022 Rds	0.00	0.00	7,529.00	-7,529.00	0.00
100-00-42300-000-005	Sp Assmts Creekside Est 2023	16,716.18	24,502.95	0.00	24,502.95	0.00
100-00-42400-000-001	Sp Assmts Hoelzel Hvns 2022	0.00	0.00	0.00	0.00	0.00
100-00-42600-000-001	Sp. Assmts Sumac Ln.	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSE	SS CONNECTION FEES	25,011.76	159,591.72	324,110.00	-164,518.28	49.24
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	413,946.00	-413,946.00	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	65,350.00	-65,350.00	0.00
100-00-43420-000-000	State Fire Dues - Shwd/Wood	0.00	0.00	18,327.00	-18,327.00	0.00
100-00-43430-000-000	Exempt Computer Aid	0.00	0.00	45,000.00	-45,000.00	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	124,987.57	435,000.00	-310,012.43	28.73
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	21,650.00	-21,650.00	0.00
100-00-43560-000-000	State General Relief Aid	0.00	0.00	0.00	0.00	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
INTERGOVERN	MENTAL REVENUES	0.00	124,987.57	999,333.00	-874,345.43	12.51
100-00-44105-000-000	Liquor & Beverage Licenses	0.00	186.16	5,200.00	-5,013.84	3.58
100-00-44110-000-000	Operators Licenses	180.00	755.00	4,000.00	-3,245.00	18.88
100-00-44115-000-000	Cigarette Licenses	0.00	0.00	300.00	-300.00	0.00
100-00-44120-000-000	Cable Television Franchise Fee	0.00	24,248.57	100,750.00	-76,501.43	24.07
100-00-44205-000-000	Dog Licenses Fees	2,685.00	5,645.00	12,750.00	-7,105.00	44.27
100-00-44305-000-000	Building Permit Fee	4,767.00	12,479.26	52,000.00	-39,520.74	24.00
100-00-44305-001-000	Bldg Permit Fee - Admin.	0.00	0.00	0.00	0.00	0.00
400 00 44000 000 000	INVAC Danis	4 920 00	2 466 31	7 250 00	-3 783 69	47 81

47.81

7,250.00

3,466.31

1,839.00

-3,783.69

		Fund: 100	- GENERAL F	OND		
			2024			
		2024	Actual	2024 Budget	Budget Status	% of Budget
Account Number		March	03/31/2024	Budget	Status	Duuget
100-00-44307-000-000	Plumbing Permit	1,897.00	3,916.40	10,000.00	-6,083.60	39.16
100-00-44308-000-000	Electrical Permit	3,032.00	6,294.31	13,000.00	-6,705.69	48.42
100-00-44309-000-000	Siding/Windows/Roof Permit	160.00	360.00	750.00	-390.00	48.00
100-00-44310-000-000	Pool Permit	120.00	120.00	1,000.00	-880.00	12.00
100-00-44311-000-000	Lot Grade Fee	6,020.00	15,480.00	40,000.00	-24,520.00	38.70
100-00-44312-000-000	Driveway Grade Fee	1,295.00	3,330.00	9,000.00	-5,670.00	37.00
100-00-44313-000-000	Culvert Permit	150.00	150.00	150.00	0.00	100.00
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	0.00	50.00	-50.00	0.00
100-00-44330-000-000	Utility Permit Fee	1,603.90	6,405.90	2,500.00	3,905.90	256.24
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	3,350.00	7,200.00	22,000.00	-14,800.00	32.73
100-00-44401-000-000	Erosion Permit	700.00	4,054.56	6,500.00	-2,445.44	62.38
100-00-44410-000-000	Plat and CSM Review Fee	150.00	805.00	2,000.00	-1,195.00	40.25
100-00-44415-000-000	Site Plan Review Fee	0.00	375.00	600.00	-225.00	62.50
100-00-44900-000-000	Other License/Permit Fee	0.00	5.00	0.00	5.00	0.00
100-00-44905-000-000	Fireworks Permit	0.00	0.00	0.00	0.00	0.00
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LICENSES AND	PERMITS	27,948.90	95,276.47 ===========	289,950.00	-194,673.53 	32.86
100-00-45105-000-000	Ordinance Violations	551.28	2,453.82	7,000.00	-4,546.18	35.05
100-00-45110-000-000	Parking Violations	30.00	450.00	1,000.00	-550.00	45.00
=======================================						
FINES, FORFEIT	S AND PENALTIES	581.28 	2,903.82	8,000.00 	-5,096.18 	36.30
100-00-46100-000-000	Administrative Fee	3,185.00	6,544.15	40,000.00	-33,455.85	16.36
100-00-46105-000-000	Publication Fee - Liquor	0.00	74.08	0.00	74.08	0.00
100-00-46110-000-000	Real Estate Inquiry Fee	720.00	2,460.00	8,000.00	-5,540.00	30.75
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	107.85	472.20	700.00	-227.80	67.46
100-00-46210-000-000	Law Enforcement Charges	0.00	0.00	785,000.00	-785,000.00	0.00
100-00-46300-000-000	Transportation Utility Charges	0.00	0.00	0.00	0.00	0.00
100-00-46310-000-000	Road Department Revenue	315.00	525.00	2,000.00	-1,475.00	26.25
100-00-46321-000-000	Street Lights Fee	0.00	2,545.85	1,200.00	1,345.85	212.15
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%)	536.99	1,248.36	413,869.00	-412,620.64	0.30
100-00-46435-000-000	Recycling Collection Fee (33%)	324.45	778.65	259,745.00	-258,966.35	0.30
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	3,980.00	8,080.00	30,000.00	-21,920.00	26.93
100-00-46722-000-000	Park Shelter Rental Fee	142.18	639.81	2,500.00	-1,860.19	25.59
100-00-46740-000-000	Municipal Hall Rental Fee	94.79	853.11	2,500.00	-1,646.89	34.12
PUBLIC CHARG	ES FOR SERVICES	9,406.26	24,221.21	1,545,514.00	-1,521,292.79	1.57
100-00-47323-000-000	Fire Contracts-Sherwood/Wood	173,739.00	173,739.00	173,739.00	0.00	100.00
INTERGOV'T CH	HARGES FOR SERV	173,739.00	173,739.00	173,739.00	0.00	100.00
100-00-48110-000-000 100-00-48120-000-000	Banking - Earned Interest Interest - Taxes	85,100.54 0.00	297,960.04 0.00	601,000.00 0.00	-303,039.96 0.00	49.58 0.00

Page: 3 ACCT

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
100-00-48130-000-000	Sp. Assmnt Earned Interest	443.01	758.90	5,000.00	-4,241.10	15.18
100-00-48302-000-000	Sales - Fire Equipment	0.00	0.00	0.00	0.00	0.00
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	1,424.00	0.00	1,424.00	0.00
100-00-48800-000-000	Treasurer - Cash Over	0.00	8.30	0.00	8.30	0.00
100-00-48900-000-000	Misc. Revenues	175.00	970.16	10,000.00	-9,029.84	9.70
100-00-48905-000-000	Tippage Fee - Harrison Landfil	0.00	0.00	15,000.00	-15,000.00	0.00
MISCELLANEO	US REVENUES	85,718.55	301,121.40	636,000.00	-334,878.60	47.35
 100-00-49000-000-000	Transfer from Debt Srvce 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	1,400,000.00	-1,400,000.00	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 FINANC	ING SOURCES	0.00	0.00	1,400,000.00	-1,400,000.00	0.00
Total Reve	:=====================================	326,184.20	3,348,744.53	8,644,146.00	-5,295,401.47	38.74

2024

			2024			
		2024	Actual	2024	Budget	% of
Account Number		March	03/31/2024	Budget	Status	Budget
100-00-51100-100-000	Village Board - Wages	2,584.64	9,046.24	52,000.00	42,953.76	17.40
100-00-51100-105-000	Village Board - FICA	197,74	692.09	3,978.00	3,285.91	17.40
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	5,980.52	7,500.00	1,519.48	79.74
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	7,218.70	25,265.45	98,861.00	73,595.55	25.56
100-01-51101-105-000	Planning - FICA	547.88	1,871.95	7,257.00	5,385.05	25.80
100-01-51101-200-000	Planning - Benefits	42.90	128.70	42,400.00	42,271.30	0.30
100-01-51101-205-000	Planning - Retirement	498.06	1,743.21	6,546.00	4,802.79	26.63
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	61.82	3,500.00	3,438.18	1.77
100-01-51101-400-000	Planning - Supplies	0.00	187.97	1,000.00	812.03	18.80
100-01-51101-400-005	Planning - Postage	0.00	0.00	0.00	0.00	0.00
100-01-51101-800-000	Planning - Publications	0.00	366.98	0.00	-366.98	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	0.00	0.00	36,000.00	36,000.00	0.00
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	28,205.20	94,177.04	332,405.00	238,227.96	28.33
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	2,040.38	7,012.46	25,429.00	18,416.54	27.58
100-02-51400-200-000	Gen. Admin - Benefits	20,405.28	46,964.46	150,242.00	103,277.54	31.26
100-02-51400-205-000	Gen. Admin - Retirement	1,946.14	6,543.64	22,604.00	16,060.36	28.95
100-02-51400-305-000	Gen. Admin - Training/Conf.	134.85	1,665.93	4,400.00	2,734.07	37.86
100-02-51400-310-000	Gen. Admin - Dues	0.00	321.31	1,500.00	1,178.69	21.42
100-02-51400-400-000	Gen. Admin - Supplies	1,058.41	7,393.17	20,000.00	12,606.83	36.97
100-02-51400-400-005	Gen. Admin - Postage	35.28	2,035.28	4,000.00	1,964.72	50.88
100-02-51400-400-006	Gen. Admin - Service Contracts	3,650.94	15,825.88	75,000.00	59,174.12	21.10
100-02-51400-800-000	Gen. Admin - Publications	0.00	0.00	500.00	500.00	0.00
100-02-51400-800-005	Gen. Admin - Newsltr & Postage	3,004.67	4,375.20	8,000.00	3,624.80	54.69
100-00-51440-000-000	Elections - Wages	0.00	0.00	35,000.00	35,000.00	0.00
100-00-51440-100-000	Elections-FICA	0.00	0.00	2,678.00	2,678.00	0.00
100-00-51440-200-000	Elections - Expenses/Training	181.20	181.20	500.00	318.80	36.24
100-00-51440-300-000	Elections - Service Contracts	0.00	1,430.40	6,000.00	4,569.60	23.84
100-00-51440-400-000	Elections - Supplies	55.95	55.95	7,000.00	6,944.05	0.80
100-00-51440-500-000	Elections - Postage	964.72	964.72	9,000.00	8,035.28	10.72
100-00-51440-600-000	Elections - Publications	0.00	0.00	2,000.00	2,000.00	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	40,000.00	40,000.00	0.00
100-04-51500-105-000	Treasurer - FICA	0.00	0.00	3,060.00	3,060.00	0.00
100-04-51500-305-000	Treasurer - Mileage	0.00	0.00	200.00	200.00	0.00
100-04-51500-305-000	Treasurer - Service Contracts	0.00	0.00	6,000.00	6,000.00	0.00
100-04-51500-315-005	Treasurer - Accounting	0.00	0.00	17,500.00	17,500.00	0.00
100-04-51500-313-013	Treasurer - Cash Short	0.00	0.00	0.00	0.00	0.00
100-04-51500-320-000	Treasurer - Supplies	0.00	0.00	500.00	500.00	0.00
100-04-51500-400-000	Assessor - Supplies BOR	0.00	0.00	0.00	0.00	0.00
100-04-51500-400-005	Treasurer - Postage	0.00	0.00	3,000.00	3,000.00	0.00
	Treasurer - Publications	0.00	0.00	100.00	100.00	0.00
100-04-51500-800-000		0.00	0.00	5,000.00	5,000.00	0.00
100-00-51600-400-000	Municipal Bldg - Supplies				4,641.14	19.63
100-00-51600-500-020	Municipal Bldg - Electric	510.38	1,133.86	5,775.00	4,041.14	13.0

Fund: 100 - GENERAL FUND

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
100-00-51600-500-021	Municipal Bldg - Heat	615.22	1,506.03	5,080.00	3,573.97	29.65
100-00-51600-500-022	Municipal Bldg - Telephone	176.47	352.94	1,750.00	1,397.06	20.17
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	15,632.00	34,100.00	18,468.00	45.84
100-00-51933-000-000	Insurance - Workers Comp.	0.00	41,476.00	29,300.00	-12,176.00	141.56
100-00-51938-000-000	Insurance - General and Auto	0.00	19,408.00	26,600.00	7,192.00	72.96
100-00-51980-000-000	Memorial Expenses	0.00	159.73	500.00	340.27	31.95
GENERAL GOV	ERNMENT	74,075.01	346,680.13	1,201,065.00	854,384.87	28.86
100-00-52100-000-000	Law Enforcement - Contract	0.00	0.00	862,158.00	862,158.00	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
100-06-52200-000-000		7,483.20	49,367,22	227,290.00	177,922.78	21.72
100-06-52200-105-000	Fire Dept - Wages Fire Dept - FICA	557.32	3,720.62	17,388.00	13,667.38	21.40
100-06-52200-200-000	Fire Dept - Benefits	6,007.85	9,455.58	0.00	-9,455.58	0.00
100-06-52200-210-000	Fire Dept - Retirement	1,071.60	3,750.60	48,911.00	45,160.40	7.67
100-06-52200-210-000	Fire Dept - Per Diem	0.00	0.00	1,500.00	1,500.00	0.00
100-06-52200-305-000	Fire Dept - Training/Mem	0.00	110.00	10.000.00	9,890.00	1.10
	•	0.00	0.00	0.00	0.00	0.00
100-06-52200-306-000	Fire Dept - Fire Inspection	2,070.11	8,636.73	51,500.00	42,863.27	16.77
100-06-52200-400-000	Fire Dept - Supplies/Services	177.00	354.00	5,000.00	4,646.00	7.08
100-06-52200-401-000	Fire Dept - Physicals	0.00	0.00	0.00	0.00	0.00
100-06-52200-402-000	Fire Dept - Software	0.00	0.00	0.00	0.00	0.00
100-06-52200-403-000	Fire Dept - Appreciation Night	0.00	0.00	0.00	0.00	0.00
100-06-52200-404-000	Fire Dept - Annual Tests/Certs		_	0.00	-1,011.40	0.00
100-06-52200-405-000	Fire Dept - 2% Dues Expenses	1,011.40	1,011.40	2,500.00	2,128.88	14.84
100-06-52200-500-020	Fire Station 60 - Electric	186.96	371.12	•	•	12.33
100-07-52200-500-020	Fire Station 70 - Electric	189.23	369.82	3,000.00	2,630.18	20.54
100-06-52200-500-021	Fire Station 60 - Heat	330.85	821.72	4,000.00	3,178.28	
100-07-52200-500-021	Fire Station 70 - Heat	258.32	611.95	4,000.00	3,388.05	15.30 0.00
100-06-52200-500-022	Fire Station 60 - Telephone	20.32	30.48	0.00	-30.48	
100-07-52200-500-022	Fire Station 70 - Telephone	45.72	81.28	0.00	-81.28	0.00
100-06-52200-500-023	Fire Station 60 - Water/Sewer	254.10	514.11	4,500.00	3,985.89	11.42
100-07-52200-500-023	Fire Station 70 - Water/Sewer	84.52	162.36	1,000.00	837.64	16.24
100-06-52200-600-000	Fire Dept - Vehicle Maint.	0.00	252.21	13,000.00	12,747.79	1.94
100-06-52200-700-000	Fire Dept - Equip Maintenance	792.50	4,027.50	5,500.00	1,472.50	73.23
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	2,201.01	5,675.55	13,500.00	7,824.45	42.04
100-08-52300-100-000	1st Responders - Wages	0.00	10,064.77	0.00	-10,064.77	0.00
100-08-52300-105-000	1st Responders - FICA	0.00	769.94	0.00	-769.94	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	8,390.00	19,360.00	59,000.00	39,640.00	32.81
100-00-52400-200-000	Inspections - Grade Checks	3,390.00	7,312.35	30,000.00	22,687.65	24.37
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 SAFET	Y 	34,522.01	126,831.31	1,372,247.00	1,245,415.69 =======	9.24
100-09-53311-000-000	Hwy Dept - Engineer/Consultant	437.50	1,005.21	40,000.00	38,994.79	2.51
100-09-53311-100-000	Hwy Dept - Wages	42,033.10	142,015.85	508,664.00	366,648.15	27.92
100-09-53311-100-901	Hwy Dept - Part Time Wages	556.50	4,681.27	85,500.00	80,818.73	5.48
100-09-53311-103-000	Hwy Dept - Overtime Wages	1,641.41	14,771.14	38,000.00	23,228.86	38.87

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		2024					
Account Number		2024 March	Actual 03/31/2024	2024 Budget	Budget Status	% of Budget	
100-09-53311-105-000	Hwy Dept - FICA	3,168.71	11,614.77	41,820.00	30,205.23	27.77	
100-09-53311-105-901	Hwy Dept - Part Time FICA	42.57	352.43	6,541.00	6,188.57	5.39	
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	27,231.41	61,114.16	169,700.00	108,585.84	36.01	
100-09-53311-205-000	Hwy Dept - Retirement	3,013.57	11,087.52	43,619.00	32,531.48	25.42	
100-09-53311-305-000	Hwy Dept - Training Expenses	521.93	2,302.45	2,500.00	197.55	92.10	
100-09-53311-306-000	Hwy Dept - CDL/Testing	0.00	0.00	1,500.00	1,500.00	0.00	
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	5,252.89	14,004.17	25,000.00	10,995.83	56.02	
100-09-53311-500-020	Hwy Dept - Electric	765.58	1,700.80	7,500.00	5,799.20	22.68	
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	201.68	403.36	3,000.00	2,596.64	13.45	
100-09-53311-505-000	Hwy Dept - Building Maint	958.73	2,699.47	30,000.00	27,300.53	9.00	
100-09-53311-600-030	Hwy Dept - Fuel	5,087.49	18,079.88	76,000.00	57,920.12	23.79	
100-09-53311-600-600	Hwy Dept - Vehicle Maintenance	2,253.20	10,510.46	40,000.00	29,489.54	26.28	
100-09-53311-700-000	Hwy Dept - Equip Maintenance	7,000.58	32,949.01	55,000.00	22,050.99	59.91	
100-09-53311-900-000	Hwy Dept - Road Maintenance	1,373.50	9,373.50	327,500.00	318,126.50	2.86	
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	0.00	40,000.00	40,000.00	0.00	
100-09-53311-903-000	Hwy Dept - Salt & Sand	37,778.72	69,801.81	108,000.00	38,198.19	64.63	
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	993.09	2,255.96	10,000.00	7,744.04	22.56	
100-00-53420-000-000	Street Lighting - General	398.86	797.72	6,500.00	5,702.28	12.27	
100-00-53420-001-000	Street Lighting - North Shore	15.39	30.78	170.00	139.22	18.11	
100-00-53420-004-000	Street Lighting - HAA	882.97	1,699.73	11,000.00	9,300.27	15.45	
100-00-53420-006-000	Street Lighting - NS Woods	93.84	187.69	1,100.00	912.31	17.06	
100-09-53430-000-000	Hwy Dept - Sidewalk Maint	0.00	0.00	0.00	0.00	0.00	
100-00-53441-100-000	Illicit Discharge Program	1,003.50	1,003.50	5,000.00	3,996.50	20.07	
100-00-53620-000-000	Refuse and Garbage Services	79.00	70,461.07	413,869.00	343,407.93	17.02	
100-00-53635-000-000	Recycling Services	0.00	45,603.04	259,745.00	214,141.96	17.56	
100-00-53635-100-000	Compost Site	88.46	439.40	10,000.00	9,560.60	4.39	
100-00-53640-000-000	Weed and Nusiance Control	0.00	0.00	15,000.00	15,000.00	0.00	
PUBLIC WORKS		142,874.18	530,946.15	2,385,228.00	1,854,281.85	22.26	
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	2,783.74	3,351.70	50,000.00	46,648.30	6.70	
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, REC	REATION AND EDU.	2,783.74	3,351.70	60,000.00	56,648.30	5.59	
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	2,511.66	4,000.00	1,488.34	62.79	
100-00-56900-000-200	Incorporation	0.00	0.00	0.00	0.00	0.00	

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Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
CONSERVATIO	N AND DEVELOPMENT	0.00	2,511.66	4,000.00	1,488.34	62.79
100-00-57190-000-000	Capital Outlay - General Gymnt	0.00	0.00	60,000.00	60,000.00	0.00
100-00-57220-000-000	Capital Outlay - Parks	0.00	735.00	17,000.00	16,265.00	4.32
100-06-57220-000-000	Fire Dept - Capital Outlay	0.00	57,722.12	1,107,455.00	1,049,732.88	5.21
100-07-57220-000-001	Fire Dept - Equipment Escrow	0.00	0.00	564,759.00	564,759.00	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	40,159.00	565,532.00	525,373.00	7.10
100-09-57330-000-000	Capital Outlay - Road Projects	27,881.92	201,632.17	3,101,220.00	2,899,587.83	6.50
CAPITAL OUTL	AY	27,881.92	300,248.29	5,415,966.00	5,115,717.71	5.54
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		======================================	1,310,569.24	10,440,706.00	9,130,136.76	 12.55
Net Totals		44,047.34	2,038,175.29	-1,796,560.00	-3,834,735.29	-113.45

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Fund: 401 - TAX INCREMENTAL DISTRICT #1

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
401-00-41110-000-000	Tax Increments - TID #1	0.00	746,869.73	600,000.00	146,869.73	124.48
TAXES		0.00	746,869.73	600,000.00	146,869.73	124.48
401-00-43430-000-000	TID Exempt Computer Aid	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Total Rev	======================================	0.00	746,869.73	600,000.00	146,869.73	 124.48

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Fund: 401 - TAX INCREMENTAL DISTRICT #1

		2024	2024 Actual					
Account Number		March	03/31/2024	Budget	Status	Budget		
401-00-51500-000-000	Professional Services - TID #1	0.00	0.00	0.00	0.00	0.00		
401-00-51510-000-000	Administrative Costs - TID #1	0.00	0.00	150.00	150.00	0.00		
GENERAL GOV	ERNMENT	0.00	0.00	150.00	150.00	0.00		
401-00-56700-000-000	Site Preparation - TID #1	0.00	0.00	0.00	0.00	0.00		
401-00-56700-700-000	Grant-Toonen Development TID 1	223,982.87	223,982.87	393,000.00	169,017.13	56.99		
401-00-56700-701-000	Grant-Gregorski 22 LLC	14,680.43	14,680.43	16,000.00	1,319.57	91.75		
401-00-56700-702-000	Grant-Asterion LLC	247,478.71	247,478.71	190,000.00	-57,478.71	130.25		
CONSERVATIO	N AND DEVELOPMENT	486,142.01	486,142.01	599,000.00	112,857.99	81.16		
401-00-57100-000-000	Property Acquisition - TID #1	0.00	0.00	0.00	0.00	0.00		
401-00-57200-000-000	Street Improvements - TID #1	0.00	0.00	0.00	0.00	0.00		
401-00-57300-000-000	Utility Improvements - TID #1	0.00	0.00	0.00	0.00	0.00		
CAPITAL OUTL	AY	0.00	0.00	0.00	0.00	0.00		
401-00-59100-000-000	Transfer Out	0.00	0.00	0.00	0.00	0.00		
OTHER FINANC	ING USES	0.00	0.00	0.00	0.00	0.00		
Total Expe	 enses	486,142.01	486,142.01	599,150.00	113,007.99	81.14		
Net Totals		-486,142.01	260,727.72	850.00	-259,877.72	30,673.85		

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Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2024 March	Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
402-00-41110-000-000	Tax Increments - TID #2	0.00	324,729.27	110,000.00	214,729.27	295.21
TAXES		0.00	324,729.27	110,000.00	214,729.27	295.21
402-00-49100-000-000	Transfer in	0.00	0.00	0.00	0.00	0.00
OTHER FINANC	ING SOURCES	0.00	0.00	0.00	0.00	0.00
Total Reve	enues	0.00	324,729.27	110,000.00	214,729.27	295.21

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Fund: 402 - TAX INCREMENTAL DISTRICT #2

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
402-00-51500-000-000	Professional Services-TID #2	0.00	0.00	0.00	0.00	0.00
402-00-51510-000-000	Administrative Costs - TID #2	0.00	0.00	150.00	150.00	0.00
GENERAL GOV	ERNMENT	0.00	0.00	150.00	150.00	0.00
402-00-56700-000-000	Site Preparation - TID #2	0.00	0.00	0.00	0.00	0.00
402-00-56700-700-000	Grant-Premier Harrison LLC	0.00	0.00	100,000.00	100,000.00	0.00
CONSERVATIO	N AND DEVELOPMENT	0.00	0.00	100,000.00	100,000.00	0.00
402-00-57100-000-000	Property Acquisition - TID #2	0.00	0.00	0.00	0.00	0.00
402-00-57200-000-000	Street Improvements - TID #2	0.00	0.00	0.00	0.00	0.00
402-00-57300-000-000	Utility Improvements - TID #2	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTL	 AY 	0.00	0.00	0.00	0.00	0.00
Total Expe	::::::::::::::::::::::::::::::::::	0.00	0.00	100,150.00	100,150.00	0.00
Net Totals		0.00	324,729.27	9,850.00	-314,879.27	3,296.74

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Fund: 403 - TAX INCREMENTAL DISTRICT #3

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Account Number	2024 March	Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
403-00-41110-000-000 Tax Increments - TID #3	0.00	103,019.06	45,000.00	58,019.06	228.93
TAXES	0.00	103,019.06	45,000.00	58,019.06	228.93
Total Revenues	0.00	103,019.06	45,000.00	58,019.06	228.93

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Fund: 403 - TAX INCREMENTAL DISTRICT #3

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
403-00-51500-000-000	Professional Services-TID #3	3,226.85 0.00	3,979.35 0.00	0.00 150.00	-3,979.35 150.00	0.00
403-00-51510-000-000	Administrative Costs - TID #3	U.UU	0.00 ============	130.00	150.00	
<b>GENERAL GOV</b>	ERNMENT	3,226.85	3,979.35	150.00	-3,829.35	2,652.90 ======
403-00-56700-000-000	Site Preparation - TID #3	0.00	0.00	0.00	0.00	0.00
403-00-56700-700-000	Grant-Driscoll Properties LLC	52,769.46	52,769.46	40,000.00	-12,769.46	131.92
CONSERVATIO	N AND DEVELOPMENT	52,769.46	52,769.46	40,000.00	-12,769.46	131.92
403-00-57100-000-000	Property Acquisition - TID #3	0.00	0.00	0.00	0.00	0.00
403-00-57200-000-000	Street Improvements - TID #3	0.00	0.00	0.00	0.00	0.00
403-00-57300-000-000	Utility Improvements - TID #3	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTL	AY	0.00	0.00	0.00	0.00	0.00 
Total Expe	 enses	55,996.31	56,748.81	40,150.00	-16,598.81	141.34
Net Totals		-55,996.31	46,270.25	4,850.00	-41,420.25	954.03

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Fund: 404 - TAX INCREMENTAL DISTRICT #4

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Account Number	2024 March	Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
404-00-41110-000-000 Tax Increments - TID #4	0.00	418,430.18	190,000.00	228,430.18	220.23
TAXES	0.00	418,430.18	190,000.00	228,430.18	220.23
Total Revenues	0.00	418,430.18	190,000.00	228,430.18	220.23

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Fund: 404 - TAX INCREMENTAL DISTRICT #4

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
404-00-51500-000-000	Professional Services-TID #4	0.00	0.00	0.00	0.00	0.00
404-00-51510-000-000	Administrative Costs - TID #4	0.00	0.00	150.00	150.00	0.00
GENERAL GOV	ERNMENT	0.00	0.00	150.00	150.00	0.00
404-00-56700-000-000	Site Preparation - TID #4	0.00	0.00	0.00	0.00	0.00
404-00-56700-700-000	Grant-Quattro Development LLC	0.00	0.00	0.00	0.00	0.00
CONSERVATIO	N AND DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
404-00-57100-000-000	Property Acquisition - TID #4	0.00	0.00	0.00	0.00	0.00
404-00-57200-000-000	Street Improvements - TID #4	0.00	0.00	0.00	0.00	0.00
404-00-57300-000-000	Utility Improvements - TID #4	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTL	 AY 	0.00	0.00	0.00	0.00	0.00
Total Expe	 enses 	0.00	0.00	150.00	150.00	0.00
Net Totals		0.00	418,430.18	189,850.00	-228,580.18	220.40

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Fund: 405 - TAX INCREMENTAL DISTRICT #5

20	24

			2027			
		2024		2024	Budget	% of
Account Number		March	03/31/2024	Budget	Status	Budget
405-00-41110-000-000	Tax Increments - TID #5	0.00	0.00	0.00	0.00	0.00
TAXES		0.00	0.00	0.00	0.00	0.00
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Total Reve	enues	0.00	0.00	0.00	0.00	0.00

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Fund: 405 - TAX INCREMENTAL DISTRICT #5

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
405-00-51500-000-000	Professional Services-TID #5	343.50	8,728.44	20,000.00	11,271.56	43.64
405-00-51510-000-000	Administrative Costs - TID #5	0.00	0.00	10,000.00	10,000.00	0.00
GENERAL GOV	ERNMENT	343.50	8,728.44	30,000.00	21,271.56	29.09
405-00-56700-000-000	Site Preparation - TID #5	0.00	0.00	10,000.00	10,000.00	0.00
CONSERVATIO	N AND DEVELOPMENT	0.00	0.00	10,000.00	10,000.00	0.00
405-00-57100-000-000	Property Acquisition - TID #5	0.00	0.00	0.00	0.00	0.00
405-00-57200-000-000	Street Improvements - TID #5	0.00	0.00	0.00	0.00	0.00
405-00-57300-000-000	Utility Improvements - TID #5	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTL	 AY 	0.00	0.00	0.00	0.00	0.00
Total Expe	 enses 	343.50	8,728.44	40,000.00	31,271.56	21.82
Net Totals		-343.50	-8,728.44	-40,000.00	-31,271.56	21.82

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Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number	2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
406-00-41110-000-000 Tax Increments - TID #6	0.00	0.00	0.00	0.00	0.00
TAXES	0.00	0.00	0.00	0.00	0.00
Total Revenues		0.00	0.00	0.00	0.00

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Fund: 406 - TAX INCREMENTAL DISTRICT #6

Account Number		2024 <b>M</b> arch	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
406-00-51500-000-000	Professional Services-TID #6	0.00	3,882.12	10,000.00	6,117.88	38.82
406-00-51510-000-000	Administrative Costs - TID #6	0.00	0.00	10,000.00	10,000.00	0.00
GENERAL GOV	ERNMENT	0.00	3,882.12	20,000.00	16,117.88	19.41
406-00-56700-000-000	Site Preparation - TID #6	0.00	0.00	0.00	0.00	0.00
406-00-56700-700-000	Grant-Wi Wealth Management	250,000.00	0.00	0.00	0.00	0.00
CONSERVATIO	N AND DEVELOPMENT	250,000.00	0.00	0.00	0.00	0.00
406-00-57100-000-000	Property Acquisition - TID #6	0.00	0.00	0.00	0.00	0.00
406-00-57200-000-000	Street Improvements - TID #6	0.00	0.00	0.00	0.00	0.00
406-00-57300-000-000	Utility Improvements - TID #6	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTL	 AY 	0.00	0.00	0.00	0.00	0.00
Total Expe	 enses 	250,000.00	3,882.12	20,000.00	16,117.88	19.41
Net Totals		-250,000.00	-3,882.12	-20,000.00	-16,117.88	19.41

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Fund: 610 - WATER UTILITY

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
610-00-41900-000-000	Interest Income	11,624.85	29,354.38	144,510.00	-115,155.62	20.31
TAXES		11,624.85	29,354.38	144,510.00	-115,155.62	20.31
610-00-46101-000-000	Residential Metered Sales	73,164.27	229,337.35	1,014,690.00	-785,352.65	22.60
610-00-46102-000-000	Commercial Metered Sales	6,972.67	20,462.04	115,080.00	-94,617.96	17.78
610-00-46103-000-000	Industrial Metered Sales	0.00	0.00	0.00	0.00	0.00
610-00-46104-000-000	Public Authority Metered Sales	2,159.98	6,665.75	31,910.00	-25,244.25	20.89
610-00-46105-000-000	Multifamily Metered Sales	8,733.04	27,025.36	98,580.00	-71,554.64	27.41
610-00-46106-000-000	Irrigation Metered Sales	17.89	57.57	410.00	-352.43	14.04
610-00-46200-000-000	Private Fire Protection Servic	1,558.28	4,650.84	17,270.00	-12,619.16	26.93
610-00-46300-000-000	Public Fire Protection Service	18,009.49	54,389.76	213,280.00	-158,890.24	25.50
PUBLIC CHARG	ES FOR SERVICES	110,615.62	342,588.67	1,491,220.00	-1,148,631.33	22.97
610-00-47000-000-000	Forfeited Discounts	181.69	543.25	2,530.00	-1,986.75	21.47
610-00-47400-000-000	Other Water Revenue	125.00	1,445.00	5,000.00	-3,555.00	28.90
INTERGOV'T CH	ARGES FOR SERV	306.69	1,988.25	7,530.00	-5,541.75	26.40
Total Reve	::::::::::::::::::::::::::::::::::::::	122,547.16	373,931.30	1,643,260.00	-1,269,328.70	22.76

Fund: 610 - WATER UTILITY

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
610-00-57408-000-000	Taxes	0.00	0.00	78,000.00	78,000.00	0.00
610-00-57601-000-000	Purchased Water - COA / FC	63,563.61	63,563.61	889,530.00	825,966.39	7.15
610-00-57640-000-000	Operation Labor	7,859.50	27,311.63	104,770.00	77,458.37	26.07
610-00-57641-000-000	Operation Supplies & Expenses	2,663.61	4,473.20	25,000.00	20,526.80	17.89
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	65,000.00	65,000.00	0.00
610-00-57653-000-000	Maintenance of Meters	146.00	61.00	5,000.00	4,939.00	1.22
610-00-57654-000-000	Maintenance of Hydrants	0.00	0.00	10,000.00	10,000.00	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	3,997.60	13,991.60	51,130.00	37,138.40	27.36
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	2,092.30	7,323.05	27,860.00	20,536.95	26.29
610-00-57921-000-000	Office Supplies & Expenses	769.60	2,180.51	22,500.00	20,319.49	9.69
610-00-57923-000-000	Outside Services Employed	1,236.22	5,024.31	60,000.00	54,975.69	8.37
610-00-57924-000-000	Insurance Expense	0.00	12,471.50	12,250.00	-221.50	101.81
610-00-57925-000-000	Payroll Tax - FICA	965.01	3,327.37	14,058.00	10,730.63	23.67
610-00-57926-000-000	Employee Pensions & Benefits	1,064.33	8,910.71	93,450.00	84,539.29	9.54
610-00-57928-000-000	Regulatory Commission Expenses	0.00	0.00	4,500.00	4,500.00	0.00
610-00-57930-000-000	Miscellaneous General Expense	1,014.08	1,289.09	10,000.00	8,710.91	12.89
610-00-57933-000-000	Transportation Expense	179.90	311.18	4,440.00	4,128.82	7.01
610-00-57935-000-000	Maintenance of General Plant	162.50	493.10	6,000.00	5,506.90	8.22
610-00-57950-000-000	Depreciation Expense	0.00	0.00	236,470.00	236,470.00	0.00
CAPITAL OUTL	AY	85,714.26	150,731.86	1,734,958.00	1,584,226.14	8.69
Total Expe		85,714.26	150,731.86	1,734,958.00	1,584,226.14	8.69
Net Totals		36,832.90	223,199.44	-91,698.00	-314,897.44	-243.41

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Fund: 620 - SEWER UTILITY

		2024			
	2024	Actual	2024	Budget	% of
	March	03/31/2024	Budget	Status	Budget
Residential Measured Service	74,568.91	232,732.95	923,890.00	-691,157.05	25.19
Commercial Measured Service	7,464.09	22,054.01	116,440.00	-94,385.99	18.94
Industrial Measured Service	0.00	0.00	0.00	0.00	0.00
Public Authority Measured Srvc	2,716.94	4,205.32	35,410.00	-31,204.68	11.88
Multifamily Measured Service	10,364.93	31,858.21	119,000.00	-87,141.79	26.77
ES FOR SERVICES	95,114.87	290,850.49	1,194,740.00	-903,889.51	24.34
Forfeited Discounts	155.79	464.68	2,030.00	-1,565.32	22.89
Other Sewer Revenue	4,390.00	13,960.00	25,000.00	-11,040.00	55.84
Interest Income	18,149.59	45,880.40	144,510.00	-98,629.60	31.75
ARGES FOR SERV	22,695.38	60,305.08	171,540.00	-111,234.92	35.16
	117.810.25	351,155.57	1,366,280.00	-1,015,124.43	25.70
	Commercial Measured Service Industrial Measured Service Public Authority Measured Srvc Multifamily Measured Service  ES FOR SERVICES  Forfeited Discounts Other Sewer Revenue Interest Income	Residential Measured Service         74,568.91           Commercial Measured Service         7,464.09           Industrial Measured Service         0.00           Public Authority Measured Srvc         2,716.94           Multifamily Measured Service         10,364.93           ES FOR SERVICES         95,114.87           Forfeited Discounts         155.79           Other Sewer Revenue         4,390.00           Interest Income         18,149.59           IARGES FOR SERV         22,695.38	Residential Measured Service         74,568.91         232,732.95           Commercial Measured Service         7,464.09         22,054.01           Industrial Measured Service         0.00         0.00           Public Authority Measured Srvc         2,716.94         4,205.32           Multifamily Measured Service         10,364.93         31,858.21           ES FOR SERVICES         95,114.87         290,850.49           Forfeited Discounts         155.79         464.68           Other Sewer Revenue         4,390.00         13,960.00           Interest Income         18,149.59         45,880.40           IARGES FOR SERV         22,695.38         60,305.08	Residential Measured Service         74,568.91         232,732.95         923,890.00           Commercial Measured Service         7,464.09         22,054.01         116,440.00           Industrial Measured Service         0.00         0.00         0.00           Public Authority Measured Srvc         2,716.94         4,205.32         35,410.00           Multifamily Measured Service         10,364.93         31,858.21         119,000.00           ES FOR SERVICES         95,114.87         290,850.49         1,194,740.00           Forfeited Discounts         155.79         464.68         2,030.00           Other Sewer Revenue         4,390.00         13,960.00         25,000.00           Interest Income         18,149.59         45,880.40         144,510.00           IARGES FOR SERV         22,695.38         60,305.08         171,540.00	Residential Measured Service         74,568.91         232,732.95         923,890.00         -691,157.05           Commercial Measured Service         7,464.09         22,054.01         116,440.00         -94,385.99           Industrial Measured Service         0.00         0.00         0.00         0.00           Public Authority Measured Srvc         2,716.94         4,205.32         35,410.00         -31,204.68           Multifamily Measured Service         10,364.93         31,858.21         119,000.00         -87,141.79           ES FOR SERVICES         95,114.87         290,850.49         1,194,740.00         -903,889.51           Forfeited Discounts         155.79         464.68         2,030.00         -1,565.32           Other Sewer Revenue         4,390.00         13,960.00         25,000.00         -11,040.00           Interest Income         18,149.59         45,880.40         144,510.00         -98,629.60           IARGES FOR SERV         22,695.38         60,305.08         171,540.00         -111,234.92

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Fund: 620 - SEWER UTILITY

Account Number		2024 March	2024 Actual 03/31/2024	2024 Budget	Budget Status	% of Budget
620-00-57820-000-000	Supervision & Labor	8,186.90	28,553.75	104,770.00	76,216.25	27.25
620-00-57821-000-000	Fuel/Power Purchase - Pumping	1,914.34	4,101.57	22,620.00	18,518.43	18.13
620-00-57827-000-000	Operation Supplies & Expenses	1,182.00	2,156.70	20,000.00	17,843.30	10.78
620-00-57828-000-000	Transportation Expense	179.90	311.18	4,440.00	4,128.82	7.01
620-00-57829-000-000	Sewerage Treatment Charges	19,233.62	85,801.17	254,690.00	168,888.83	33.69
620-00-57831-000-000	Maintenance Sewage Collect Sys	0.00	0.00	50,000.00	50,000.00	0.00
620-00-57832-000-000	Maint Collection Syst Pumping	0.00	4,286.78	40,000.00	35,713.22	10.72
620-00-57834-000-000	Maintenance of General Plant	162.50	493.10	6,000.00	5,506.90	8.22
620-00-57840-000-000	Accounting & Collecting Labor	3,997.60	13,991.60	51,130.00	37,138.40	27.36
620-00-57842-000-000	Meter Reading Labor	0.00	0.00	0.00	0.00	0.00
620-00-57850-000-000	Admin & General Salaries	2,092.30	7,323.05	27,860.00	20,536.95	26.29
620-00-57851-000-000	Office Supplies & Expenses	784.48	2,210.70	22,500.00	20,289.30	9.83
620-00-57852-000-000	Outside Services Employed	10,119.23	19,107.33	85,000.00	65,892.67	22.48
620-00-57853-000-000	Insurance Expense	0.00	12,471.50	12,500.00	28.50	99.77
620-00-57854-000-000	Employee Pensions & Benefits	1,086.92	8,996.38	61,210.00	52,213.62	14.70
620-00-57855-000-000	Payroll Tax - FICA	990.39	3,422.74	14,058.00	10,635.26	24.35
620-00-57856-000-000	Miscellaneous General Expense	924.13	1,199.16	10,000.00	8,800.84	11.99
620-00-57870-000-000	Interest Expense - CWF Loan	1,568.00	6,395.00	18,810.00	12,415.00	34.00
620-00-57875-000-000	Amortization Expense-CWF Loan	6,926.00	30,171.00	77,460.00	47,289.00	38.95
620-00-57950-000-000	Depreciation Expense	0.00	0.00	307,300.00	307,300.00	0.00
CAPITAL OUTL	AY	59,348.31	230,992.71	1,190,348.00	959,355.29	19.41
Total Expe	nses	59,348.31	230,992.71	1,190,348.00	959,355.29	19.41
Net Totals		58,461.94	120,162.86	175,932.00	55,769.14	68.30

Village of Harrison

Monthly Staff Report of Special Revenue Funds

Through: March 31, 2024

For the April 30, 2024 Board Meeting

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. By state statute impact fees must be spent within 7 years of receipt or returned to owner.

	1/1/2023	Collected in 2023	Spent in 2023	Balance 12/31/23
	(per 2022 Village Audit)			
Park Impact Fee	\$1,086,619.00	\$78,422.32	\$202,902.09	\$962,139.23
Police Impact Fee	\$85,491.00	\$8,878.74	\$0.00	\$94,369.74
Fire Impact Fee	\$725,216.00	\$76,165.10	\$0.00	\$801,381.10
	1/1/2024	Collected in 2024	Spent in 2024	Current Balance
Park Impact Fee	\$962,139.23	\$20,972.00	\$4,914.61	\$978,196.62
Police Impact Fee	\$94,369.74	\$2,134.46	\$0.00	\$96,504.20
Fire Impact Fee	\$801,381.10	\$17,975.93	\$0.00	\$819,357.03

## Notes on 2023 Park Impact Fees:

Park impact fees were accidentally collected on a development in contrast to the developer agreement. This was corrected in August by reducing them \$20,482.

## 2024 Park Impact Fee Expenditures:

Adding Internet Services & Software for Security at Darboy Park Adding Electrical Services to Farmers Field Park

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

	2022 balance	Proj Bal 12/31/23	Proj Bal 12/31/24
Storm Water Fee	\$262,346	\$668,466	\$1,016,466
Transportation Fee	\$77,983	\$5,433	\$0



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Chad Pelishek, Assistant Village Manager	April 30, 2024
Title:	
Planning and Zoning	
Issue:	
None	
Background and Additional Information:	
The number of new home permit continues month over mon months of 2024, 27 new single family home permits were is for more information.	
Village staff worked with Redevelopment Resources to crea village. This information will be available on the Village's vishared with interested parties.	
Also attached is the current listing of outstanding projects ar	nd updates related to those projects.
Staff has completed title checks and closing on the two Scot Meadows and Harrison Heights. The closing has occurred.	t De Witt stormwater ponds at Luniak
Staff was also made aware of the Garners Creek Ponds deed understanding that property ownership in GIS should be upon	
Budget Impacts:	
None	
Recommended Action:	
Discussion Only	

## **Attachments:**

- 2024 Projects Happening in the Village3-28-2024.pdf
- Final Village of Harrison Development Land Brochure.pdf
- March\_Zoning\_Report.pdf

## 2024 Projects Happening in the Village- 3/28/2024

### 1. State Park Road Reconstruction

- a. Randy Moss Associates is working on right-of-way acquisition
- b. Bids will be approved by the Board at the end of April, pending right of way acquisition.
- c. Low bidder is MCC, Inc. for \$759,920.80

## 2. Payton Road Reconstruction

- a. Working on letters to be sent out after Board approves in April.
- b. Also waiting for DOT contract to fund a portion of the improvements.

## 3. Cedar Ridge Estates Road Reconstruction

- a. Property Owner Letters sent
- b. Design in 2024, Construction in 2025

## 4. 2024 Asphalt Resurfacing Program

- **a.** Streets included: Spring Valley Road, Shagbark Hickory, Sugar Maple Way, Maple Bluff Lane, Hemlock Lane, Wild Cherry Court and Box Elder Way.
- b. Letters will be sent in April with updates on Facebook, Newsletter and Website.
- c. Bids to be awarded at April Board meeting

## 5. 2024 Street Crack Filling

- a. There are 47 roads included in the crack filling bid.
- b. Staff is working on letters to adjacent property owners.
- c. Facebook posts, newsletter information and info to be posted to the Village website as it becomes available.

#### 6. Rennwood Park Master Plan

- a. Final Plan approval at the April Board Meeting
- b. Continued dead Ash Tree removal
- c. Planning for trails and parking lot construction in 2024/25
- d. Looking for a natural playground designer to assist Village in designing the playground

## 7. Farmers Field

- a. Village Board will consider the approximate \$92,000 of lighting costs by WeEnergies at the April board meeting.
- b. Playground installation to begin in April.
- c. Fertilizing of the feeds to occur in April.

### 8. Ryford Street CSM

## a. Project on hold

## 9. Manitowoc Road Sidewalk Improvements

- a. This project is **on-hold** as it may require a urbanization.
- b. Staff is exploring whether TIF could fund the improvements.

## 10.-Stormwater Management Ponds-Prairie Work

- a.—Prescribed Burns done
- b.—Four Stormwater Ponds, Lakeview (by Fire Station 70), Emerald Pond (off KK), 3 ponds north of Darboy Park
- c.—Letters sent to adjacent property owners

### 11. Stormwater Management Ponds- Depth checking

a. McMahon working on this over the summer from a boat

## 12. Village Center Property Master Plan

a. McMahon working on this with Village Staff

b. Ehlers is working on TIF District amendment to include frontage along CTH N into the district for commercial development

## 13. Hotel Market Study

a. Hired Patek Consulting to conduct a hotel market study for recruiting a hotel in Harrison.

## 14. 20-year Comprehensive Plan Update

- a. Working with SRF consulting.
- b. Will include many public meetings

## 15. Village Hall and Harrison Utilities new exterior signs

a. Plan to be installed April 10

## 16. Hotel Market Study

- a. Hired Patek Consulting to complete a market study for new hotel
- b. Hope to get results in summer 2024.

## 17. High Cliff Trail Feasibility Study

- a. Old Highway Road and Pigeon Road public meeting held on 3/21/2024
- **b.** Manitowoc Road and STH 114 Public Informational Meeting to be held in May.
- **c.** All current information related to the project is available on the Village's website.
- **d.** Questions are surfacing about how this being funded. The goal continues to apply for grants to cover the costs to have minimal funding from property taxes.

## 18. N. Coop/Midway Roads

**a.** Staff is working with City of Appleton and Calumet County to study intersection regarding a four-way stop.

# Village of Harrison

Where Opportunity Lives!

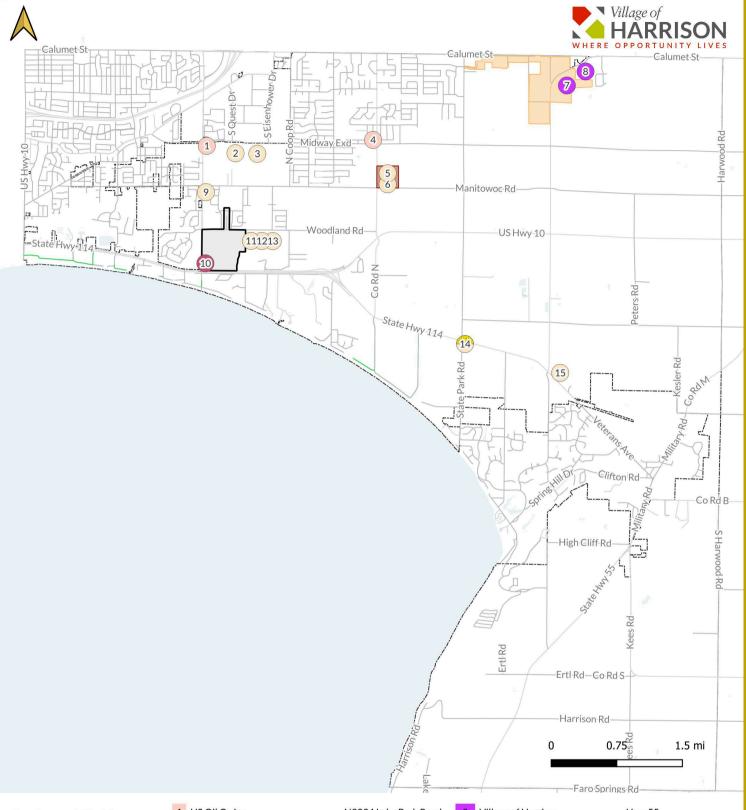
## **SUMMARY**

- Development Site Map
- Demographics
- Pyschographics





Contact information:
Chad Pelishek
cpelishek@harrison-wi.org
O: 920.989.1062 x 8







Agriculture



Business Park



Community Commercial



Neighborhood Commercial



Rural Residential/Agriculture



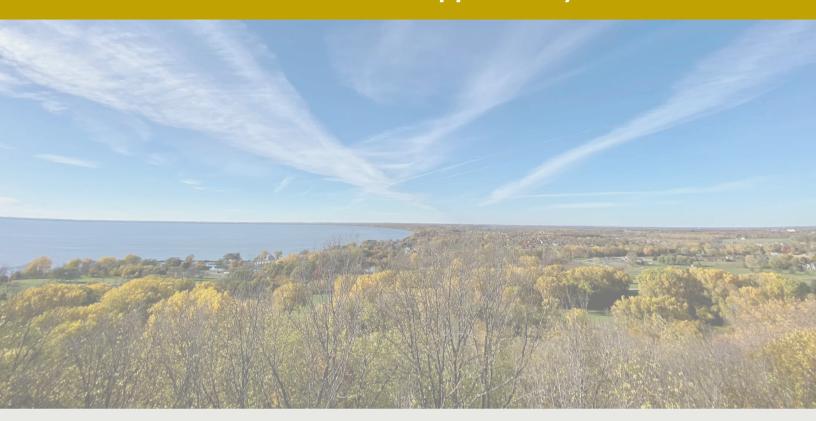
Village Harrison

- 1 US Oil Co Inc
- 2 Lynn C Uitenbroek
- 3 Joseph M Schreiber
- 4 Ronald J Hoelzel
- 5 Village of Harrison
- 6 Village of Harrison
- 7 Crossroads Land Development Llc Hwy 55
- N9234 Lake Park Road
- 44.226043, -88.354241
- 44.225535, -88.350067 N9329 County N
- Manitowoc Road
- W5662 Manitowoc Road

- 8 Village of Harrison
- Dennis A Schiller
- Harrison Utilities
- 11 Christ The Rock Com Church Inc Hwy 10 & 114
- 12 Randall J Jahnke
- 13 Gem Family Llc
- 14 Todd Wittmann
- 15 Joseph D Grishaber Jr.

- W6471 Manitowoc Road
- N8722 Lake Park Road
- 44.212102, -88.351131
- Woodland Road
- W5297 Hwy 114
- W4892 Hwy 55 & 114

## Welcome to where opportunity lives!



IHello and welcome to the Village of Harrison. It is our pleasure and honor to welcome you. Harrison is truly a special place given that we are located on the northern tip of Lake Winnebago, the largest inland freshwater lake in Wisconsin. Harrison is a relatively new village incorporated in 2013 from the Town of Harrison and situated near the Cities of Menaha, Kaukauna, and Appleton.

We are one of the fastest growing communities in the Fox Valley region but are lacking in commercial and industrial development to serve our residents. With that being said, we are open to new business and as you will see as you page through this guide, we have identified multiple sites to hopefully suite your development needs.

Our Village team is ready to assist you with a stream-lined approval process, experienced staff, and resources available to see your development be successful from planning to the construction to your grand opening.



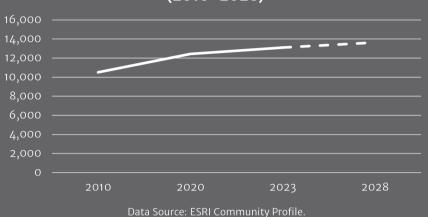
Allison Blackmer Village President



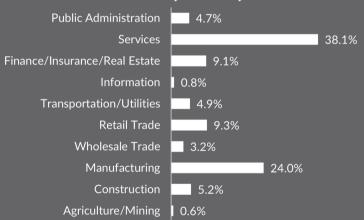
Matt Heiser Village Manager

# **Population and Demographics**

# Village of Harrison Population Growth Trends (2010-2028)



# Village of Harrison Employed Population 16+ by Industry



Data Source: ESRI Community Profile.

Percentage of Population Change (20–23): 5.4%
Projected Population in 2028: 13, 641
Median Household Income in 2023: \$113,004
Median Home Value in 2023: \$269,975
Median Age: 36.5

The Village of Harrison is one of the fastest growing communities in the Fox Valley with land available for development. The village is bordered by Lake Winnebago to the west, as well as Appleton and Kimberly to the north. Harrison's transportation corridors include state highways 10, 114, and 55 as well as county highways N and KK.

Opportunities to attract retail are the strongest in the following categories: building materials, gas stations, lawn/garden supply, beer/liquor/wine, specialty food, health/personal care, home furnishings, limited-service restaurants.

Commercial service opportunities are the strongest in the following categories: banking, accounting, legal, engineering, architecture, construction services, business to business services, and health/personal care.



## **Visitor Trends & Demographics**

According to Placer.ai, in 2021, there were 3.7M visits. In 2023, there were 4.0M visits. Most visitors come from the Fox Valley region, however the true trade area extends throughout the upper Midwest. There is a steady stream of visits throughout the year, but the village sees an increase in visits during the summer months of May through August.

A majority of visitors (66.2%) have annual household incomes of greater than \$50,000. Within five miles of the village, there are several categories of unmet visitor demand.





Data Source: Placer.ai 100 % of Visits within 5 mi | 01.01.2023 - 12.31.2023 | Benchmark state | VISITORS | Potential Market.



# **Market Analysis**

Based on the lists of businesses in the business and industrial parks surrounding Harrison, there are several categories of enterprise, ranging from manufacturing to services. The lists have been analyzed to determine potential gaps or complementary businesses.

Industrial Park Gap Analysis			
Sector	Complementary	Potential Gap	
Manufacturing	Precision calibration services, industrial design firms, and specialized logistics for manufacturers could complement the existing base.	There seems to be a concentration in manufacturing, yet there could be a need for ancillary businesses that handle recycling of industrial materials or offer remanufacturing services.	
Logistics & Transportation	Given the presence of trucking and logistics, a vehicle fleet maintenance service, or a commercial vehicle dealership could be beneficial.	Advanced logistics services like cold chain for food and pharmaceuticals or specialized transport services for oversized machinery might be missing.	
Healthcare	With dialysis and veterinary care present, other medical specialties, a medical supply business, or a compounding pharmacy could provide added value.	Biotech firms or medical research and development facilities could find a niche here.	
Construction & Contracting	Rental services for specialized construction equipment, architectural firms, or smart home technology installers might be welcomed.	Sustainable or green building materials and services could fill an environmental-friendly niche.	
Food & Beverage	Businesses like specialized food processing equipment, a culinary school, or a food safety and inspection consultancy would enhance this sector.	There's an opportunity for a business that provides food waste recycling or creates energy from waste products.	
Retail and Consumer Services	Given the range of businesses, a B2B wholesale marketplace or a trade school focusing on industrial skills could thrive.	Specialty retail for professionals (e.g., workwear, tools).	
Technology & IT	Cybersecurity firms, software development companies specialized in industrial applications, and data centers could complement existing IT services.	Technology incubators or coworking spaces targeting tech startups could be absent.	
Cultural & Lifestyle	With an art gallery listed, other cultural venues like a music school, performance theater, or an artist co-op workspace could create a cultural hub.	Recreational facilities for workers in the industrial park, such as fitness centers or a small cinema, might be lacking.	
Environmental & Recycling	The existing recycling businesses could be complemented by a company specializing in the sale and refurbishment of used industrial equipment.	There's a chance for businesses in renewable energy sectors, like solar panel installers or wind energy consultants.	
Professional Services	Legal firms specializing in industrial and IP law, or a consulting firm for industrial efficiency and lean manufacturing.	Perhaps there is no dedicated agency for staffing and recruitment specializing in the industries represented in the area.	

The Village of Harrison would like to foster opportunities for agritourism. If you are interested in cultivating an agritourism business in Harrison, please contact the Village. Some examples of agritourism include:

Heritage Farms: Farms that focus on preserving and showcasing heritage breeds of animals or heirloom varieties of crops, offering educational tours and opportunities for visitors to learn about agricultural biodiversity.

**Farm Workshops and Retreats:** Hosting workshops, retreats, and teambuilding events on farms, covering topics such as organic farming practices, permaculture design, beekeeping, or artisanal food production.

**Eco-Friendly Accommodation:** Developing eco-friendly accommodation options such as glamping sites, eco-lodges, or sustainable farm stays that emphasize environmental stewardship and connection with nature.

**Agri-Wellness Retreats:** Combining agriculture and wellness by offering retreats focused on activities like yoga, meditation, farm-to-table cooking classes, and nature walks, providing visitors with a rejuvenating and holistic experience.

**Farm Festivals and Events:** Organizing seasonal festivals, agritourism events, or farm-to-fork dinners that celebrate local food, culture, and traditions, attracting both tourists and locals to participate in community festivities.

**Farm-Based Education Programs:** Collaborating with schools, universities, and educational organizations to develop farm-based learning programs, outdoor classrooms, and agricultural internships that engage students and promote hands-on learning.

**Agri-Culinary Tours:** Curating guided tours that explore the culinary heritage of the region, including visits to artisanal food producers, farm-to-table restaurants, specialty food shops, and cooking demonstrations with local chefs.

**Agri-Artisan Markets:** Hosting artisan markets or craft fairs on farms, featuring handmade goods, artisanal products, and locally produced crafts alongside fresh farm produce, creating a vibrant marketplace for artisans and visitors alike.

Corn mazes, pumpkin patches, and other seasonal attractions.

**Agricultural Museums and Interpretive Centers:** Establishing museums or interpretive centers that display the history, technology, and cultural significance of agriculture in the region, providing immersive and educational experiences for visitors of all ages.

Community Gardens and Urban Farms: Supporting community-driven initiatives such as community gardens, urban farms, or rooftop gardens that promote urban agriculture, food security, and community engagement, while also offering opportunities for volunteerism and educational programming.

Farm-Based Adventure Sports: Integrating adventure sports such as zip-lining, hiking, mountain biking, or horseback riding into farm landscapes, providing outdoor recreation opportunities for thrill-seekers and nature enthusiasts.

**Agri-Heritage Trails:** Developing self-guided or guided tours that follow Agriheritage trails, highlighting historical landmarks, agricultural landmarks, and points of interest related to the region's farming heritage.



## Site #1: N9234 LAKE PARK ROAD

Ownership: US Oil Co., Inc. Parcel Numbers: 43810

**Zoning:** Neighborhood Commercial

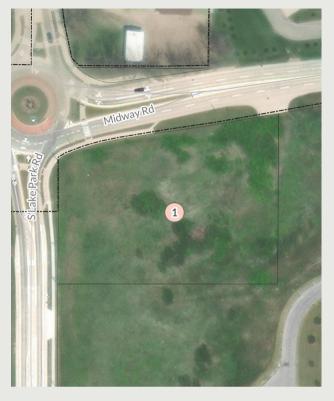
**School District:** Kimberly Assessed Value: \$53,700

Area: 2.11 acres

Traffic Counts: 2,100 - 3,500 AADT along County Highway AP (Midway Road); 5,800 - 6,000 AADT along S Lake

Park Road.

**Contact info:** Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #2: 44.226043, -88.354241

Ownership: Lynn C Uitenbroek

Parcel Numbers: 44062
Zoning: Agriculture
School District: Kimberly
Assessed Value: \$53,900

Area: 40 acres

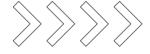
Traffic Counts: 2,100 - 3,500 AADT along County Highway AP (Midway Road); 5,800 - 6,000 AADT along S Lake

Park Road.

Contact info: Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #3: 44.225535, -88.350067

Ownership: Joseph M Schreiber

Parcel Numbers: 44058
Zoning: Agriculture
School District: Kimberly
Assessed Value: \$20,000

Area: 38.79 acres

Traffic Counts: 2,100 - 3,500 AADT along County Highway AP (Midway Road); 5,800 - 6,000 AADT along S

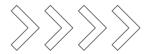
Lake Park Road.

## Contact info:

Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #4: N9329 County Hwy N

Located at the intersection of MIdway Exd/Schmidt Rd and Cty Hwy N, a prime location for neighborhood commercial development that serves surrounding residential population.

Ownership: Ronald Hoelzel Parcel Numbers: 33398

**Zoning:** Neighborhood Commercial

**School District**: Kimberly Sale Price: \$595.000 Assessed Value: \$143,000

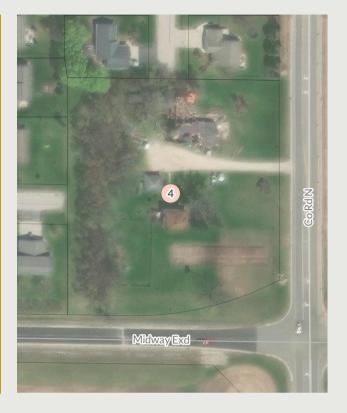
Area: 3.18 acres

**Managing Broker:** 

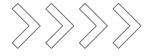
Bob Rossi

C: 920.810.4647 O: 920.810.4647

bobr@northstar-commercial.com









## Sites #5 & 6: W5662 Manitowoc Road

Existing agricultural land, the Village supports commercial zoning and commercial development. Located in TID #5 with development Incentives Available.

Ownership: Village of Harrison Parcel Numbers: 39144 and 39142

Area: 39.67 acres

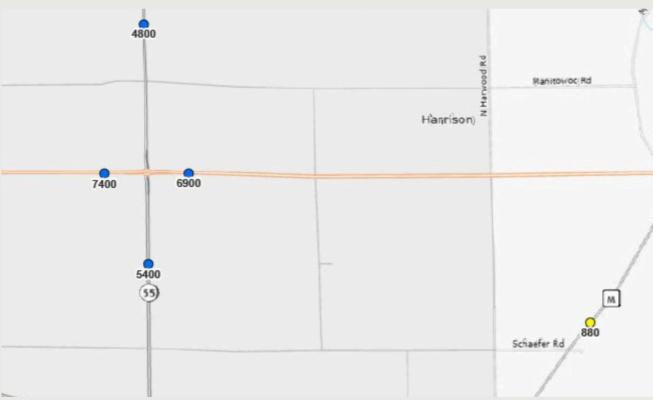
Zoning: Agricultural

School District: Kimberly

Assessed Value: \$0

Contact info: Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #7: Crossroads Land at Hwy 55

Located at the intersection of Cty Hwy KK (Calumet St) and STH 55 in the business park. Prime location for business development that serves a growing residential population. In Tax Increment District #2. Incentives Available.

Ownership: Crossroads Land Development

Parcel Numbers: 40378
Zoning: Business Park
School District: Kaukauna
Assessed Value: \$13,600

Area: 50.63 acres

Traffic Counts: STH 55 (9,200 ADT) and CTH KK

(10,200 ADT)

Contact info: Chad Pelishek cpelishek@harrison

O: 920.989.1062 x 8









# Site #8: Business Park Land at Hwy 55

Located at the intersection of Cty Hwy KK (Calumet St) and STH 55 in the business park. Prime location for business development that serves a growing residential population.

Ownership: Village of Harrison

Parcel Numbers: 43986 **Zoning:** Business Park School District: Kaukauna Assessed Value: \$0

Traffic Counts: STH 55 (9,200 ADT) and CTH KK

(10,200 ADT)

Area: 20 acres

Contact info: **Chad Pelishek** O: 920.989.1062 x 8









## Site #9: W6471 Manitowoc Rd

Discover boundless opportunities with this expansive commercial lot nestled at the junction of Manitowoc Road and Lake Park Road in the Village of Harrison. Spanning approximately 5.25 acres (+/-) this parcel presents a canvas for your entrepreneurial vision. An existing "light commercial utility building" adds versatility, whether you choose to retain it or reimagine the space entirely. Positioned at a prime intersection with access points on Manitowoc Road & Lake visibility and accessibility, setting the stage for a diverse range of businesses to thrive. Whether you envision retail establishments, professional offices, or service-oriented ventures, this property provides the foundation for success. Seller requires 48 hr. for binding acceptance.



Ownership: Dennis A Schiller Parcel Numbers: 33426 Zoning: Agriculture School District: Kimberly Sale Price: \$650,000 Assessed Value: \$111,100

Area: 5.25 acres

**Traffic Counts:** 2,600 - 2,700 AADT along Manitowoc Rd.; 4,100 AADT on Lake Park Rd.

## Contact info:

Coldwell Banker Real Estate Group Tiffany Holtz 920.574.4422 Tammy Mackai 920.209.4968 Source: RANW, MLS#: 50287263







## Site #10: Lake Park Rd & USH 10

The village is willing to split the 3.48-acre parcel and sell the undeveloped 1.91 acres north of the utility building. The village supports commercial zoning with commercial development.

Ownership: Harrison Utilities Parcel Numbers: 33648

**Zoning:** Community Commercial

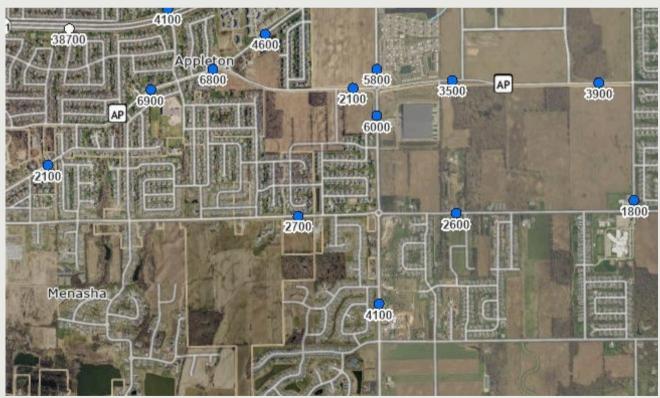
School District: Kimberly Assessed Value: \$0 Area: 1.91 acres

**Traffic Counts:** Site located on Lake Park Road (14,100 ADT) and USH 10 (14,300 ADT)

Contact info: Chad Pelishek

cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #11: Hwy 10 & 114

Undeveloped 20 acre parcel with serpantine paved drive from Woodland Road south to northern boundary of Christ the Rock Church parking lot.

Ownership: Christ the Rock Com Church, Inc.

Parcel Numbers: 33652 Zoning: Agriculture School District: Kimberly Assessed Value: \$78,400

Area: 20 acres

Traffic Counts: Over 13,000 on Hwy 10

Contact info: Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









# Site #12: 44.212102, -88.351131

Undeveloped 20 acre parcel north of Christ the Rock Church. Wetland exist in lower southeast corner of the parcel.

Ownership: Randall J Jahnke Parcel Numbers: 33602 **Zoning:** Agriculture **School District:** Kimberly Assessed Value: \$5,300

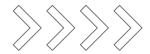
Area: 20 acres

Traffic Counts: Over 13,000 on Hwy 10

Contact info: **Chad Pelishek** O: 920.989.1062 x 8









# Site #13: Woodland Road

Undeveloped 20 acre parcel north of Christ the Rock Church. Wetlands exist on south end of the parcel.

Ownership: Gem Family LLC Parcel Numbers: 33598 Zoning: Agriculture School District: Kimberly Assessed Value: \$17,900

Area: 20 acres

Traffic Counts: Over 13,000 on Hwy 10

Contact info: Chad Pelishek cpelishek@harrison-wi.org O: 920.989.1062 x 8









## Site #14: W5297 HWY 114

House on the property is vacant. Potential Commercial opportunities exist on the 4.5-acres. Contains 360' drilled well and 4, 000 gallon holding tank. Seller will consider land contract financing.

Ownership: Todd & Pamela Wittman Parcel Numbers: 40138 & 40132 Zoning: Rural Residential/Agriculture

School District: Kaukauna Assessed Value: \$207,400 Sale Price: \$435,000

Area: 4.5 acres

Traffic Counts: Over 10,000 on Hwy 114

#### **Contact info:**

Greg Landwehr, SIOR gregl@naipfefferle.com O: 920.560.5037









## Site #15: W4892 HWY 55 & 114

Parcel is divisible and conducive for many uses.

Ownership: Joseph D Grishaber Jr.

Parcel Numbers: 40746 Zoning: Agriculture School District: Kaukauna Assessed Value: \$3,200

**Sale Price:** \$30,000 - \$150.000 per acre depending on purchased location

Area: 17.59 acres

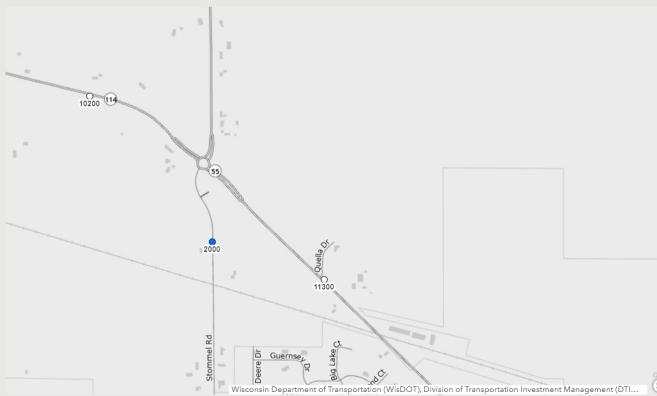
Traffic Counts: Over 10,000 on Hwy 114

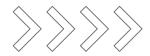
### **Contact info:**

J. Ross and Associates 3101 E. Enterprise Ave., Suite A Appleton, WI 54913 Email: info@irossassoc.com

O: 920.560.5037







# **Appendix A: Psychographics**



Village of Harrison

March-24 Zoning Permit Report

	Current Year									Previous Year							
	Permits		YTD Permits	Estir	mated Value	Es	YTD Estimate Value		Permits			YTD Permits		Esti	mated Value	Es	YTD timate Value
Residential									1								
Single Family	13		27	\$	4,692,600	\$	11,873,600		7			18		\$	2,955,000	\$	7,445,000
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	2		3	\$	86,000	\$	156,000		1			2		\$	35,000	\$	47,500
Acc. Structures	1		2	\$	87,000	\$	88,000		2			4		\$	11,000	\$	66,000
Miscellaneous	12		22	\$	119,450	\$	197,050		7			13		\$	119,060	\$	133,560
Total Residential	28		54	\$	4,985,050	\$	12,314,650		17			37		\$	3,120,060	\$	7,692,060
Com./Ind.			1	\$	650,000	\$	650,000		0			0		\$	0	\$	0
New	1		1	<b>ب</b>			030,000		1			1		\$	230,000		230,000
Additions	0		0	\$	0	\$	_							۶ \$	15,000		80,000
Acc. Structures	0		0	\$	0	<b>ب</b>	0					3		•			
Miscellaneous	2		3	\$	40,000		75,000		0			1		\$	0	\$	3,495
Total Com./Ind.	3		4	\$	690,000	\$	725,000		2			5		\$	245,000	\$	313,495
						٨	42 020 550		10			42		۲.	2 205 000	ے	9 005 555
Combined Total	31		58	\$	5,675,050	\$	13,039,650		19			42		\$	3,365,060	<u> </u>	8,005,555



Discussion Only

VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From: Chad Pelishek, Assistant Village Manager and Jeff Funk, Operations Manager	Meeting Date: April 30, 2024
Title: Parks and Trails	
Issue: None	
Background and Additional Information: Farmers Field	
<ul> <li>The contractor started installing the playground equip</li> <li>We Energies provided final estimates for lighting per</li> <li>Soccer practices by the River Surge group have started</li> </ul>	nding approval by the Board.
<ul> <li>Darboy Community Park</li> <li>Staff completed a village survey to determine interest water pond. This will be discussed on a later agenda</li> <li>Bathrooms have been opened. Porta-Potties will be remarked.</li> </ul>	item.
<ul> <li>Clover Ridge Park</li> <li>The bidding package for the street resurfacing include moving forward soon.</li> <li>Staff is also working to get wood chips under the play</li> </ul>	-
<ul> <li>Harrison Athletic Compex</li> <li>Staff met with the leaders of the field. Staff is workin document who is responsible for what. It is hopeful to agenda.</li> </ul>	
Budget Impacts: None	
Recommended Action:	



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Jeff Funk, Operations Manager	April 30, 2024
Title:	
Public Works/Engineering	
Issue:	
None	
Background and Additional Information:	
New Employee Ross Wettstein from Hilbert has	joined the DPW team on April 15, 2024.
Jeff Wisnet will be retiring after 31 years with V luncheon for Jeff.	Village on April 30. April 18 staff had a retirement
Staff has converted most of the winter snow equ	ipment to the summer equipment.
Lawn cutting has started at the Village owned fa	cilities.
The yard waste site opened on April 1. Staff recoff the yard waste site.	ently completed the DNR permitting for the operation
Staff has been following up on code enforcemen	t and drainage issues.
Lexington Homes has started curb and gutter insthe Stargazer Estates afterwards.	stallation in Jewel Box Estates. Lexington will move to
<b>Budget Impacts:</b> N/A	
Recommended Action:	
Report Only.	



VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Brandon Barlow, Utilities Office Manager	April 30, 2024
Title:	
Harrison Utilities	
Issue:	
Monthly Report to Board	

#### **Background and Additional Information:**

The items outlined below represent the noteworthy activities of the Utility since the prior report. Staff conducts the regular business of the Utility, the details of which can be reviewed upon request by the Board.

- 1. **2024 Meter Change, Clear Water Inspection, and Residential Cross Connection Survey Program:** The Department of Natural Resources (DNR) and Public Service Commission (PSC) require that utilities conduct programs to ensure safety and efficiency of water and sanitary sewer services. A key aspect of compliance with DNR and PSC regulations is the meter change, clear water inspection, and residential cross connection survey program. Utilities Billing Clerk Jessi Flohr conducts the mailing of the notification letters and coordination of the appointment schedule, while the Operators carry out the appointments. The 2024 program includes 160 customers. As of 4/24/24 a total of 158 appointments have been completed. On 4/11/24 Notices of Disconnection (4th Notice) were mailed out to the customers that had not yet responded to the prior notices. There are 2 customers who have yet to respond to the mailings. They have been notified that their water service will be shut off 4/30/24, per PSC § 185.37(2)(f), for "refusal or failure to permit authorized utility personnel access to the base meter".
- 2. **PSC Annual Report:** As a public utility in the state if Wisconsin, the Utilities is required to submit an annual report to the Public Service Commission (PSC) of Wisconsin regarding the financial and operational activities of the water utility for the preceding year. Information for this report is compiled and submitted by the Utilities Office Manager, with assistance from the Operators, Accountant, and Auditor. The plan for the 2023 report is to compile the information simultaneously with the financial audit process as there is information from the report which impacts the audit, and *vice versa*. The report is in the process of final review and will be submitted by the Office Manager by the due date of May 1st.
- 3. **Engineering Report:** Report (attached) as submitted by Mary Jo Miller, P.E., Martenson & Eisele, Inc.
- 4. **Neenah-Menasha Sewerage Commission (NMSC):** A regular meeting of the NMSC was held on Tuesday, April 23rd. Agendas and minutes for the meetings of the Neenah-Menasha Sewerage Commission are available at www.nmscwwtp.com
- 5. Permits Issued in March:
  - a. Sanitary Sewer Connection:

Area	Single Family & Duplex	Multi-Family	Commercial
Lakeshore (Harrison)	0	0	0

Lift Station #4 – Harrison	0	0	0
Lift Station #4 – Menasha	2	0	0
Lift Station #6 (Harrison)	3	0	0
a. Sanitary Sewer & W	atermain: None		

### **Budget Impacts:**

None

### **Recommended Action:**

None

### **Attachments:**

• 2024-04-18 Engineer Status Report w Attachments (with BPB edits).pdf

April 18, 2024

Harrison Utilities Village of Harrison

#### Re: Engineer's Status Report

Attached is a spreadsheet summarizing current and potential development projects and the status of Martenson & Eisele, Inc. (M&E) plan review, construction of utilities, record drawings, and system map updates. The following projects are included on this spreadsheet:

#### **Current Projects:**

- Woodland Lakes Cottages
- North Shore Ridge
- Northshore Villas Condominium
- Harrison Heights

#### Potential Future Projects:

- Breezy Meadows (Southwest of the Intersection of Lake Park and Midway Rd.)
- Kimberly Trails (South of Manitowoc Road)

M&E is also assisting the Village of Harrison with the following projects:

- 1. <u>Long Term Planning:</u> M&E will present findings of the long term planning study to the Village Board at a regular meeting on April 30, 2024. Research needed to provide recommendations for improvements to the Lift Station No. 3 forcemain is on-going.
- 2. GIS Mapping for Harrison Utilities: The GIS Mapping proposal provided by Martenson & Eisele, Inc. to Harrison Utilities in February 2024 will be considered at the April 30, 2024 Village Board meeting. A thorough discussion of sanitary sewer and water attributes to be included with the GIS mapping occurred through emails and meetings.

If you have questions on the above or the attached documents, please call me at (920) 731-0381 or on my cell phone at (920) 203-0865. We appreciate the opportunity to work with you. Thank you.

Sincerely,

Martenson & Eisele, Inc.

Mary Jo Miller

Mary Jo Miller, P.E. Project Engineer

Harrison Utilities Projects

Engineer's Status Report

HU = Harrison Utilities

Village of Harrison

DTHU - Delivered to Harrison Utilities

Orig - November 30, 2022 April 18, 2024 \*M&E did not serve as Harrison Utilities Engineer during construction of this project



MJM = Mary Jo Miller, HU Engineer CRC = Chris Cleary, CAD Tech

JWS = Jeff Schultz, Engineer GZ = Gary Zahringer, Survey Dept. CRC = Chris Cleary, CAD Tech
KCV = Kevin Verhagen, Inspector
JG = Jim Grogan, Back-up Inspector



MH = Matt Heiser, Village Administrator
CP = Chad Pelishek, Assistant Village Administrator
BB = Brandon Barlow, Utility Office Manager
TVZ = Tom Van Zeeland, HU Systems Operator
GL = Grant Laue, DD= David Dornfeld, HU Systems Operators

					M&E		M&E	S & W	Record	Accept	С	Systems	
Current Projects	Developer			Development	Project		Plan Review	Construct.	Drawings	Binder	Α	Map Update	Additional
Project Name	Name	Location	Municipality	Туре	Number	Designer	Status	Status	Status	to HU	D	Status	Comments
Woodland Lakes Cottages 2	Atkins Dev. Group, LLC	S/O Phase 1, Closer to Hwy. 10/114	Menasha	Resid. Subdiv.	1-0038-054	McMahon	Complete	Complete	Complete	N	Υ	Complete	Checklist of required acceptance binder items supplied to McMahon on 1/23/23
													Utilities have been installed. Test results pending. Walk-through expected in Spring of 2024.
		707				- 1-	0 1 .	0 1.					
North Shore Ridge 1	N. Shore Ridge, LLC	E/O Fire Lane 10, Adjacent to CN RR	Harrison	Resid. Subdiv.	1-0038-056	Davel Eng.	Complete	Complete	Complete	N	Y		Punchlist Items provided 10/24/23. Expect Spring 2024 completion.
													JWS to complete Acceptance Binder upon receiving pending docs from Davel.
													TVZ inspected utilities 3/6/24.
Northshore Villas Condo	Atlas Development	SW Corner - Old Hwy Rd & North Shore Rd.	Harrison	Resid. Condo	1-0038-062	Davel Eng.	On-Going	Pending	Pending	N	N	Future	Agreements with Developer are pending.
													Development will include private water and sanitary sewer facilities.
											ļ		
Harrison Heights 2	DeWitt Dev. LLC	E/O Creekside Estates	Harrison	Resid. Subdiv.	1-0038-064	Davel Eng.	Complete	Complete	Pending	N	N	Complete	Sewer & water Complete. Expect Spring 2024 Completion. Acceptance Binder pending.
		Across Hwy 10 from Zirbel Dr.											
					M&E		M&E	S & W	Record	Accept	С	Systems	
Future Projects	Developer			Development	Project		Plan Review	Construct.	Drawings	Binder	Α	Map Update	Additional
Development Name	Name	Location	Municipality	Туре	Number	Designer	Status	Status	Status	to HU	D	Status	Comments
Breezy Meadows	Vans	Midway Rd and Lake Park Rd.	Harrison	Resid. Subdiv.	N/A	N/A	N/A	N/A	N/A	N/A	N	N/A	Village expects to receive 30% engineering submittal for this development
		Parcel 46188 and 43840											and hold a Predevelopment Meeting in Spring of 2024
Kimberly Trails	Kent Gross	South of Manitowoc Road	Harrison	Resid. Subdiv.	N/A	N/A	N/A	N/A	N/A	N/A	N	N/A	Village Board approved Concept Plan in February of 2024
		Parcel 33418 and 33408											Village Board will review CSM in April and Preliminary Plat in June of 2024.



### VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date:

Vicki Tessen, Clerk-Treasurer April 30, 2024

Title:

Clerk/Treasurer

- + ARPA Report
- + Financial Report

**Issue:** 

Monthly Report

### **Background and Additional Information:**

The clerk's office has been busy with regular duties and assisting residents. Early this month, over 200 notices were sent to dog owners informing them that they need to re-license their dogs. Many have already complied and for those that don't, staff will send one more letter before advancing to the next step. Through April 24th, we have sold 1,024 yard waste stickers which is almost exactly where we were last year at this time.

The next newsletter is scheduled to go to the printers mid-May so staff has been writing the articles and colleting pictures. It will feature a lot of valuable information that our residents should appreciate.

Staff has also attended many meetings. The clerks had a webinar on liquor licensing updates from the DOJ, we met with Granicus to continue work on the forms portal, met remotely with the auditor, been in contact with the assessor regarding Board of Review, met with a company to review their building and zoning permit program that interfaces with the village assessor's software program, and the clerks attended the District WMCA meeting/training.

Reminder for future meeting dates:

May 7, 2024

May 28, 2024

June 25, 2024

### **Budget Impacts:**

none

#### **Recommended Action:**

Report Only

#### **Attachments:**

- ARPA Fund Ledger 4 12 2024.pdf
- Account Statement Summary for Village Board.pdf

#### Wisconsin Department of Revenue - State and Local Finance Division American Rescue Plan Act - Local Fiscal Recovery Funds June 3, 2021

#### Allocation to Non-Entitlement Unit

Co-Muni Code	08131
County	CALUMET
Municipality	VLG OF HARRISON
2019 Census Pop.	12358
Total ARPA Allocation	\$1,293,494.00
2021 ARPA Allocation	\$646,747
2022 ARPA Allocation	\$646,747

REVENUE ACCT: Nicolet - Village Rev REVENUE G/L: 240-00-43300-000-000 EXPENSE G/L: 240-00-51400-000-000 MEMO: Project # & Expense description

Duciost #	Comment / Description	Board		ALOTTED	Ac	tual Spent	(Ove	er) / Under	Available	F	nd Balance	ARPA Status	Village Status	ARPA Report
Project #	, ,	Approved				to Date	A	Allotted	Balance			ARPA Status	Village Status	Date
	ARPA Funds Rec'd 6/25/21- acct 300		\$	(646,747)					\$ 646,747	\$	646,747			
6.1.001	Vlg Hall - Rooftop HVAC Units	8/10/21	\$	59,500	\$	59,500	\$	-	\$ 587,247	\$	587,247	Completed	Completed	4/30/22
6.1.003	Vlg Hall - Front Office Laptop		\$	1,720	\$	1,720	\$	-	\$ 585,527	\$	585,527	Completed	Completed	4/30/22
6.1.002	Vlg Hall - Office Renovation	3/8/22	\$	12,000	\$	11,923	\$	77	\$ 573,604	\$	573,604	In process	In process	4/30/22
6.1.004	Village - Elections - Badger Books Software	1/25/22	\$	30,000	\$	26,513	\$	3,487	\$ 547,091	\$	547,091	Completed	Completed	4/30/22
6.1.005	Employees - *Covid PTO Backpay & Sick Bank	2/8/22	\$	60,000	\$	3,146			\$ 487,091	\$	543,945	In process	In process	4/30/22
6.1.006	Village - Meeting, Online Forms, & Website Software	5/31/22	\$	257,392	\$	179,696			\$ 229,699	\$	364,248	In process	In process	4/30/23
6.1.007	Village - Phone System	5/31/22	\$	11,000	\$	11,193	\$	(193)	\$ 218,506	\$	353,055	Completed	Completed	4/30/23
6.1.008	Village - Network Server + Cell phone misc.		\$	22,000	\$	21,197	\$	803	\$ 197,310	\$	331,859	Completed	Completed	4/30/23
	ARPA Funds Rec'd 6/21/2022 - acct 300		\$	(646,747)					\$ 844,057	\$	978,606			
6.1.009	Fire Dept Washer Extractors	6/28/22	\$	26,100	\$	26,045	\$	55	\$ 818,011	\$	952,561	Completed	Completed	4/30/23
6.1.010	Fire Dept Polaris Ranger Skid Unit	6/28/22	\$	24,000	\$	23,400	\$	600	\$ 794,611	\$	929,161	Completed	Completed	4/30/23
6.1.011	Clerk/Treas Dept Computer	7/12/22	\$	1,095	\$	1,075	\$	20	\$ 793,536	\$	928,086	Completed	Completed	4/30/23
6.1.012	Village - Recreation - Courts @ Darboy Comm. Park	7/12/22	\$	81,916	\$	81,916	\$	-	\$ 711,620	\$	846,170	Paid in full 2023	Completed	4/30/23
6.1.013	Employees - Safety Program	7/26/22	\$	5,000	\$	4,646			\$ 706,620	\$	841,524	In process	In process	4/30/23
6.1.014	Village - Recreation - Playground @ Farmer's Field Park	10/20/22	\$	130,000	\$	129,614	\$	386	\$ 577,006	\$	711,910	Completed	Completed	4/30/23
6.1.015	Fire Dept Gas Line Upgrade	9/29/22	\$	3,100	\$	3,051	\$	49	\$ 573,956	\$	708,859	Completed	Completed	4/30/23
6.1.016	Village - Automatic Door Operators for Vlg Hall	3/28/23	\$	9,000	\$	8,691	\$	309	\$ 565,265	\$	700,168		Completed	
6.1.018	Road Safety Improvement at State Park Rd & Cty Trk KK	5/9/23	\$	206,667					\$ 358,598	\$	700,168			
6.1.019	Village - Election Equipment	5/30/23	\$	37,025	\$	37,485	\$	(460)	\$ 321,113	\$	662,683		Completed	
6.1.020	Community Outreach / 10-Year Celebration	5/30/23	\$	31,050	\$	26,334	\$	4,716	\$ 294,778	\$	636,349		Completed	
6.1.021	Village - Recreation - Trail @ Van's Road Pond	8/29/23	\$	46,861	\$	46,861	\$	(0)	\$ 247,917	\$	589,488		Completed	
6.1.022	Economic Dev Redevelopment Resources Contract	10/24/23	\$	10,000	\$	7,975			\$ 237,917	\$	581,512			
6.1.023	Comprehensive Plan and Future Land Use Map	11/28/23	\$	4,956	\$	4,194			\$ 232,962	\$	577,318			
6.1.024	Radar Based Speed Display Boards	1/30/24	\$	25,000	\$	23,905	\$	1,095	\$ 209,057	\$	553,413			
6.1.025	Video Conference Equipment	1/30/24	\$	3,800	\$	3,055		·	\$ 205,257	\$	550,358			
6.1.026	Village Display Board Sign	1/30/24	\$	49,000	\$	24,886			\$ 156,257	\$	525,473			
6.1.027	Meeting Recording Equipment	3/26/24		2545	\$	2,545	\$	-	\$ 153,712	\$	522,928			
L	<u> </u>		•	· ·		*	•		\$ 153,712		•			
									\$ 153,712	1				
TOTALS			\$	1,229,896	\$	770,566			\$ 153,712	\$	522,928			

### 2024 VILLAGE Account Statement Summary for Village Board.xlsx

2024 - Village Accounts	January	February	March
Vlg Mmbrship QTRLY Interest	0.996%	0.996%	0.996%
Beginning Balance	11,255.84	11,255.84	11,255.84
Credits	22,200.01	22)200.01	
Interest			27.87
Debits			-
Ending Balance	11,255.84	11,255.84	11,283.71
VLG CD	5.223%	5.223%	5.223%
Beginning Balance	343,232.86	344,751.27	346,178.00
Interest	1,518.41	1,426.73	1,531.44
Ending Balance	344,751.27	346,178.00	347,709.44
VIg MM	3.928%	3.928%	3.928%
Beginning Balance Credits	716,281.29	718,664.35	720,901.08
Interest	2 202 06	2 226 72	2 200 42
Debits	2,383.06	2,236.73	2,398.43
Ending Balance	718,664.35	720,901.08	723,299.51
Money Mrkt	0.30%	0.30%	0.30%
Beginning Balance	291,848.82	291,922.98	291,992.37
Credits	232)010.02	231,322.30	231,332.07
Debits			
Interest	74.16	69.39	74.19
Ending Balance	291,922.98	291,992.37	292,066.56
Savings CD	4.80%	4.80%	4.80%
Beginning Balance	269,500.99	272,704.52	272,704.52
Interest	3,203.53		
Ending Balance	272,704.52	272,704.52	272,704.52
Local Gov't Investment Pool	5.39%	5.39%	5.40%
Beginning Balance	266,000.36	267,214.96	268,355.35
Interest	1,214.60	1,140.39	1,226.36
Ending Balance	267,214.96	268,355.35	269,581.71
Checking General	5.35%	5.35%	5.35%
Beginning Balance	5,774,001.59	4,288,955.07	2,929,379.19
Credits	200,913.55	493,416.08	300,919.16
Debits	1,709,915.86	1,852,991.96	717,275.43
Interest	23,955.79	14,850.39	11,620.58
Ending Balance	4,288,955.07	2,929,379.19	2,524,643.50
Money Mrkt Tax	5.35%	5.35%	5.35%
Beginning Balance	6,874,713.02	6,907,965.91	6,937,329.50
Credits	3/31 1/1 23132	2/221/22212	5/551/525155
Debits			
Interest	33,252.89	29,363.59	29,488.40
Ending Balance	6,907,965.91	6,937,329.50	6,966,817.90
Checking Taxes	5.35%	5.35%	5.35%
Beginning Balance	12,477,618.30	10,589,990.11	6,672,204.12
Credits	6,993,035.71	1,275,344.92	
Debits	8,938,176.97	5,236,067.61	8,548.16
Interest	57,513.07	42,936.70	28,162.25
Ending Balance	10,589,990.11	6,672,204.12	6,691,818.21
ONLINE Account	5.35%	5.35%	5.35%
Beginning Balance	253,007.13	609,481.23	707,200.63
Credits	359,857.98	94,771.23	
Debits	5,720.71	-	_
Interest	2,336.83	2,948.17	3,006.09
Ending Balance	609,481.23	707,200.63	710,206.72

### 2024 VILLAGE Account Statement Summary for Village Board.xlsx

2024 - Village Accounts	January	February	March
Checking TOWN ACCOUNT APY	.0%		
Beginning Balance	11,064.35	11,064.35	11,064.35
Credits		1	
Debits		1	
Ending Balance	11,064.35	11,064.35	11,064.35

	January	February	March
Village Accts Total:	24,302,906.24	19,157,500.60	18,810,131.78
Town Total:	11,064.35	11,064.35	11,064.35
All Funds Total:	24,313,970.59	19,168,564.95	18,821,196.13

## 2024 HARRISON UTILITIES Account Statement Summary for Village Board.xlsx

2024 HARRISON UTILITIES	January	February	March
Utility MM (customer paymnt)	3.928%	4.169%	3.928%
Beginning Balance	342,527.55	549,526.29	\$ 759,532.62
Credits	205,662.56	208,337.32	\$ 208,767.47
Debits	96.35	409.89	\$ 134.98
Interest	1,432.53	2,078.90	\$ 3,089.15
Ending Balance	549,526.29	759,532.62	\$ 971,254.26
Ending bulance	343,320.23	733,332.02	7 371,234.20
HU Expense account	0.399%	0.399%	0.399%
Beginning Balance	169,758.81	101,838.88	\$ 215,733.74
Credits	4,082.50	271,577.28	\$ 278,001.61
Debits	72,050.88	157,749.72	\$ 266,502.56
interest	48.45	67.30	\$ 94.30
Ending Balance	101,838.88	215,733.74	\$ 227,327.09
HU CD	4.889%	4.889%	4.889%
Beginning Balance	522,867.57	525,032.74	\$ 527,066.61
Interest	2,165.17	2,033.87	\$ 2,182.56
Ending Balance	525,032.74	527,066.61	\$ 529,249.17
Ending Balance	323,032.74	327,000.01	y 323,243.17
CD Utility Bldg Proceeds	Closed 1/29/2024		
Beginning Balance	61,855.61		
Interest	115.55		
Debits	61,971.16		
Ending Balance	-	moved to Resv Acct	
Utility MM (Reserve Acct)		4.218%	4.218%
Beginning Balance	5,250,105.84	5,330,840.79	\$ 5,098,023.31
Credits	61,971.16		
Debits		250,000.00	\$ 250,000.00
Interest	18,763.79	17,182.52	\$ 17,435.41
Ending Balance	5,330,840.79	5,098,023.31	\$ 4,865,458.72
Checking Utilities	5.350%	5.35%	5.35%
Beginning Balance	576,464.63	579,202.83	\$ 581,614.71
Credits	370,101103	373,202.03	φ 301)011171
Debits	49.95	49.95	49.95
interest	2,788.15	2,461.83	\$ 2,472.08
Ending Balance	579,202.83	581,614.71	\$ 584,036.84
Money Mrkt Utility	5.350%	5.35%	5.35%
Beginning Balance	57,236.29	57,513.14	\$ 57,757.61
Credits			
Debits	276.05	244.47	ć 245.51
Interest	276.85	244.47	\$ 245.51
Ending Balance	57,513.14	57,757.61	58,003.12
	January	February	March
All Funds Total:	7,143,954.67	7,239,728.60	7,235,329.20



VILLAGE BOARD MEETING **VILLAGE OF HARRISON** 

From: **Meeting Date:** 

April 30, 2024 Vicki Tessen, Treasurer

Title:

March Bills and Claims

**Issue:** 

The bills and claims are presented to the Board for consideration.

**Background and Additional Information:** 

**Budget Impacts:** 

**Recommended Action:** 

Approve bills and claims for March 2024 as presented

### **Attachments:**

- Vlg Bills & Claims March 2024.pdf
- HU Bills & Claims March 2024.pdf

4/09/2024 1:55 PM Reprint Check Register - Full Report - ALL Page: 1
ACCT

NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:

Amount				ck Nbr Check Date Payee
	Check	Manual		EFT 3/01/2024 DELTA DENTAL CLERK MANAGER OFFICE ASST MAR
554.2			2096839	-02-51400-200-000 Gen. Admin - Benefits CLERK MANAGER OFFICE ASST MAR
801.9			2096839	-09-53311-200-000 Hwy Dept - Benefits HWY DEPT MAR
0.0			2096839	-01-51101-200-000 Planning - Benefits PLANNER MAR
120.5			2096839	-06-52200-200-000 Fire Dept - Benefits FIRE MAR
400.4			Dist. 770741	-00-14500-000-000 Due from Special Purpo: UTILITIES MAR 2024 DELTA DENTAL
1,877.1	Total			
	Check	Manual		EFT 3/05/2024 VOXTELESYS, LLC TRUNK UNLMTD SRVR HOST LOCALE911
245.8			tracts 316627	-02-51400-400-006 Gen. Admin - Service Co TRUNK UNLMTD SRVR HOST LOCALE911
245.8	Total			
	Check	Manual		EFT 3/07/2024 VERIZON WIRELESS FEB AND MARCH BILLING
10.1			one 9955230402	-06-52200-500-022 Fire Station 60 - Telep IPAD FOR STATION 60
10.1			one 9955230402	-07-52200-500-022 Fire Station 70 - Telen IPAD FOR STATION 70
27.6				-02-51400-400-006 Gen. Admin - Service Co PLAN ACCOUNT CHARGES 1/27-2/26
10.1			one 9957685559	-06-52200-500-022 Fire Station 60 - Telep IPAD FOR STATION 60
				-07-52200-500-022 Fire Station 70 - Telep IPAD FOR STATION 70
10.1			9957685559	THE FOR STRITON 70
10.1 27.6				-02-51400-400-006 Gen. Admin - Service Co PLAN ACCOUNT CHARGES 2/27-3/26

EFT 3/12/2024 UNITED HEALTHCARE

SHOP FEB 2024 HEALTH INSURANCE Manual Check

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ACCT

NICOLET (INVESTORS) BANK VOH Acco

Accounting Checks

Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:

Check Nbr Check Date Payee	Amount
100-09-53311-200-000	13,644.19
100-02-51400-200-000 Gen. Admin - Benefits OFFICE FEB 2024 HEALTH INSURANCE 890636715082	9,980.07
100-01-51101-200-000 Planning - Benefits PLANNER FEB 2024 HEALTH INSURANCE 890636715082	0.00
100-06-52200-200-000 Fire Dept - Benefits FIRE JAN & FEB 2024 HEALTH INSURANCE 890636715082	3,998.20
100-00-14500-000-000 Due from Special Purpose Dist. UTILITIES FEB 2024 HEALTH INSURANCE 890636715082	4,796.74
100-02-51400-200-000 Gen. Admin - Benefits COBRA M BOOTH 10-21 TO 11-30 890636715082	436.92
100-09-53311-200-000	13,644.19
100-02-51400-200-000 Gen. Admin - Benefits OFFICE MAR 2024 HEALTH INSURANCE 890632607389	9,980.07
100-06-52200-200-000 Fire Dept - Benefits FIRE MAR 2024 HEALTH INSURANCE 890632607389	1,999.10
100-00-14500-000-000 Due from Special Purpose Dist. UTILITIES MAR 2024 HEALTH INSURANCE 890632607389	4,796.74
Total	1 63,276.22
EFT 3/11/2024 FSA DEPENDENT CARE ACCOUNT B BARLOW 2024 FSA DEP CARE REIMBURSEMENT Manual Check	
100-00-21045-000-000 Health Insurance Payable B BARLOW 2024 FSA DEP CARE REIMBURSEMENT	192.30
Total	1 192.30
EFT 3/01/2024 WI DEFERRED COMP UTILITIES DEF COMP PAYROLL 2/29/24 Manual Check	
100-00-21525-000-000 Wisc Deferred Comp Payable UTILITIES DEF COMP PAYROLL 2/29/24	400.00
100-00-21525-000-000 Wisc Deferred Comp Payable VILLAGE DEF COMP PAYROLL 2/29/24	825.00
Total	1,225.00

EFT 3/04/2024 INTERNAL REVENUE SERVICE-PAYROLL TAXES
EMPLOYEE SOCIAL SECURITY 2/29/24 Manual Check

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NICOLET (INVESTORS) BANK VOH	Accounting	Checks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
100-00-21020-000-000 Social Security Taxes Payable EMPLOYEE SOCIAL SECURITY 2/29/24		3,422.33
100-00-21020-000-000 Social Security Taxes Payable EMPLOYEE MEDICARE 2/29/24		800.37
100-00-21020-000-000 Social Security Taxes Payable EMPLOYER LIABILITY SOCIAL SEC 2/29/24		3,422.33
100-00-21020-000-000 Social Security Taxes Payable EMPLOYER LIABILITY MEDICARE 2/29/24		800.37
100-00-21030-000-000 U.S. Withholding Taxes Payable FED INCOME TAXES 2/29/24		3,902.35
	Total	12,347.75
EFT 3/11/2024 WI DEPT OF REVENUE-PAYROLL TAXES STATE TAXES WT-6 FOR PAYROLL 2/29/24	S Manual Check	
100-00-21040-000-000 State Withholding Tax Payable STATE TAXES WT-6 FOR PAYROLL 2/29/24		2,117.51
	Total	2,117.51
EFT 3/04/2024 MERCHANT CHOICE CARD SERVICES 2/1 - 2/29 CREDIT CARD PROCESSING FEES	Manual Check	
100-02-51400-400-006 Gen. Admin - Service Contracts 2/1 - 2/29 CREDIT CARD PROCESSING FEES		156.26
	Total	156.26
EFT 3/22/2024 RELIANCE STANDARD LIFE INSURANCE APR 2024 LIFE & DISABILITY HWY DEPT	E COMPANY Manual Check	
100-09-53311-200-000 Hwy Dept - Benefits APR 2024 LIFE & DISABILITY HWY DEPT		348.19
100-02-51400-200-000 Gen. Admin - Benefits APR 2024 LIFE & DISABILITY OFFICE		318.20
100-01-51101-200-000 Planning - Benefits APR 2024 LIFE & DISABILITY PLANNER		42.90
100-06-52200-200-000 Fire Dept - Benefits APR 2024 LIFE & DISABILITY FIRE		62.36
	Total	771.65
EFT 3/25/2024 FSA DEPENDENT CARE ACCOUNT B BARLOW 2024 FSA DEP CARE REIMBURSEMENT	Manual Check	
100-00-21045-000-000 Health Insurance Payable B BARLOW 2024 FSA DEP CARE REIMBURSEMENT		192.30

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ACCT

NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:

Check Nbr Check Date Payee		Amount
	Total	192.30
EFT 3/27/2024 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		189.23
100-00-53420-004-000 Street Lighting - HAA ACCT 0716666446-00003 General Lights		882.97
100-00-53420-001-000 Street Lighting - North Shore ACCT 0716666446-3 NorthShore Golf Course		15.39
100-00-53420-006-000 Street Lighting - NS Woods ACCT 0716666446-3 NorthShore Woods Sub.		93.84
100-00-53420-000-000 Street Lighting - General ACCT 0716666446-00003 Harrisville Court		72.03
100-00-51600-500-021 Municipal Bldg - Heat ACCT 0716666446-00004 HALL/SHOP GAS HEAT		615.22
100-00-55200-000-000 Parks - Maint. and Utilities ACCT 0716666446-6 COMMUNITY PARK LIGHTS		314.73
100-09-53311-500-020 Hwy Dept - Electric ACCT 0716666446-00007 ELECTRIC SHOP 60%		765.58
100-00-51600-500-020 Municipal Bldg - Electric ACCT 0716666446-00007 TOWN HALL ELEC 40%		510.38
100-06-52200-500-021 Fire Station 60 - Heat ACCT 0716666446-00008 FIRE DEPT #1 HEAT		330.85
100-00-53420-000-000 Street Lighting - General ACCT 0716666446-9 LED STREET LIGHTING		326.83
100-00-55200-000-000 Parks - Maint. and Utilities ACCT 0716666446-00010 Shelter-Noe Road		37.03
100-07-52200-500-021 Fire Station 70 - Heat ACCT 0716666446-00011 FIRE DEPT #2 GAS		258.32
100-00-55200-000-000 Parks - Maint. and Utilities ACCT0716666446-12 COMMPARK SPECIALEVENTS		14.73
100-06-52200-500-020 Fire Station 60 - Electric ACCT 0716666446-00013 FIRE DEPT #1 ELEC		186.96
100-00-53635-100-000 Compost Site ACCT 0716666446-00016 YARD WASTE		19.28
100-00-53420-000-000 Street Lighting - General SERVICE CREDIT		0.00

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NICOLE	T (INVESTORS) B	ANK VOH				Acco	unting C	Checks
Post	•	1/2024 1/2024	_	Account: Account:				
Check Nbr	Check Date	Payee						Amount
							Total	4,633.37
EFT STATE T	3/26/2024 N AXES WT-6 FOR P	WI DEPT OF AYROLL 3/1		E-PAYROLL	TAXES		Check	
100-00-21040 STATE	-000-000 Stat E TAXES WT-6 FOR	e Withholo R PAYROLL	_	Payable				2,129.81
							Total	2,129.81
EFT EMPLOYE	3/18/2024 E SOCIAL SECURI	INTERNAL R		SERVICE-P	AYROLL		Check	
100-00-21020 EMPLO	-000-000 Soci	al Securi	_	Payable				3,406.85
100-00-21020 EMPLO	-000-000 Soci OYEE MEDICARE 3,	al Securi /14/24	ty Taxes	Payable				796.74
100-00-21020 EMPLO	-000-000 Soci	al Securi SOCIAL SEC						3,406.85
100-00-21020 EMPLO	-000-000 Soci	al Securi MEDICARE 3	_	Payable				796.74
100-00-21030 FED I	-000-000 U.S. INCOME TAXES 3/1	Withhold: L4/24	ing Taxe	s Payable	è			4,021.91
							Total	12,429.09
EFT UTILITI	3/14/2024 N ES DEF COMP PAY					Manual	Check	
100-00-21525 UTILI	-000-000 Wisc	Deferred		yable				400.00
100-00-21525 VILL	-000-000 Wisc	Deferred CROLL 3/14	_	yable				825.00
							Total	1,225.00
EFT POSTAGE	3/29/2024 METER 12/30/23			AL FINANC	IAL SE		R INV Check	
100-02-51400 POSTA	-400-006 Gen. AGE METER 12/30	Admin - 3 23 - 3/29			3 710612	<b>!</b>		143.55
							Total	143.55
EFT VOH RET	3/29/2024 IREMENT FEB	WISCONSIN	EMPLOYE	E TRUST F	UND (E		Check	
100-00-21520 VOH F	-000-000 Wisc	onsin Ret	irement	Payable 3008	69			18,354.73

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NICOLET (INVESTORS) BANK VOH Accountin	g Checks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:	
Check Nbr Check Date Payee	Amount
100-00-21520-000-000 Wisconsin Retirement Payable UTILITIES RETIREMENT FEB 300869	5,842.82
100-02-51400-400-000 Gen. Admin - Supplies OVERPAYMENT PER WETF-CREDIT ON ACCOUNT 300869	-10.93
Tot	24,186.62
EFT 3/29/2024 WI DEFERRED COMP UTILITIES DEF COMP PAYROLL 3/28/24 Manual Chec	ek
100-00-21525-000-000 Wisc Deferred Comp Payable UTILITIES DEF COMP PAYROLL 3/28/24	400.00
100-00-21525-000-000 Wisc Deferred Comp Payable VILLAGE DEF COMP PAYROLL 3/28/24	825.00
Tot	al 1,225.00
14968 3/06/2024 CHARTER COMMUNICATIONS- 78401 153078401022124	
100-02-51400-400-006 Gen. Admin - Service Contracts SERVICE PERIOD 2/24-3/23	119.99
Tot	al 119.99
14969 3/06/2024 CHARTER COMMUNICATIONS- 82914 82914022524	
100-00-55200-000-000 Parks - Maint. and Utilities INTERNET SERVICE PERIOD 2/25-3/24 82914022524	70.27
Tot	al 70.27
14970 3/06/2024 CHARTER COMMUNICATIONS- 97501 152897501022124	
100-02-51400-400-006 Gen. Admin - Service Contracts SERVICE PERIOD 2/24/24-3/23/24	136.38
Tot	al 136.38
14971 3/06/2024 CORPORATE NETWORK SOLUTIONS, INC 75715, 75717	
240-00-51400-000-000 ARPA Expenses  CONFERENCE CAMERA, MICROPHONE 6.1.025 75715	1,300.00
240-00-51400-000-000 ARPA Expenses SAMSUNG 75" SMART TV 75717	725.00
Tot	al 2,025.00

4/09/2024 1:55 PM Reprint Check Register - Full Report - ALL Page: 7 ACCT NICOLET (INVESTORS) BANK VOH Accounting Checks Posted From: 3/01/2024 From Account: Thru Account: Thru: 3/31/2024 Check Nbr Check Date Payee Amount 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2613437, 2618283, 2618467, 2618684, 2619570 100-08-52300-000-000 137.29 1st Responders - Operating Exp FROM 1/26 PADS, BANDAGES, GAUZE, COLDPACK 2613437 100-08-52300-000-000 1st Responders - Operating Exp 45.80 FROM 2/16 AIRWAY 2618283 100-08-52300-000-000 1st Responders - Operating Exp 597.25 FROM 2/16/24 V-VAC HANDLE, STETHOSCOPE 100-09-53311-400-000 Hwy Dept - Supplies 1,393.99 FROM 2/19/24 ZOLL AED DPW 2618684 100-08-52300-000-000 1st Responders - Operating Exp 569.75 FROM 2/22/24 AIRWAY 2619570 Total 2,744.08 14973 3/06/2024 FARRELL EQUIPMENT & SUPPLY CO 111500 100-09-53311-400-000 99.99 Hwy Dept - Supplies FROM 2/27/24 12" MEASURING WHEEL 111500 Total 99.99 14974 3/06/2024 FOX STAMP SIGN AND APPAREL FOX-7488 100-02-51400-400-000 30.95 Gen. Admin - Supplies FROM 2/27/24 ACCOUNTS PAYABLE STAMP FOX-7488 100-00-51440-400-000 30.95 Elections - Supplies FROM 2/27/24 ABSENTEE BALLOT ENVEL STAMP FOX-7488 Total 61.90 HARRISON UTILITIES 14975 3/06/2024 ACCOUNT 000-2781-00 100-07-52200-500-023 Fire Station 70 - Water/Sewer 84.52 ACCOUNT 000-2781-00 Total 84.52 3/06/2024 J.D. OGDEN PLUMBING & HEATING INC 14976 100190 100-06-52200-700-000 210.00 Fire Dept - Equip Maintenance FROM 2/27/24 ANNUAL TESTING 100190 Total 210.00

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NICOLET (INVESTORS) BANK VOH		Accounting Ch	ecks
Posted From: 3/01/2024 From Acc	ount:		
Thru: 3/31/2024 Thru Acc	ount:		
Check Nbr Check Date Payee			Amount
14977 3/06/2024 KAATS WATER CONDITION 53487TN, 53786TN	NING INC		
100-09-53311-400-000 Hwy Dept - Supplies CHARGES FROM 2/13/24	53487TN		30.27
100-09-53311-400-000 Hwy Dept - Supplies CHARGES FROM 2/27/24	53786TN		25.10
		Total	55.37
14978 3/06/2024 L & S TRUCK CENTER 266931, 266932, 284026			
100-09-53311-600-600 Hwy Dept - Vehicle Maint FROM 2/28/24 TRUCK #14 BULB	enance 266931		0.46
100-09-53311-600-600 Hwy Dept - Vehicle Maint FROM 2/28/24 TRUCK #14 RELAY	enance 266932		10.84
100-09-53311-600-600 Hwy Dept - Vehicle Maint FROM 2/29/24 2013 FORD F350 REPAIR LEAK			1,396.00
		Total	1,407.30
14979 3/06/2024 LINDE GAS & EQUIPMENT 41274214	T INC		
100-09-53311-400-000 Hwy Dept - Supplies FROM 2/22/24 CYLINDER RENT	41274214		40.20
		Total	40.20
14980 3/06/2024 LISOWE OIL DIV OF ADV	VANCED FUEL S	ERV	
100-09-53311-600-030 Hwy Dept - Fuel FROM 2/29/24	76595		2,369.22
		Total	2,369.22
14981 3/06/2024 MACQUEEN EMERGENCY P26383			
100-06-52200-700-000 Fire Dept - Equip Mainte FROM 2/28/24 AIR SAMPLE KIT	nance P26383		290.00
		Total	290.00
14982 3/06/2024 MATTHEW TITEL REIMBURSE FOOD 2/19/24			
100-06-52200-400-000 Fire Dept - Supplies/Ser REIMBURSE FOOD 2/19/24	rvices		117.17

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4/09/2024 1:55 PM 10 Reprint Check Register - Full Report - ALL Page: ACCT NICOLET (INVESTORS) BANK VOH Accounting Checks Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account: Check Nbr Check Date Amount Payee 14989 3/06/2024 S & A SEPTIC SERVICES 1319 Hwy Dept - Building Maint 130.00 100-09-53311-505-000 PUMP HOLDING TANK 2/7/24 1319 100-09-53311-505-000 Hwy Dept - Building Maint 260.00 PUMP HOLDING TANKS 2/14/24 1319 100-09-53311-505-000 Hwy Dept - Building Maint 130.00 PUMP HOLDING TANK 2/21/24 1319 100-09-53311-505-000 Hwy Dept - Building Maint 260.00 PUMP HOLDING TANKS 2/28/24 1319 Total 780.00 SERVICEMASTER BUILDING MAINTENANCE 14990 3/06/2024 44607 100-02-51400-400-006 Gen. Admin - Service Contracts 1,083.00 FROM 3/1/24 JANITORIAL MAR 44607 Total 1,083.00 3/06/2024 SI METALS AND SUPPLY 14991 282506 100-09-53311-600-600 140.00 Hwy Dept - Vehicle Maintenance FRM 2/23 3500 WORK TRK #29 FLOOR PLATE Total 140.00 3/06/2024 T-MOBILE 14992 982400447 100-07-52200-500-022 Fire Station 70 - Telephone 25.40 FROM 1/21/24-2/20/24 FIRE Total 25.40 14993 3/06/2024 T-MOBILE 982397755 100-09-53311-500-022 Hwy Dept - Telephone 201.68 FROM 1/21/24-2/20/24 HWY DEPT 100-00-51600-500-022 Municipal Bldg - Telephone 176.47 FROM 1/21/24-2/20/24 OFFICE Total 378.15 14994 3/06/2024 THEDACARE AT WORK 351297

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NICOLET (INVESTORS) BANK VOH	Accounting C	hecks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
100-06-52200-401-000 Fire Dept - Physicals FRM 2/20 CLINIC INJECT/VACC B BLOMBERG 351297		177.00
	Total	177.00
14995 3/06/2024 TRUCK EQUIPMENT INC 1088933-00		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 2/28/24 LIGHTS 1088933-00		686.00
	Total	686.00
14996 3/06/2024 WEYERS EQUIPMENT 01-204307		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/4/24 GEHL 550 COUPLINGS 01-204307		224.44
	Total	224.44
14997 3/06/2024 WI DEPT OF JUSTICE ACCT G2028 2/1 - 2/29 5 BARTENDERS		
100-02-51400-400-000 Gen. Admin - Supplies ACCT G2028 2/1 - 2/29 5 BARTENDERS		35.00
	Total	35.00
14998 3/06/2024 WI WEALTH MANAGEMENT WEDC CDI GRANT DEV AGRMNT WI WEALTH MGMT		
406-00-56700-700-000 Grant-WI Wealth Management WEDC CDI GRANT DEV AGRMNT WI WEALTH MGMT		250,000.00
	Total	250,000.00
14999 3/06/2024 POSTMASTER POSTAGE FOR ST 60 RECRUITMENT CARDS		
100-06-52200-400-000 Fire Dept - Supplies/Services POSTAGE FOR ST 60 RECRUITMENT CARDS		535.19
	Total	535.19
14999 3/06/2024 POSTMASTER CORRECT GL	Manual Check	
100-06-52200-400-000 Fire Dept - Supplies/Services POSTAGE FOR ST 60 RECRUITMENT CARDS		-535.19
100-06-52200-405-000 Fire Dept - 2% Dues Expenses CORRECT GL POSTAGE ST 60 RECRUIT CARDS		535.19

4/09/2024 1:55 PM Reprint Check Register - Full Report - ALL Page: 12 ACCT NICOLET (INVESTORS) BANK VOH Accounting Checks Posted From: 3/01/2024 From Account: Thru Account: Thru: 3/31/2024 Check Nbr Check Date Payee Amount Total 0.00 15000 3/13/2024 BIRSCHBACH INSPECTION SERVICE INC BUILDING INSPECTIONS FOR FEBRUARY 2024 100-00-52400-000-000 Building Inspector - Contract 8,390.00 BUILDING INSPECTIONS FOR FEBRUARY 2024 8,390.00 Total 15000 3/20/2024 BIRSCHBACH INSPECTION SERVICE INC REVERSE CK-RETURNED IN ERROR-REISSUE Manual Check 100-00-52400-000-000 Building Inspector - Contract -8,390.00 BUILDING INSPECTIONS FOR FEBRUARY 2024 -8,390.00 Total 15001 3/13/2024 CAPITAL ONE TRADE CREDIT 1654511177 389.99 100-09-53311-600-600 Hwy Dept - Vehicle Maintenance FROM 2/21/24 TRUCK TOOL BOX 1052242381 Total 389.99 15002 3/13/2024 COMMUNITY FIRST CU - VISA VILLAGE OF HARRISON 7107 100-09-53311-400-000 Hwy Dept - Supplies 25.98 FROM 2/21/24 AMAZON AED WALL SIGNS 100-09-53311-400-000 Hwy Dept - Supplies 135.00 FROM 2/20/24 AMAZON AED WALL CABINET Total 160.98 3/13/2024 CORPORATE NETWORK SOLUTIONS, INC 15003 75908, 75911 30.00 240-00-51400-000-000 ARPA Expenses CONVERTER CABLE, SURGE PROTECTOR 75908 240-00-51400-000-000 ARPA Expenses 1,000.00 ROLLING CART, HP PC, KEYBRD & MOUSE, UPS 75911 1,030.00 Total

3/13/2024 EMERGENCY MEDICAL PRODUCTS, INC.

1st Responders - Operating Exp

2620530

FROM 2/27 V VAC HANDLE REPLACEMENT

15004

100-08-52300-000-000

2620530

119.00

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NICOLET (INVESTORS) BANK VOH Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:

Check Nbr Check Date Payee		Amount
	Total	119.00
15005 3/13/2024 FIRST AMERICAN TITLE INS CO- INV 925-650289610, INV 925-650289624	EVANS TITLE DIV	
230-00-53441-200-000 Stormwater Plan / Munic Fees INS POLICY STORM POND SCHMIDT RD		610.00
230-00-53441-200-000 Stormwater Plan / Munic Fees INS POLICY STORM POND WOODLAND RD		968.00
	Total	1,578.00
15006 3/13/2024 GORDON FLESCH CO. INC IN14591579		
100-02-51400-400-006 Gen. Admin - Service Contracts BILL PERIOD 1/29-2/26/24 IMAGES IN1459	91579	418.43
	Total	418.43
15007 3/13/2024 GRUETT'S 96234P, 96269P, 96357P		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 2/24/24 RECLAIMER ROUND TUBE, STEEL 96234E	2	396.8
100-09-53311-400-000 Hwy Dept - Supplies FROM 2/26/24 STEL, U-BOLT, PROTECT KIT 96269E	•	429.80
100-09-53311-600-600 Hwy Dept - Vehicle Maintenance FROM 2/29/24 TRUCK #28 ANGLE IRON 96357E	<b>.</b>	12.3
	Total	839.00
15008 3/13/2024 JOE'S POWER CENTER 158749		
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/1/24 FILES, OIL 158749	9	61.9
	Total	61.9
15009 3/13/2024 L & S TRUCK CENTER 284042		
100-09-53311-600-600 Hwy Dept - Vehicle Maintenance FROM 3/6/24 2017 FORD F550 REPAIR 284042	2	303.50
	Total	303.50

15010 3/13/2024 LEAGUE OF WI MUNICIPALITIES 2024 MBRSHP DUES STORM WATER GROUP

4/09/2024 1:55 PM Reprint Check Register - Full Report - ALL Page: 14 ACCT NICOLET (INVESTORS) BANK VOH Accounting Checks Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account: Check Nbr Check Date Payee Amount 230-00-53441-200-000 Stormwater Plan / Munic Fees 500.00 2024 MBRSHP DUES STORM WATER GROUP 500.00 Total 3/13/2024 NICOLET NATIONAL BANK 15011 CORP 233893 ACCT 8831 100-09-53311-305-000 Hwy Dept - Training Expenses 65.37 FROM 2/14/24 DICKS TRAINING 100-02-51400-305-000 Gen. Admin - Training/Conf. 20.71 FROM 2/15/24 KALAHARI REST CONF FOOD 100-02-51400-400-006 Gen. Admin - Service Contracts 168.70 FROM 2/22/24 ZOOM MEETING PACKAGE 100-02-51400-400-000 Gen. Admin - Supplies 1.00 FROM 2/22/24 GANNETT ONLINE ACCESS 100-02-51400-400-000 Gen. Admin - Supplies 20.99 FRM 2/23/24 ADOBE ACROBAT PRO OFFICE COM 100-09-53311-505-000 164.45 Hwy Dept - Building Maint FROM 2/26/24 WALMART TV AND MOUNT 100-09-53311-400-000 Hwy Dept - Supplies 111.21 FROM 2/27/24 HOME DEPOT STEP BIT, SAW 100-06-52200-400-000 Fire Dept - Supplies/Services 202.52 FROM 2/9/24 WALMART GATORADE/SODA 100-06-52200-400-000 Fire Dept - Supplies/Services 126.36 FROM 2/16/24 STAPLES LABEL MAKER TAPE 100-08-52300-000-000 1st Responders - Operating Exp 605.92 FROM 2/16/24 AMAZON INFRARED THERMOMETER 100-06-52200-400-000 48.99 Fire Dept - Supplies/Services FROM 2/17/24 AMAZON POWER STRIP, EXT CORD 100-06-52200-400-000 Fire Dept - Supplies/Services 39.88 FROM 2/26/24 WALMART TIDE Total 1,576.10 15012 3/13/2024 ROCKET INDUSTRIAL IN00461688 100-09-53311-400-000 Hwy Dept - Supplies 553.16 FROM 3/11/24 MULTIFOLD & ROLL TOWELS IN00461688 Total 553.16

4/09/2024 1:55 PM Reprint Check Register - Full Report - ALL Page: 15 ACCT NICOLET (INVESTORS) BANK VOH Accounting Checks Posted From: 3/01/2024 From Account: Thru Account: Thru: 3/31/2024 Check Nbr Check Date Payee Amount 3/13/2024 SCHMIDT BROS CUSTOM HOMES INC ESCROW RETURN N9253 CASSANDRA WAY **Building Escrows Payable** 100-00-21060-000-000 1,500.00 ESCROW RETURN N9253 CASSANDRA WAY Total 1,500.00 3/13/2024 SHERWOOD WATER & SEWER 15014 000-3055-00, 000-3050-00 100-06-52200-500-023 Fire Station 60 - Water/Sewer 192.00 ACCOUNT NUMBER 000-3055-00 STATION 60 100-06-52200-500-023 Fire Station 60 - Water/Sewer 62.10 ACCOUNT NUMBER 000-3050-00 TOWN 254.10 Total 15015 3/13/2024 SRF CONSULTING GROUP INC 17329.00-1 240-00-51400-000-000 ARPA Expenses 3,092.13 COMPREHENSIVE PLAN UPDATE 6.1.023 17329.00-1 Total 3,092.13 15016 3/13/2024 SUPERIOR CHEMICAL LLC 385916 100-06-52200-400-000 Fire Dept - Supplies/Services 169.30 FROM 3/6/24 ODOR GELS 385916 Total 169.30 3/13/2024 TECC SECURITY SYSTEMS INC 15017 60964 201-00-57220-000-000 Capital Outlay - Park Impact 85.00 FRM 3/6 SETUP LINK TO PHONES DARBOY PARK 60964 Total 85.00 3/13/2024 W.S. DARLEY & CO 15018 17523547 100-06-52200-400-000 555.90 Fire Dept - Supplies/Services FROM 3/6/24 SMOKE EJECTOR 17523547 Total 555.90 15019 3/13/2024 WIL-KIL PEST CONTROL

4831742, 4831902, 4831903

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NICOLET	(INVESTORS)	BANK VOH				Acc	ounting	Checks		
Post		01/2024 31/2024		Account: Account:						
Check Nbr	Check Date	Payee						1	Amour	ıt
100-02-51400- FIRE	-400-006 Gen STATION 60	. Admin -	Service	Contracts 4831					52	2.70
100-02-51400- FIRE	-400-006 Gen STATION 70	. Admin -	Service	Contracts 4831					52	2.70
100-02-51400- VILLA	-400-006 Gen GE HALL	. Admin - 8	Service	Contracts 4831					91	. 66
							Total		197	7.06
15020 4765	3/13/2024	WISCONSIN	RURAL W	ATER ASSO	CIATIO	ON				_
100-09-53311 FROM	-305-000 Hwy 3/7/24 SAFETY	Dept - Tra TRAINING P	_	Expenses 4765	;				456	5.56
	-305-000 Gen 3/7/24 SAFETY		-	=	i				114	1.14
							Total		570	.70
15021 P7106220	-,,	BATTERIES	PLUS LL	С						_
100-08-52300- FROM	-000-000 1st 3/12/24 BATTER	Responder: IES	s - Ope		e 162207				126	5.00
							Total		126	5.00
15022 REISSUE		BIRSCHBACH	INSPEC	TION SERV	ICE IN	NC				_
100-00-52400- BUILD	-000-000 Bui	lding Inspe S FOR FEBR						8	3,390	.00
							Total	. 8	3,390	.00
15023 47985100	3/20/2024 057423846	ELAN FINAN	ICIAL SE	RVICES						_
100-00-55200- FROM	-000-000 Par 2/9/24 REVEAL	ks - Maint XTRA FEB 8		tilities					9	00.
100-09-53311 FRM 2	-400-000 Hwy /9 AMAZON FIRS	Dept - Su T RESP BAG		ADS					48	3.09
							Total		57	7.09
15024 10090449	3/20/2024 95	GFC LEASIN	IG - WI							_
100-02-51400- COVER	-400-006 Gen AGE PERIOD 4/0	. Admin - : 5/24 - 5/			s 04495				274	1.96

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NICOLET (INVESTORS) BANK VOH

PAYTEN ST ROADWAY IMPROVEMENTS

Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
	Total	274.96
15025 3/20/2024 HORST DISTRIBUTING INC 106785-000		
100-00-55200-000-000 Parks - Maint. and Utilities FROM 3/13/24 FARMERS SEED & FERTILIZER 106785-0	000	1,692.00
	Total	1,692.00
15026 3/20/2024 JOE'S POWER CENTER 159367, 159727		_
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/12/24 CHAIN, OIL 159367		145.96
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/18/24 FILES, CHAIN, FILTERS, GLOVES 159727		209.47
	Total	355.43
15027 3/20/2024 KITZ & PFEIL - OSHKOSH 39334/2		
100-09-53311-400-000 Hwy Dept - Supplies CUST 812330 TARP 39334/2		59.99
	Total	59.99
15028 3/20/2024 KLINK HYDRAULICS LLC 36508		_
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/12/24 NONSPILL QUICK COUPLING 36508		54.60
	Total	54.60
15029 3/20/2024 MCMAHON 934280 - 934291		
100-09-57330-000-000 Capital Outlay - Road Projects STATE PK RESRFCNG BIKE LNS SCMIDT-US10 934280		2,435.75
405-00-51500-000-000 Professional Services-TID #5 CTH N SITE 934281		343.50
100-00-52400-200-000 Inspections - Grade Checks 2023 LOT GRADE REVIEW & CHECK 934282		439.15
230-00-53441-200-000 Stormwater Plan / Munic Fees 23 STREET STORM SEWER CROSSROADS DEVELOP 934283		780.50
100-09-57330-000-000 Capital Outlay - Road Projects		5,007.75

934284

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NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 3/01/2024 From Account:
Thru: 3/31/2024 Thru Account:

Thru: 3/31/2024 From Account:  Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
100-09-57330-000-000 Capital Outlay - Road Projects CEDAR RIDGE ESTATES ROADWAY IMPROVEMENTS 934285		10,798.42
201-00-57220-000-000 Capital Outlay - Park Impact FARMERS FIELD PARK-ELECTRICAL SERVC PLAN 934286		827.50
403-00-51500-000-000 Professional Services-TID #3 MANITOWOC RD SIDEWALK TO WOODLAND SCHOOL 934287		3,226.85
100-09-57330-000-000 Capital Outlay - Road Projects 2024 ASPHALT RESURFACING PROGRAM 934288		2,140.00
100-09-53311-900-000 Hwy Dept - Road Maintenance 2024 CRACK SEAL PROGRAM 934289		1,338.00
100-09-53311-000-000 Hwy Dept - Engineer/Consultant 2024 GEN ENGINEER MONTHLY PROJ UPD MTG 934290		437.50
100-00-52400-200-000 Inspections - Grade Checks 2024 LOT GRADE REVIEW & CHECK 934291		2,950.85
	Total	30,725.77
15030 3/20/2024 MORTON SALT 5403014646 100-09-53311-903-000 Hwy Dept - Salt & Sand		21,595.85
FROM 3/15/24 BULK SAFE-T-SALT 5403014646	Total	21,595.85
15031 3/20/2024 POMP'S TIRE SERVICE INC. 320150603		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/13 JOHN DEERE TRACTOR FRONT TIRES 320150603		1,700.04
	Total	1,700.04
15032 3/20/2024 SERWE IMPLEMENT MUNICIPAL SALES LLC 10885		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/15/24 CLEVIS FLAILS, NUTS, BOLTS 10885		1,213.00
	Total	1,213.00
15033 3/20/2024 TRUCK EQUIPMENT INC 1090711-00		
100-09-53311-700-000 Hwy Dept - Equip Maintenance FROM 3/11/24 MIRROR SHOULDER MACHINE 1090711-00		81.96
	Total	81.96

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152897501032124

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NICOLET (INVESTORS) BANK VOH AC	counting Che	ecks
Posted From: 3/01/2024 From Account:		
Thru: 3/31/2024 Thru Account:  Check Nbr Check Date Pavee		7
		Amount
100-02-51400-400-006 Gen. Admin - Service Contracts SERVICE PERIOD 3/24/24-4/23/24 152897501032124		131.98
	Total	131.98
15041 3/27/2024 CHRIST THE ROCK COMMUNITY CHURCH ROOM RENTAL FOR ELECTIONS		
100-00-51440-400-000 Elections - Supplies ROOM RENTAL FOR ELECTIONS		25.00
	Total	25.00
15042 3/27/2024 DRISCOLL PROPERTIES LLC DEVELOPMENT AGREEMENT DRISCOLL PROP		
403-00-56700-700-000 Grant-Driscoll Properties LLC DEVELOPMENT AGREEMENT DRISCOLL PROP		52,769.46
	Total	52,769.46
15043 3/27/2024 GAT SUPPLY, INC 428397-1		
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/21/24 BROOMS,GLOVES,NYLON SLING 428397-1		462.33
	Total	462.33
15044 3/27/2024 GFL ENVIRONMENTAL U30000139831		
100-00-53620-000-000 Refuse and Garbage Services COMMUNITY PARK TRASH PICKUP APR U30000139831		79.00
	Total	79.00
15045 3/27/2024 GREGORSKI 22 LLC DEVELOPMENT AGREEMENT GREGORSKI 22		
401-00-56700-701-000 Grant-Gregorski 22 LLC DEVELOPMENT AGREEMENT GREGORSKI 22		14,680.43
	Total	14,680.43
15046 3/27/2024 HORST DISTRIBUTING INC 106948-000		
100-00-55200-000-000 Parks - Maint. and Utilities FROM 3/20/24 SEED 106948-000		636.00
	Total	636.00

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NICOLET (INVESTORS) BANK VOH		Accounting Che	cks
Posted From: 3/01/2024 From Acco			
Check Nbr Check Date Payee			Amount
15047 3/27/2024 KITZ & PFEIL - OSHKOS 39380/2	Н		
100-00-55200-000-000 Parks - Maint. and Utilit CUST 812330 BASKETBALL NETS	cies 39380/2		9.98
		Total	9.98
15048 3/27/2024 KLINK HYDRAULICS LLC 36755			
100-09-53311-700-000 Hwy Dept - Equip Maintena FROM 3/21/24 HYDRAULIC HOSE, ASSEM, FIT			61.95
		Total	61.95
15049 3/27/2024 LANGE ENTERPRISES INC 86935, 86961			
100-09-53315-902-000 Hwy Dept - Signs FROM 3/19/24 WEIGHT LIMIT SIGNS	86935		316.65
100-09-53315-902-000 Hwy Dept - Signs FROM 3/22/24 POSTS	86961		676.44
		Total	993.09
15050 3/27/2024 LINDE GAS & EQUIPMENT 41782846, 41856230	INC		
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/21/24 HELMET VIKING	41782846		283.10
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/22/24 CYLINDER RENT	41856230		36.70
		Total	319.80
15051 3/27/2024 LISOWE OIL DIV OF ADV. 76699	ANCED FUEL SE	RV	_
100-09-53311-600-030 Hwy Dept - Fuel FROM 3/22/24	76699		2,718.27
		Total	2,718.27
15052 3/27/2024 MENARDS-APPLETON EAST 53177, 53348, 53357 (CR), 54038, 54244			
100-09-53311-400-000 Hwy Dept - Supplies FROM 2/29/24 VACUUM BREAKER, HITCH PIN	53177		99.06
100-00-53635-100-000 Compost Site FROM 3/4/24 WBARROW, COUPLER, PVC	53348		99.17

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NICOLET (INVESTORS) BANK VOH	Accounting Checks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:	
Check Nbr Check Date Payee	Amount
100-00-53635-100-000 Compost Site FROM 3/4/24 RETURN WBARROW 53357	-29.9
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/18/24 STRAP, CONDUIT, TREATED WOOD 54038	202.3
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/21/24 PROTECTANT, FRESHNER, POLISH 54244	85.2
	Total 455.8
15053 3/27/2024 MGD INDUSTRIAL CORPORATION 224480	
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/18/24 SUPPLIES 224480	448.4
	Total 448.4
15054 3/27/2024 MONROE TRUCK EQUIPMENT, INC 5495271	
100-09-53311-700-000	1,470.0
	Total 1,470.0
15055 3/27/2024 MORTON SALT 5403018053	
100-09-53311-903-000 Hwy Dept - Salt & Sand FROM 3/21/24 BULK SAFE-T-SALT 5403018053	16,182.8
	Total 16,182.8
15056 3/27/2024 NSAH, INC DEVELOPMENT AGREEMENT TOONEN	
401-00-56700-700-000 Grant-Toonen Development TID 1 DEVELOPMENT AGREEMENT TOONEN	223,982.8
	Total 223,982.8
15057 3/27/2024 OSHKOSH FIRE & POLICE EQUIPMENT 193438	
100-06-52200-700-000 Fire Dept - Equip Maintenance FROM 3/14/24 ANN MAINT COMPRESS FILTERS 193438	292.5
	Total 292.5
15058 3/27/2024 STEIRO APPRAISAL SERVICE INC 3129	

		ACCT
	ccounting C	hecks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
100-09-57330-000-000 Capital Outlay - Road Projects		7,500.00
STATE PARK RD R.O.W. ACQUISITION 3129		ŕ
	Total	7,500.00
15059 3/27/2024 SUPERIOR VISION INSURANCE 810800		
100-09-53311-200-000 Hwy Dept - Benefits SHOP VISION INSURANCE APR 24 810800		139.16
100-02-51400-200-000 Gen. Admin - Benefits		119.15
OFFICE VISION INSURANCE APR 24 810800		
100-01-51101-200-000 Planning - Benefits PLANNER VISION INSURANCE APR 24 810800		0.00
100-06-52200-200-000 Fire Dept - Benefits FIRE VISION INSURANCE APR 24 810800		25.64
100-00-14500-000-000 Due from Special Purpose Dist. UTILITIES VISION INSURANCE APR 24 810800		91.56
	Total	375.51
15060 3/27/2024 TASC IN3048030		
100-02-51400-400-006 Gen. Admin - Service Contracts		39.62
MARCH 2024 BILLING IN3048030	Total	39.62
15061 3/27/2024 THE ELITE GROUP 444594		
100-09-53311-400-000 Hwy Dept - Supplies FROM 3/22/24 ORDER #442960 444594		164.00
100-02-51400-400-000 Gen. Admin - Supplies FROM 3/22/24 ORDER #442960 444594		981.40
	Total	1,145.40
15062 3/27/2024 WI DEPT OF TRANSPORTATION INV 395-0000332130, CUST MUNI002058		
100-09-53311-900-000		35.50
	Total	35.50
	and Total	 1,054,473.97

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NICOLET (INVESTORS) BANK VOH

Accounting Checks

Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	250,724.55
Total Expenditure from Fund # 201 - PARK IMPACT FEES	912.50
Total Expenditure from Fund # 230 - STORM WATER UTILITY FEES	4,207.97
Total Expenditure from Fund # 240 - FEDERAL FUNDS - ARPA	6,147.13
Total Expenditure from Fund # 401 - TAX INCREMENTAL DISTRICT #1	486,142.01
Total Expenditure from Fund # 403 - TAX INCREMENTAL DISTRICT #3	55,996.31
Total Expenditure from Fund # 405 - TAX INCREMENTAL DISTRICT #5	343.50
Total Expenditure from Fund # 406 - TAX INCREMENTAL DISTRICT #6	250,000.00
Total Expenditure from all Funds	1,054,473.97

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UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:

Check Nbr	Check Date	Payee			Amount
EFT FEB 202	3/04/2024 4 PSN Monthly	PSN INVOICE -	UTILITIES	Manual Check	
610-00-57923	-	tside Services	Employed 290619	Manuar Oncox	24.97
620-00-57852 FEB 2	-000-000 Ou 2024 PSN Month	tside Services ly Fee	Employed 290619		24.98
				Total	49.95
· · · · · · · · · · · · · · · · · · ·				Grand Total	49.95

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UTILITIES EXPENSE NICOLET Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:

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

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UTILITIES EXPENSE COMM FIRST CU Accounting Checks

Posted From: 3/01/2024 From Account:

Posted From: 3/01/2024 From Account:	
Thru: 3/31/2024 Thru Account:	
br Check Date Payee	Amount
EFT 3/06/2024 THE HOME DEPOT - UTILITIES	
Manual Check	
57930-000-000 Miscellaneous General Expense 1064032 1/26/24 Shop Vac. Filter	11.4
57856-000-000 Miscellaneous General Expense 1064032 1/26/24 Shop Vac. Filter	11.4
57930-000-000 Miscellaneous General Expense 4010117 2/12/24 Safety Glasses	12.1
57856-000-000 Miscellaneous General Expense 4010117 2/12/24 Safety Glasses	12.1
Total	47.2
EFT 3/06/2024 KWIK TRIP - UTILITIES  26/24- FUEL Manual Check	
57933-000-000 Transportation Expense 02/26/24- FUEL NP65989995	179.9
57828-000-000 Transportation Expense 02/26/24- FUEL NP65989995	179.9
Total	359.8
EFT 3/06/2024 MARCO TECHNOLOGIES LLC - UTILITIES  '26/24 Copier Lease Manual Check	
57921-000-000 Office Supplies & Expenses	87.3
02/26/24 Copier Lease 36026252	
57851-000-000 Office Supplies & Expenses 02/26/24 Copier Lease 36026252	87.4
Total	174.7
EFT 3/06/2024 WE ENERGIES - 00003 05461764-00003   COA Mtr #2 - Electric Manual Check	
57641-000-000 Operation Supplies & Expenses 0705461764-00003   COA Mtr #2 - Electric 03062024-00003	387.1
Total	387.1
EFT 3/12/2024 WE ENERGIES - 00010 05461764-00010   LS#4 - Gas Manual Check	
57821-000-000 Fuel/Power Purchase - Pumping 0705461764-00010   LS#4 - Gas 03122024-00010	50.5
	50.5

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UTILITIES EXPENSE COMM FIRST CU Accounting	Checks
Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account:	
Check Nbr Check Date Payee	Amount
EFT 3/12/2024 WE ENERGIES - 00006 0705461764-00006   Fox Crsng Mtr - Elec Manual Check	
610-00-57641-000-000 Operation Supplies & Expenses 0705461764-00006   Fox Crsng Mtr - Elec 03122024-00006	14.22
Total	14.22
EFT 3/21/2024 WE ENERGIES - 00004 0705461764-00004   LS#3 Electric Manual Check	
620-00-57821-000-000 Fuel/Power Purchase - Pumping 0705461764-00004   LS#3 Electric 03212024-00004	102.15
Total	1 102.15
EFT 3/21/2024 WE ENERGIES - 00007 0705461764-00007   LS#6 Electric & Gas Manual Check	
620-00-57821-000-000 Fuel/Power Purchase - Pumping 0705461764-00007   LS#6 Electric & Gas 03212024-00007	122.54
Total	1 122.54
EFT 3/22/2024 RELIANCE STANDARD LIFE INSURANCE COMPANY UTILITIES APR 2024 LIFE & DISABILITY Manual Check	
610-00-57926-000-000 Employee Pensions & Benefits UTILITIES APR 2024 LIFE & DISABILITY	101.81
620-00-57854-000-000 Employee Pensions & Benefits UTILITIES APR 2024 LIFE & DISABILITY	101.82
Total	203.63
EFT 3/25/2024 MENASHA UTILITIES ACCT#3266037-00   Elec Plank Rd-Meter Pit Manual Check	
620-00-57827-000-000 Operation Supplies & Expenses ACCT#3266037-00  Elec Plank Rd-Meter Pit	11.34
610-00-57641-000-000 Operation Supplies & Expenses ACCT#3265998-00   COA Water #1 Electric	97.88
620-00-57821-000-000 Fuel/Power Purchase - Pumping ACCT#3265946-00   LS #4 Electric	1,089.35
620-00-57827-000-000 Operation Supplies & Expenses ACCT#3265946-00   Storm Water Charge	11.39
Total	1,209.96
EFT 3/26/2024 AT&T - UTILITIES  ACCT#920-380-0991 MTR STN #2 DIALER Manual Check	

4/09/2024 1:59 PM Reprint Check Register - Full Report - ALL Page: 3
ACCT

#### UTILITIES EXPENSE COMM FIRST CU

Accounting Checks

Posted From: 3/01/2024 From Account:
Thru: 3/31/2024 Thru Account:

	Thru:	3/31/2024	Thru	Account:		
Check Nbr	Check Dat	e Payee				Amount
		Operation Supp 1 MTR STN #2	-		4	25.32
		Operation Supp 7 LS#3 DIALER	-	Expenses 920380099103-2	4	42.84
620-00-57827 ACCT#		Operation Supp 2 LS#2 DIALER		Expenses 920380099103-2	4	42.84
620-00-57827 ACCT#		Operation Supp 7 LS#1 DIALER		Expenses 920380099103-2	4	42.84
		Operation Supple 2 MTR STN #1	=	Expenses 920380099103-2	4	42.65
		Operation Supp 6 LS#4 DIALER			4	0.00
					Total	196.49
EFT 0705461		4 WE ENERGIE HU Main - Ele			ual Check	
		Office Supplie				354.24
		Office Supplie		penses .c 03262024-00009		354.25
					Total	708.49
EFT 0705461		4 WE ENERGIE HU Main - Gas			ual Check	
610-00-57921 07054		Office Supplie		penses 03262024-00005		118.72
		Office Supplie   HU Main -		penses 03262024-00005		118.72
					Total	237.44
EFT 0705461		4 WE ENERGIE LS#2 Electric			ual Check	
		Fuel/Power Pur   LS#2 Elect		- Pumping 0326024-00002		85.44
					Total	85.44
EFT 0705461		4 WE ENERGIE LS#1 Electric		· -	ual Check	
		Fuel/Power Pur   LS#1 Elect				464.30

4/09/2024 1:59 PM Reprint Check Register - Full Report - ALL Page: 4 ACCT

From Account:

UTILITIES EXPENSE COMM FIRST CU

3/01/2024

Posted From:

Accounting Checks

Thru Account: Thru: 3/31/2024 Check Date

Check Nbr Check Date Payee	Amount
Total	464.30
EFT 3/26/2024 CHARTER COMMUNICATIONS - UTILITIES	
Acct# 8348 10 427 0026135 Internet Manual Check	
610-00-57921-000-000 Office Supplies & Expenses Acct# 8348 10 427 0026135 Internet 153078301030724	64.99
620-00-57851-000-000 Office Supplies & Expenses	65.00
Acct# 8348 10 427 0026135 Internet 153078301030724	
Total	129.99
EFT 3/29/2024 VERIZON WIRELESS - UTILITIES	
SHARE OF EMERGENCY PHONE Manual Check	
610-00-57641-000-000 Operation Supplies & Expenses SHARE OF EMERGENCY PHONE 9958638395	17.21
620-00-57827-000-000 Operation Supplies & Expenses LS6 DIALER & SHARE OF EMERGENCY PHONE 9958638395	42.63
Total	59.84
EFT 3/28/2024 OFFICE DEPOT BUSINESS CREDIT - HU 356981044001 2/28/24 Copier Paper Manual Check	
610-00-57921-000-000 Office Supplies & Expenses 356981044001 2/28/24 Copier Paper	21.7
620-00-57851-000-000 Office Supplies & Expenses 356981044001 2/28/24 Copier Paper	21.7
Total	43.54
VOID 3/06/2024 GRANT T LAUE	
VOID UNCASHED CHECK 10609 Manual Check	
610-00-57930-000-000 Miscellaneous General Expense 12/13/23 NWPA Training Reimbursement	-35.00
Total	-35.00
VOID 3/13/2024 CITY OF MENASHA VOID UNCASHED CHECK 10221 Manual Check	
610-00-21400-000-000 Connection Fees Refund APPLICANT: CITY OF MENASHA WATER CONNECTION REFUND	-136.50
Total	-136.50

10666 3/06/2024 CITY OF APPLETON FINANCE DEPARTMENT 11/1/23-12/31/23

Previous Year Expense

### Posted From: 3/01/2024 From Account: Thru: 3/01/2024 From Account:    Check Nbr	4/09/2024 1:59 PM Reprint Check Register - Full Re	port - ALL	Page: 5
Thru: 3/31/2024 Thru Account:  Check Nbr Check Date Payee Amount  610-00-57601-000-000 Purchased Water - COA / FC	UTILITIES EXPENSE COMM FIRST CU	Accounting Ch	iecks
610-00-57601-000-000 Purchased Water - COA / FC	· ·		
11/1/23-12/31/23 300-936-500 (COA#1) 610-00-57602-000-000 Fire Protection - COA 6,154.83 11/1/23-12/11/23 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 54,787.99 11/1/23-12/31/23 300-937-500 (COA#2)  Total 123,388.20  10667 3/06/2024 CITY OF APPLETON FINANCE DEPARTMENT 1/1/24-2/6/24 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61 10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99 10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00 10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	Check Nbr Check Date Payee		Amount
11/1/23-12/11/23 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 54,787.99 11/1/23-12/31/23 300-937-500 (COA#2)  Total 123,388.20  10667 3/06/2024 CITY OF APPLETON FINANCE DEPARTMENT 1/1/24-2/6/24 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL FRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617	,		62,445.38
11/1/23-12/31/23 300-937-500 (COA#2)  10667 3/06/2024 CITY OF APPLETON FINANCE DEPARTMENT 1/1/24-2/6/24 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617			6,154.83
10667 3/06/2024 CITY OF APPLETON FINANCE DEPARTMENT 1/1/24-2/6/24 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	•		54,787.99
1/1/24-2/6/24 610-00-57601-000-000 Purchased Water - COA / FC 32,168.83 1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2) Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617		Total	123,388.20
1/1/24-2/6/24 300-936-500 (COA#1) 610-00-57601-000-000 Purchased Water - COA / FC 3,170.67 1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	-, · · · , · · · · · · · · · · · · · · ·	T	
1/1/24-2/6/24 300-936-500Fire Protection 610-00-57601-000-000 Purchased Water - COA / FC 28,224.11 1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684 610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684 620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	·		32,168.83
1/1/24-2/6/24 300-937-500 (COA#2)  Total 63,563.61  10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684  610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684  620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	,		3,170.67
10668 3/06/2024 EMERGENCY MEDICAL PRODUCTS, INC. 2618684  610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684  620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609  610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	·		28,224.11
2618684  610-00-57930-000-000 Miscellaneous General Expense 696.99 FROM 2/19/24 ZOLL AED UTILITIES 2618684  620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609  610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617		Total	63,563.61
FROM 2/19/24 ZOLL AED UTILITIES 2618684  620-00-57856-000-000 Miscellaneous General Expense 697.00 FROM 2/19/24 ZOLL AED UTILITIES 2618684  Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609  610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617			
### Total 1,393.99  10669 3/06/2024 GRANT T LAUE Replacement for Check 10609  610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617  620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	<del>-</del>		696.99
10669 3/06/2024 GRANT T LAUE Replacement for Check 10609 610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE 610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	<del>-</del>		697.00
Replacement for Check 10609  610-00-57930-000-000 Miscellaneous General Expense 35.00 Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617  620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617		Total	1,393.99
Replacement for Check 10609  Total 35.00  10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617  620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617			
10670 3/06/2024 SERVICEMASTER BUILDING MAINTENANCE 3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617  620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617	<del>_</del>		35.00
3/1/24 - MAR 2024 CLEANING SERVICE  610-00-57935-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617  620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617		Total	35.00
3/1/24 - MAR 2024 CLEANING SERVICE 44617 620-00-57834-000-000 Maintenance of General Plant 162.50 3/1/24 - MAR 2024 CLEANING SERVICE 44617			<del></del>
3/1/24 - MAR 2024 CLEANING SERVICE 44617			162.50
Total 325.00			162.50
		Total	325.00

4/09/2024 1:59 PM Reprint Check Register - Full Report - ALL Page: 6 ACCT UTILITIES EXPENSE COMM FIRST CU Accounting Checks Posted From: 3/01/2024 From Account: Thru: 3/31/2024 Thru Account: Check Nbr Check Date Amount Payee 3/06/2024 10671 T-MOBILE 982397755 610-00-57641-000-000 Operation Supplies & Expenses 37.81 FROM 1/21/24-2/20/24 UTILITIES PHONES 620-00-57827-000-000 Operation Supplies & Expenses 37.82 FROM 1/21/24-2/20/24 UTILITIES PHONES 610-00-57641-000-000 Operation Supplies & Expenses 44.10 FROM 1/21/24-2/20/24 UTILITIES PADS 620-00-57827-000-000 44.10 Operation Supplies & Expenses FROM 1/21/24-2/20/24 UTILITIES PADS Total 163.83 10672 3/13/2024 CITY OF MENASHA Replacement for 3/22/23 Check 10221 610-00-21400-000-000 Connection Fees Refund 136.50 WATER CONNECTION REFUND Replacement for 3/22/23 Check 10221 136.50 Total 10673 3/13/2024 CITY OF MENASHA Share of 4th St. Interceptor 2023 O&M Previous Year Expense 620-00-57831-000-000 Maintenance Sewage Collect Sys 5,819.91 Share of 4th St. Interceptor 2023 O&M Total 5,819.91 10674 3/13/2024 COMMUNITY FIRST CU - VISA 2/27/24 Village of Harrison Acct \*7123 610-00-57921-000-000 Office Supplies & Expenses 6.82 2/22/24 Adobe Monthly Subscription 620-00-57851-000-000 Office Supplies & Expenses 6.82 2/22/24 Adobe Monthly Subscription 610-00-57641-000-000 Operation Supplies & Expenses 160.74 2/19/24 Sprinkler Warehouse - Vac. Break 610-00-57641-000-000 148.37 Operation Supplies & Expenses 2/22/24 Sprinkler Warehouse - Vac. Break 610-00-57930-000-000 Miscellaneous General Expense 6.49 FROM 2/20/24 AMAZON AED 3D SIGN 620-00-57856-000-000 6.50 Miscellaneous General Expense FROM 2/20/24 AMAZON AED 3D SIGN

4/09/2024 1:59 PM Reprint Check Register - Full Re	port - ALL	Page: 7
UTILITIES EXPENSE COMM FIRST CU	Accounting	Checks
Posted From: 3/01/2024 From Account:		
Thru: 3/31/2024 Thru Account:		
Check Nbr Check Date Payee		Amount
610-00-57930-000-000 Miscellaneous General Expense FROM 2/20/24 AMAZON AED WALL CABINET		67.50
620-00-57856-000-000 Miscellaneous General Expense FROM 2/20/24 AMAZON AED WALL CABINET		67.50
	Total	L 470.74
10675 3/13/2024 WISCONSIN RURAL WATER ASSOCIATION 3/6/24 PPE Safety Training		
610-00-57930-000-000 Miscellaneous General Expense 3/6/24 PPE Safety Training 4765		85.60
620-00-57856-000-000 Miscellaneous General Expense 3/6/24 PPE Safety Training 4765		85.61
	Total	171.21
10676 3/20/2024 CLEAN WATER TESTING LLC 3/15/24 Monthly Water Bacteria Tests		
610-00-57641-000-000 Operation Supplies & Expenses 3/15/24 Monthly Water Bacteria Tests 9008625653		96.00
	Total	96.00
10677 3/20/2024 ELAN FINANCIAL SERVICES 4798510057423846		
610-00-57930-000-000 Miscellaneous General Expense FROM 2/9/24 AMAZON MED TAPE ALCOHOL PADS		9.89
620-00-57856-000-000 Miscellaneous General Expense FROM 2/9/24 AMAZON MED TAPE ALCOHOL PADS		9.89
	Total	19.78
10678 3/20/2024 ENDURACLEAN, INC. 3/13/24 Utility Marking Flags		
610-00-57641-000-000 Operation Supplies & Expenses 3/13/24 Blue Utility Flags (2 CS 1,000) 16020		699.98
620-00-57827-000-000 Operation Supplies & Expenses 3/13/24 Green Utility Flags (1 CS 1,000) 16020		349.99
	Total	1,049.97
10679 3/20/2024 FERGUSON ENTERPRISES LLC #3326 3/11/24 Metal Detector		
610-00-57641-000-000 Operation Supplies & Expenses 3/11/24 Metal Detector 257595		556.21

4/09/2024 1:59 PM Reprint Check Regi	ster - Full Report	: - ALL	Page: 8
UTILITIES EXPENSE COMM FIRST CU	Acc	counting Che	cks
Posted From: 3/01/2024 From Acc Thru: 3/31/2024 Thru Acc			
Check Nbr Check Date Payee			Amount
620-00-57827-000-000 Operation Supplies & Exp 3/11/24 Metal Detector	penses 257595		556.21
		Total	1,112.42
10680 3/20/2024 MARTENSON & EISELE I Engineering Services through 2/29/24	NC		
610-00-13143-000-000 Due from Developers Harrison Heights 2 through 2/29/24	63922		1,260.00
620-00-13143-000-000 Due from Developers Harrison Heights 2 through 2/29/24	63922		1,260.00
610-00-57923-000-000 Outside Services Employe System Map Updates through 2/29/24	ed 63921		648.75
620-00-57852-000-000 Outside Services Employe System Map Updates through 2/29/24	ed 63921		648.75
610-00-57923-000-000 Outside Services Employed General Requests through 2/29/24	ed 63923		562.50
620-00-57852-000-000 Outside Services Employed General Requests through 2/29/24	ed 63923		2,542.50
620-00-57852-000-000 Outside Services Employe LT Planning through 2/29/24	ed 63924		6,903.00
		Total	13,825.50
10681 3/20/2024 NORTHEAST WATER PROF 4/10/24 Operator Training (TGV,DWD,GTL)	ESSIONALS ASSOCIAT	ION	
610-00-57930-000-000 Miscellaneous General Ex 4/10/24 Operator Training (TGV,DWD,GTL)	kpense		90.00
		Total	90.00
10682 3/20/2024 ULINE 175661236			
610-00-57930-000-000 Miscellaneous General Ex FROM 3/14/24 SALINE REFILL BOTTLES	kpense 175661236		34.02
620-00-57856-000-000 Miscellaneous General Ex FROM 3/14/24 SALINE REFILL BOTTLES	kpense 175661236		34.02
		Total	68.04
10683 3/27/2024 FERGUSON WATERWORKS Customer 17361	#1476		
610-00-57653-000-000 Maintenance of Meters 3/6/24 Meter Strainers (50ct)	410253		57.00

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	5-000-000 Amo 2024 SLDG BLDG	rtization Expense LOAN DEBT	e-CWF Loan 2024-067		1,827.00
				Total	27,727.62
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	<del>-</del>	ration Supplies & em COA Water Conn	_		336.00
				Total	336.00
				Grand Total	244,365.32

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ACCT

UTILITIES EXPENSE COMM FIRST CU Accounting Checks

Posted From: 3/01/2024 From Account:

Thru: 3/31/2024 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY	194,344.89
Total Expenditure from Fund # 620 - SEWER UTILITY	50,020.43
Total Expenditure from all Funds	244,365.32



From: Meeting Date: Vicki Tessen, Clerk April 30, 2024

,

Title:
Fire Commission

**Issue:** 

The board needs to appoint a member to the Fire Commission.

#### **Background and Additional Information:**

Kevin Rolain's Fire Commission term expires April 30, 2024. He has volunteered to be reappointed for another 5-year term if the board so desires.

The Fire Chief supports this reappointment.

#### **Budget Impacts:**

none

#### **Recommended Action:**

Reappoint Kevin Rolain to the Fire Commission for the term of May 1, 2024 to April 30, 2029.



VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date:

Vicki Tessen, Clerk April 30, 2024

Title:

Board of Zoning Appeals

Issue:

The Zoning Board of Appeals has a vacancy of a Member Seat.

#### **Background and Additional Information:**

The staff is proposing to fill the vacant seat by moving the current Alternate Seat holder to a Member Seat, and filling the created vacant seat with a new applicant. This feels like the most practical and fair solution to fill all the seats.

#### **Budget Impacts:**

none

#### **Recommended Action:**

Motion to approve moving Kelly Wenzel from the Alternate 2 seat to a Member Seat for the term expiring April 30, 2027, and appointing Michael Linzmeier to fill the Alternate 2 Seat, expiring on April 30, 2026, on the Board of Zoning Appeals.



VILLAGE BOARD MEETING

VILLAGE OF HARRISON

From: **Meeting Date:** 

Chad Pelishek, Assistant Village Manager

April 30, 2024

Title:

Approval of the Economic Development Strategic Plan by Redevelopment Resources.

Issue:

Should the Village Board approve the Economic Development Strategic Plan?

#### **Background and Additional Information:**

In November 2023, the Village obtained Redevelopment Resources to assist with providing the Village an economic development plan for the next three to five years to encourage commercial development in the Village. After many conversations, data gathering and research the Redevelopment Resources team has completed the strategic plan for the village. This plan will be shared with interested business owners as well as marketing material to encourage commercial development in the Village.

#### **Budget Impacts:**

None

#### **Recommended Action:**

Motion to adopt the Economic Development Strategic Plan.

#### **Attachments:**

• Village of Harrison Strategic Plan (1).pdf



# Village of Harrison Economic Development Strategic Plan

2023-2032

# **ACKNOWLEDGMENTS**

#### **Public Officials**

Allison Blackmer, Village President

#### Village Trustees

Julene Baldwin

Darlene Bartlein

Mike Brantmeier

Scott Handschke

Matt Lancaster

Mark Van Hefty

#### City Staff

Chad Pelishek, Assistant Village Manager

Matt Heiser, Village Manager

#### **Consultant Team**

Redevelopment Resources

Kristen Fish-Peterson, CEcD, EDFP

Thomas Fish

Dayna Sarver, CEcD





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# Introduction

# Purpose of the Plan

Action. Change. Evolution. These are the things that drive engagement, vibrancy, and ultimately result in that intangible essence that is so widely sought by private and public organizations alike. Allowing a community to stagnate – for buildings to remain functionally obsolete and deteriorating, for infrastructure and amenities to not evolve to meet current needs – is the direct path away from economic solvency and is, in effect, the willful release of the unique personality of your community.

Of course, action, change, and evolution are the result of focused, dogged implementation of a plan. Plans must be rooted in the market realities that have evolved over the recent past and look to build on current assets to affect a positive future. Plans such as these require a mission, vision, values, understanding of the environment, goals, objectives, strategies, timeline, responsible parties, measures of success, and budget estimates.

The Village of Harrison desires to diversify its tax base from primarily residential to a better mix of commercial, industrial, retail, and office land uses along with existing residential. This five-to ten- year strategic plan includes strategies and tactics that will equip the Village of Harrison Board and staff to implement the plan and facilitate new development from the first phone call to ribbon cutting.

## **Summary of Public Input & Interviews**

Elected officials, key staff, and several local stakeholders including realtors, contractors, and developers were interviewed. Contractors/developers encouraged the Village to continue developing residential neighborhoods, since that is what attracts commercial development. They also requested that the Village market available land and commercial development opportunities. They believe these opportunities need to be marketed to developers, bankers, attorneys, accountants, builders, and realtors. One member of a local contracting company stated that it didn't seem like Harrison was interested in using the resources available to them.

The private sector interviewees see an opportunity to create a commercial corridor along Hwy. N, with amenities for people, activities to do with families who have young children. They also saw this as a place for small offices, small medical services, a bank, coffee shop and small retail shops.

They believe Harrison could support warehousing and speculative industrial space. They also encourage the Village to provide shovel-ready lots, that have utilities, roads, storm sewer, and other utilities installed. Since Appleton is planning its next growth move, these developers encourage the Village to be proactive now.

Another developer reiterated the sentiment about adding rooftops, stating that it should be the highest priority for the Village of Harrison. He said the village is not positioned well for industrial development due to the lack of transportation infrastructure (direct access to I-41). He stated that since Menasha and Appleton are almost built out, there is opportunity for Harrison to capture some commercial development, but Kimberly and Kaukauna can still expand, so the best

opportunity would be for Harrison to construct a business park and focus on other (not industrial) development.

Of the elected officials interviewed, there was universal support for industrial and commercial development, including light industrial and warehousing along Hwy. KK and Hwy. 55, and along Hwy. 10 and Hwy 114. They also support commercial development such as services (banks, medical, office), and retail, along with gas station/convenience stores and fast food.

Most elected officials support installing the necessary infrastructure to facilitate new development, particularly sewer service. There is a difference of perspectives on continuing to encourage and facilitate residential development, though some are interested in seeing developments for seniors and single family residential continue to be expanded in the Village.

Most elected officials see value in creating shovel-ready sites so businesses can immediately build and generate a positive return on investment.

An electronic survey was conducted from October 27, 2023, until January 16, 2024. More than 760 people responded to the survey. Most of those respondents were aged 45-64 and more than 46% of respondents have lived in the community for 10-24 years. Many resident survey respondents express a desire to maintain the rural character of the area and resist resembling larger urban centers like Appleton. Suggestions for commercial development include small local businesses, such as specialty retail, grocery stores, pharmacies, and eateries, particularly those offering locally sourced or unique products. Others emphasize the importance of outdoor activities, parks, walking paths, and facilities for fitness and recreation. Some advocate for essential services like healthcare, post offices, and public safety buildings, while others caution against excessive development or noise pollution, favoring preservation of green spaces and farmland. Additionally, there are calls for specific amenities like a community pool or venues for events and gatherings, with an emphasis on fostering a sense of community and catering to diverse needs, including those of children and seniors.

A full environmental scan was conducted to identify best practices, programs, and policies at the state and local level from peer communities and others who have had success through strategic planning. A SWOT analysis was conducted and reviewed with staff. Goals, objectives, and strategies were set, and it was all brought together into a format that will facilitate implementation and tracking of results. Finally, specific parcels within the village have been identified as prime for development and redevelopment. A map of these properties and a property marketing brochure were created.

# **Background Information about the Community**

Harrison is on the scenic northeast shores of Lake Winnebago, in the northwestern portion of Calumet County, incorporating a satisfying blend of urban and rural settings. It was chartered in 1853 as the Town of Lima and became the Town of Harrison in 1858. In

2013, the residents of the Town voted to incorporate the Town into the Village of Harrison. Secretary of State, Douglas LaFollette, certified the incorporation on March 8th, 2013. After the incorporation, both the Village of Harrison and the Town of Harrison entered into a boundary agreement that reunified both the Town of Harrison and the Village of Harrison into one community known as the Village of Harrison.

6

The Village of Harrison encompasses approximately 32 sq. miles and has a population of 14,424. The Village is experiencing considerable urban growth pressures. Harrison is part of both the Appleton Metropolitan Statistical Area, which includes Outagamie and Calumet Counties and the greater Fox Valley, with strong connections to other major service and manufacturing centers in eastern Wisconsin. Harrison is served by several major highways, including US Highway 10, State Highways 55 and 114, and County Highways KK, LP, AP, N, and M.

While much of the Village is rural/agriculture land, the northernmost part of the Village is rapidly developing. Residential development has been robust over the past five years. The Village of Harrison has students who attend school in five different school districts.

Industrial development is designated along Highway N, 114, and Manitowoc Road. Agricultural uses are scattered throughout the existing Town and Village with heavy concentrations on highways 55, 110, and 114. The Village also benefits from part of the tourism economy with the proximity of Lake Winnebago to the southwest and High Cliff State Park to the southeast. The Village has expressed interest in increasing commercial development to balance out residential growth.

The Village of Harrison's overarching vision is to create a more balanced economy between commercial and residential development. Residents would like access to more goods and services within the village boundaries. By increasing the commercial property tax base in the village, it will put less pressure on the residential tax base to cover Village expenses and support the infrastructure needs of a growing community.

# **Community Profile**

# **Demographic Analysis**

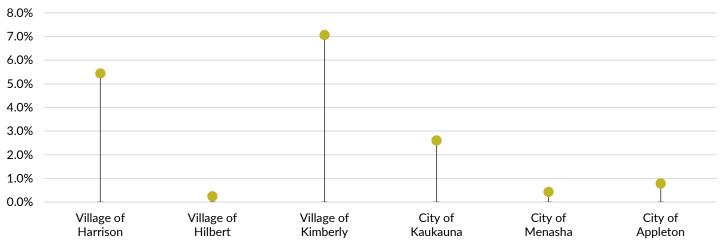
The Village of Harrison is one of the fastest-growing communities in the Fox Valley. Its estimated population in 2023 was 13,093, up 5.4% since 2020. Its population growth rate is second only to Kimberly's population growth of 7.2% over the past three years.

The village also has a comparably younger population with a median age of 36.5 years. Compared to other age ranges, the 35-44 years of age cohort dominates the village. Comparable communities have median ages that range from 38.5 (Kaukauna) to 41.1 (Hilbert).

Nearly 46% of residents have a bachelor's degree or higher. Most residents (38%) are employed in the services industry which includes occupations such as professional, scientific, and technology services; management of companies or enterprises; health care and social assistance; and tourism-oriented occupations. The second largest industry that employs village residents is manufacturing (24%).

The estimated median household income of the village is \$113,004 while its comparable communities have median household incomes that range from \$62,989 (Kimberly) to \$76,426 (Kaukauna). Nearly 72% of households in the village

Figure 1. Population Growth Rate Comparison (2020, 2023)



Data Source: ESRI Community Profile, Redevelopment Resources.

Figure 2.Village of Harrison Population by Age Cohort (2023)

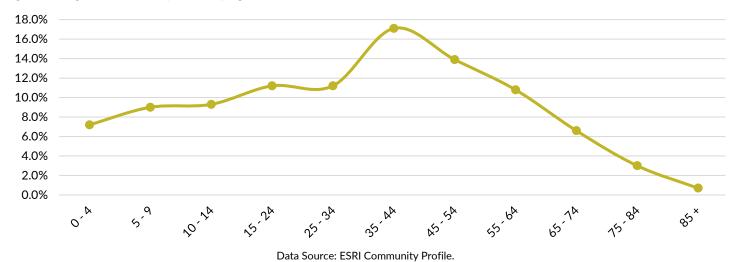
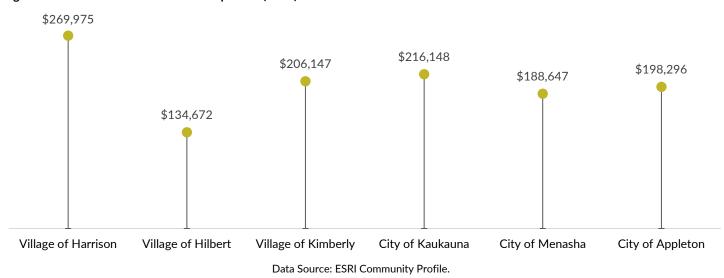


Figure 3.Median Household Income Comparison (2023)

8



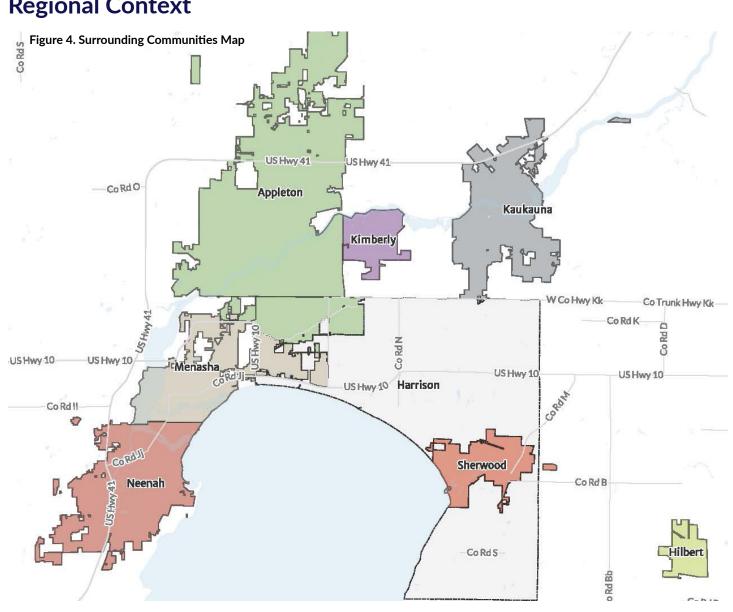
earn more than \$75,000 per year.

The age and income level of current village residents are likely due to the significant amount of new residential development, the values of the housing stock, and the typical age of first-time home buyers.



# **Economic Analysis**

# **Regional Context**



The Village of Harrison is on the northwest shore of Lake Winnebago, southeast of Appleton, the largest city in the Appleton Metropolitan Statistical Area (MSA). Neighboring communities include Menasha, Appleton, Sherwood, Kimberly, Kaukauna, and Hilbert. Harrison has direct access to State Highway 10, Hwys. 114 and 55, and various county roads. It does not have direct access to Interstate 41 but is very close to Hwy. 441 which links directly to I-41. Residents of Harrison are served by five different school districts; Appleton, Menasha, Kimberly, Kaukauna and Hilbert.

# **Land Availability**

A significant share of land within the village is zoned for agriculture and residential uses. Approximately 284 acres have been identified for development or redevelopment for commercial or light industrial uses.

Figure 5. Official Zoning Map

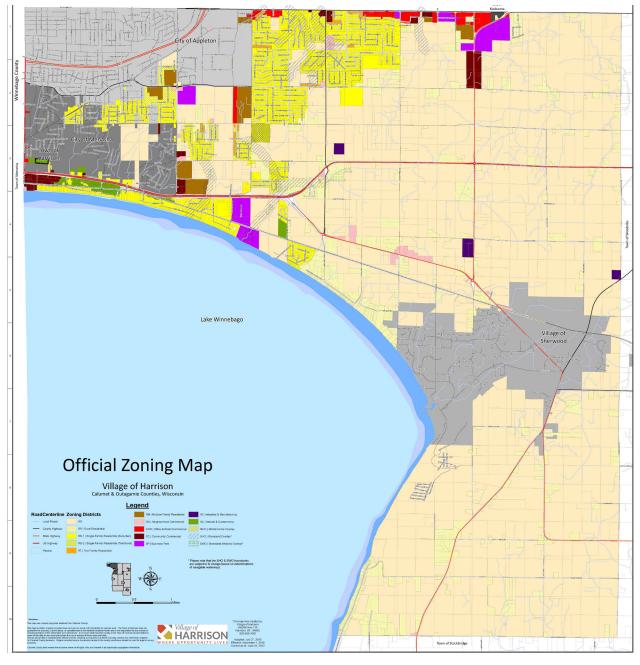
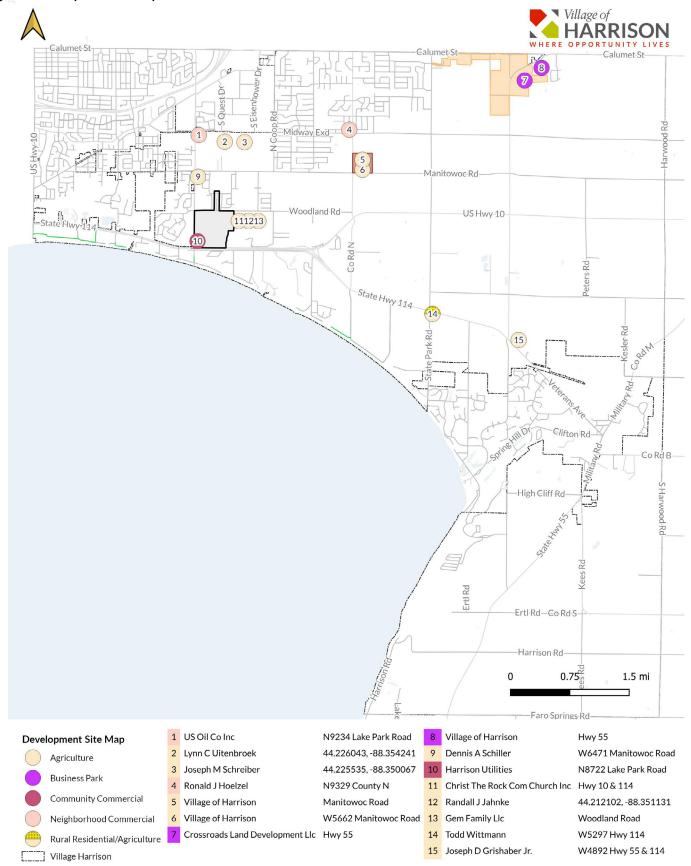


Figure 6. Development Site Map



#### **Labor Market Trends**

The Bureau of Labor Statistics provides labor information for municipalities greater than 25,000 or counties, therefore, labor market trends were analyzed for Calumet County. Employment within the county has ebbed and flowed since 2014, but has generally been increasing, however, the labor force available within the county has not been increasing at the same rate. This has resulted in a tightening labor market and shrinking unemployment rate.

28,500 28,000 27,500 27,000 26,500 26,000 25,500 25,000 24,500 2014 2020 2015 2016 2017 2018 2019 2021 2022 2023 Employment Labor

Figure 7. Calumet County Annual Employment Trends (2014-2023)

Data Source: U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics, Labor Force, employment; RR.

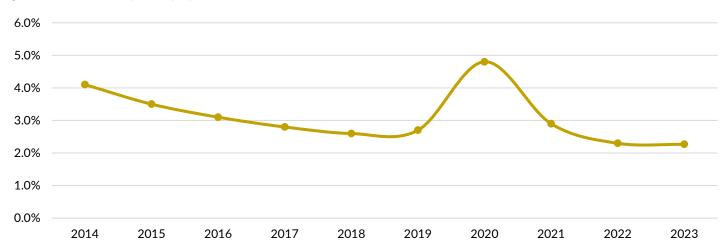
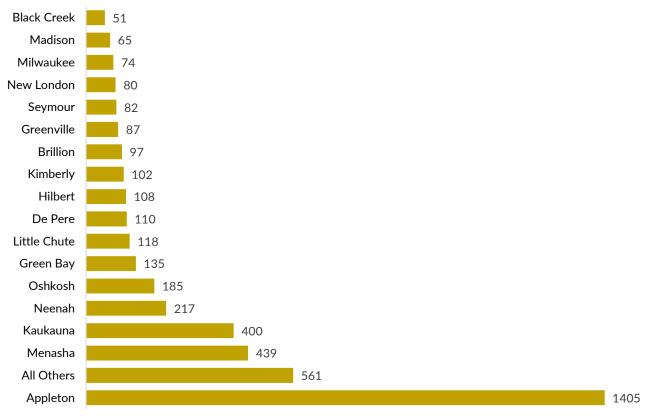


Figure 8. Calumet County Unemployment Rate Trends (2014-2023)

Data Source: U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics, Unemployment Rate; RR.

Placer.ai is a location analytics service provider that collects geolocation data from apps installed on mobile devices and shares in an anonymized, aggregated manner to ensure reliability and validity. The consultant team used this data to understand where employees of the village are traveling from for work. The following chart summarizes communities in which there are at least 50 employees. A majority are commuting within the Fox Valley, however there are a couple of outliers such as Madison and Milwaukee.

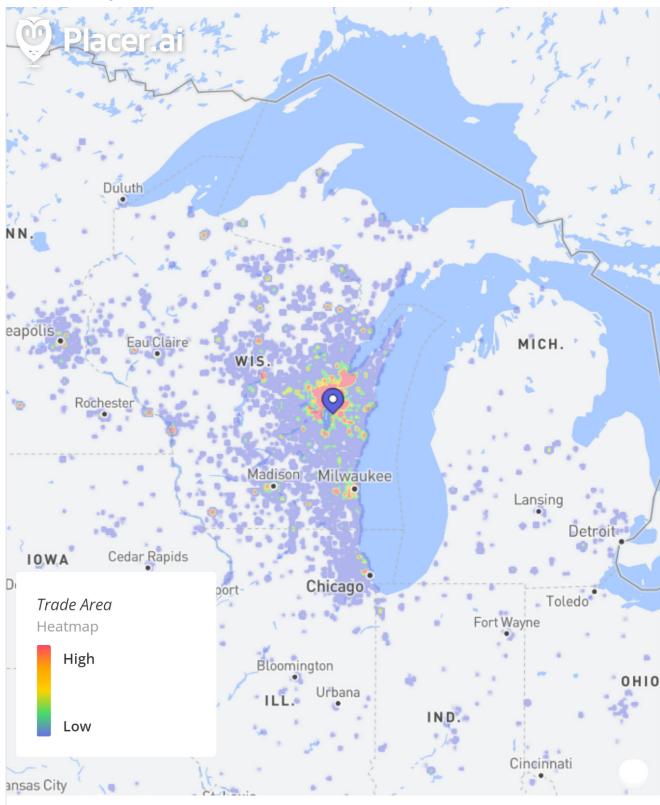
Figure 9. Harrison Employees by Home Location



Data Source: Placer.ai, Village of Harrison Employees by Home Origin from Jan. 1, 2023 - Dec. 31, 2023.

Data Note: Home locations are obfuscated for privacy and randomly placed within a census block. They do not represent actual home addresses.

Figure 10. Trade Area Image



Village of Harrison, WI Boundary | | Jan 1st, 2023 - Dec 31st, 2023 Data provided by Placer Labs Inc. (www.placer.ai)

## Housing

Significant housing development has occurred since 2000, however not at the same pace in the past couple of years according to publicly available data. Most of the housing stock in the village is single-family detached housing with the largest share of the housing built between 2000-2009.

Figure 11. Housing Units by Year Built

Built 2000 to 2009

1,806

Built 2010 to 2013

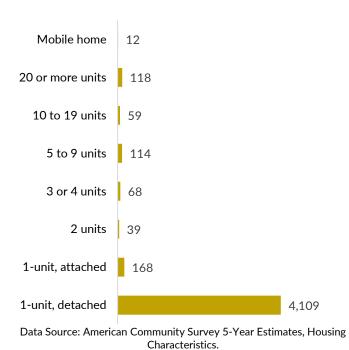
681

Built 2014 or later

73

Data Source: American Community Survey 5-Year Estimates, Housing Characteristics.

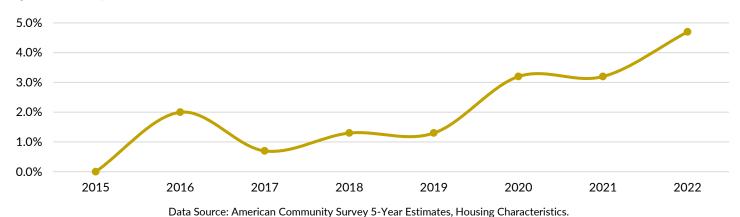
Figure 12. Housing Units by Type (2022)



Arthur Nelson, author of <u>Planner's Estimating Guide: Projecting Land-Use and Facility Needs</u>, states "Some amount of vacant residential units is needed to facilitate the free movement of population and choice of reasonable alternatives." The estimated vacancy rate in 2015 was 0.0%. This prevents new residents from moving in, and existing residents to downsize or scale up. Vacancy rates have steadily increased, which may be the result of units being built to meet pent up demand.

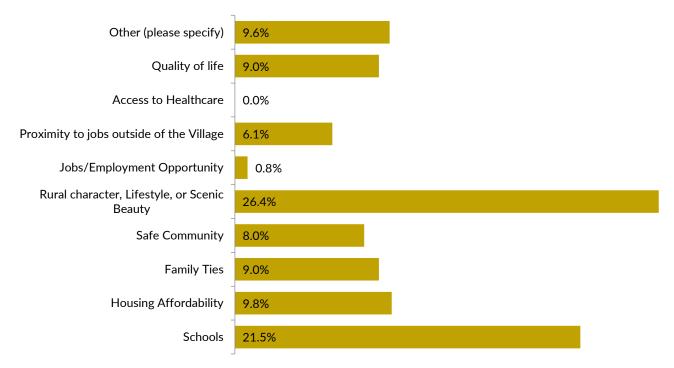
The median home value in the village is \$269,975. These are the highest-valued homes in the area which ranges from \$134,672 (Hilbert) to \$216,148 (Kaukauna).

Figure 13 Vacancy Rate Trends (2015-2022)



## **Quality of Life Factors**

Figure 14. Response to Survey Question: What is the top reason you chose to live in the Village of Harrison?



Note: Question was answered by 759 and skipped by 3.

Survey respondents emphasized the rural character of the community and quality of public education was what they found most attractive when they moved to the community. Respondents expressed concern about the availability of senior housing. More than 46% of respondents have lived in the community for 10-24 years. The responses overwhelmingly express a desire to limit or cease the development of multi-family housing, particularly apartments and duplexes, with concerns about overpopulation, traffic congestion, and maintaining the rural character of the community. Many respondents emphasize the need for more affordable single-family homes, preferably with larger lots or acreage, tailored to various demographics such as seniors or independent empty nesters. Suggestions for residential development include smaller detached homes for seniors, starter homes, and single-story dwellings with specific features like two to three bedrooms, two-car garages, or single-story designs. Some advocate for estate-sized lots or green spaces, while others stress the importance of focusing on sustainability and providing housing options that cater to a wide range of income levels without compromising the existing community's character or infrastructure. Overall, there is a strong sentiment against further multi-family development and a preference for maintaining or enhancing the existing residential landscape with a focus on single-family housing options.<sup>1</sup>

Common themes include the appeal of lower taxes, proximity to family or specific locations, especially near lakes like Lake Winnebago, and factors related to housing such as affordability, size, and availability. Some respondents emphasize the importance of schools, safety, and rural character, while others mention specific amenities like community centers or proximity to shopping and healthcare. Overall, the responses reflect a mix of practical considerations and sentimental attachments.

<sup>&</sup>lt;sup>1</sup> These resident desires are in conflict with one another and there may be the opportunity for some education on what is realistic in today's market.



## **SWOT Analysis**

The primary objective of a SWOT analysis is to help organizations develop a full awareness of all the factors involved in making decisions. Albert Humphrey of the Stanford Research Institute created this method in the 1960s during a study conducted to identify why corporate planning consistently failed. Since its creation, the SWOT analysis has become one of the most useful tools for businesses and communities to successfully run their organizations. A discussion on the strengths and weaknesses, as well as the opportunities and threats for the Village of Harrison as it relates to economic development and community growth can be found in the following paragraphs.

## Internal Analysis (Strengths and Weaknesses)

Strengths for Harrison include the fact that it has land available for development. There is available land for residential and commercial development and a significant amount of agriculture land, and otherwise undeveloped land.

It is one of the fastest growing communities in the Fox Valley. Of the communities of Kimberly, Kaukauna, Hilbert, Menasha, and Appleton, only Kimberly has added more population between 2020 and 2023 than Harrison. Harrison's population has grown 5.4%, and while Kimberly's population has grown 7.2%, the other communities have not grown as significantly over the past three years.

From an economic standpoint the Village of Harrison has the highest median household income among its peers at \$113,004. The average home value is also the highest among its peers at \$269,975.

Harrison has the youngest median age of its peer communities at 36.5 years. The Village boasts the highest level of educational attainment among its peers.

Geographically, Harrison has state and county highway connectivity with state highways 10, 114, and 55 within the Village, and county highways N, and KK traveling through as well.

Being on the lake is also a strength for Harrison. Many people in the community survey stated that is why they moved to the community.

Strengths outweigh weaknesses when it comes to the internal perspective of economic development features for Harrison.

Although Harrison is well connected with state and county highway access, a weakness is that it does not have direct access to Interstate 41. This makes the Village less appealing to manufacturers and distribution centers requiring direct access to that transportation corridor.

Not all available properties are served by utilities. While this is surmountable, it will add time and expense considerations for any business interested in locating in Harrison.

The Village of Harrison is known as a bedroom community. While that may be an accurate description of the community as it is currently, over time, with more commercial development it could become its own commercial center but will likely always rely on Appleton for services such as major medical care, higher education and high-ticket shopping expenditures.

Another weakness is the Village's lack of a full-time fire department/EMT service. The paid, on-call services the Village has are excellent, but response time with volunteers is typically longer than with full-time departments.

## **External Analysis (Opportunities and Threats)**

One of the greatest opportunities for the Village of Harrison to increase its commercial development is its village-owned land. The Village can market this land and promote development that will likely be the first new development in the Village. This is a key opportunity.

Homeowner and renter vacancy rates are low, and this is another opportunity. The Village should continue to encourage residential development which will add to the tax base and only help to attract commercial development.

Opportunities to attract retail are the strongest in the following categories: building materials, gas stations, lawn/garden supply, beer/liquor/wine, specialty food, health/personal care, home furnishings, limited-service restaurants.

Commercial service opportunities are the strongest in the following categories: banking, accounting, legal, engineering, architecture, construction services, business to business services, and health/personal care.

Light industrial opportunities are the strongest in the following categories: construction services, warehousing, data centers, metal finishing, machine shops, light assembly, laser fabrication, welding shops, smaller startups.

Another economically invigorating opportunity for Harrison is Agri-tourism. Attracting Agri-tourism businesses to the community can be a great way to promote local agriculture, boost the economy, and provide unique experiences for visitors.

Longer term, the Village can create a business park on a large tract of land served by utilities. Neighboring communities are land locked for new business parks or expansion of existing business parks.

Threats (like weaknesses) are not as numerous as opportunities. However, it will be important to acknowledge and address the following threats to be able to capitalize on opportunities facing the village.

There is a lack of consensus on the Village Board regarding community growth. Housing is an economic development strategy. Businesses are attracted to residential density. The more housing a community has, the more easily commercial businesses will be attracted to the community. Employers will also be interested in locating in a community that has a robust residential component to their economy. If Harrison is seen as a growing community, employers, retailers, service-related businesses and restaurants will all be more interested in locating in Harrison.

Another threat to the community comes from its ability to manage growth. When infrastructure and service costs outpace revenue from new development, elected officials must be strategic about how these things are prioritized. It's not impossible, but it can be challenging to strike the most appropriate balance when needing to support growth during a growth spurt.

As mentioned above, retailers and restaurants need more housing density to justify a new location. If Harrison is not interested in continuing to add residential development, it will be difficult to attract certain retail and restaurant establishments.

In conversation with local realtors, a comment was made that is worth mentioning. The realtor said, "there has to be a reason to go to Harrison." This sounds like there are not many destinations/attractions. As available sites start to attract development, people will find their way to Harrison. This could be viewed as an opportunity or a threat.

Economic development covers a variety of categories of activities, and over the years the number of categories fitting into economic development has grown significantly. What contributes to economic development?

Figure 15. SWOT Table

Strengths
-----------

Land available for development

One of the fastest growing community in the valley

Median household income highest among peers at \$113,004

Average home value highest among peers at \$269,975

Median age youngest among peers at 36.5

Highest level educational attainment among peers

Harrison's location on Lake Winnebago

State & County Hwy. connectivity (10, 114, 55, N, KK)

## Weaknesses

Lack of direct access to I-41

Not all available properties are served by utilities

Known as a bedroom community

Volunteer fire dept., no ambulances

## **Opportunities**

Village owned land to market

Homeowner and renter vacancy rates low

Retail opportunities include building materials, gas stations, lawn/garden supply, beer/liquor/wine, specialty food, health/person care, home furnishings, limited service restaurants

Commercial opportunities include banking, real estate, insurance, accounting, legal, engineering, architecture, construction services, business to business, health/personal care, and hospitality

Light industrial opportunities include construction services, agriculture-related services, distribution, warehousing, data centers, metal finishing, machine shops, light assembly, laser fab, weld shops, smaller startups

Agri-tourism development will attract visitors to Harrison and expose more people to the local economy.

Creating a business park will attract tenants

## **Threats**

Lack of concensus re: community growth on Village Board

Managing growth can be challenging

Many retailers need more housing density to justify a new location

Quote from Realtor: "There has to be a reason to go to Harrison"



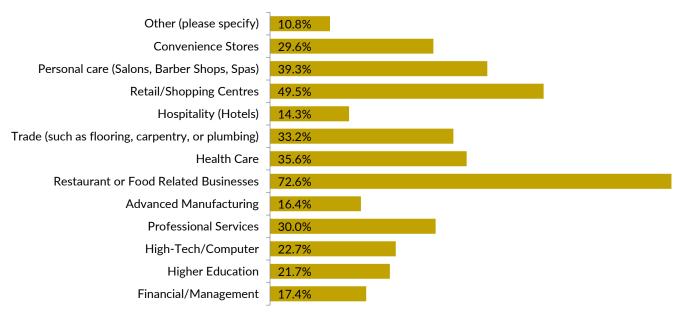
# Key Economic Development Areas

## **Business Attraction and Retention**

Many survey respondents express a desire to maintain the rural character of the area and resist resembling larger urban centers like Appleton. Suggestions for commercial development include small local businesses, such as specialty retail, grocery stores, pharmacies, and eateries, particularly those offering locally sourced or unique products. Others emphasize the importance of outdoor activities, parks, walking paths, and facilities for fitness and recreation. Some advocate for essential services like healthcare, post offices, and public safety buildings, while others caution against excessive development or noise pollution, favoring preservation of green spaces and farmland. Additionally, there are calls for specific amenities like a community pool or venues for events and gatherings, with an emphasis on fostering a sense of community and catering to diverse needs, including those of children and seniors.

Figure 16. Response to Survey Question:

What type(s) of commercial development would you support/patronize in the Village (select all that apply)?



Note: Question was answered by 748 and skipped by 14.

## **Competitive Analysis**

There are four business/industrial parks near Harrison, one each in Menasha, Appleton, Kimberly, and Kaukauna. Each one has its unique features and geographic benefits. They are compared below to provide context for what is in the area and how Harrison can position itself and its available space to maximize economic benefit for the community. Data on Appleton's advertised Southwest Industrial Park is included, along with a summary of the businesses clustered in the business park adjacent to Harrison's west side, as it was believed this would offer the most comprehensive analysis of nearby businesses in Appleton.

## Menasha Business Park

Menasha has a cluster of businesses north of Hwy. 10, west of Hwy. 47. A list and map are shown below. Menasha is primarily built out for commercial/industrial.

Figure 17. Menasha Business Park Table

Business Type
Plastics Recycling
Self-Storage
Paper Converting
Supply Chain Management
Transportation
Government Services
Healthcare
Book Manufacturing
Commercial Printing & Logistics
Physical Therapy
Athletic Equipment & Apparel

Figure 18. Menasha Business Park Map Image



## **Kimberly Industrial Park**

Kimberly's industrial park is east of Hwy. 441, north of College Avenue, in the southwest corner of the Village of Kimberly. This is the primary land the Village has zoned as for Industrial. It has direct access to two major transportation corridors, College Ave., and Hwy. 441.

Figure 19. Kimberly Business Park Table

Business Name	Business Type
Design Air	HVAC Wholesale
Luvata	Copper Alloy Wire Products
EnergiTech Services	Aboveground Tank System Installer
Safety-Kleen Systems	Parts Cleaing, Recycling
Aurizon Ultrasonics	Rotary Ultrasonic Equipment
USI Insurance Services	Insurance
Zimmer Financial Group	Financial Services
Trident Automation	Engineering Services
Crane Engineering	Industrial Pumps, Valves, Seals, Filters
Landro Realty	Real Estate Services
Birch Bark Veterinary Care	Veterinary Care
Rochling Leripa Papertech	Customized Plastics
Gerber Collision & Glass	Automotive Repair Services
Harrison Printing & Promotions	Screen Printing, Embroidery
Concentric	Forklift Services

Advertising & Marketing

Wheelchairs & Mobility

Moving & Storage

Art Gallery

IT Consulting

Sewing Services, Inc.

U-Haul Moving & Storage of Fox Cities

Richeson School of Art & Gallery

Numotion

**AIT Business Technologies** 

Figure 20. Kimberly Business Park Map Image



## Village of Kaukauna

Kaukauna has a large industrial park that straddles Interstate 41. It has a significant number of businesses and room to expand.

Figure 21. Kaukauna Business Park Table

Business Name	Business Type
Tann Corporation	Air Pollution Control Equipment
Harp Gallery Antiques and Vintage Furniture	Antiques, Furniture
G&G Machine, Inc.	CNC Machining, Milling, Boring
Performance Machine & Manufacturing	CNC Machining, Water Jet Cutting, 3D Printing, EDM
Hi-Tech Plastics	Colored Stretch Film Manufacturing
Weinert Roofing	Commercial Roofing
Fox Valley Tool & Die	Design and Build Dies for Lawn and Garden Industry
Fresenius Kidney Care Kaukauna	Dialysis
Quality Mail Marketing	Direct Mail Service, Courier
Elmstar Electric Corporation	Electrical Contracting Services
Weimer Bearing & Transmission	Electrical Motion Control, Power Transmissions, Fluid Control Products
Van Ert Electric Company, Inc.	Electricians, Electrical Services
Otis Elevator Company	Elevators, Moving Walkways
Precision Paper Converters	Facial Tissue, Paper Products
MGD Industrial Corporation	Fastener Manufacturing
Bernatello Foods	Food Manufacturing
Frito-Lay	Food Manufacturing
Modern Dairy	Food Service Distributor
Equipment Depot - Green Bay	Forklifts, Rentals, Warehousing
Carl Bowers & Sons Construction	General Contracting
Milbach Construction Services, Co.	General Contracting
Profile Finishing Systems	Industrial Paint, Blasting
Blackhawk Industrial	Industrial Supplies, Products, Equipment
EMS Electric Motor Services	Industrial Tools, Cranes, Hoists, Electric Motors
The Handyman HQ	Installation, Removal, Domestic Services
Aflac Regional Office	Insurance
Bob & Dave's Lawn & Landscape	Lawncare, Landscaping
Milton Propane	Liquid Propane Delivery and Service
Accurate Machine	Machining Services
Advantage Machine	Machining, CNC
Bassett Mechanical	Mechanical Contracting, Metal Fabricating, Maintenance
Classic Gears & Machining	Open Gearing, Roller Chain Manufacturing
Konecranes	Overhead Crane Equipment
Valley Tissue Packaging	Paper Product Manufacturing
TMC North America	Pharamceutical Manufacturing

## **Business Name**

**Eagle Graphics** 

**Business Type** 

Team Industries, Inc. Pipe & Tank Fabricator

Morton Buildings, Inc.

Post-Frame Construction, Custom Building

Dawes Rigging & Crane Rental Rigging & Crane Rentals

R&R Technologies, Inc. Satelite TV & Internet Services

Signage, Design

Midwest Carriers Trucking
Truck Country Trucking

UPS Freight Trucking, Logistics

Ditch Witch Midwest Underground Construction Equipment Dealer

Matheson Welding Gas, Welding Equipment, Compressed Gases

Wisconsin Aging & Grading Cheese, Inc. Wholesale Cheddar Cheese Warehousing

Great Lakes Beverage
Windows of Wisconsin
Window Manufacturing

Figure 22. Kaukauna Business Park Map Image



The Village of Kaukauna also has an Agriculture Park. It is north of Hwy. 96 and south of County Hwy. OO.

Figure 23. Kaukauna Agriculture Park Table

## **Business Name**

Goldin Iron and Metal Recycling

The Anderson's Fertilizer

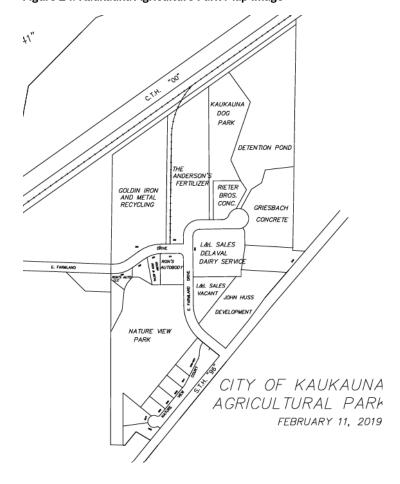
Rieter Bros. Concrete

**Griesbach Concrete** 

Ron's Autobody

**Delaval Dairy Service** 

Figure 24. Kaukauna Agriculture Park Map Image



## **Business Type**

Recycling

Lawncare Products

Concrete Manufacturing & Installation

Concrete Manufacturing & Installation

Auto Repair

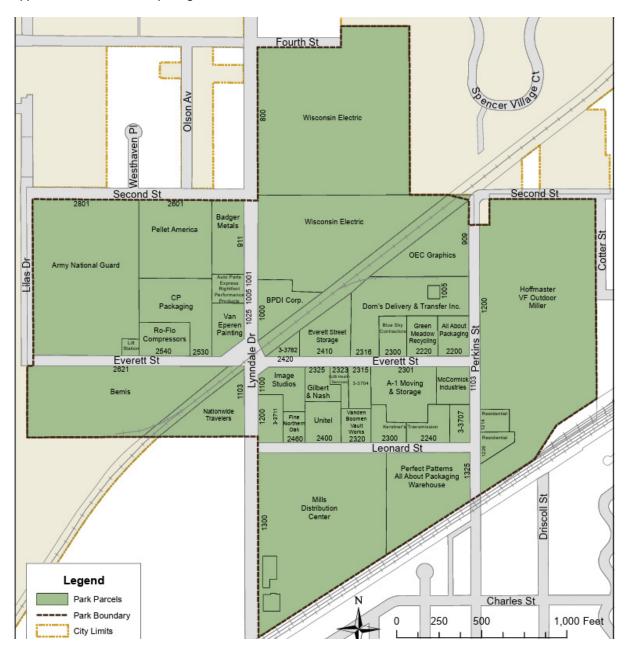
## City of Appleton

This city of Appleton has an industrial park called Southwest Industrial Park, located in the southern part of the City, south of College Avenue, with access to rail. This industrial park is built out, with no room to expand in any direction.

Figure 25. Appleton Business Park Table

Business Name	Business Type
Wisconsin Electric	Electrical Service
OEC Graphics	Graphics, Print, Media
Pellet America	Fuel Pellets
Army National Guard	Defense
Badger Metals	HVAC Equipment & Parts
CP Packaging	Packaging & Labeling
Bemis	Toilet Seat Manufacturing
Nationwide Travelers	Guided Tours
Van Eperen Painting	Commercial Painting
Ro-Flo Compressors	Gas Compressors, Rotary Sliding Vane Compressors
BPDI Corp.	Wholesale Books/Newspapers, Teaching Materials
Mills Distribution Center	Distribution Center
Perfect Patterns All About Packaging Warehouse	Precision Tooling, Foundry Tooling
McCormick Industries	CNC Machining
A-1 Moving and Storage	Movers, Storage
Hoffmaster VF Outdoor Miller	Apparel, Footware, Accessories
Green Meadow Recycling	Recycling
Blue Sky Contractors	General Contractor
Dorn's Delivery & Transfer Inc.	Trucking
Everett Street Storage	Self-Storage
Gilbert & Nash	Industrial Equipment, Parts, Service
Fine Northern Oak	Wood Products
Image Studios	Commercial Photography
Unitel	Telecommunications
Kerstner's Transmission	Mail Order, Web Stores
GJB Health Services	Counseling
Auto Parts Express Rightfoot Performance Products	Automotive Parts, Products

Figure 26. Appleton Business Park Map Image

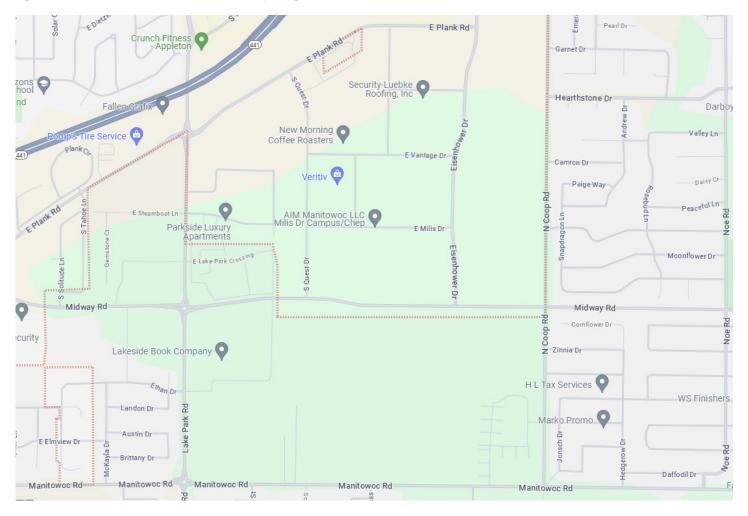


Appleton also has a cluster of industrial businesses in an area appropriately zoned for light industrial but not in a formal industrial park which is on the western edge of the Village of Harrison.

Figure 27. Industrial Corridor near Harrison Table

Business Name	Business Type	
Appleton Hydraulic Components	Hydraulic Systems Repair	
Farrell Equipment & Supply - Appleton	Construction Industry Supplier	
Security-Luebke Roofing, Inc.	Roofing Construction	
CliC Eyewear	Eyewear Manufacturing & Retail	
New Morning Coffee Roasters	Coffee Manufacturing	
Veritiv	Office Supplies	
Encapsys	microencapsulation	
4imprint Screen Print Facility	Screen Printing	
AIM Manitowoc LLC	Real Estate Developer	_
FLAIR Flexible Packaging Corporation	Packaging	

Figure 28. Industrial Corridor near Harrison Map Image



## **Analysis of Competitive Markets**

Based on the lists of businesses in the business and industrial parks surrounding Harrison, there are several categories of enterprise, ranging from manufacturing to services. The lists have been analyzed to determine potential gaps or complementary businesses.

Figure 29. Industrial Park Gap Analysis Table

Sector	Complementary	Potential Gap
Manufacturing	Precision calibration services, industrial design firms, and specialized logistics for manufacturers could complement the existing base.	There seems to be a concentration in manufacturing, yet there could be a need for ancillary businesses that handle recycling of industrial materials or offer remanufacturing services.
Logistics & Transportation	Given the presence of trucking and logistics, a vehicle fleet maintenance service, or a commercial vehicle dealership could be beneficial.	Advanced logistics services like cold chain for food and pharmaceuticals or specialized transport services for oversized machinery might be missing.
Healthcare	With dialysis and veterinary care present, other medical specialties, a medical supply business, or a compounding pharmacy could provide added value.	Biotech firms or medical research and development facilities could find a niche here.
Construction & Contracting	Rental services for specialized construction equipment, architectural firms, or smart home technology installers might be welcomed.	Sustainable or green building materials and services could fill an environmental-friendly niche.
Food & Beverage	Businesses like specialized food processing equipment, a culinary school, or a food safety and inspection consultancy would enhance this sector.	There's an opportunity for a business that provides food waste recycling or creates energy from waste products.
Retail & Consumer Services	Given the range of businesses, a B2B wholesale marketplace or a trade school focusing on industrial skills could thrive.	Specialty retail for professionals (e.g., workwear, tools).
Technology & IT	Cybersecurity firms, software development companies specialized in industrial applications, and data centers could complement existing IT services.	Technology incubators or coworking spaces targeting tech startups could be absent.
Cultural & Lifestyle	With an art gallery listed, other cultural venues like a music school, performance theater, or an artist co-op workspace could create a cultural hub.	Recreational facilities for workers in the industrial park, such as fitness centers or a small cinema, might be lacking.
Environmental & Recycling	The existing recycling businesses could be complemented by a company specializing in the sale and refurbishment of used industrial equipment.	There's a chance for businesses in renewable energy sectors, like solar panel installers or wind energy consultants.
Professional Services	Legal firms specializing in industrial and IP law, or a consulting firm for industrial efficiency and lean manufacturing.	Perhaps there is no dedicated agency for staffing and recruitment specializing in the industries represented in the area.

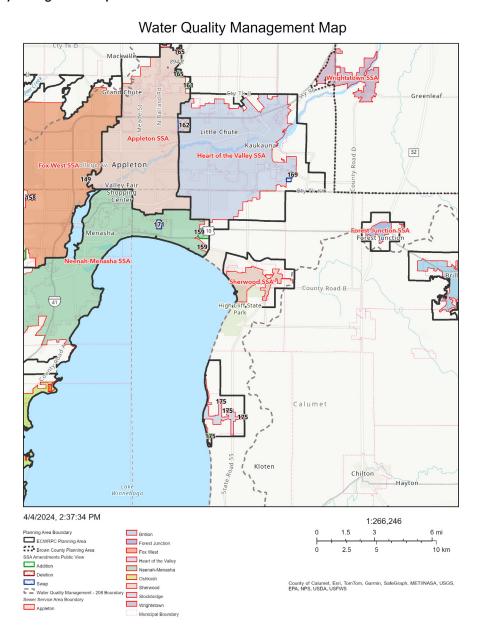
## **Entrepreneurship and Small Business Support**

The Venture Center at Fox Valley Technical College serves the Fox Valley region. Since 2000, they have helped launch 600 new businesses. Developing a solid, healthy relationship with the Venture Center could provide a pipeline of commercial activity within the village. One way to develop that relationship would be to refer professionals and entrepreneurs to the center for customized training, legal, accounting, human resources, technology, etc.

## Infrastructure and Transportation

Parts of the village are in various water and sewer planning areas within the East Central Wisconsin Regional Plan Commission. Immediate access to sewer and water will help spur industrial and commercial development along transportation corridors. The village may lose out to other communities if these vital services are not readily available. The village should continue to advocate for service extensions along highways 10 and 114.

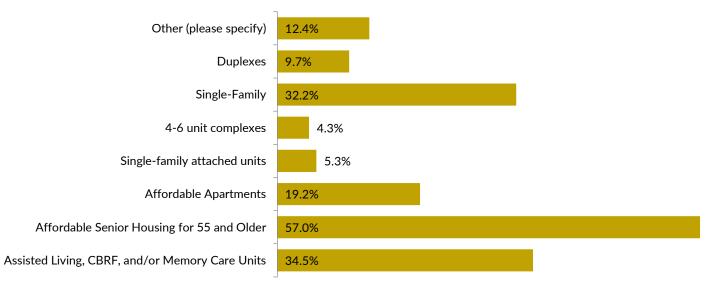
Figure 30. Water Quality Management Map



## **Housing and Real Estate**

A significant share of survey respondents were aged 45-64 (45%) and most concerned about the availability of affordable senior housing, assisted living and/or memory care facilities. While additional single-family homes are desired, there is additional interest in the development of affordable multifamily units.

Figure 31. Response to Survey Question: Please choose types of residential units that you believe are missing from the Village.



Note: Question was answered by 702 and skipped by 60.

## **Tourism and Recreation**

Placer.ai is a location intelligence and foot-traffic data software company that extracts cellphone data to learn about consumer behavior. Visits within the village boundaries have significantly grown over the last two years. From 2021 to 2022, visits grew 5.9% and from 2022 to 2023 visits grew 4.2%. A significant number of those visits occur during the summer months (May-August). Visitors come from as far as Minneapolis and Chicagoland.

Figure 32. Annual Visit Trends

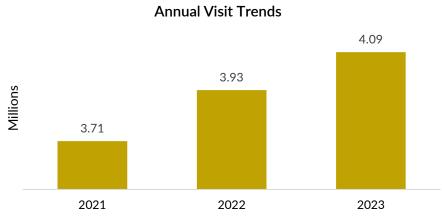
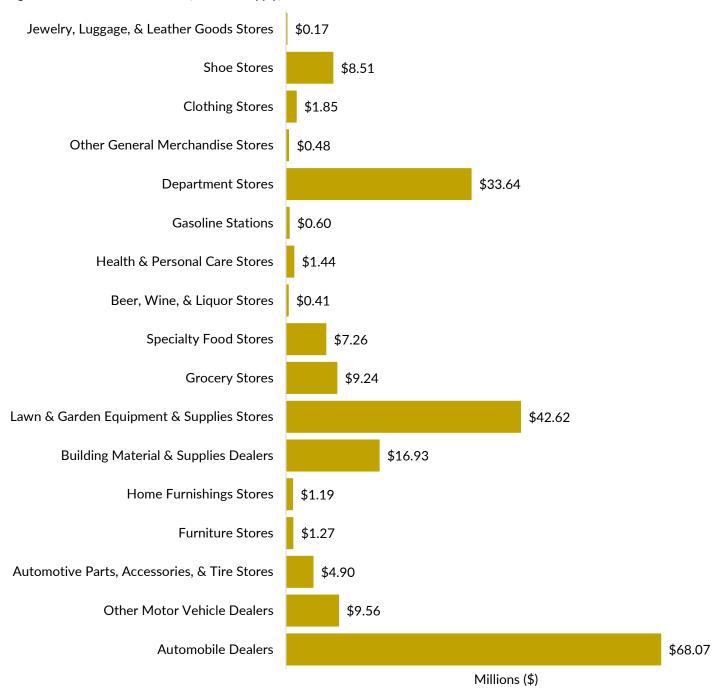


Figure 33. Unmet Visitor Demand (Demand-Supply)



Data Source: Placer.ai 100 % of Visits within 5 mi | 01.01.2023 - 12.31.2023 | Benchmark state | VISITORS | Potential Market.

The graphic above depicts unmet visitor demand within five miles of Harrison. This shows the amount of disposable income available to be spent by category on specific items. If there were places for people to spend their money in Harrison, in the categories noted above (department stores, shoe stores lawn/garden/equipment, building materials/supplies, and specialty food stores to name a few) those dollars could potentially be captured by businesses located in Harrison. There is not as large a gap in grocery stores as this graphic depicts, however, and we are not recommending adding a grocery store in the Village now. Automobile dealers always show up with unmet demand in these charts because they are a destination purchase and it is not practical to have multiple automobile dealers located in every community.

## **Economic Development Goals and Objectives**



- 1. Undertake a robust business attraction effort directed at retail and commercial development to attract up to five new businesses in the next 3-5 years.
  - a. Target the property on County Hwy. N, north of Manitowoc Rd. for a commercial center.
  - b. Send marketing materials (find new prospects monthly) to banks, hotels, real estate brokers representing retail, restaurants, coffee shops, and developers of commercial/retail centers.
  - c. Engage a planning/architecture firm to create a design for the development to include some public gathering space and well laid out buildings, parking, and amenities (or work with a developer who will do this).
  - d. Invite developers and commercial brokers to an event at Village Hall where this property is presented and highlighted, with the Village's vision for its build-out and occupancy.
- 2. Undertake a targeted business attraction effort directed at light industrial, warehousing, agriculture-related services, distribution, and data center opportunities to attract up to five new businesses in the next 3-5 years.
  - a. Host a meeting with existing businesses (either individually or in a group) and ask them who they know may want to expand or move to Harrison. Use it as an opportunity to conduct a retention conversation, discovering their needs that the Village could assist them with.
  - b. Create a mailing list of businesses in target industries and send marketing material to them on a regular (quarterly or semi-annually) basis. Send the marketing material to commercial brokers and contractors as well. Target businesses in the large metro areas to the north and south of Harrison (Green Bay and Milwaukee).
  - c. For specific targets such as data centers, make sure New North has site specific information about areas you would locate a data center in Harrison. Make sure the community has all the qualifying features researched in advance, such as electricity redundancy, distance from highways and airports, flood plains mapped, high speed internet or fiber capacity and location, and other necessary features.
- 3. Undertake a visitor-focused business attraction effort direct at Agri-tourism opportunities to attract 2 new Agri-tourism businesses in the next 3-5 years.
  - By diversifying the range of Agri-tourism offerings in your community, you can appeal to a broader audience and create memorable experiences that display the unique character and attractions of your area.
    - a. Create an attractive market piece that lets people in the village know there is an interest in fostering this type of development.
    - b. Publicize on the village website, and in other resident communication to encourage people to consider any of the following opportunities to highlight Agri-tourism in Harrison.
      - i. Heritage Farms: Farms that focus on preserving and showcasing heritage breeds of animals or heirloom varieties of crops, offering educational tours and opportunities for visitors to learn about agricultural biodiversity.
      - **ii. Farm Workshops and Retreats:** Hosting workshops, retreats, and team-building events on farms, covering topics such as organic farming practices, permaculture design, beekeeping, or

- artisanal food production.
- iii. Eco-Friendly Accommodation: Developing eco-friendly accommodation options such as glamping sites, eco-lodges, or sustainable farm stays that emphasize environmental stewardship and connection with nature.
- iv. Agri-Wellness Retreats: Combining agriculture and wellness by offering retreats focused on activities like yoga, meditation, farm-to-table cooking classes, and nature walks, providing visitors with a rejuvenating and holistic experience.
- v. Farm Festivals and Events: Organizing seasonal festivals, agritourism events, or farm-to-fork dinners that celebrate local food, culture, and traditions, attracting both tourists and locals to participate in community festivities.
- vi. Farm-Based Education Programs: Collaborating with schools, universities, and educational organizations to develop farm-based learning programs, outdoor classrooms, and agricultural internships that engage students and promote hands-on learning.
- vii. Agri-Culinary Tours: Curating guided tours that explore the culinary heritage of the region, including visits to artisanal food producers, farm-to-table restaurants, specialty food shops, and cooking demonstrations with local chefs.
- viii. Agri-Artisan Markets: Hosting artisan markets or craft fairs on farms, featuring handmade goods, artisanal products, and locally produced crafts alongside fresh farm produce, creating a vibrant marketplace for artisans and visitors alike.

ix. Corn mazes, pumpkin patches, and other seasonal attractions.

Agricultural Museums and Interpretive Centers: Establishing museums or interpretive centers that display the history,

technology, and cultural significance of agriculture in the region, providing immersive and educational experiences for visitors of all ages.

> xi. **Community Gardens and Urban Farms:**

Supporting community-driven initiatives such as community gardens, urban farms, or rooftop gardens that promote urban agriculture, food security, and community engagement, while also offering opportunities for volunteerism and educational programming.

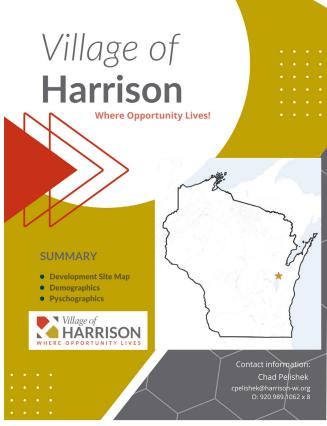
xii. **Farm-Based Adventure Sports:** Integrating adventure sports such as zip-lining,

hiking, mountain biking, or horseback riding into farm landscapes, providing outdoor recreation opportunities for thrill-seekers and nature enthusiasts.

xiii. Agri-Heritage Trails: Developing selfguided or guided tours that follow Agri-heritage trails, highlighting historical landmarks, agricultural landmarks, and points of interest related to the region's farming heritage.

Market the available commercial real estate in Harrison so that a minimum of 10 new contacts, with businesses, site selectors and developers are made each quarter.

- Post all available commercial sites on the Harrison website, both village-owned property and privately owned/marketed property.
- b. Develop a network of brokers and developers and regularly share new sites with them, including the Village's vision for the site, whether it is commercial, retail, or light industrial development. Reach beyond the local market to Green Bay and Milwaukee to promote Harrison outside the Fox Valley. Attend NAIOP events in the Milwaukee market and network with brokers who represent retailers and restaurants.
- c. Connect with New North to participate in their marketing efforts. Make sure Harrison is on the distribution list for any Requests for Proposals or Requests for Information coming from WEDC (Wisconsin Economic Development Corporation) through New North. Attend New North events to network with their site selector and developer contacts.
- 5. **Explore the feasibility of developing a business park** in the Village of Harrison within the next 5-10 years.
  - a. Appleton and Menasha have little space for business park development on the east side of the metro area. Kaukauna and Kimberly have space available in their parks, but there may be
    - an opportunity for businesses to locate within Harrison as the Village grows. Complete a needs assessment for the area for new business park space. Consider past and potential future absorption rates for business and industrial park land.
  - b. Conduct internal marketing, (listening session, survey, and town hall-style forums) to ensure there is agreement and buy in from the residents and local elected officials.
  - c. Consider health care, fitness, R&D, office, and other commercial types. Understand market needs and current access to services.
  - d. Have ongoing conversations with New North, major healthcare providers, and large employers in the region to determine their expansion plans and the possibility that if you build it, they will come.
- 6. **Extend sanitary sewer service** throughout more of the Village to enhance infrastructure to support the growth Harrison is planning for the next 10 years.
  - a. Continue to work with East Central Wisconsin Regional Planning Commission to update the Sanitary District so that sewer service can be extended along Hwys. 10 and 114 to allow more land to be available for development in the next 5-10 years.
  - b. Host informational meetings where stakeholders can get together and become informed about the process and post progress on the village website.
- 7. **Continue to facilitate the development of residential units** to provide a base for commercial businesses to justify establishing a location in Harrison. When interviewing commercial brokers and developers, one message resounded: do not stop developing residential. Because commercial businesses need to see density of residential to



justify a move or additional location, these brokers and developers wanted to encourage the Village of Harrison to continue encouraging new residential development.

- a. Identify residential neighborhood sites and market them like the commercial sites.
- b. Encourage developers to continue to develop in Harrison.
- c. Look farther into the future to continue to plan where the village can expect to see residential development occur. Plan for utility expansions to meet housing demands.
- 8. Conduct business retention visits with existing businesses annually.
  - a. Establish an annual meeting schedule with all businesses in the Village of Harrison.
  - b. Record details about the visits, such as successes and challenges the businesses are having, their plans for growth, and if they are trying to add new employees. Inquire about their supply chain and customer base since this is where many new business prospects for Harrison could come from.
- 9. Facilitate business start-up growth in Harrison.
  - a. Since the Fox Valley is well-served by the Venture Center at Fox Valley Technical College, it is not recommended that Harrison host a business incubator or other startup facility. However, establishing relationships with the businesses in the Venture Center and entrepreneurs in the region will give Harrison an advantage when it comes time for those business startups to seek their own space.
  - b. The Village of Harrison can also provide a solid network of referrals to professionals in and around the Village, so business startups know who to reach out to for support, whether it is legal, accounting, HR, technology/IT, or other kind of assistance. Establish a solid group of local businesses in a database to which businesses can be referred when seeking help.

## **Alignment with Community Vision and Needs**

The Village of Harrison's overarching vision is to create a more balanced economy between commercial and residential development. Residents would like access to more goods and services within the village boundaries. By increasing the commercial property tax base in the village, it will put less pressure on the residential tax base to cover Village expenses and support the infrastructure needs of a growing community.

From the Village's Comprehensive Plan, in the Agriculture, Cultural and Natural Resources chapter, it states the goal is "to protect the productive agricultural lands in the Village for long-term farm use and maintain agriculture as a major economic activity and way of life outside the sewer service area; to conserve, protect, and enhance the natural resources and environmentally sensitive areas that exist in the Village; and to balance responsible growth with protection of resources in the Village based on community needs". While the Village is interested in preserving its agricultural land and heritage, a focus in businesses within the Agri-tourism sector will bring in visitors and allow showcasing of the agricultural nature of the village while maximizing economic opportunities for growth and development in areas more prone to density commercial activity.

Figure 34. Implementation Table

Goal	Action Step	Responsible Parties	Timeline	Budget Impact
Retail Attraction	Create commercial center at Hwy. N north of Manitowoc Rd.	Village Staff	Q2 2024 and ongoing	Staff time, marketing materials, commercial area design, event refreshments
	Send marketing materials monthly			
	Engage planning firm or developer to design commercial district			
	Host event for developers, brokers to highlight this development			
Industrial Attraction	Host meeting with existing businesses	Village staff	Q2 2024 and ongoing	Staff time, marketing materials, event refreshments
	Create email list of target industries, send marketing materials			
	Engage with New North on business attractions			
Agri-Toursim	Create attractive marketing piece	Village staff	Q3 2024 and	Staff time, marketing materials
Attraction	Publicize Village's interest on web site and other communications		ongoing	
Market Available Commercial Real Estate	Post all available commercial property on web site	Village staff, Brokers, New North	Q4 2024 and ongoing	Staff time, marketing, conference expense, travel
	Develop network of brokers and developers, attend NAIOP events, target Green Bay, Milwaukee			
	Connect with New North to market properties			
Explore Feasibility of Business Park			Q4 2024 - Q3 2025	Will require a new Tax Increment District
	Conduct internal marketing to ensure support			
	Consider a variety of potential tenant sectors			
	Have ongoing conversations with New North and other major stakeholders			
Extend sanitary sewer		Officials, Sanitary	Q3 2024 and ongoing	CIP
	Host info meetings for residents	Districts		
Continue Facilitating Housing Development	Identify and market residential sites	Village staff and elected official	Q3 2024 and ongoing	Any necessary utility extension
	Encourage residential developers to come to Harrison			
	Plan future residential development and utilities			

Goal	Action Step	Responsible Parties	Timeline	Budget Impact
Business Retention	Establish annual meeting schedule w/ existing businesses	Village staff	Q2 2024 and ongoing	Staff time
	Record details about visits, keep a database			
Facilitate Business Startups	Meet with startups, especially in Venture Center	Village staff	Q4 2024 and ongoing	Staff time
	Create a network of local professionals to support start ups			



## **Funding Strategies**

## **Tax Increment Financing**

The Village of Harrison can use Tax Increment Financing to support new developments throughout the community. This tool, if used effectively, is a self-funding mechanism and has negligible risk. Each development should support itself.

**Tax Increment District Number 2** (TID #2) was created as a mixed-use district in 2018. It serves the area along County Rd. KK and Hwy. 55. Much of the investments made in TID #2 have been for infrastructure but there is a significant amount in the project plan identified for incentives to developers. Marketing this, and then being willing to support new developments with incentives will be critical to this district's success.

Tax Increment District Number 4 (TID #4) is in the northwestern portion of the Village, along the west side of Lake Park Road and bisected by Midway Road/County Road AP. TID #4 includes approximately 122-acres of land. There are 4 different property owners and two existing homes within the TID #4 boundary. The District is 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).

Tax Increment District Number 5 (TID #5) was created as a mixed-use district in the central part of the Village, along the east side of County Road N north of Manitowoc Road. TID #5 includes 40-acres of land. There are 2 different property owners and no residences within the TID #5 boundary. To the extent that project costs will be incurred by the Village for newly platted residential development (totaling less than 35% of the area of the District), 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.

The other active TIDs in Harrison will support development as well, and if/when the Village is interested in starting a business park, it would be another opportunity to use tax increment financing.

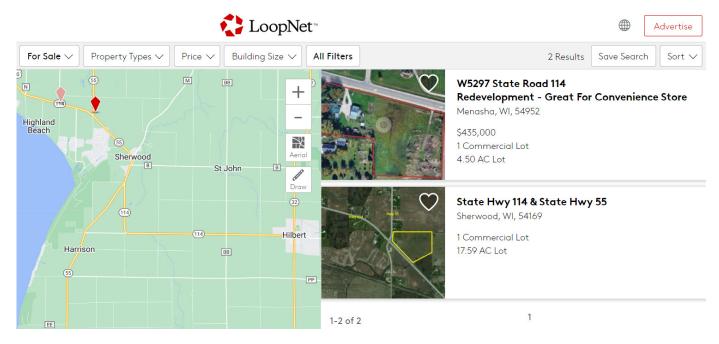
## **Community Development Authority**

The Village of Harrison could create a Community Development Authority. While a Community Development Authority (CDA) is not a source of funding, it is a separate body politic for the purpose of carrying out blight elimination, slum clearance, urban renewal programs and projects and housing projects. §66.1335(1). It is authorized by the Village Board and comprised of "7 resident persons having sufficient ability and experience in the fields of urban renewal, community development and housing, as commissioners of the community development authority", §66.1335(2).

Activities that a CDA can undertake include:

- 1. Acquisition of all or a portion of a blighted area.
- 2. Demolition and removal of buildings and improvements.
- 3. Installation, construction, or reconstruction of streets, utilities, parks, playgrounds, and other improvements necessary for carrying out in the project area the objectives of this section in accordance with the redevelopment plan.

- 4. Disposition of any property acquired in the project area, including sale, initial leasing or retention by the authority itself, at its fair value for uses in accordance with the redevelopment plan.
- 5. Carrying out plans for a program of voluntary or compulsory repair and rehabilitation of buildings or other improvements in accordance with the redevelopment plan.
- 6. Acquisition of any other real property in the project area where necessary to eliminate unhealthful, insanitary, or unsafe conditions, lessen density, eliminate obsolete or other uses detrimental to the public welfare, or otherwise to remove or prevent the spread of blight or deterioration, or to provide land for needed public facilities.
- 7. Studying the feasibility of and initial design for an arts incubator, developing and operating an arts incubator, and applying for a grant or loan under s. 41.60 in connection with an arts incubator.
- 8. Studying the feasibility of an initial design for a technology-based incubator and developing and operating a technology-based incubator.
- 9. Prepare, carry out, acquire, lease, and operate housing projects approved by the council; to provide for the construction, reconstruction, improvement, alteration or repair of any housing project or any part of a housing project.



While the Village does not have a significant number of blighted properties, the CDA could own the new business park, for example, and if there was debt incurred to start the development, it would not impact the Village's borrowing capacity. The Village could also use the CDA to review and conduct due diligence on new development projects before presenting them to the Village Board. It would serve as a committee through which new projects could flow and through which funding could be structured.

## Other sources of funding include but are not limited to:

1. The <u>Board of Commissioners of Public Lands</u> is a fund that supports communities with development projects. Loans of 10 years or less may be made to facilitate the performance of any power or duty of the borrowing municipality, including operations and maintenance. Loans greater than 10 years are restricted to the financing or refinancing of public purpose projects including "the acquisition, leasing, planning, design, construction, development, extension, enlargement, renovation, rebuilding, repair or improvement of land, waters, property,

highways, buildings, equipment, or facilities", or any purpose otherwise allowed by law.

- Economic Development Lending: BCPL is a major source of funding for economic development projects
  including pass-through loans or grants made for private development, funding development incentives,
   TID infrastructure loans, land acquisition and development of business parks, and similar projects. Upon
  request, BCPL can provide critical flexibility in the repayment schedule if expected revenues are delayed.
- 2. <u>Business Development Tax Credits</u> The Business Development Tax Credit (BTC) Program supports job creation, capital investment, training and the location or retention of corporate headquarters by providing companies with refundable tax credits. This program is offered through the Wisconsin Economic Development Corporation (WEDC).
- 3. Data Center Sales and Use Tax Exemption Wisconsin offers a Data Center Sales and Use Tax Exemption for projects that involve buildings constructed or rehabilitated to house a group of networked computer servers to centralize the processing, storage, management, retrieval, communication, or dissemination of data and information. Data centers are a rapidly growing industry across the U.S., and Wisconsin has fewer data centers as a percentage of total businesses than other states. This program aims to attract more data centers to Wisconsin, along with the highly educated workforce, high wages, and significant capital investment these projects bring to communities. This program is offered through WEDC.
- 4. <u>Industrial Revenue Bonds (IRBs)</u> IRBs can be used to stimulate capital investments and job creation by providing private borrowers with access to financing at interest rates that are typically lower than conventional bank loans. The Wisconsin Economic Development Corporation (WEDC) allocates the bonding authority or the volume cap for the program.
- 5. <u>Brownfield Site Assessment Grants</u> Wisconsin's Brownfield Site Assessment Grant (SAG) Program provides grant funds to approved projects to assist local governments with conducting initial environmental assessment and demolition activities on an eligible abandoned, idle or underutilized industrial or commercial site. This program is offered through WEDC.
- 6. <u>Brownfield Grants</u> Wisconsin's Brownfields Grant Program provides funds to help assess and remediate environmental contamination of abandoned, idle or underused industrial or commercial facilities or sites. This program helps convert contaminated sites into productive properties that are attractive and ready for redevelopment. This program is offered through WEDC.
- 7. Community Development Investment Grant The CDI Grant Program will support urban, small city and rural community (re)development efforts by providing financial incentives for shovel-ready projects with emphasis on, but not limited to, downtown community-driven efforts. This program is offered through WEDC.



## VILLAGE BOARD MEETING

## VILLAGE OF HARRISON

**Meeting Date:** From: Chad Pelishek, Assistant Village Manager

April 30, 2024

## Title:

Conditional Use Permit – Crossroad Development, LLC – parcels 40386 & 40378 – Hwy 55

## Issue:

Should the Village Board approve the Conditional Use Permit to permit the applicant to operate a topsoil screening operation (resource extraction)?

## **Background and Additional Information:**

The Village Board approved a Conditional Use Permit (CUP) for Crossroads Development, LLC for the same operation and location as listed below during the April 25, 2023 Village Board Meeting. The Village Board approved an extension for this CUP during an August 8, 2023 Board meeting. This approval had an expiration date of November 10, 2023.

The applicant Crossroad Development 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, wholly within parcels 40386 and 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.

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

The three lots directly south of the proposed site are owned by Gene Frederickson. These parcels are the closest neighboring lots in proximity to the shredder.

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. The material would be stockpiles on the NE corner of Hwy 55 (material is already stockpiled there from the previous permit).

## 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. Under Village code 117-131 resource extraction is a permitted use in agricultural or industrial areas as a temporary or transitional use with assurances that later re-use for other permissible uses and structures is possible.

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. The location of the shredder is slightly obscured from viewing the site off of Hwy 55.

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.

6. Services. Adequate facilities, access roads, drainage and/or necessary services have been or will be provided.

Stormwater management is available. Roadway access is provided via Hwy 55.

## **Findings of Fact:**

• Staff finds that the Conditional Use Permit request complies with the Harrison Zoning Ordinance with the below conditions.

## **Budget Impacts:**

None

## **Recommended Action:**

The Plan Commission recommends the Village Board approve the Conditional Use Permit (CUP) request with the following conditions:

1. All provisions of Section 117-131 – Resource Extraction of the zoning ordinance relating to

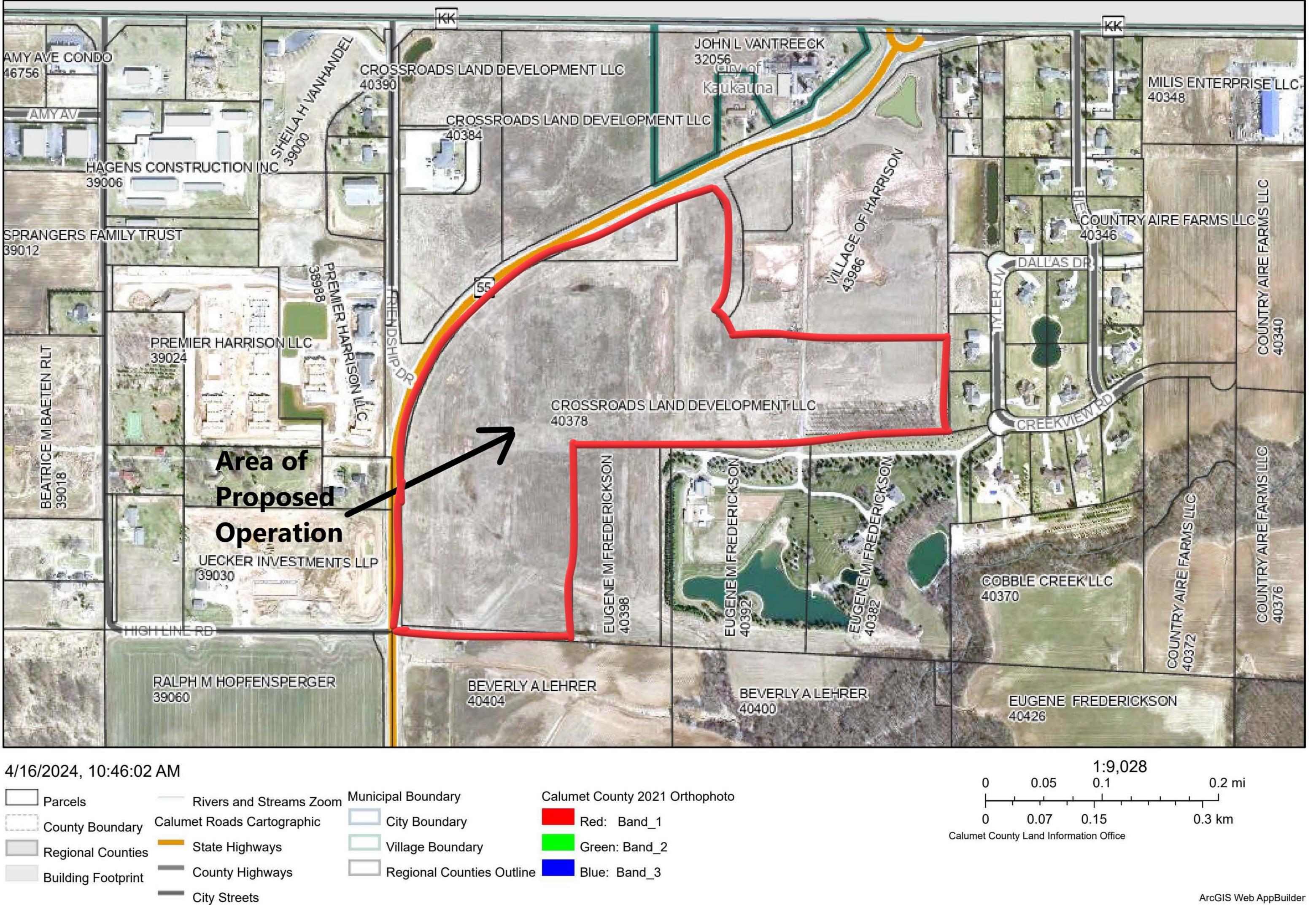
resource extraction shall be met.

- 2. All Local, State, and Federal regulations shall be met.
- 3. No refining (pulverizing, shredding, ect.) shall occur during winds speeds greater than 10 mph.
- 4. Shredder/pulverizing operations to be at least 500-feet from Hwy 55 property lines.
- 5. All refining (pulverizing, shredding, ect.) shall cease on or before November 15, 2024
- 6. Hours of operation shall be Monday-Friday 7:00am-5:00pm. No refining (pulverizing, shredding, ect.) 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.
- 7. 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.
- 8. Prohibiting off-site material coming onto the site for processing.
- 9. Any violation of the above stated conditions shall result in termination of the conditional use permit.

## **Attachments:**

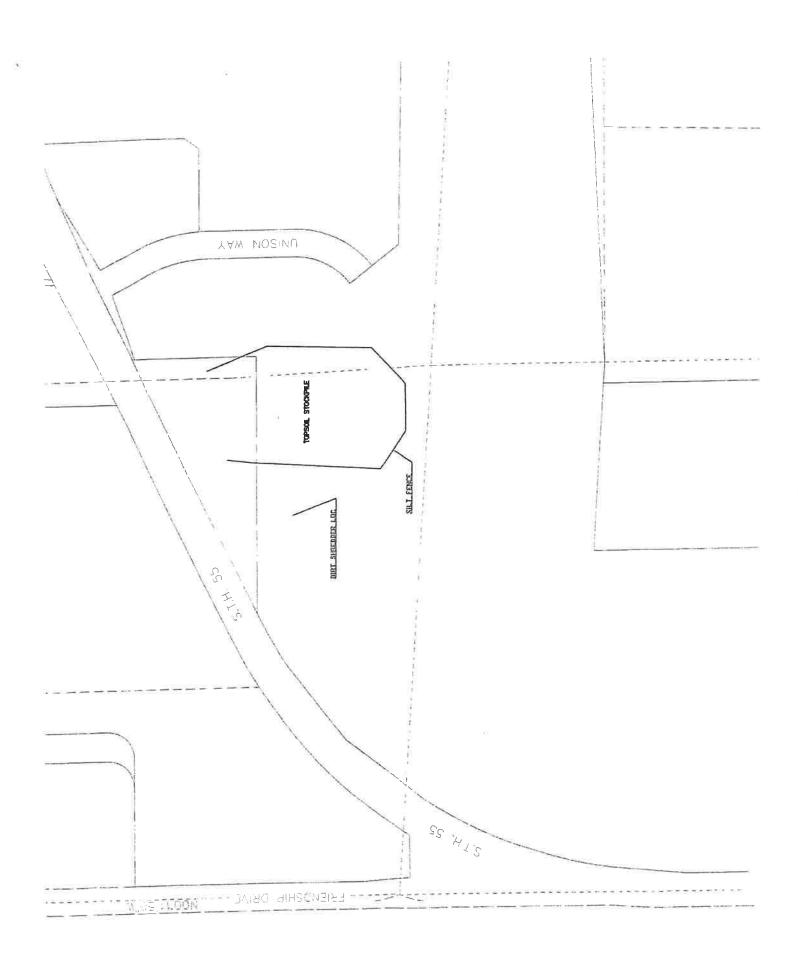
- Aerial Map.pdf
- Site Plan.pdf
- Location of proposed shredder.pdf
- Pictures of site equipement.pdf

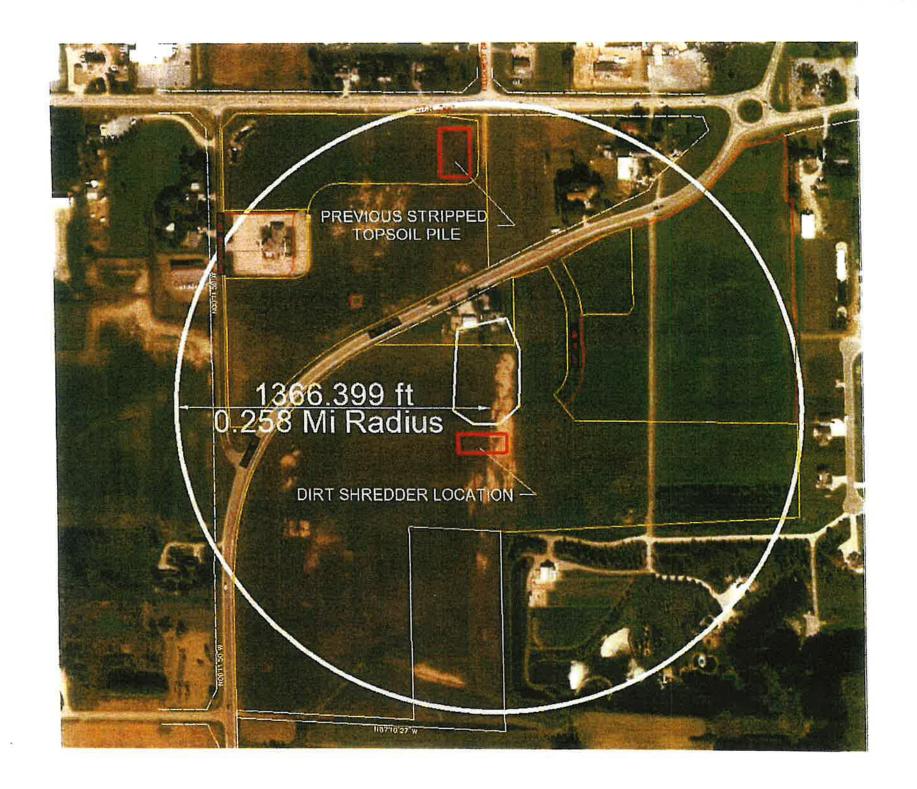
## ArcGIS Web Map



## Crossroad Development, LLC Development Plan

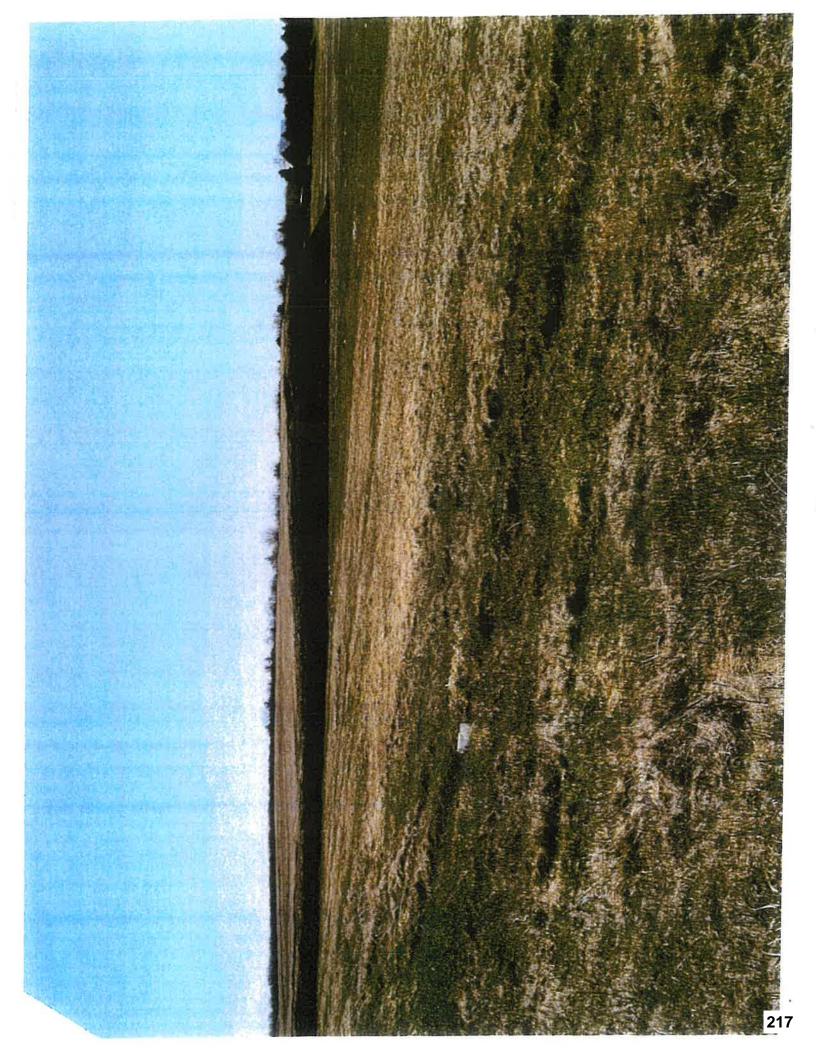
- 1. Hours of operation will be 7am 5pm Monday Friday
- 2. Erosion control will be established and maintained as needed with weekly site inspections and rain events
- 3. Equipment would be
  - a. Topsoil Screening plant
  - b. Loader
  - c. Foreman trucks
  - d. Sweeper / skid steer as needed
  - e.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

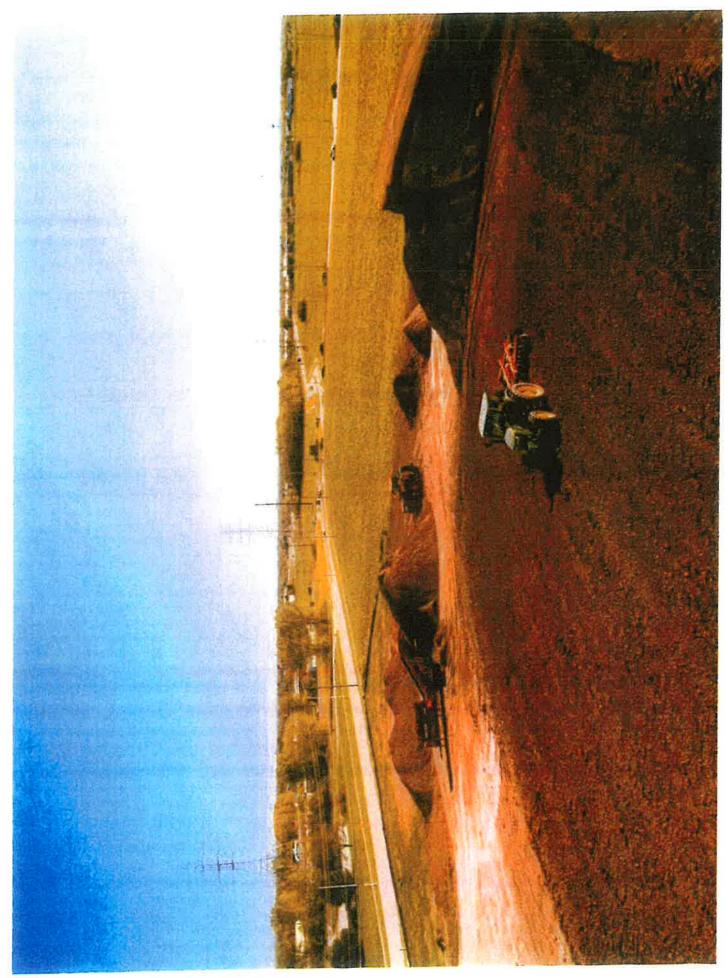


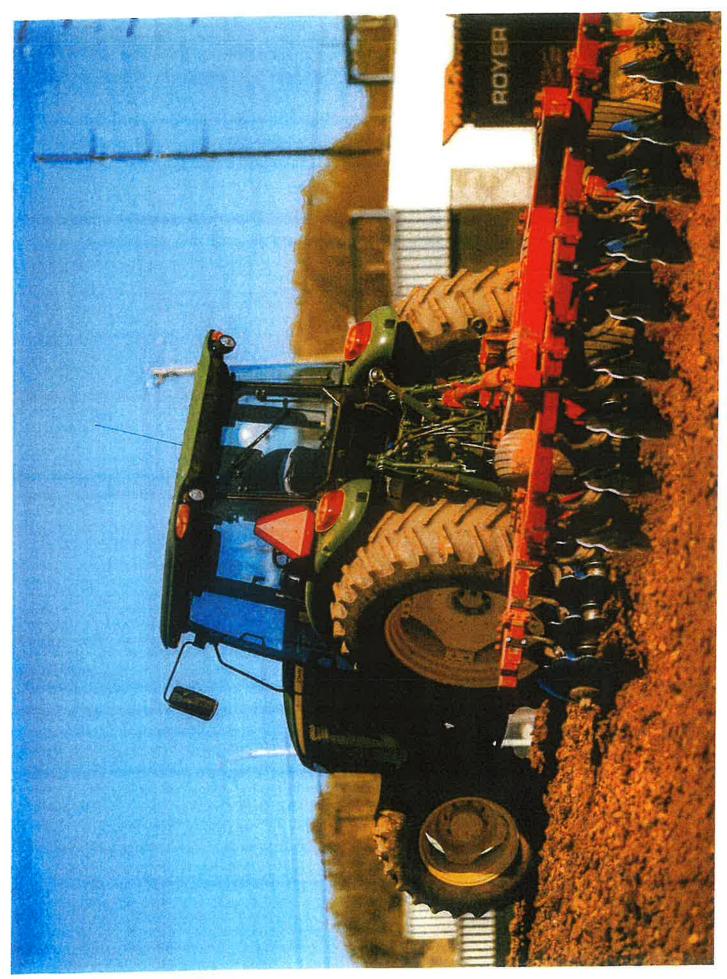


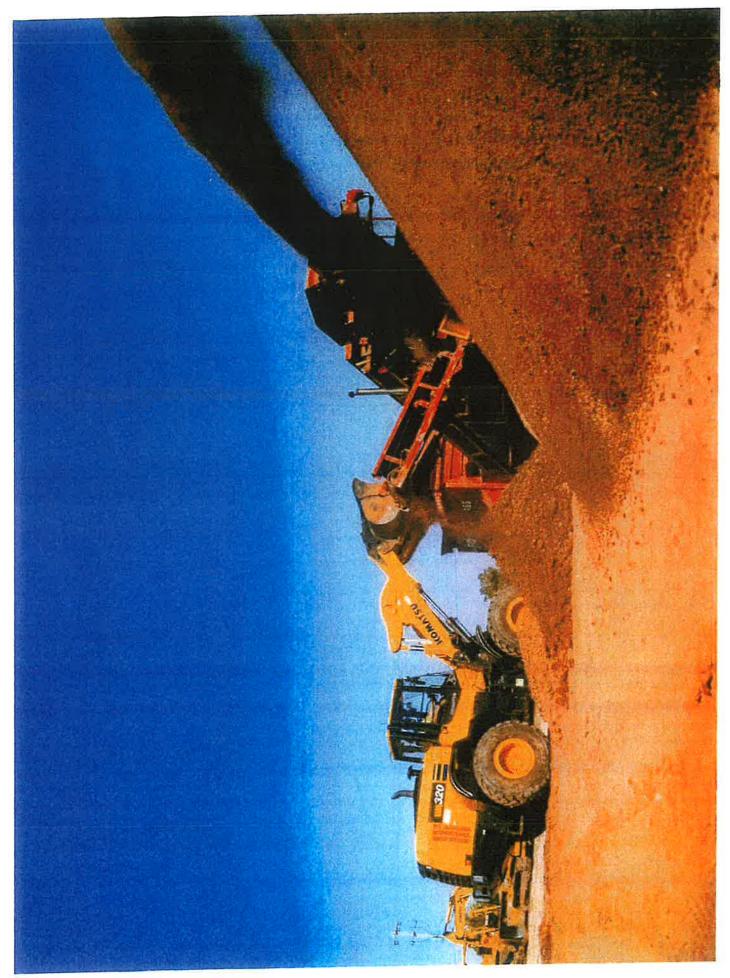
## 0 200 400 600ff DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user. Wisconsin Water Other Counties Unincorporated Community Town Boundary Address Point County Boundary River and Stream Parcel Boundary Point of Interest County Parks Property Hook PLSS Section Major Roads Stale Parks Local Roads Legend 228723 10 28 AM

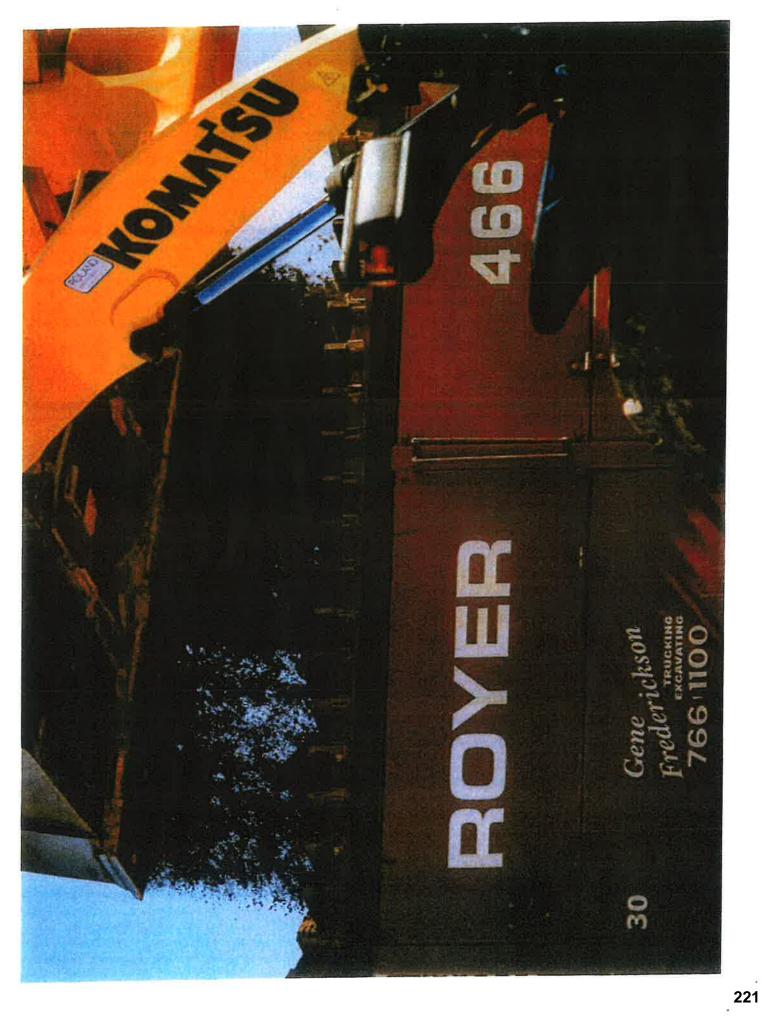












Village of Harrison

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:

Please accept this letter as a response to your letter dated March 22, 2023 in which the Plan Commission recommended denial of our application involving a Conditional Use Permit (CUP) regarding the screening, shredding and pulverizing of topsoil at Location IDs 40386 and 40378.

I will attempt to address the bullet points for reasons for considering denial in hopes of persuading you to reconsider your stance on this matter.

- 1) Non-compliance within the last five years regarding shredding and pulverizing.
  - a. We are not sure where this comment originates as we have not been required to take out such a permit in the past.
- 2) Inadequate dust control mechanisms, or lack of explanation of such mechanisms.
  - a. A good, quality shredded topsoil has a low moisture content. The machinery required to shred and pulverize this topsoil into a quality product includes high speed conveyors to pile a finished product as the material is being processed. Reasonable dust control is achieved by placing the operations on the backside of material stockpiles to prevent airborne material from becoming fugitive.
- 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.
  - a. The proposed rural location of the current stockpile is relatively remote with most of the property inside the ¼ mile radius of the location being owned by myself or my land holding companies. (Please see provided map.)
  - b. Other neighbors in close proximity to the proposed project location include the following who support our efforts. They are as follows:

GORDON BAUMGERT	Gordon Bauergont
Print:	Signature:
Ross Schmidt	Rom Showth
Print:	Signature:
JOHN L. VAN TREECK	John Illam Treech
Print:	/Signature:

- 4) Concern about the origins of soils being brought to the site and potential for contaminants being released into the air through the refining process.
  - a. The material hauled onsite originates from a former agricultural field near the intersection of CTH AP and S. Quest Drive near Darboy. As a result of the large building erected at that location, the topsoil had been stripped and piled as an available, marketable resource. There is no reason to believe that there is any contaminants in this material as this field was in agricultural production in the recent past.

I look forward to further productive discussions in a path forward allowing Crossroads Land Development LLC and Gene Frederickson Trucking to move forward as originally discussed with Village personnel.

Thank you for taking the time to hear my point of view and objectives as it relates to this matter. I appreciate the opportunity to further comment on this process.

Regards,

Gene Frederickson

Crossroads Land Development LLC

Gene Frelendro



# VILLAGE BOARD MEETING

# VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

# Title:

Contract with McMahon to assist Village Staff in creating a master plan and design guidelines for CTH N property.

# **Issue:**

Should the Village Board approve the contract for \$30,500 with McMahon for the CTH N site?

# **Background and Additional Information:**

Based on the previously discussed staff plan for CTH N, staff is interested in working with McMahon to create a master plan and design guidelines fo for the creation of a commercial district along CTH N frontage from Manitowoc Road to Schmidt Road. Once these two items are completed, McMahon will design the roadway and utilities that were serve the new commercial sites. This will also allow the site to be dedicated for the future public safety building and other public amenities as well as a site for hotel or senior housing project. McMahons work will be in three phases and they include:

# PHASE 1: CONCEPTUAL SITE PLANS

• Develop conceptual site plan with one additional option for proposed commercial district for the Village of Harrison. The site will include a variety of building footprints and quantities of potential buildings to correlate with the Survey Results provided by the Village. A conceptual massing model will be developed in correlation with the site plan to facilitate design decisions with the Village.

# PHASE 2: DESIGN GUIDELINES

• A guideline for recommendations of design principles for the future development of the site. Topics include, but are not limited to, exterior materials, setbacks, landscaping, fenestration, signage, vehicular and pedestrian circulation, lighting.

# PHASE 3: RENDERINGS ANIMATION

• Produce a 3-D animation based on the concept plan and high-level Design Guidelines representing the conceptual design intent of the overall developed site.

These expenses are TID 5 eligible.

# **Budget Impacts:**

\$30,500-TID 5

# **Recommended Action:**

Motion to approve the contract with McMahon for \$30,500 to assist with development of a master plan and design guidelines as presented.

# **Attachments:**

• 2024-04-19 Harrison Commercial Development SF Agree.pdf





VILLAGE OF HARRISON Attn: Matt Heiser, Village Manager W5298 HWY 114 Menasha, WI 54952 April 19, 2024 McM. No. H0006-09-23-00309 CTH N SITE - COMMERCIAL DEVELOPMENT PROPERTY

# **PROJECT DESCRIPTION**

Architectural Services for the Village owned lands along CTH N, more specifically, Parcel #39144, Lot 1 of Certified Survey Map (CSM) 1978 containing 26.40 acres, Parcel #39142, Lot 2 of CSM 1978 containing 13.27 acres, and the west 10.08 acres of Lot 1 of CSM (3940), W ½ of the NW ¼ of Section 11, T20N, R18E (see attached map of parcels).

# **PHASE 1: CONCEPTUAL SITE PLANS**

Develop conceptual site plan with one additional option for proposed commercial district for the Village of Harrison. The site will include a variety of building footprints and quantities of potential buildings to correlate with the Survey Results provided by the Village. A conceptual massing model will be developed in correlation with the site plan to facilitate design decisions with the Village.

# **PHASE 2: DESIGN GUIDELINES**

 A guideline for recommendations of design principles for the future development of the site. Topics include, but are not limited to, exterior materials, setbacks, landscaping, fenestration, signage, vehicular and pedestrian circulation, lighting.

# **PHASE 3: RENDERINGS & ANIMATION**

 Produce a 3-D animation based on the concept plan and high-level Design Guidelines representing the conceptual design intent of the overall developed site.

# **SCOPE OF SERVICES**

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

# **PHASE 1: CONCEPTUAL SITE PLANS**

- Deliverable: Concept Plan with Option in PDF.
- Three Design Meetings.
- Review Village of Harrison Community and Economic Development Survey Executive Summary.
- Up to three concepts for Owner review with minor subsequent revisions.
- Develop high level conceptual 3-D massing model.

# **PHASE 2: DESIGN GUIDELINES**

- Deliverable: Design Guidelines in PDF.
- Three meetings.

# **PHASE 3: RENDERINGS & ANIMATION**

- Deliverable: 3-D Animation and up to three still renderings.
- Renderings and animation based on the conceptual site plan and Design Guidelines.

# 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.

- Engineering & Stormwater Design | These services are provided under separate contract.
- Topographic Survey | Completed under separate contract.
- Wetland Delineation Services | Completed under separate contract.
- Schematic Design
- Design Development
- Construction Documents
- Construction Administration
- Services Not Listed Herein

# **CLIENT RESPONSIBILITIES**

The Scope of Services and fee is based upon the understanding that the Village of Harrison will provide the following:

- Project information in a timely manner regarding requirements for and limitations to the project which shall establish the Villages objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expansion requirements; equipment; systems and site requirements.
- Identify a representative authorized to act on the Village's behalf with respect to the project. The Village shall render decisions and submittal reviews by McMahon in a timely manner in order to avoid unreasonable delays in the orderly and sequential progress of McMahon's services.

# **SPECIAL TERMS** (Refer also to General Terms & Conditions, attached)

The 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 McMahon.

# **COMPENSATION**

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

Phase 1 \$15,500Phase 2 \$13,500

■ Phase 3 Animation \$25,000

Still Renderings \$1,500.00

# **COMPLETION SCHEDULE**

McMahon agrees to complete this project as follows:

Phase 1: Four to Six Weeks

Phase 2: Four to Six Weeks

■ Phase 3: Four to Six Weeks

# **ACCEPTANCE**

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

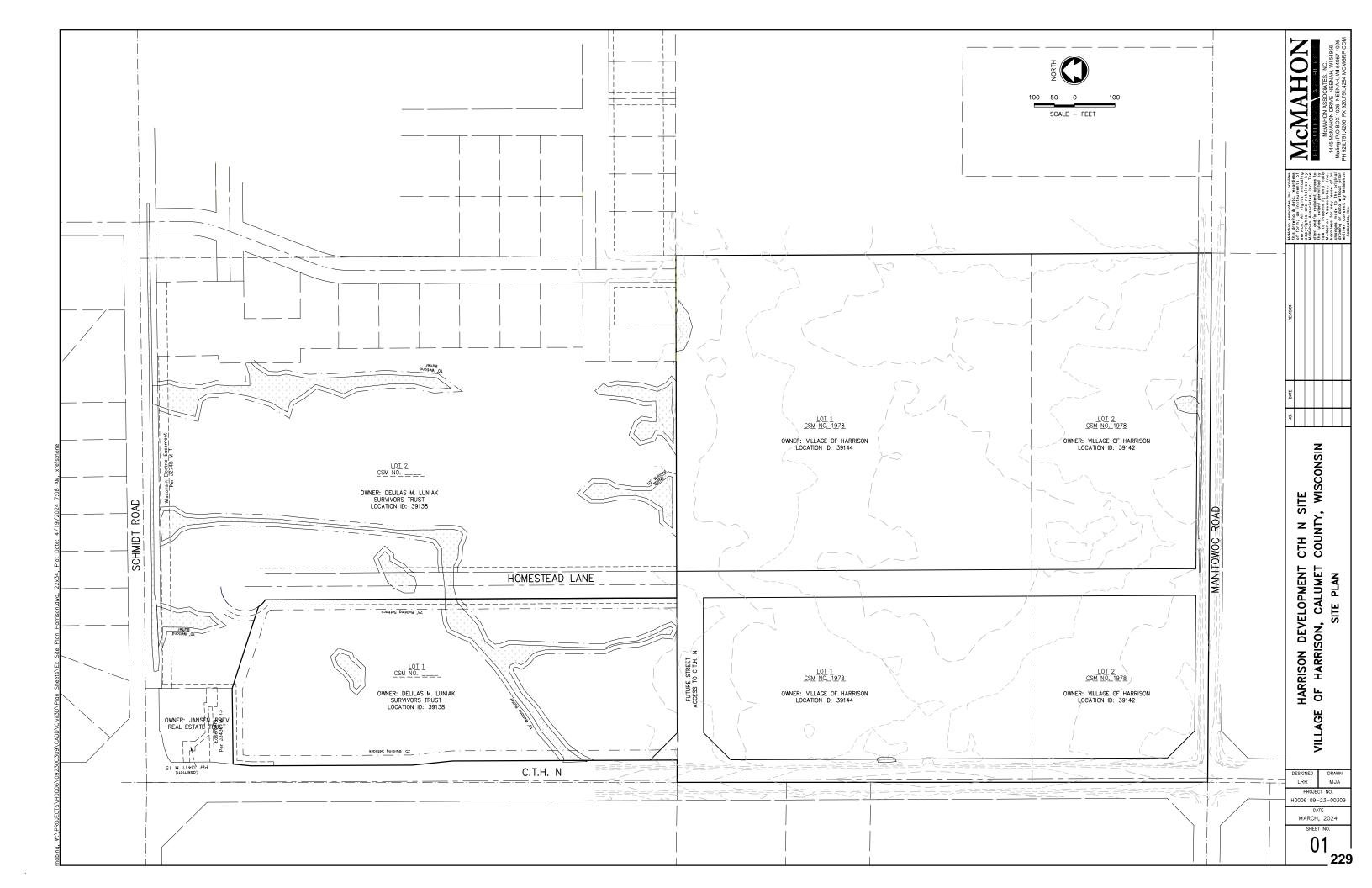
<b>VILLAGE OF HARRISON</b> W5298 HWY 114 Menasha, WI 54952	McMAHON ASSOCIATES, INC. 1445 McMahon Drive   PO Box 1025 Neenah, WI 54956   54957-1025 920.751.4200   MGMGRP.COM
Authorized Signature	Michael A. Martin, AIA
-	Associate / Architect
	April 19, 2024
Date	Date
	Lee R. Reibold, P.E.
	Associate / Municipal & Civil Engineer

Attachments: Project Location Map

General Terms and Conditions

Fee Schedule

Reimbursable Schedule





# McMahon associates, Inc. GENERAL TERMS & CONDITIONS

#### 1. STANDARD OF CARE

- 1.1 <u>Services:</u> McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- 1.2 <u>Client's Representative:</u> McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. This Agreement does not create, nor does it intend to create a fiduciary relationship between the parties.
- 1.3 <u>Warranty, Guarantees, Terms and Conditions:</u> McMahon does not provide a warranty or guarantee, expressed or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Similarly, McMahon will not accept those terms and conditions offered by the Client 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.

#### 2. PAYMENT AND COMPENSATION

- 2.1 Invoices: McMahon will bill the Client monthly with net payment due in 30-days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.
- 2.2 <u>Reimbursables:</u> Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after 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 Client has been notified and agrees to these costs.
- 2.3 <u>Changes:</u> The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. 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. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.
- 2.4 <u>Delays and Uncontrollable Forces:</u> Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure 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 or pandemics, 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.

## 3. INSURANCE

3.1 <u>Limits:</u> 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 Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

McMahon's liability to Client for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract or based on tort, breach of contract, or any other theory, is limited to ten (10) times McMahon's fee not to exceed to \$250,000.

3.2 Additional Insureds: To the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations.

To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies to include McMahon as an additional insured for claims caused in whole or in part by contractor's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations.

## 4. CLAIMS AND DISPUTES

- 4.1 <u>General:</u> In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.
- 4.2 <u>Mediation:</u> If an agreement cannot be reached by the Client and McMahon unresolved disputes shall be submitted to mediation per the rules of the American Arbitration Association. The Client and McMahon shall share the mediator's fee and any filing fees equally.
- 4.3 <u>Binding Dispute Resolution:</u> If the parties do not resolve a dispute through mediation the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

#### 5. TERMINATION OR SUSPENSION

- 5.1 <u>Client:</u> Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination; payment is due as stated in above Section 2.
- 5.2 <u>McMahon:</u> If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the duties contained in these Terms & Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon.
- 5.3 <u>Suspension for Non-Payment:</u> McMahon may, after giving 48-hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

#### 6. COPYRIGHTS AND LICENSES

- 6.1 <u>Instruments of Service:</u> McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including the Drawings, Specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.
- 6.2 <u>Licenses:</u> McMahon grants to the Client a nonexclusive license to use McMahons' IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.
- 6.3 Re-use: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and the Client 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 IOS by the Client or by others acting through the Client.

## 7. AGREEMENT CONDITIONS

- 7.1 The stipulated fee is firm for acceptance by the Client within 60-days from date of Agreement publication.
- 7.2 Modifications: This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties.
- 7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.
- 7.4 <u>Mutual Non-Assignment:</u> The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.
- 7.5 <u>Severability:</u> The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intensions and purposes in executing the Agreement.
- 7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

## 8. MISCELLANEOUS PROVISIONS

- 8.1 <u>Additional Client Services:</u> The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.
- 8.2 <u>Means and Methods:</u> McMahon is not responsible for direction or supervision of 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.
- 8.3 <u>Purchase Orders:</u> In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client'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 Client does issue a purchase order, or other similar instrument, it is understood and agreed that McMahon shall indicate the purchase order number on the invoice(s) sent to the Client.
- 8.4 <u>Project Maintenance:</u> The Client (or Owner if applicable) 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. 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 Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.
- 8.5 <u>Consequential Damages:</u> Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the Client or the Design Professional, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.
- 8.6 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.
- 8.7 Contingency: McMahon's professional services are not a warranty or guarantee. The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. The Client agrees to make no claim for costs related to changes in work within this threshold. Claims in excess of this threshold shall be resolved per the dispute resolution process.
- 8.8 <u>Project Costs Associated with Agency Plan Review:</u> McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the Bid Phase or if this review occurs after the Bid Phase the Client agrees that any additional costs would be considered part of the project contingency.
- 8.9 <u>Hazardous Materials:</u> McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of person to, hazardous materials or toxic substance in any form at the project site.
- 8.10 <u>Climate:</u> Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.



# FEE SCHEDULE | 2024

McMahon Associates, Inc.

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$205.00
Senior Project Manager	\$205.00
Project Manager	\$145.00 - \$195.00
Senior Engineer	\$185.00 - \$195.00
Engineer	\$105.00 - \$175.00
Senior Engineering Technician	\$135.00 - \$145.00
Engineering Technician	\$75.00 - \$125.00
Senior Architect	\$170.00 - \$190.00
Architect	\$145.00 - \$165.00
Senior Designer	\$120.00 - \$140.00
Designer	\$90.00 - \$110.00
Senior Land Surveyor	\$130.00 - \$170.00
Land Surveyor	\$120.00
Land Surveyor Technician	\$85.00 - \$105.00
Surveyor Apprentice	\$70.00
Erosion Control Technician	\$90.00
Senior Hydrogeologist	\$205.00
Senior Ecologist	\$195.00
Environmental Scientist	\$100.00 - \$115.00
Senior G.I.S. Analyst	\$170.00
G.I.S. Analyst	\$95.00 - \$115.00
Wetland Delineator	\$115.00
Senior Public Management Specialist	\$160.00
Public Management Specialist	\$130.00
Senior Public Safety Specialist	\$160.00
Public Safety Specialist	\$130.00
Building Inspector Specialist	\$130.00
Water / Wastewater Specialist	\$105.00 - \$135.00
Senior On-Site Project Representative	\$120.00
On-Site Project Representative	\$60.00 - \$105.00
K-12 Administrative Specialist	\$125.00
State Plan Reviewer	\$145.00
Certified Grant Specialist	\$145.00
Graphic Designer	\$110.00
Senior Administrative Assistant	\$95.00 - \$105.00
Administrative Assistant	\$85.00
Intern	\$45.00 - \$70.00
Professional Witness Services	\$370.00

Effective: 01/01/2024

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: MCMAHON@MCMGRP.NET

952 SOUTH STATE ROAD 2 VALPARAISO, IN 46385

Web: WWW.MCMGRP.COM

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



# REIMBURSABLE EXPENSE SCHEDULE \* | 2024

McMahon Associates, Inc.

Effective: 01/01/2024

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         1.1 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:           Copy Charges - Black & White         \$0.08/Image           Copy Charges - Color / 8½" x 11"         \$0.45/Image           Copy 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         \$100.00/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 Paint         \$6.00/Can           Survey Rebars - 1½"         \$3.00/Each           Survey Rebars - 1½"         \$3.50/Each           Survey Rebars - ½"	DESCRIPTION	RATE
Commercial Travel  Delivery & Shipping  1.1 of Cost  Meals & Lodging  1.1 of Cost  Review & Submittal Fees  1.1 of Cost  Outside Consultants  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.45/Image  Mileage  Mileage  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Hubs  Survey Lath  Survey Bibbon  Survey Rebars - 1½"  \$1.00/Each  Survey Rebars - 1½"  \$3.00/Each  Survey Rebars - ½"  \$3.00/Each		
Delivery & Shipping  Meals & Lodging  1.1 of Cost  Review & Submittal Fees  1.1 of Cost  Outside Consultants  1.12 of Cost  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.45/Image  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  \$1.05/Mile  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Hubs  Survey Lath  Survey Lath  Survey Bibbon  Survey Rebars - 1½"  \$10.00/Each  Survey Rebars - 1½"  \$3.00/Each  Survey Rebars - ½"  \$3.00/Each	REIMBURSABLE EXPENSES:	
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Review & Submittal Fees  Outside Consultants  1.12 of Cost  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Lath  Survey Lath  Survey Paint  Survey Rebars - ½"  Survey Iron Pipe - 1"	Delivery & Shipping	1.1 of Cost
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Survey Iron Pipe - 1" \$4.50/Each	Survey Rebars - ¾"	\$3.50/Each
	Survey Rebars - ¾"	\$3.00/Each
Survey Steel Fence Post - 1" \$7.75/Fach	Survey Iron Pipe - 1"	\$4.50/Each
Survey Steer refine FOSt - 1 \$7.73/Each	Survey Steel Fence Post - 1"	\$7.75/Each
Control Spikes \$1.75/Each	Control Spikes	\$1.75/Each

NEENAH, WISCONSIN CORPORATE HEADQUARTERS

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Email: MCM@MCMGRP-IN.COM Web: WWW.MCMGRP.COM

<sup>\*</sup> This schedule is not all inclusive.



VILLAGE BOARD MEETING	VILLAGE OF HARRISON

From: Meeting Date: Vicki Tessen, Clerk April 30, 2024

**Title:** 

Request for Pickleball Etiquette Signs at Darboy Community Park

Issue:

Does the Board wish to post a sign for pickleball court etiquette?

# **Background and Additional Information:**

After the pickleball courts were installed, an organized group of pickleball players has been requesting from staff and trustees to reserve or regulate the courts. Initially, the board denied the request and opted for a "first come - first served" philosophy. Some of the discussion involved the newness of the courts, lack of staff and means to take reservations, the surrounding communities' policies & experiences, the residency factor of the group, among other things.

Ever since that request was denied, the group has attempted to compromise by asking Harrison to post a sign stating etiquette rules for playing and sharing the courts. The board, in non-action discussions, has debated addressing this issue and new request versus having staff address it. Finally, staff requested the board take formal action as this would set precedence and create policy.

The spokesperson for the group sent an email last November to the Board c/o the clerk and included photos of signs posted in other cities. That email and a sampling of the photos is attached to this memo.

The staff's concern with posting an etiquette rules sign is that it would imply that village is granting themselves some authority or responsibility in who plays or how the courts are used. When residents choose to not sit out a round or mingle in with an organized rec group or someone associated with an organized group doesn't want to rotate in / play with the general public then there will be conflicts. Those conflicts will lead to calls to village staff and officers looking for someone to settle the disagreement. Staff has no means of enforcing the rules and unless there is a physical altercation or property damage, neither do the officers. Thus, there will be phone calls of complaints with no possible way for the village to appease anyone.

If the village were to post a sign, staff recommends it state ALL courts at ALL times are designated as OPEN PLAY, reserved league play is not allowed, use one of the examples of rotation using a paddle rack system adding a statement that ranked or points teams cannot exclude non-ranked or non-points players from getting in the rotation, a rule allowing for 4 paddles to be stacked (to accommodate family / friends playing together), play is at your own risk, and that these etiquette rules are *only a recommendation* so everyone has time to enjoy the courts.

Budget	<b>Impacts:</b>
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minimal

# **Recommended Action:**

Staff recommends not trying to regulate the use of the courts due to inability to enforce the requested etiquette rules.

# **Attachments:**

• Pickleball email.pdf

# **Clerk**

From: foxcitiespickleball@gmail.com

Sent: Friday, November 17, 2023 2:16 PM

To: Clerk

**Subject:** Court Etiquette request for pickleball courts at Darboy Community Park

**Attachments:** IMG\_3535.HEIC; IMG\_1248.JPG; IMG\_1249.JPG; IMG\_2218.JPG; IMG\_3515.HEIC; IMG\_3794.HEIC;

IMG\_4267.PNG; IMG\_4296.PNG; photo 2.JPG; pickleball court etiquette.JPG

Dear Village of Harrison President & Trustees (c/o Village of Harrison Clerk),

I would like to ask if the Village of Harrison would be willing to add a court etiquette sign at Darboy Community Park Pickleball courts.

The large groups that play there use this etiquette and it is very common at ALL pickleball courts. Without signage posted it is hard to get the casual players to follow or even have an idea what proper pickleball court etiquette is. Basically, if the courts are full and there are players waiting, etiquette is to give up your court after your game is complete and put your paddles in line for another game. A court is going to open up every 1-5 minutes, so the wait is no more than a break between games. Of course, if the courts are full and 20 players are waiting, the wait will be a little longer, but this will allow everyone an opportunity to play and share courts with others. This does not mean that players need to mix with other players if they desire to play only among themselves.

We played league on Tuesday evenings at Darboy Community Park and Verhagen Park this past summer. There are over 100 registered league players and anyone is welcome to join! It is not uncommon to have other players at the courts when we arrive, occasionally they are full. We make a point to share the courts with others. There are players that abide by the "first come first serve rule" with the intent to keep that court for as long as they play. I suggest that policy change and it be posted at the courts to be better accepted and understood by all. Some players may choose not to follow the suggestion, but at least proper court etiquette is posted and known.

As pickleball becomes even more popular, it will be helpful to make sure all players are aware of proper pickleball etiquette. The very attachment is the temporary sign that was posted last summer at Telulah Park in Appleton. Although Telulah has nice paddle racks, there are some racks at Darboy Community Park that are sitting on the ground to the right of the gate just off the parking lot, so I feel paddle racks can be mentioned in the note. Eventually more permanent paddle racks could be put up if we feel they would be used. I have also attached many examples of where some form of court sharing is posted at other courts. As you can see from the samples, a different degree of organization is needed at some locations that have been around for a while.

This is my suggestion:

# Pickleball Court Etiquette

When courts are full and there are players waiting, please exit the court after your game has ended. This will give a waiting group an opportunity to play as well and you will be back on a court before you know it.

**236** 

If there are many players waiting, you can use the paddle racks to determine order by placing your paddle in the next open spot. When a court opens, the "Next" group goes out.

# DON'T TOUCH/MOVE ANY PADDLE THAT IS NOT

# **YOURS**

For groups of four who want to play together, put all four paddles into the next group of open slots.

The Village of Harrison Parks and Rec Management

I would suggest posting this temporarily – printed in a slip cover or laminated and see if you get any feedback. If no feedback is received and it is working well, more permanent signage could be created and our club can definitely pay for this.

2

Julie Van Sambeek 920-268-6929

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# ROTATIONAL PICKLEBALL COURTS # 1-3 RULES

 Pickleball play is on a rotational basis (2 on 2 off or 4 on 4 off) when all courts are in use and players are waiting. Players waiting for a court place their paddles in the Central Paddle Rack. ("Next" tab moves from left to right).

2 on 2 off occurs when there are less than 7 players waiting

Winners can hold the court for a maximum of 2 games in a row, then rotate out

4 on 4 off occurs when there are 7 or more players waiting

After the game all 4 players vacate the court

- Players finishing a game must place their paddles in the Paddle Rack if they wish to play again.
- The next waiting group will take the first available court. All players must be present when their court becomes available.
- A player may not be on a court playing and have a paddle in any rotation.
- Courts cannot be used for practice, drills, warm-up, etc. when there are waiting players.
- 6. Games are played to 11, win by 2
- Only players actively playing a pickleball game are allowed in the enclosed pickleball court.
- Nothing but your paddle, ball, and hydration are allowed on the court.
- Players waiting for an empty court must wait outside the enclosed pickleball court playing area: sitting is not allowed in the enclosed court area.
- 10. Hospitality goes a long way, invite new players into a game.



# CHALLENGE COURT #4 RULES

- There must be at least 3 challenge teams to sustain the Challenge Court, otherwise Court #4 becomes part of the rotational courts (the same 4 challenge players cannot hold the court for more than 1 game).
- Winner can hold the court for a maximum of 2 games in a row; winners then must vacate the court. Two new challenge teams then take the court (if only 1 team is waiting, the losers may remain on the court to take the challenge).
  - 3. Once there are only 2 challenge teams playing with no team to challenge, Court #4 will revert to a Rotational Court at the end of the game. The court will revert back to a Challenge Court when a third team arrives.
  - 4. Challenge Court games are to 11 points, win by 2.
  - Only players actively playing in a pickleball game are allowed in the enclosed pickleball court playing area. Sitting is not allowed in the enclosed court area.

UPDATED: September 9, 2021



# Danny Cunniff Pickleball Open Play



To promote the game for individual players, Open Play times have been established on the following days and times.

## **TUESDAYS**

Advanced/Intermediate: 8-10am Beginner/Intermediate: 10am-Noop

# THURSDAYS

Advanced/Intermediate: 4-6pm Beginner/Intermediate: 6-8pm

#### SATURDAYS

Advanced/Intermediate: 10am-Noon Beginner/Intermediate: Noon-2pm

# SUNDAYS

Advanced/Intermediate: 1-3pm Beginner/Intermediate: 3-5pm

# **During these times:**

- All players must rotate in as individuals using the rack-up system. Waiting players should put their paddle in the next available tube to hold their place in line; the rotation moves left to right. The "next sign" should be moved down the rack as players rotate.
- · Games are played to 11 (win by 2).
- · Courts rotate after one game.
- When a game is finished, players must leave the court allowing the next racked players to rotate in. If players are waiting, players from the finishing court may complete the foursome.

Report weekday incidents to Deer Creek Racquet Club at 847-433-5450 or Highland Park police on nights/weekends at 847-432-7730.

# PICKLEBALL COURTS RULES

DUE TO THE HEAVY DEMAND FOR PLAYING TIME, THE FOLLOWING PROCEDURES SHOULD BE COMPLIED WITH:

- IF PEOPLE ARE WAITING TO PLAY, PADDLES WILL BE LINED UP TO KEEP TRACK OF WHO PLAYS
  NEXT.
- PLAYERS WHO WISH TO PLAY TOGETHER SHOULD STACK THEIR PADDLES TOGETHER
- PLAPERS MAY MOVE THEIR PADDLES BACK TO FORM A STACK GROUP
- GAMES ARE PLAYED UNTIL ONE TEAM SCORES 11 POINTS
- . CHAIRS ARE NOT PERMITTED ON THE COURTS
- PARK STAFF WILL DETERMINE IF COURTS ARE PLAYABLE
- DISREPECTFUL BEHAVIOR TOWARDS PARK STAFF OR OTHER
   PLAYERS WILL NOT BE TOLERATED AND YOU WILL BE TOLD TO LEAVE
- PLEASE REMOVE ALL TRASH WATER BOTTLES & CRACKED BALLS WHEN DONE.
- PLEASE BE RESPECTFUL OF ALL PLAYERS REGARDLESS OF ABILITY





# **Pickleball Courts**

Usage Rules and Schedule

# **Scheduled Play Times**

Monday through Sunday

8:30am to 12:00pm

All Skill Play

Tuesday, Thursday, Sunday

6:00pm to 9:30pm

All Skill Play

Monday, Wednesday

6:00pm to 9:30pm

Skilled Play 4.0 Plus

All other times set aside for Open Walk-On Play, City Authorized Activities or Reserved Times. Court usage times and rules are subject to change at the discretion of the City of Winter Garden Parks and Recreation Department.

# RULES

The following rules are in place to provide equal and fair opportunities for all players to participate in pickleball games at Veteran's Park. The Rules apply for scheduled times and anytime people are waiting.

- · No Singles, Private Group Play, Practice, or Instruction when people are waiting unless scheduled through the City of Winter Garden Recreation
  - Paddle Queue System is in effect.
  - · When game is completed, winners remain on court and split. The other two players place their paddles at the end of the Queue. The two paddles at the front of the Queue enter the game.
    - Games are played to 11, win by 2.
    - Tennis courts are reserved for Tennis Play Only, please be respectful of others on the courts and in court area.

City of Winter Garden Parks and Recreation 407-656-4155



# Pickleball Court Use Rules

**Pickleball Court Guidelines** 

- 1. Proper court etiquette and good sportsmanship is expected.
- 2. Non-marking shoes are required.
- 3. Animals are prohibited on the courts.
- Skateboards, rollerblades, bicycles, etc. are prohibited.

# **Recommended Court Rotation**

- Waiting players place paddles in designated area in groups of 2 or 4.
- 2. When a game is complete, the next group of paddles move onto the court.
- 3. At end of the game, if players wish to continue to play, they go to the end of the line.
- 4. Waiting players continue to move up the line as games finish.
- 5. Court use is limited to one\* standard game to 11 points, win by 2 or first team to 15.

Pickleball courts are open for first come/first serve, public use and cannot be reserved for private or commercial use.

Rec. Dept may reserve courts for programing.

\*Rec Dept. Leagues may play 3 games



VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date:

Chad Pelishek, Assistant Village Manager April 30, 2024

Title:

Final Approval of Rennwood Park Master Plan.

Issue:

Should the Village Board approve the final master plan for Rennwood Park?

# **Background and Additional Information:**

A public informational meeting was held on Wednesday, March 13, 2024 at Village Hall to review the proposed master plan for Rennwood Park. Nearly 40 residents participated in the meeting and provided input. The final plan has not changed, however, staff is continuing to work with the residents to include in them in the design processes for the natural playground project.

# **Budget Impacts:**

None

# **Recommended Action:**

Motion to approve the Rennwood Park Master Plan.

# **Attachments:**

- Renwood Park Master Plan Open House Responses .pdf
- Rennwood Park Master Plan Presentation 3-13-2024.pdf

# **Rennwood Park Responses**

# What do you like about the plan?

- 1. –
- 2. I love how natural the park is.
- 3. Keeping it as natural & quiet as possible/no lights!
- 4. –
- 5. –
- 6. Has a playground area.
- 7. Basic, keep price down.
- 8. The positive park. No lights, no pavilion
- 9. Love that there is no lights, no pavilion, no bathroom, no cleaning paved trail in winter.
- 10. –
- 11. –
- 12. I am very enthusiastic about a "natural" focused park, and I think the plan looks terrific. Parking lot size is appropriate, no suggested changes. You've done a great job.
- 13. Natural park, but would like to see swings, rock wall, slides, shade structures, sit & spin, maze wood structures.
- 14. –
- 15. Paved walking paths
- 16. Walking only, like that there is no playground equipment. Like that will look like Heckrodt
- 17. Walking areas and no lights. Natural play area.

# What would you suggest being changed?

- 1. Will the dead Ash be taken down on the Cedar Ridge Road area?
- 2. Would there be trees planted where the ash trees are being taken down?
- 3. No playground Prairie/wildflowers better habitat for nature!
- 4. Don't want people walking or riding bikes along the pond. Our backyards with a lot of windows faces the pond. We have apartment complexes around part of the pond and we don't want more traffic cutting through. We already have kids cutting through our yards (property) (JoAnn Schowalter 920-419-2149)
- 5. -
- 6. 1. Swings, slides, climbing 2. Alert on webpage when survey is sent.
- 7. –
- 8. Barrier between houses & park
- 9. Noise ordinance needed with posted signs. No more playground equipment than shown in pics no additional swings.
- 10. At the entrance at Midway Rd develop an entry way that ahs a barrier to keep unwanted vehicles off the path & ensure walkers/kids on bikes don't "pop out" on Midway.
- 11. Block off foot traffic along the pond.
- 12. Please continue to work w/the City of Appleton & Calumet County on developing a walkway/bike path from the roundabout on Midway & Plank to Midway & Lake Park.
- 13. Get kids involved in the selection process of equipment.
- 14. Don't want foot traffic coming through my backyard along the pond. Foot traffic would be coming from the apartment complexes.
- 15. Some sporting areas: basketball, tennis, pickleball would be nice.
- 16. –

# Other comments?

- 1. -
- 2. -
- 3. Did not receive questionnaire/survey (Mike & Ann Flatum W6653 Cedar Ridge Dr)
- 4. -
- 5. send park plans please <a href="mailto:ejonesve@gmail.com">ejonesve@gmail.com</a>
- 6. No other Village Park <u>safely</u>, accessible, to the 75 kids on just Brittany, Austin, Landon, McKayla Take advantage of this <u>opportunity!</u> \*If funds an issue reach out to developer (Matt Barnes 920.209.5947)
- 7. Resurvey the neighborhoods in a larger radius.
- 8. Current tree line is mostly ash that will be cut down.
- 9. There's a large existing playground @ Janet Berry for additional play opportunities. We did not receive a survey can we get one? (Dan & Ivy Wendland N9212 Christopher Lane 920.850.1832)
- 10. –
- 11. We live on Ethan Dr our back yard faces the Pond our concern is that the park will increase foot traffic from the apartments thru our back yards (Terry Schowatter 920.419.0198)
- 12. (Andrew Turner N9163 Christopher Ln)
- 13. I work at Berry-connect with me about Scout projects for forest area 323.7108232 Carly Verstegen Carly0308@hotmail.com
- 14. –
- 15. Please go for high quality playground equipment that the neighborhood will be proud to have.
- 16. My only complaint is properties will have no barrier. Plant trees where ash are removed.
- 17. Concern-structures in woods. Encouraging place to "hide out" during the night. Keep us posted 😊 Thanks!



# RENNWOOD PARK PROPOSED MASTER PLAN



# NEIGHBORHOOD SURVEY RESULTS

COMPLETED November 5, 2024

20 Responses from surrounding neighbors

# Park Features Preferred During the Summer



concerned many use space parking lot parks make want trees great pavilion community houses property

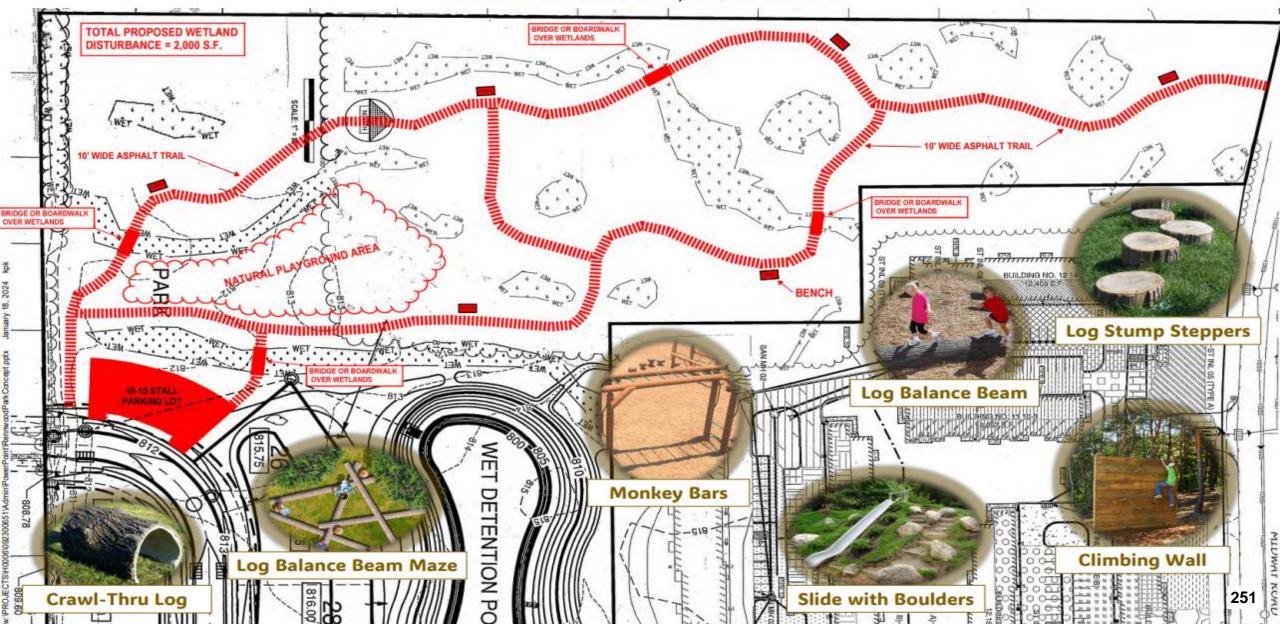
ADDITIONAL COMMENTS TO SHARE FROM SURVEY



# RENNWOOD PARK CONCEPT LAYOUT

VILLAGE OF HARRISON CALUMET COUNTY, WISCONSIN



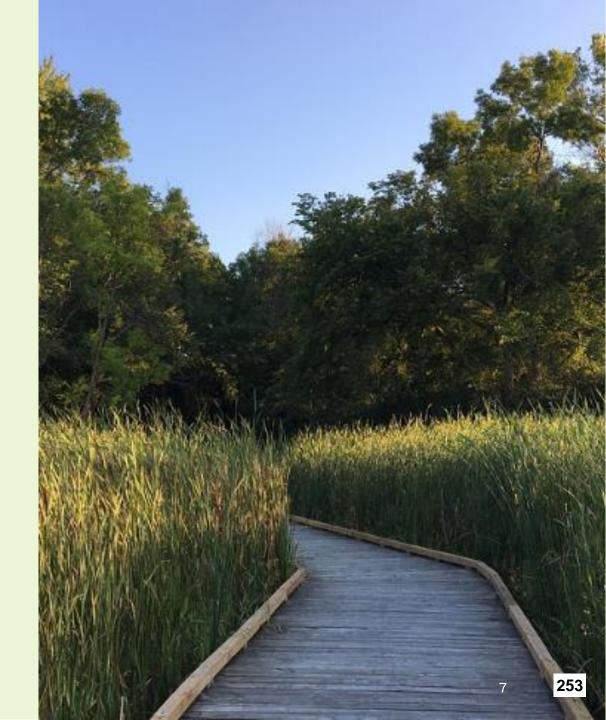




# ASPHALT PAVED RECREATIONAL TRAIL

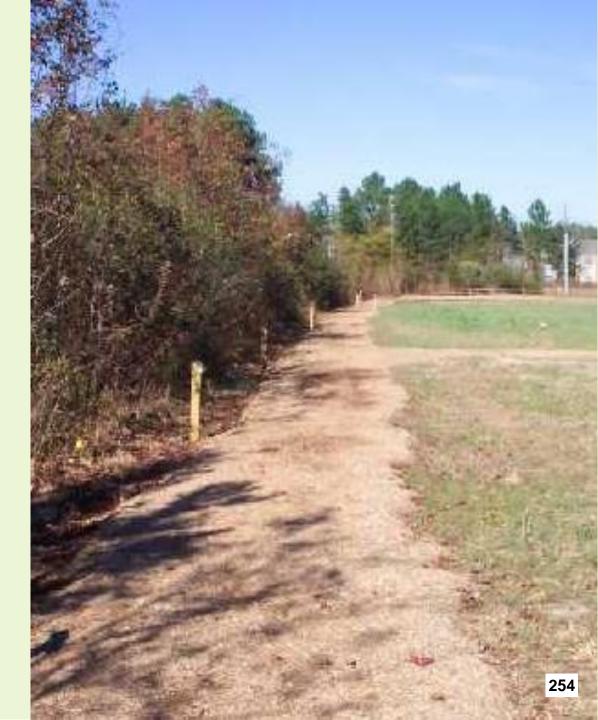
## EXAMPLES OF THE BOARDWALK OVER EXISTING WETLANDS





## EXAMPLES OF EDUCATIONAL SIGNAGE IN WOODED AREA







EXAMPLES OF NATURE BASED PLAYGROUNDS



MORE EXAMPLES OF NATURE BASED PLAYGROUNDS





We want to hear from you.

Please leave a comment in the comment box.

Or let us know your thoughts on the proposed plan before you leave.

- 1. STAFF TO REVIEW COMMENTS RECEIVED AND MODIFY PLAN.
- 2. APRIL 2024 VILLAGE BOARD MEETING- FINAL PLAN APPROVAL.
- 3. CONTINUED DEAD TREE REMOVAL FROM THE WOODED AREA.
- 4. FINAL DESIGN AND BIDDING FOR THE TRAIL AND PARKING LOT-SUMMER/FALL 2024
  - 5. CONSTRUCTION OF TRAIL AND PARKING LOT- FALL SPRING/SUMMER 2025
- 6. DESIGN AND DEVELOPMENT OF PLAYGROUND- 2025/2026

#### **NEXT STEPS**

Natural playgrounds help children learn more about the environment and encourage children to adopt environmentally-friendly habits at a young age.

## THANK YOU FOR ATTENDING

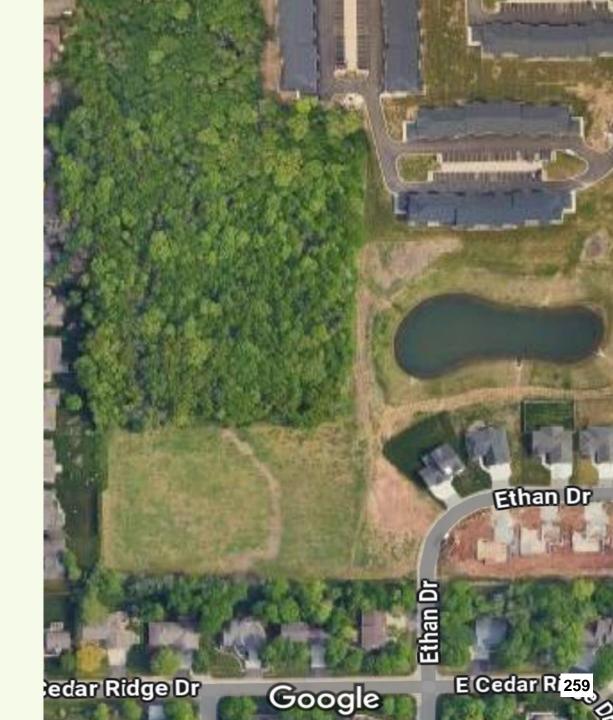
#### Community Involvement:

- 1. Community Groups interested in building nesting boxes for wooded area.
- 2. Tree identification project and signage installed

Chad Pelishek

920-989-1062 ext. 8

cpelishek@harrison-wi.org





#### **VILLAGE BOARD MEETING**

#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

#### **Title:**

Approval of contract with Bienenstock Natural Playgrounds for conceptual design at Rennwood Park for \$17,250.

#### Issue:

Should the Village Board approve the design of the Rennwood Park Natural Playground contract with Bienenstock for \$17,250

#### **Background and Additional Information:**

The Rennwood Park Master Plan includes installation of a natural playground. No company in Wisconsin designs and installs natural playgrounds, so staff found two companies on the internet and reached out to both of them. Only Bienenstock responded.

The plan would be to work with a resident of the neighborhood who is also school teacher at Janet Berry School in the Appleton School District to organize a group of the 3-5 persons of all ages groups that would be part of the steering committee for the design of the playground.

This contract would create a conceptual plan and renderings and cost estimate for the project. Once that is completed, the Village can either contract with this firm to install the equipment or bid it out to general contractors. The goal would be to budget this project in the 2025 budget.

The agreement has been reviewed by the Village Attorney. There are some corrections and minor changes regarding insurance that need to be updated prior to village signing the agreement.

#### **Budget Impacts:**

\$17,250 - Park Impact Fees

#### **Recommended Action:**

Motion to approve contract with Bienenstock Natural Playgrounds for \$17,250.

#### **Attachments:**

- Proposal for Village of Harrison.pdf
- 2264 001.pdf



1452 Concession 4 West • Hamilton, ON, LOR 2BO • Phone: 1-800-306-3319

Village of Port Harrison Phone: 9209891062

Job Address: W5298 State Road 114 Harrison, WI 54952

**Print Date:** 2024-04-19

#### Proposal for Village of Harrison

#### **Proposal for Design and Consulting Services**

This Playground Design & Construction Agreement (this "Agreement") is between Bienenstock Natural Playgrounds Inc. ("Bienenstock") and Village of Harrison (the "Client")

The following Appendices and Annexes attached to this proposal shall form part of this proposal.

Appendix 'A' - Design Scope

This section outlines the description of what is to be completed within the design development phase of the project.

Appendix 'B' - Timeline

This section outlines the timeline of the project for design & production windows. These timelines are projections and all meeting dates and deliverables will be discussed with your designer.

Appendix 'C' - Survey

This section outlines the requirements for the survey.

Appendix 'D' - Pricing

This section outlines the cost of services and payment terms.

This process has been developed to be completed via 3 meetings with a Senior Designer from Bienenstock. If at any time it is required that a representative from Bienenstock be present at a community forum or other engagement outside the scope of the design process in Appendix 'A', you are required to provide at least 3 weeks notice prior to the date of the requested visit. The fees and disbursements for the additional visit are not included in the fees and disbursements set out in Appendix 'D' and will be covered under a separate written contract between you and Bienenstock.

Bienenstock's hourly rates for services rendered are as follows:

Principal Designer: \$250.00 Lead Designer: \$200.00 Computer Renderer: \$175.00

The terms of this proposal shall not be modified, amended or supplemented by any terms and conditions in any Client purchase order or acceptance documentation, and any such modified, amended or supplemental terms and conditions shall be of no force or effect. Bienenstock's total liability, if any, for any damages suffered by the Client, or any other party claiming on behalf of or through the Client, whether in contract, tort, warranty, or otherwise, shall be limited to direct money damages actually incurred, and shall not exceed the amount of money actually paid to Bienenstock by the Client for the services giving rise to such claim. In no event shall Bienenstock be liable for any loss of profit or loss of opportunity whether direct or indirect, and in no event shall Bienenstock be liable for any indirect or consequential damages.

Except as expressly provided in this proposal, Bienenstock disclaims all warranties, legal, expressed or implied, including but not limited to any

expressed or implied warranty of merchantability, of fitness for the intended use thereof or non-infringement all of which are hereby expressly excluded.

The parties agree to use their best efforts to carry out their obligations under this proposal, but in the event of strike, lock-out, accident, fire, delay in manufacturing, delay of carriers, acts of God, government action, state of war, epidemic, pandemic (including but not limited to COVID-19) or any other causes beyond their control (a "force majeure"), neither party shall incur liability to the other due to the delay in performance or inability to perform, other than the Client's obligations to pay Bienenstock as provided in this proposal which must be completed as provided. The parties shall complete performance of their obligations after the cause delaying or preventing performance has been eliminated or limited to such extent as to allow performance of their obligations.

This proposal is governed by the laws of the Province of Ontario, Canada and, each of the parties hereto irrevocably attorns to the exclusive jurisdiction of the courts of the Province of Ontario without regard to conflicts of laws principles. The parties agree that the United Nations Convention on Contracts for the International Sale of Goods does not apply to this proposal and its application is strictly excluded.

This proposal may be executed in any number of counterparts, each of which will be deemed to be an original upon receipt, and all of which taken together will be deemed to constitute one and the same instrument. This proposal may be executed by electronic signature and/or transmitted in electronic form and the parties to this proposal consent thereto. Execution and/or transmission in electronic form shall be binding to the same extent as an original signed signature page.

Thank you for the opportunity to submit this proposal. Should you have any questions or concerns, please feel free to contact my team at 1-800-306-3319.

#### Appendix 'A'

Section 1.0: Development & Consultation for Conceptual Design

The design process will include three meetings with a Steering Committee (formed of ten or less stakeholder representatives to develop the conceptual design and preliminary cost estimates for your natural playground.

The designer will utilize a three-dimensional computer rendered model to present each revision of the conceptual design to the Steering Committee. Preliminary cost estimating will be based upon the conceptual design created through this process. Please note that estimates based upon conceptual designs are intended to assist the Steering Committee's decision-making process and are not exact construction budgets.

Upon the completion of a technical drawing package later in the design process, an exact construction estimate can be provided.

At the conclusion of the design development phase of the project, Bienenstock will provide the Steering Committee with 2D computer rendered images captured from the 3D concept, video fly through, and a black and white layout plan in PDF format.

#### Deliverables

- 1 Video conference kick-off meeting with Senior Designer
- 2 Video conference design meetings
- 1 Concept design with 3 design iterations (3rd being the final concept)
- 3D Computer model renders of a single design in jpeg format
- 1 Video fly through of the final design
- · Layout plan in pdf format
- · Cost estimate

Please note that deliverables will be provided in electronic format only, unless otherwise noted.

#### Appendix 'B'

Section 1.0: Design Timeline

A Topographic Survey for the area(s) to be designed needs to be secured, please see Appendix 'C'. This document will show the existing conditions for the area(s) to be designed and the immediate surroundings.

#### Meeting 1: Design Consultation/Kick-off Meeting

Format: video conference Duration: Up to 2hrs

Designer will present a natural playground presentation to the Steering Committee outlining the benefits of nature play as well as various natural playground component ideas. Discuss site constraints, design wishlist, parameters and any curriculum needs. Information gathered at this meeting will inform development of the concept design.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes. Client requested changes made after 1 business day of the receipt of the draft minutes will require a change order and additional costs.

#### **Concept Development**

Format: Internal Duration: 2-3 weeks

Bienenstock will internally prepare concept 1 based on the wish list provided by the client. The development of concept one will start when Bienenstock receives any necessary survey files.

#### **Meeting 2: Concept Presentation**

Format: video conference Duration: Up to 1.5 hrs

Presenting 1st concept development to the Steering Committee utilizing 3D rendered images of the concept. Discuss high-level pricing.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes. Client requested changes made after 1 business day of the receipt of the draft minutes will require a change order and additional costs.

#### **Concept Development**

Format: Internal Duration: 3-5 weeks

Bienenstock will internally prepare concept 2 based on the feedback provided by the client in the meeting minutes.

#### **Meeting 3: Revised Concept Presentation**

Format: video conference Duration: Up to 2 hours

Present the final (95% complete) 3D models of the natural playground design, and preliminary cost estimates to the Steering Committee. Discuss the next steps and any minor changes.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes. Client requested changes made after 1 business day of the receipt of the draft minutes will require a change order and additional costs.

#### **Concept Development**

Format: Internal Duration: 1-2 weeks

Bienenstock will internally prepare the final concept iteration based on the feedback provided by the client in the meeting minutes. Bienenstock will issue the final deliverables via electronic submission.

Submit Appendix A Section 1.0: Deliverables (electronic submission)

#### Appendix 'C'

Section 1.0 - Survey Drawings

A topographic survey for the area(s) to be designed and immediate surroundings. This drawing shall be provided in AutoCAD dwg format and shall include, at a minimum, the following data:

- Property lines and easements (if applicable)
- Drainage

- Services and utilities
- Contour lines at 200mm or 6" intervals, spot elevations and finished floor levels
- Location and size of all trees and large shrubs
- Building footprints including doors, windows and significant roof overhangs (if applicable)
- Location and height of fences and walls (if applicable)
- Site furnishings and play equipment (if applicable)
- · Surfacing changes

Bienenstock must review the survey prior to starting the design process to ensure it has all the requirements.

Survey must be completed within the 12 months from the start of the design process unless construction was done during that period.

An additional survey may be required if changes to the site occur between the start of the design development and the start of construction. Additional design fees will incur if the site is altered after the design development.

#### Appendix 'D'

Section 1.0: Pricing

Items	Description	Qty/Unit	Unit Price	Price
Design Development	Design Development	1 ALLOW	\$19,750.00	\$19,750.00
Survey - To be provided by the client	Survey- to be provided by the client	1 ALLOW	\$0.00	\$0.00
Discount		1	-\$2,500.00	-\$2,500.00

Total Price: \$17,250.00

This proposal does not cover any fees from unforeseen costs associated with site plan approval applications, permitting, variances, etc.

This proposal Design fees are based on the following criteria:

- 1. Installation budget of \$250,000
- 2. Area up to 6,000 square feet.

A separate contract with upset limits will be required for us to proceed beyond the scope of this proposal. Additional work required beyond the listed deliverables will be billed out at a blended rate of \$200.00/hr.

Applicable Sales Tax is extra and will be charged on all invoices.

Except as otherwise expressly provided for in this proposal, all dollar amounts referred to in this Agreement are stated in the lawful currency of the United States of America (USD).

A 5% late fee will be charged for any payment not received within two weeks of receipt of invoice.

Section 2.0: Payment Schedule

Payment 1 (deposit): 50% - due at start of contract\* Payment 2: 50% - due upon completion of Appendix A Deliverables \*Please note that due to the major fluctuations in the marketplace, if the deposit payment/payment for your order is not received by BNP within two weeks of signing this contract, this contract becomes null and void and a new contract with updated pricing will be provided to the client. Payments to be couriered to 305 W. Magnolia St. #207. Ft. Collins, CO. 80251 All checks can be made to: Bienenstock Natural Playgrounds Inc. Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. Bienenstock is authorized to do the work as specified. Payments will be made as outlined above. Dated this \_\_\_\_\_, 2024. Bienenstock Natural Playgrounds Inc. US. Per:John El-Raheb, CEO By signing this proposal, the Client agrees to all its terms and conditions including such terms and conditions as set out in the appendices attached to this proposal. Approval Deadline: May 4, 2024 I confirm that my action here represents my electronic signature and is binding.

Signature:

**Print Name:** 

Date:

# Pasquinel's Landing

## Overview:

truly natural playground in Denver. The highlight from a nearby development site, and a third tree areas, balancing opportunities and a small cave climber's logs and limbs are artfully intertwined restoration project, the border features seating to provide engaging opportunities for children additional play value. Comprised of a creative Designed in collaboration with Russell & Mills Studio, Pasquinel's Landing Park was the first consists of two ash trees that were removed to climb and explore. Moreover, the border donated from a local resident's yard. The jumble of boulders and logs from a creek of the park is its large log climber, which surrounding the climbing area provides for children to discover,

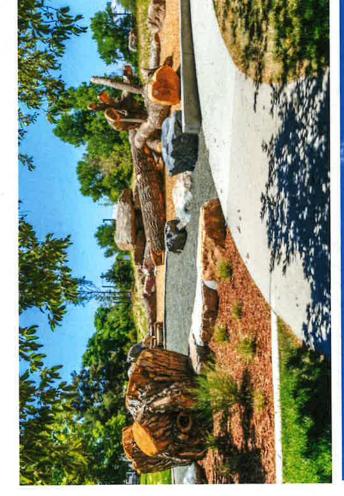
Project Background, Public Input and Goals: This project involved a 35-year-old park that was in need of revitalization. The project

The initial phase included improvements to the channel to encourage safe interaction with the evolved from the City and County of Denver's water, and a regional trail connection. Due to established for a multiphase implementation. bank of the South Platte River, a secondary the close proximity to the South Platte, the public process, and a master plan was

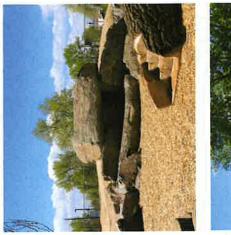
Foundation. The final phase of the project had a donations and local installers, we were able to design team worked closely with the City and donated material. Working with materials that addition of a natural play area using primarily province the surrounding community and its smaller scope and budget, and included the County of Denver staff and the Greenway were already present on-site, as well as

children with an authentic nature experience

and development tool.











## Kiwani Centra

## Overview:

organic signage locations and were provided organic structures that fit a more appropriate park is centered around a large climber area Surrounding this, we'd installed wacky posts (for slack lines, fort building, etc.) as well as regarding the removal of an existing, aging play structure in hopes of replacing it with natural, organic aesthetic for the park. The varied organic surfaces, log borders, and planting pockets. The city also asked for as well as a secondary loose part zone. The City of Medicine Hat contacted us with vertical log mounting locations.

tree that had to come down in the park to give it new life and a purpose within the space as a engagement sessions (including idea jamming preservation of pre-existing flora. As an added around community needs and the sustainable children could utilize loose parts (dimensional Project Background, Public Input and Goals: focus within the park was a main area where use in loose part play, convert into forts, and Medicine Hat we centered our project goals lumber, branch trimmings, logs, stumps) that generally utilize as a creative component in creative, gross and fine motor development. regularly refreshes its supply for children to bonus, we were able to re-purpose a large community in the plan/design process. Our Working with the Kiwanis Club and City of and hands-on workshops) to involve the told for child development and sensory were curated by the city. The city now engagement. BNP hosted community once a month and refresh it all.















#### VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

Title:

Additional funding of \$41,045.19 for new lighting and electrical service at Farmers Field park by We Energies.

**Issue:** 

Should the Village Board approve additional funding to cover the lighting and electrical services costs at Farmers Field?

#### **Background and Additional Information:**

Village staff have worked with We Energies to provide a cost for Outdoor Lighting and extension of services into the Farmers Field. The outdoor lighting includes overhead cobra type lighting, single and double lantern lighting and flood lighting. The cost for the lighting is \$97,056.24 and the electrical service is \$18,988.95 for a total of \$116,045.19. The 2023 budget included \$75,000. Staff is asking for approval of the difference of \$41,045.19 to complete both projects together so there is disturbance once and lighting is in place before the parking lot, roadway and trails are paved.

#### **Budget Impacts:**

Park Impact Fees

#### **Recommended Action:**

Motion to approve additional \$41,045.19 for lighting and service costs by We Energies at Farmers Field.

#### **Attachments:**

- 4916610 COST PACKET.pdf
- 4945826 SKETCH.pdf
- 4945826 Authorization Letter .pdf
- Fiberglass Lantern Double Exampl.png
- Farmers Field Cobra Light Example.png

We Energies 800 S. Lynndale Dr. Appleton, WI 54914 Phone 800-972-8856 www.we-energies.com



10/20/2023

VILLAGE OF HARRISON W5807 MANITOWOC RD MENASHA WI 54952

Subject: Request for new electric service at W5807 MANITOWOC RD.

Dear VILLAGE OF HARRISON:

Thank you for applying for electric service at the address listed above. Your next steps are:

- 1. Carefully review and sign the enclosed electric service agreement.
  - These documents outline the proposed installation, the conditions and terms, and the associated costs.
- 2. Review and sign your site sketch.
  - The site sketch represents an approximate location of the equipment and is not to be used to verify its location.
- 3. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
  - Credit/debit:
    - Visit <u>www.we-energies.com/payconstructionbil.com or call 855-570-0998</u>. There is a convenience fee of \$2.95 per \$175 for this service.
  - US Mail

We Energies Essential Services – A299 PO Box 2046 Milwaukee, Wi 53201-9627

- 4. Sign and return the sketch, a copy of this letter and the electric service agreement:
  - Fax: (920)380-3507
  - Email: JODI.BRICE@WE-ENERGIES.COM
  - US Mail: 800 S LYNNDALE DR., APPLETON WI 54914
- 5. Send or fax the electric ready for service card when the site is ready.
  - Your site is ready for service when all the requirements on the ready for service card are met. We will schedule installation when we receive your completed card.
  - Construction will not begin until payment and a municipal electric inspection or Certificate of Compliance have been received.

If you, your contractor, or your electrical inspector have questions about this installation, or you have any natural gas needs, please contact me at (920)380-3346. I look forward to working with you to make your project a success.

Sincerely,

JODI BRICE ENERGY SERVICE CONSULTANT Enclosures

#### Line Extension Agreement (Standard Embedded Credit)

Wo Pol Ser We	stomer: VILLAG ork Request #: 4916610 litical District: V/HARRISON rvice Address: W5807 MANITO e Energies Representative: JODI one: (920)380-3346		
	pe: 120/240V	Class: Underground	Size: 200 AMP
No: Ser Sea	fundable Distribution: edit Available: Subtotal: nrefundable Distribution: evice Charges: asonal Charges tal Charges:	\$ 15,315.26 \$ 0.00 \$ 15,315.26 \$ 3,619.69 \$ 0.00 \$ <b>3,510.00</b> \$ 18,934.95	
Ple	ase review the following condition	ns of installation.	
✓	days from the date of this agreen		tal charges shown are valid for ninety (90) ce being energized. In the event we encounter ional charges may apply.
✓	You will be assessed seasonal ch		s are in effect between Dec.1 and March 31. eason unless you request to delay installation d is returned to us on or before Nov.1.
✓	qualifies. Embedded credits can excess facilities, seasonal and sea	not be used to reduce the cost of nonre	bedded credit for which your installation fundable distribution or other items such as exception of the service charges, may be nal dollar amount paid.
✓	An outlet location letter will be s your building.	sent to your electrical contractor indicat	ting the point of termination of our cables to
✓		gies for underground installation will be and debris will be left on the site. Ple	be rough backfilled and compacted using ase note that we do not restore.
✓		future or planned structures (pools, out	ities (septic lines, private electric lines, fencing buildings, decks, patios, etc.). We Energies is
✓	clear brush and remove trees and	shrubs along the route of our facilities	of the service equipment, including the right to s. You may be responsible for costs associated with them. Acceptance of this agreement
✓	Complete and return the enclosed	d Ready for Service card by mail or fax	when the site is fully ready for installation.
Му	signature below indicates my a	ngreement to the installation continge	encies outlined above.
Au	thorized Signature:	D	ate:/

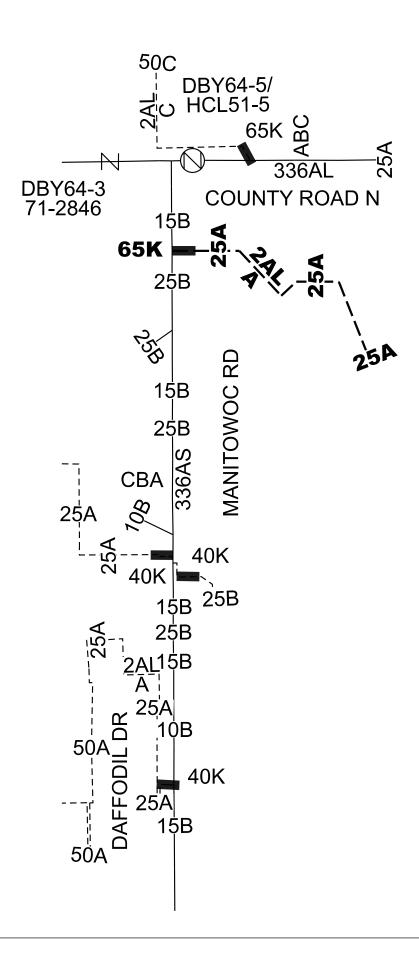
Return one signed copy to We Energies in the envelope provided. Contact the We Energies representative shown above if you have questions.

**Company:** \_\_\_\_\_

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

ELEC WR <b>WI4916610</b>	COMMON INFOR	MATION  MAIN / SERVICE IN	
GAS WR	SURVEYOR STAKED	EASEMENT:	
CITY / TOWN / VILLAGE: V/ HARRISON	DESIGNER NOT NEEDED	YES NO	
CUST/PROJ NAME: VILLAGE OF HARRISON	RESTORE PRIVATE PROPERTY: WE EN	IERGIES X CUSTOMER	
PROJECT LOCATION: W5807 MANITOWOC RD	WORK IS APPROX 1400 FT, DIRECT	ON W OF CL OF	
- 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	COUNTY ROAD N	NEAREST CROSS STREET	
WORK DESCRIPTION: NEW 15KV PRIMARY EXTENSION	ELECTRIC INFOR	(ALSO FOR GAS SERVICE TEE)	
	OPER MAP #: 3924-8960-04 FEEDER/L		
PREPARED BY: DEVIN WICKMAN (K)	CATV JOINT USE #: TEL JO		
E-MAIL: _DEVIN.WICKMAN@WE-ENERGIES.COM	PROPOSED GAS SERVIC		
OFFICE #: 920-931-3215	MTR SIZE: MTR TYPE: PRI	FS: FFV	
PAGER #: IO #: 16231	SERV PIPE SIZE: MATERIAL:		
PROJECT ID: <u>WI4916610</u>	MTR LOC: FT OF		
DATE PREPARED: <u>9/19/2023</u> DATE REVISED:		TIE IN PIPING	
RAILROAD PERMITTING/FLAGGING REQUIRED YES NO			
CORROSION CONTACT:	PHONE #:		
SECTION / TOWN / RANGE: SE1/4 SEC 10, T20N, R18E SITE VISIT COMPLETED BY: DEVIN WICKMAN JOB OWNER: JODI BRICE 920-380-3346  MAIN CONTACTS:	1. Enclo 2. Excav 3. Rubbe 4. Fall p 5. Lock 6 6. Seat b	out - Tag out	
☐ CONTRACTOR/BUILDER: ☐ PLUMBER/HVAC: ☐ ELECTRICIAN: ☑ CUSTOMER: VILLAGE OF HARRISON 920-989-113	9		
CONTINGENCIES & COMMENTS:			
DIGGERS HOTLINE / MISS DIG REQUIRED  WE ENERGIES WILL COMPLETE LAWN / PAVEMENT REI  IN ROAD ROW NEIGHBORING PROPERTY  NONE CUSTOMER PROPERTY  WE ENERGIES WILL HAUL SPOIL FROM:  IN ROAD ROW NEIGHBORING PROPERTY  NONE CUSTOMER PROPERTY		RCUIT DIAGR NOT FIELD \	
CUSTOMER IS REQUIRED TO LOCATE ALL PRIVATE UNDERGROUND FACILITIES PRIOR TO INSTALLATION WE ENERGIES IS NOT RESPONSIBLE FOR ROOT DAMA	GE		
CONSTRUCTION REMARKS			
*			
*			
CUSTOMER'S SIGNATURE OF APPROVAL DATE			

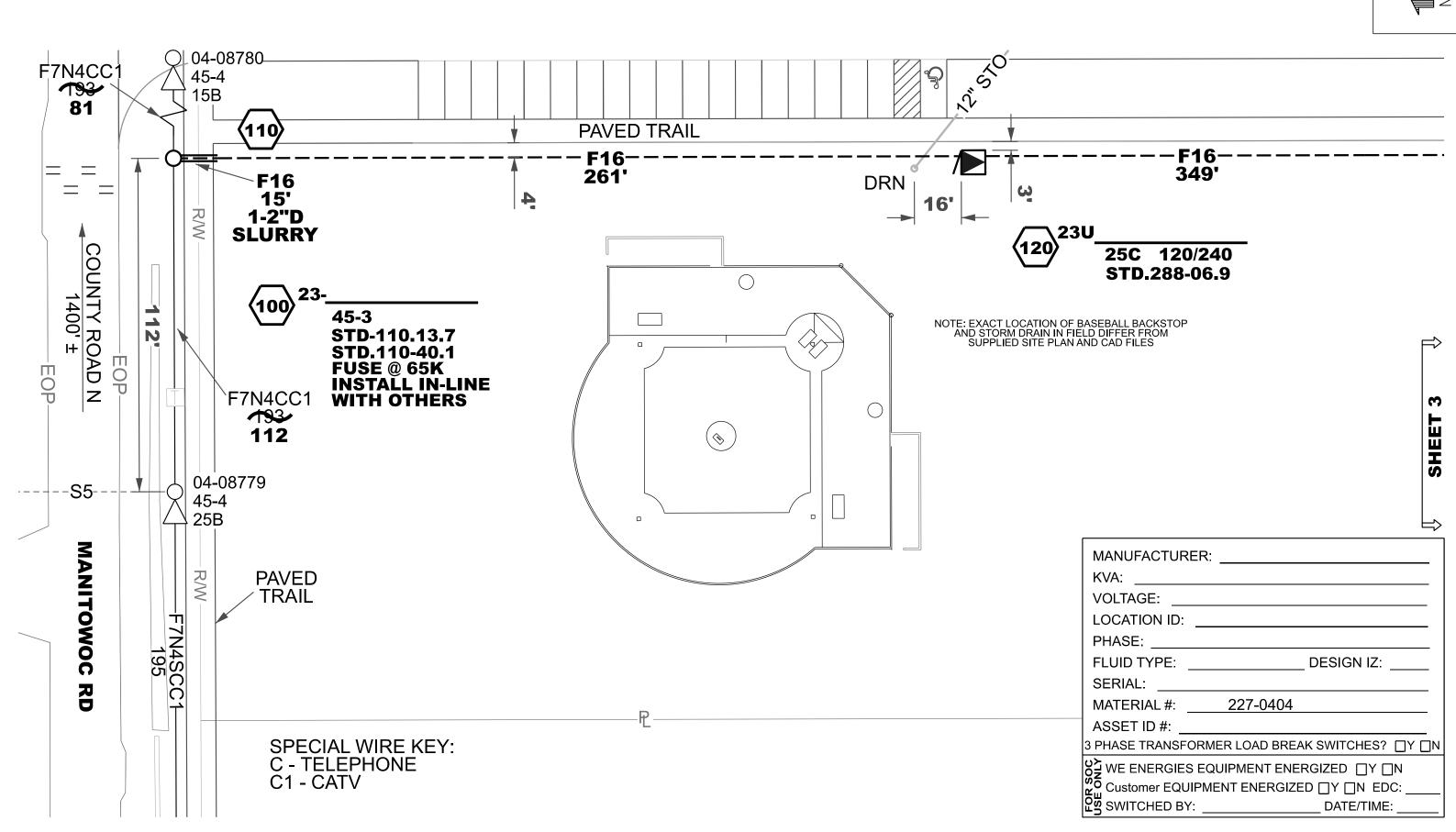






10/19/2023

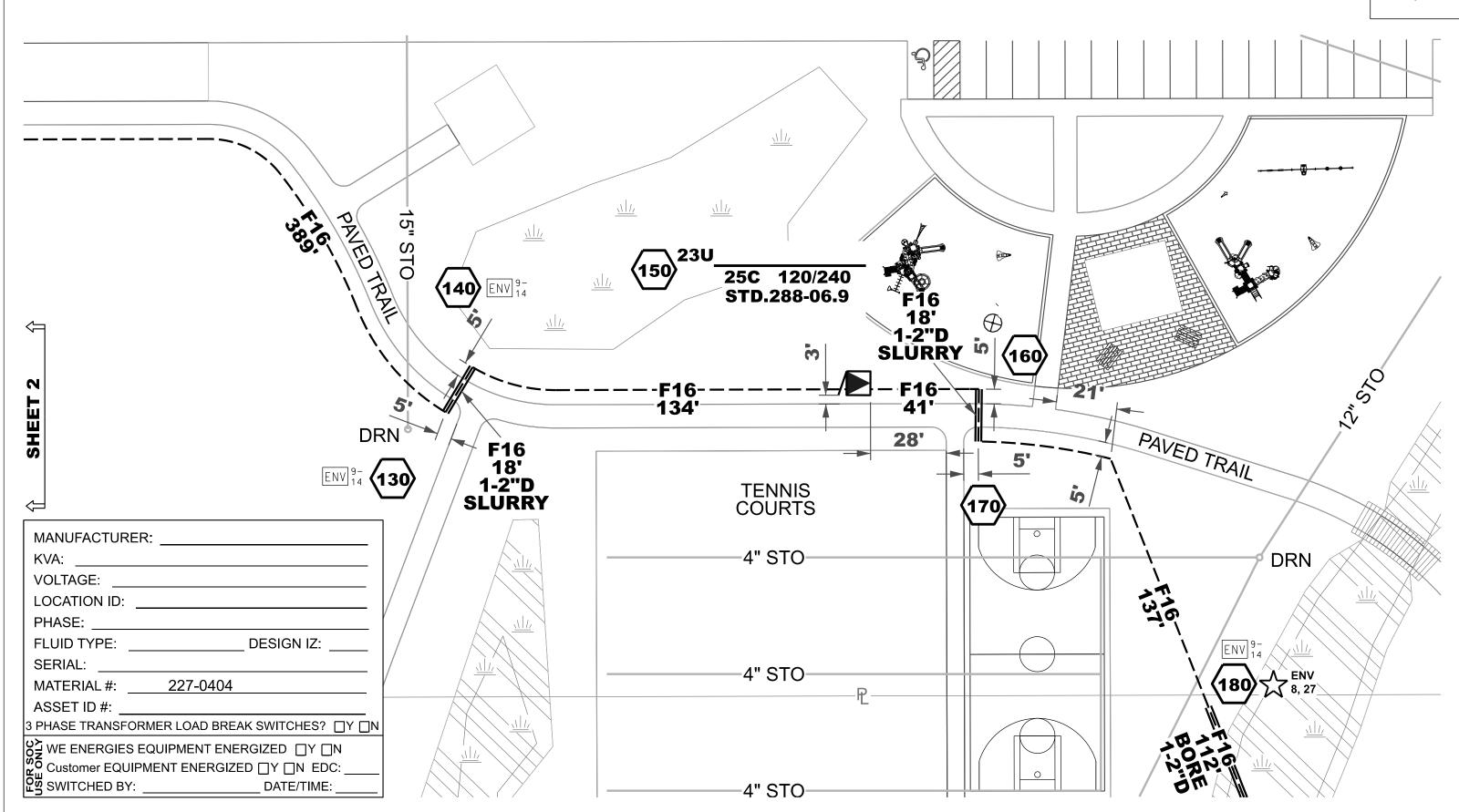




SHEET NO. 2 OF **272** 

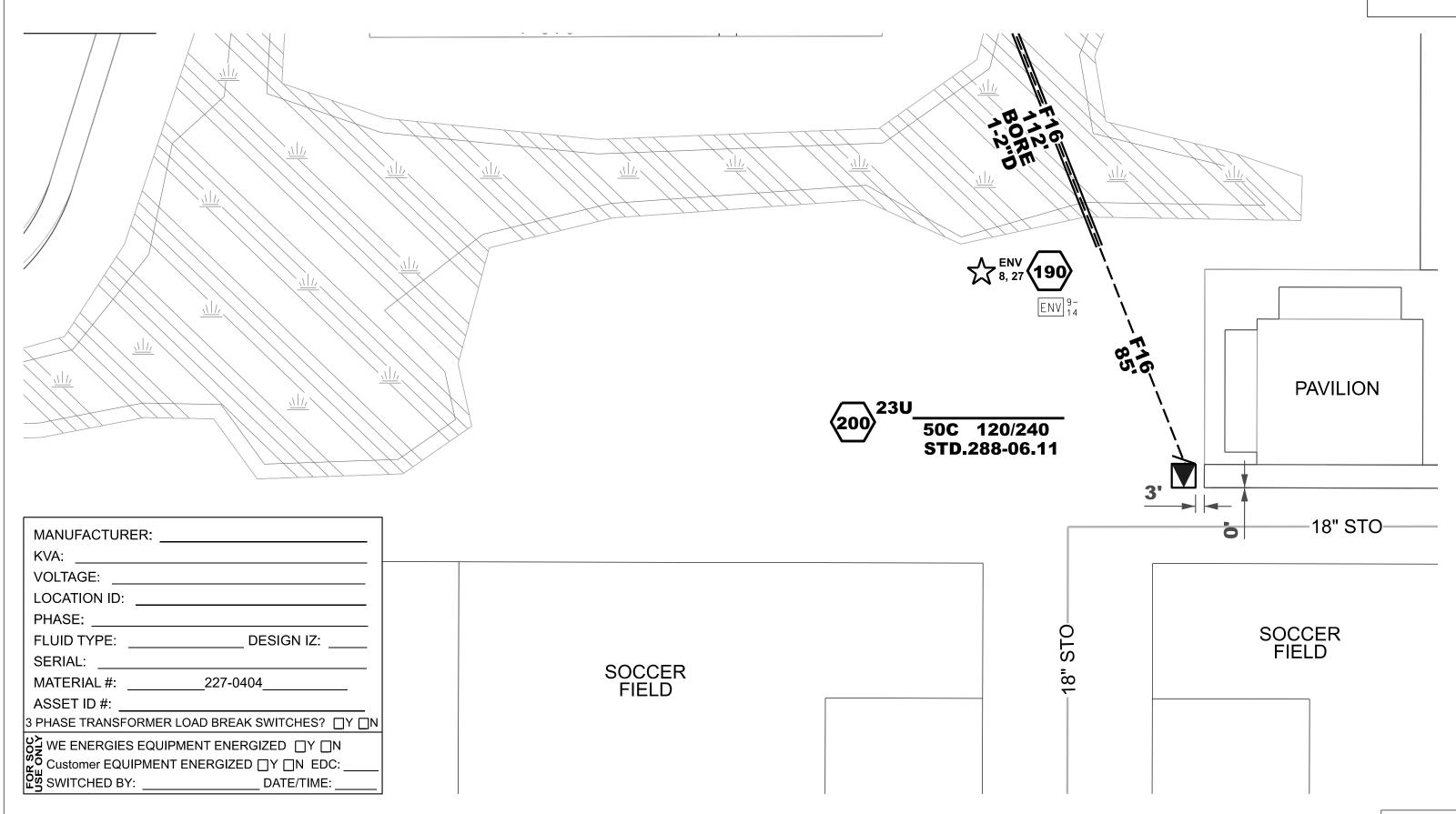












10/19/2023

#### **WE ENERGIES - ELECTRIC OPERATIONS CLEARANCE NOTES:** -LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD. -MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE. -THIS APPLIES TO GAS AND WATER MAINS. -MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS. -MAINTAIN 5' MIN, HORIZONTAL DIST, BETWEEN CONDUIT AND SEWER. -MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS. NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON

	OVERHEAD PRIMARY E, F, H, Q, R, W, X or Z	STANDARD WIRE	KEY	NEUTRAL N 1-#2 ACSR N1 1-#1/0 ACSR	SECONDARY - 1PHASE S 6DX S1 4 TX S2 2 TX	SECONDARY - 3PHASE \$ 1/0 TXF \$1 4/0 TXF \$2 336 TXF
D.	Z1 1 #1/0 ACSR Z2 1 #3/0 ACSR Z3 3 #2 ACSR Z4 3 #1/0 ACSR Z5 3 #3/0 ACSR Z7 3 #336 ACSR Z9 SPECIAL LIST ON SKETCH Z10 1 WIRE REMOVAL Z11 2 WIRE REMOVAL	Z13 1 #1 AL 25KV X22 Z14 3 #1 AL 25KV X23 Z15 3 #500 AL 28KV Z24 X16 1 #2 AL 15KV Z25 X17 3 #2 AL 15KV X26 X18 3 #500 AL 15KV Z27 R19 3 #1/0 AL 35KV Z28 R20 3 #750 AL 35KV Z29	1 #2 Cu 15kV 3 #2 Cu 15kV 1 #2 Cu 25kV 3 #2 Cu 25kV 3 #500 Cu 15kV 3 #500 Cu 28kV 3 #750 Cu 28kV SPECIAL - LIST	N3 1-#4/0 AL N4 1-#336 ACSR N5 REMOVAL  GUYING G 1/4" ARM GUY G1 5/16" ARM GUY G2 3/8" ARM GUY G3 5/16" POLE GUY G4 3/8" POLE GUY	S4 3/0 TXR S5 350 TXR S6 750 TXR S7 1/0 TXF S8 4/0 TXF S9 336 TXR S10 750 TXF S11 3 WIRE REMOVAL S12 3 WIRE MAIN S14 6DX CIC	\$4 350 TX \$5 750 TX \$6 1/0 QXF \$7 3/0 QXF \$8 350 QXR \$9 750 QXR \$10 3 WIRE REMOVAL \$11 3/0 QXR

<b>EROSION</b>	N CONTROL LEGEND	WE E
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	ROCK BAG	Refe 4. Insp
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#######	EROSION MAT CLASS I, TYPE B	odo imp imr
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	TRACKING PAD	8. Dev
	TIMBER MAT	<b>Wetlands</b> 9. As r
	SILT FENCE	and 10. A <b>ll</b> the
DW	APPROXIMATE DEWATERING BASIN LOCATION	11. If so equ 12. Exc
	SURFACE WATER FLOW	12. LAC

#### WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

#### **Erosion Control**

- 2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
- 3. Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const\_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
- 4. Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
- 5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

#### **Contaminated Soils**

6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

#### Spills

- 7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
  - a. Any quantity of oil is spilled into surface water:
  - b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
  - c. Any oil spill containing greater than 500 ppm PCB;
  - d. Five gallons or more of oil spilled to the ground;
  - e. Any oil spill involving a police department, fire department, DNR, or concerned property owner.

#### Notes 8 through 27 apply as noted at specific points within each work request:

#### Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

#### **Wetlands**

- 9. As much as practicable, the majority of the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
- 10. All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
- 11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
- 12. Excavated soils cannot be stockpiled in wetlands.

- 13. All excess spoils shall be removed from wetlands and placed in a suitable upland location.
- 14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
- 15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

#### **Waterways**

- 16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
- 17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
- 18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

#### **Threatened and Endangered Species**

- 19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
- 20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
- 21. Exclusion fencing must be installed at the work area prior to March 15.
- 22. A qualified biologist must be present when conducting work at this location.

#### **Invasive Species**

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/).

#### **Cultural and Historical Resources, cont.**

- 24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
- 25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
- 26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

#### **Frac-out Contingency Plan**

- 27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
  - a. Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
  - b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
  - c. A vac truck shall be accessible on short notice in order to respond quickly to a frac-out.





### Are you ready for electric service?



**Important!** The electric ready for service card must be completed when you are ready for electric service and returned to us before we can begin your new service installation.

If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

#### To be considered ready for service, you must complete the following:

Located, marked or exposed any private buried obstructions or underground facilities – such as a well, drain tiles, septic/mound system and/or underground yard lighting – with stakes, spray paint or flags (app.)



with stakes, spray paint or flags (applies to underground service only).\*

**Note to customer:** We Energies and/or its agents will not be held responsible for damage that occurs to customer-owned underground facilities that are not properly located and marked before electric service installation.

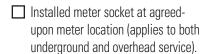
☐ Cleared a minimum 10-foot-wide path along the service route from the property line to the meter location. I've made sure things like dirt piles and construction



materials aren't in the way (applies to underground service only).

☐ Submitted payment, if applicable.

Prepared the ground around my building and along the service route to within 4 inches of final grade (applies to underground service only).



Sent my signed sketch (if applicable) and informed We Energies of any planned decks, patios or pools before my service is installed. Once my service is installed, it would be my responsibility





\* If you are unable to properly locate and mark your privately owned buried facilities, you can hire a contractor to do it for you.

I understand that my service will not be energized until We Energies receives my municipal inspection or affidavit.

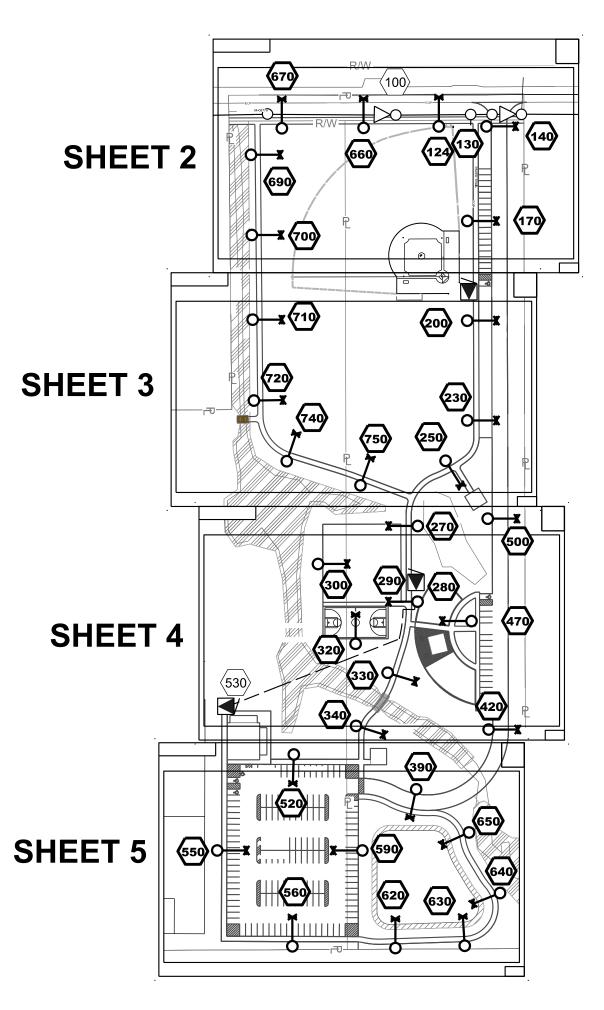
#### **Electric ready for service card**

Please complete, sign and return this card when all of the items above have been completed.

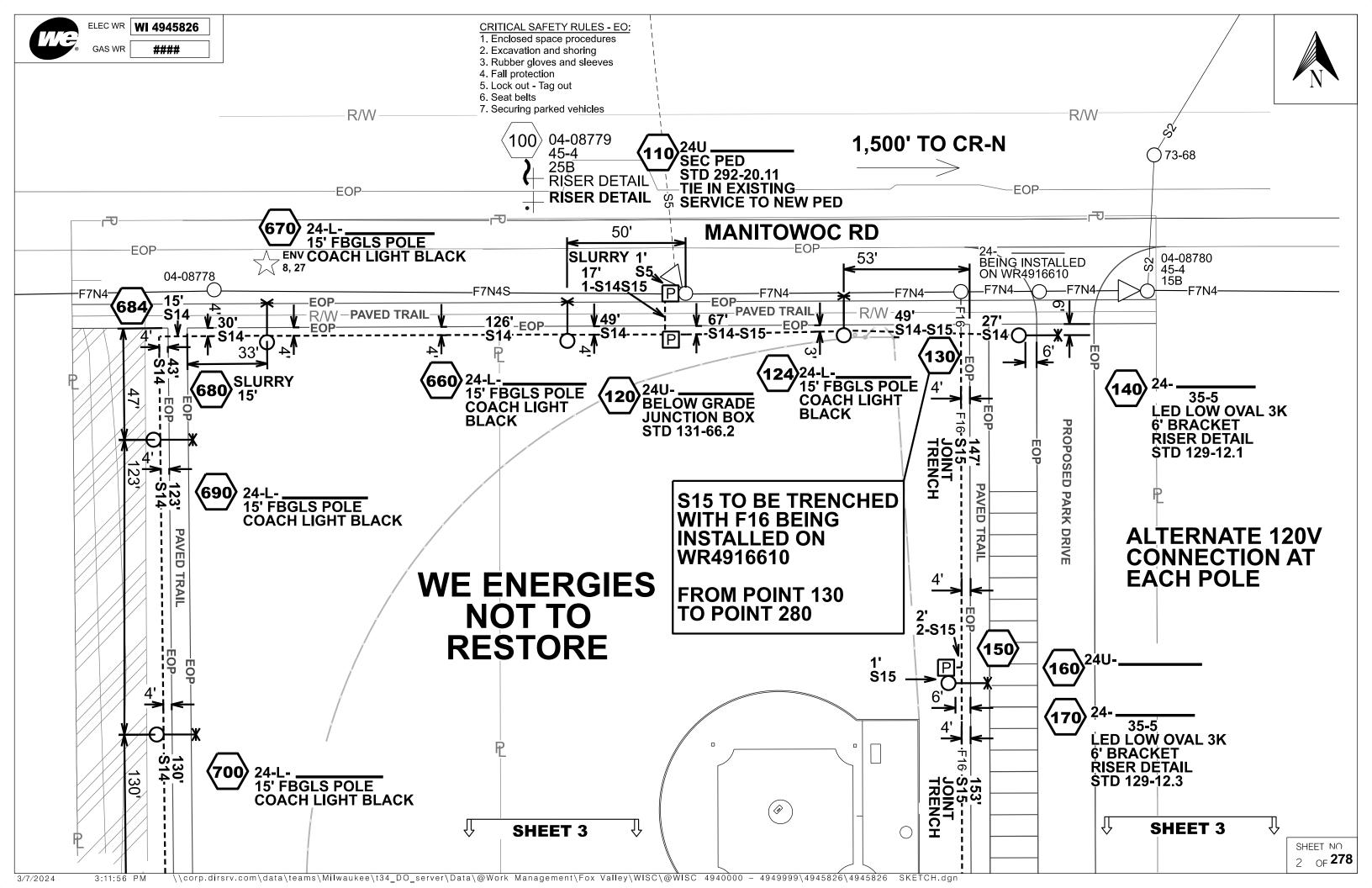
If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

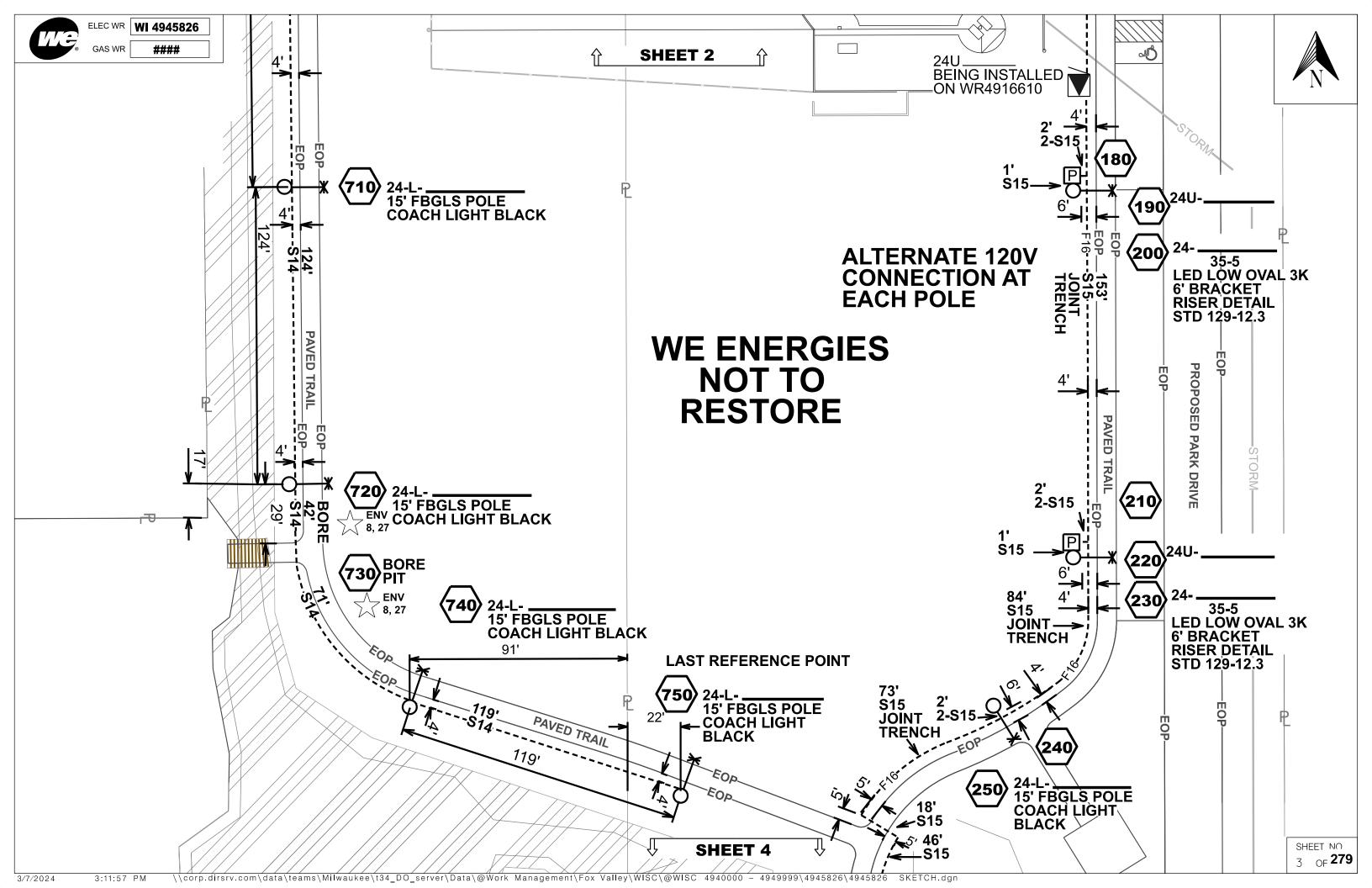
Name: VILLAGE OF HARRISON (please print)		
Installation address: W5807 MANITOWOC RD.  (please print)		
City: MENASHA	State: WI	ZIP code: 54952
Daytime phone:		
☐ I certify that I am the owner or authorized representative of the owner.		
Signature:	Date:	
Please hold my ready for service card and schedule installation after March 31.  (For We Energies office use only) Order number: 4916610		nal charges for electric service tion apply from Dec. 1 through 31.

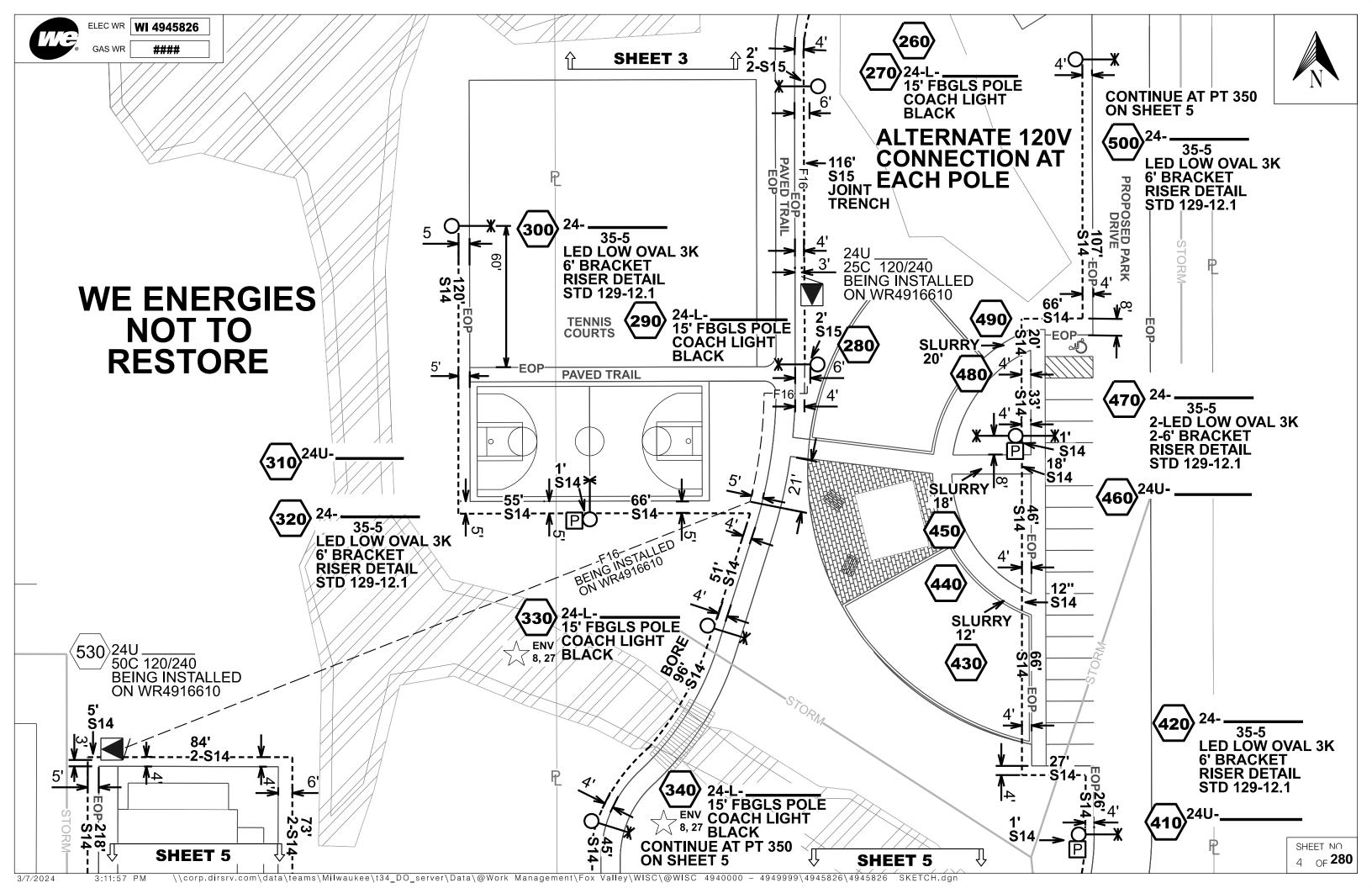
FLECTION	WI 404E000	CC	DMMON INFOR	MATIO	N	
ELEC WR	WI 4945826		EQUIREMENTS:		SERVICE IN	
® GAS WR	####	SURVEYOR	STAKED	YES	X NO	
Y / TOWN / VILLAGE: <u>VILLAGE OF HARRIS</u>	SON	DESIGNER	NOT NEEDED			_
ST/PROJ NAME: FARMER'S FIELD PARK		RESTORE PRIVATE	PROPERTY: WE E	NERGIES	CUSTOMER	-
DJECT LOCATION: <u>W5807 MANITOWOC</u> F	RD	WORK IS APPROX	1500 FT, DIRECT	TION WES	T OF CL OF	
		COUNTY ROAD I	N	_ NEAREST	CROSS STREET	
RK DESCRIPTION: <u>STREET LIGHTING IN</u>	STALLATIONS	_	ECTRIC INFOR	,		-
BORING AND TRENCHING - JOINT TREN	CHING		4-8960-04 FEEDER/L			-
EPARED BY: ROB SHELL (K)			: TEL J			
AIL: ROB.SHELL@WE-ENERGIES.COM			D GAS SERVIC			_
FICE #: 414-221-3897 CELL #:		_			EFV	_
			MTR TYPE: PR		1=	
GER #: IO #: <u>260</u> DJECT ID: CGS #: _		_	MATERIAL:		RELIGHT	
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MAIN CONTACTS:  CONTRACTOR/BUILDER:	:		F	1	OT TO	•
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ELECTRICIAN:			915	TO	BE TRE	NCHED
X CUSTOMER: CHAD PELIS	3HEK 920-989-106	2				
					6 BEING	9
CONTINGENCIES & COMMENT	<u>S:</u>				ED ON	
DIGGERS HOTLINE / MISS DIG	REQUIRED			4916		
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	BORING PROPER		TO	POIN	T 280	
■ NONE □ CUSTO	OMER PROPERTY					
WE ENERGIES WILL HAUL SPO	IL FROM:		CRI	TICAL SAI	FETY RULES -	EO:
☐ ROAD ROW ☐ NEIGH	BORING PROPER	TY	1. E	nclosed sp	pace procedures	
X NONE ☐ CUSTO	OMER PROPERTY				and shoring /es and sleeves	<b>:</b>
CUSTOMER IS REQUIRED TO L	OCATE ALL PRIVA	TF	4. F	all protecti	on	
UNDERGROUND FACILITIES F				ock out - T eat belts	ag out	
WE ENERGIES IS NOT RESPON					arked vehicles	
				-		
CONSTRUCTION REMARKS						
*-STOCKPILE MATE	ERIALS SH	ALL BE PLAC	CED UPSLOF	PE FRO	OM EXCA	VATION
* -IF STOCKPILE MA	ATERIALS M	IUST BE PLA	ACED DOWN	SLOP	E OF EXC	CAVATIO
PROTECT STOCKI	PILES WITH	12" WATTL	ES.			
CUSTOMER'S SIGNATURE OF	ADDD0:::-	<del></del>				

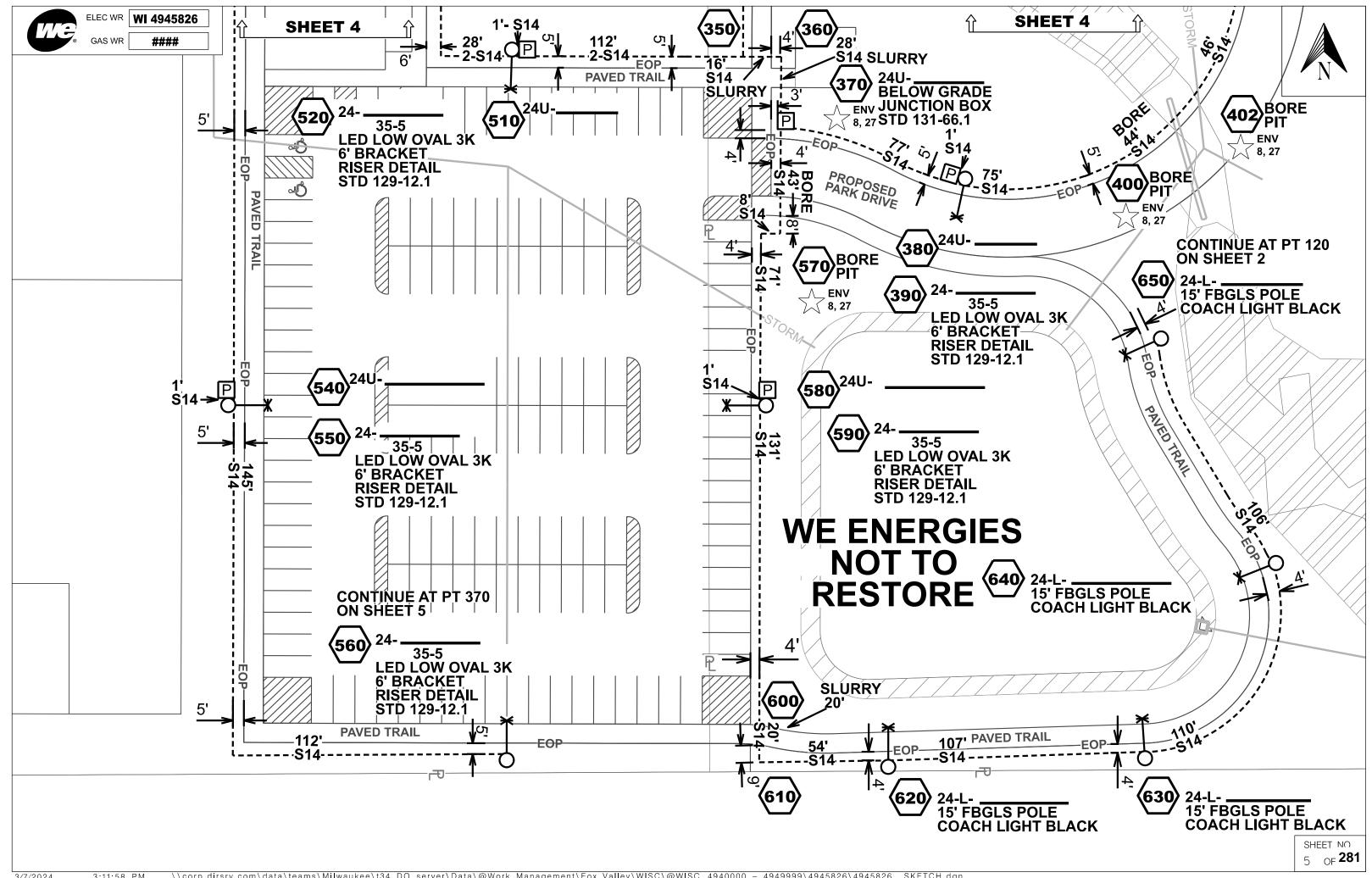


SHEET NO 1 OF 277









#### **WE ENERGIES - ELECTRIC OPERATIONS CLEARANCE NOTES:** -LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD. -MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE. -THIS APPLIES TO GAS AND WATER MAINS. -MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS. -MAINTAIN 5' MIN, HORIZONTAL DIST, BETWEEN CONDUIT AND SEWER. -MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS. NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON

OVERHEAD PRIMARY E, F, H, Q, R, W, X or Z	STANDARD V	WIRE KEY	NEUTRAL N 1-#2 ACSR	SECONDARY - 1PHASE S 6DX S1 4 TX
<ul> <li>Z 1 #2 ACSR</li> <li>Z1 1 #1/0 ACSR</li> <li>Z2 1 #3/0 ACSR</li> <li>Z3 3 #2 ACSR</li> <li>Z4 3 #1/0 ACSR</li> <li>Z5 3 #3/0 ACSR</li> <li>Z7 3 #336 ACSR</li> <li>Z9 SPECIAL LIST ON SKETCH</li> <li>Z10 1 WIRE REMOVAL</li> </ul>	DIRECT BURY PRIMARY -  Z13 1 #1 AL 25KV  Z14 3 #1 AL 25KV  Z15 3 #500 AL 28KV  X16 1 #2 AL 15KV  X17 3 #2 AL 15KV  X18 3 #500 AL 15KV  R19 3 #1/0 AL 35KV  R20 3 #750 AL 35KV	X22 1 #2 Cu 15kV X23 3 #2 Cu 15kV Z24 1 #2 Cu 25kV Z25 3 #2 Cu 25kV X26 3 #500 Cu 15kV Z27 3 #500 Cu 28kV Z28 3 #750 Cu 28kV	N1 1-#1/0 ACSR N2 1-#3/0 ACSR N3 1-#4/0 AL N4 1-#336 ACSR N5 REMOVAL GUYING G 1/4" ARM GUY G1 5/16" ARM GUY G2 3/8" ARM GUY G3 5/16" POLE GUY	S2 2 TX S3 1/0 TXR S4 3/0 TXR S5 350 TXR S6 750 TXR S7 1/0 TXF S8 4/0 TXF S9 336 TXR S10 750 TXF S11 3 WIRE REMOVAL S12 3 WIRE MAIN
Z11 2 WIRE REMOVAL Z12 3WIRE REMOVAL	Z21 3 #750 AL 28KV	Z29 SPECIAL - LIST ON SKETCH	G4 3/8" POLE GUY G5 7/16" POLE GUY	S14 6DX CIC S15 1/0TX CIC

<b>EROSION</b>	CONTROL LEGEND	WE
	PPROXIMATE LOCATION FOR NDERGROUND FACILITY EXCAVATION	Genera
A/B/C/D	INLET PROTECTION, TYPE	1. If be
	12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL	<b>Erosio</b> 2. If
	STONE DITCH CHECK	В 3. Е Те
	ROCK BAG	R 4. In
= = = =	MULCH	re 5. W re
V <sub>\</sub> \\ <sub>\</sub> \\ <sub>\</sub> \\ <sub>\</sub> \\	SOIL STABILIZER, TYPE B	or O <sub>l</sub>
abla   abl	EROSION MAT CLASS I, TYPE A	Contai 6. W
#######	EROSION MAT CLASS I, TYPE B	c iı iı
- - - - - - - - - -	EROSION MAT CLASS I, TYPE A URBAN	o <b>Spills</b>
* * * *	EROSION MAT CLASS I, TYPE B URBAN	7. If (E
××××××	EROSION MAT CLASS II	
\${}}\$\$\$\$	EROSION MAT CLASS III	
0000000	VEGETATIVE BUFFER	Notes Dewate
	TRACKING PAD	8. D
	TIMBER MAT	<b>Wetlan</b> 9. A
	SILT FENCE	a، 10. م
DW	APPROXIMATE DEWATERING BASIN LOCATION	11. lf e 12. E
<b>✓</b>	SURFACE WATER FLOW	12. L

#### WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

#### **Erosion Control**

- 2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
- 3. Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
- 4. Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
- 5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

#### **Contaminated Soils**

6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

#### Spills

- 7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
  - a. Any quantity of oil is spilled into surface water:
  - b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
  - c. Any oil spill containing greater than 500 ppm PCB;
  - d. Five gallons or more of oil spilled to the ground;
  - e. Any oil spill involving a police department, fire department, DNR, or concerned property owner.

#### Notes 8 through 27 apply as noted at specific points within each work request:

#### Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

#### **Wetlands**

- 9. As much as practicable, the majority of the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
- 10. All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
- 11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
- 12. Excavated soils cannot be stockpiled in wetlands.

- 13. All excess spoils shall be removed from wetlands and placed in a suitable upland location.
- 14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
- 15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

#### **Waterways**

- 16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
- 17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
- 18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

#### **Threatened and Endangered Species**

- 19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
- 20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
- 21. Exclusion fencing must be installed at the work area prior to March 15.
- 22. A qualified biologist must be present when conducting work at this location.

#### **Invasive Species**

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/).

#### **Cultural and Historical Resources, cont.**

- 24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
- 25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
- 26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

#### **Frac-out Contingency Plan**

27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.

- a. Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
- b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
- c. A vac truck shall be accessible on short notice in order to respond quickly to a frac-out.



**SECONDARY - 3PHASE** 

1/0 TXF \$1 4/0 TXF

\$2 336 TXF

\$3 3/0 TX \$4 350 TX

\$5 750 TX

\$6 1/0 QXF

\$7 3/0 QXF \$8 350 QXR

\$9 750 QXR

\$11 3/0 QXR

\$10 3 WIRE REMOVAL

\$12 4 WIRE REMOVAL



We Energies 231 W. Michigan St. Milwaukee, WI 53203 www.we-energies.com

March 12, 2024

VILLAGE OF HARRISON W5103 SCHAEFER RD MENASHA WI 54952

Subject: Lighting at FARMERS FIELD

Dear CUSTOMER:

This letter details work for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$97,056.24, and does not include site restoration. Net monthly charges will initially increase by \$359.47, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin. Your next steps are:

- 1. Review the following prior to providing authorization and payment:
  - Luminaires are controlled to provide dusk to dawn operation.
  - Customer must contact us for lighting maintenance.
  - Fixtures are warranted until removed.
  - Non-standard poles and conductors are warranted for 15 years.
  - Customer must locate private underground facilities and grant or obtain, without expense to
    us, access to property, necessary permissions, easements, ordinance satisfaction and
    permits for installation, removal and maintenance of lighting facilities.
  - Termination or change requests after installation and prior to conclusion of the initial term will result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
  - All applicable lighting tariff terms and conditions are available at www.we-energies.com.
  - We do not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.
- 2. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
  - Personal check.
  - Online by visiting www.we-energies.com/payconstructionbill.
  - By phone at 855-570-0998.
- 3. Sign and return the enclosed documents to:

We Energies Essential Services A299 PO Box 2046 Milwaukee, WI 53201-9627

If returning via email send to Night-Aura-Outdoor-Ltg@wecenergygroup.com.

scheduled when all contingencies are met. If you have any qua 3346. We look forward to working with you on your lighting pr	
Sincerely,	
Jodi Brice	
By signing this letter, you authorize us to do this work and acl and conditions of the specified tariffs as approved by the Pub	•
Signature:	Date:
Print name:	Title:
	· · · · · · · · · · · · · · · · · · ·

Enclosures

Material will be ordered upon receipt of required authorizations and payment. Work will be







#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

Title:

Lighting plan for Stormwater Ponds North of Darboy Community Park.

#### **Issue:**

Should the Village Board approve bollard lighting around the storm water management pond north of Darboy Community Park and contract with McMahon to design and bid the system.

#### **Background and Additional Information:**

At a previous board meeting, Trustee Lancaster recommended that Staff explore installing lighting around the storm water management pond north of Darboy Community Park. Staff originally worked with We Energies to obtain a plan to install overhead acorn style decorative lighting, the only type of fixture that they would provide.

#### **Survey Monkey Responses**

Village staff thought before we recommend this lighting fixture we should survey the residents on the type of lighting they would prefer. The survey was open for 30 days. 259 responses were received.

**Question 1**: Do you support installing lighting around the pond located north of Darboy Community Park? 253 people answered this question with 69.96% responding yes.

**Question 2**: If you support lighting around the pond which type of lights? 186 answered this question with 77.96% (or 145 people) responding to decorative bollard lighting.

Bollard lighting is 3-4-foot-high lighting that you would see around a trail. In order to install bollard lighting, the Village would need install and maintain the system as We Energies does not provide this type of lighting.

To assist Village staff in designing the system, we are requesting approval of the contract with McMahon for \$21,000 to design, bid and provide construction services for the installation of the system.

#### **Budget Impacts:**

\$21,000 Park Impact Fees

#### **Recommended Action:**

Motion to approve contract with McMahon for \$21,000 to develop bollard lighting bidding documents, and construction services.

#### **Attachments:**

• Harrison (Village) Park Lighting SF (LRR).pdf



## AGREEMENT FOR PROFESSIONAL SERVICES

VILLAGE OF HARRISON Attn: Matt Heiser, Village Manager W5298 State Road 114 Harrison, WI 54952 APRIL 19, 2024 McM. No. M0032-09-99-00012.00 DARBOY COMMUNITY PARK TRAIL LIGHTING DESIGN

#### **PROJECT DESCRIPTION**

Engineering Design, Bidding and Construction Services to develop a bollard lighting plan for the trail along Noe Road Pond and the trail located east of the wooded area in Darboy Community Park (see attached project location map).

#### **SCOPE OF SERVICES**

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

- Engineering Design Services
  - ▶ Design of electrical power distribution. We are assuming a new utility service will be necessary near the S-E corner of the pond.
  - ► Coordination of electrical utility service.
  - Design of exterior lighting, including associated lighting controls. Includes photometric plan for permit.
  - ▶ Provide one site visit during Construction Document Phase for existing conditions.
  - Prepare construction plan drawings for location of proposed light fixtures.
  - ▶ Prepare an electrical Opinion of Probable Cost based upon final design plans.
- Bidding Phase Services
  - ▶ Prepare bid documents including construction specifications manual.
  - ▶ Advertise the project in accordance with State Statutes.
  - ▶ Provide copies of bidding documents to prospective bidders using QuestCDN website.
  - 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.
- Construction Phase Services
  - Prepare Contract Documents for execution between Village and successful bidder(s).
  - Schedule and conduct Pre-Construction Conference.
  - Review shop drawings and material submittals.
  - Provide construction and control staking once for the contractors to establish location of lighting fixtures.
  - ▶ Review contractor payment applications and change orders as they are submitted. Issue payment certificates to Village for review and approval.
  - ▶ Conduct periodic site visits to review progress of work and answer questions.
  - Conduct final walk-through and generate punch list.

#### 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.

- Engineering services related to LEED.
- Engineering design of low voltage systems.
- Design of a generator.
- Permit Application fees.
- Geotechnical soil borings.

#### **SPECIAL TERMS** (Refer also to General Terms & Conditions, attached)

The 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 McMahon.

#### **COMPENSATION**

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

Design Phase Services	\$13,000.00
Bidding Phase Services	\$3,000.00
Total Design & Bidding Phase Services	\$16,000.00
Construction Services	\$5,000.00

#### **COMPLETION SCHEDULE**

McMahon agrees to complete this project as follows:

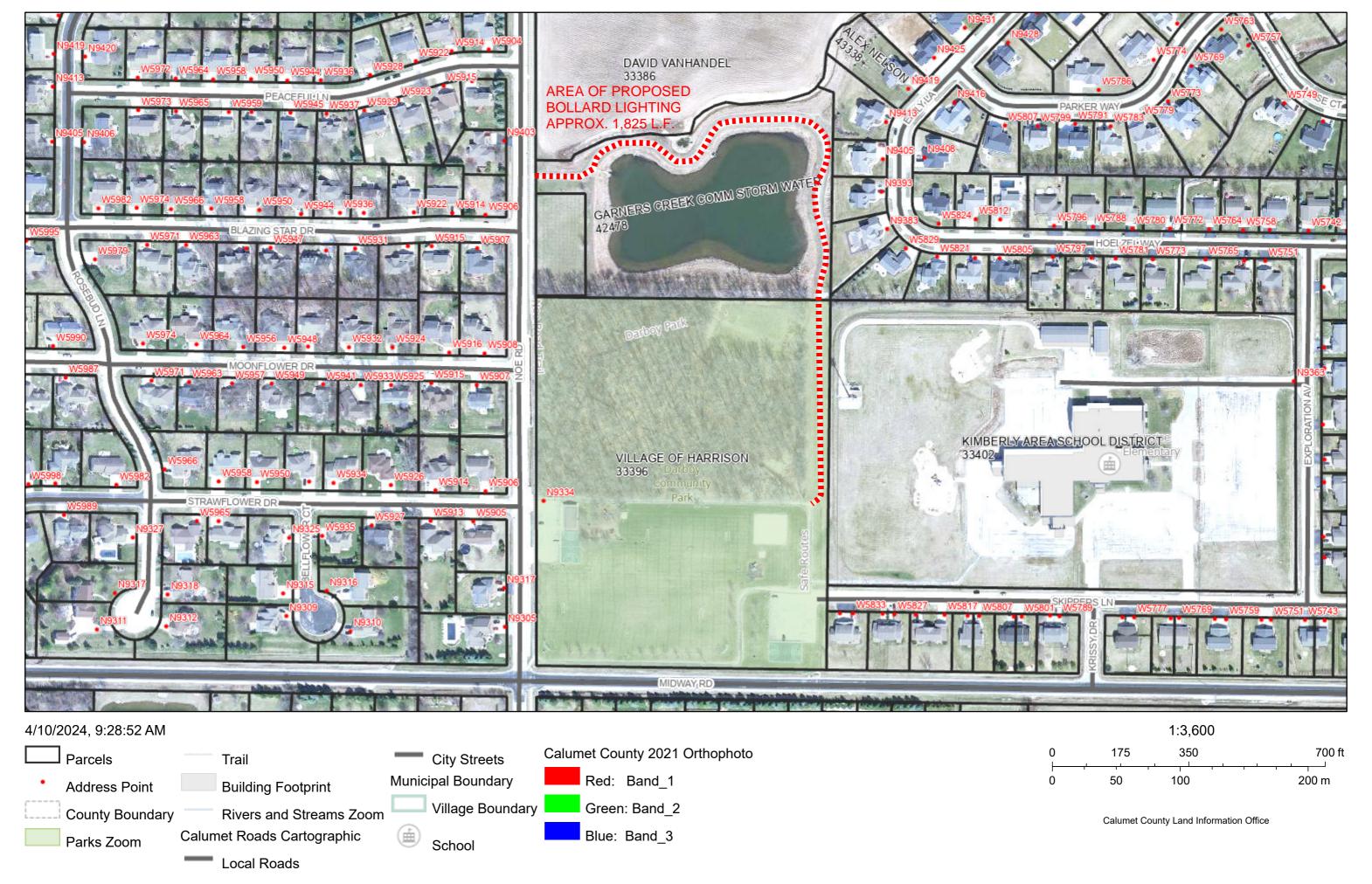
 Develop preliminary trail lighting layout plan based upon photometric design within 4-weeks from the acceptance of this Agreement.

#### **ACCEPTANCE**

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

VILLAGE OF W5298 State R Harrison, WI 5	Road 114	McMAHON ASSOCIATES, INC.  1445 McMahon Drive   PO Box 1025 Neenah, WI 54956   54957-1025 920.751.4200   MGMGRP.com
Authorized Sig	gnature	Jill A. FitzSimons, P.E. Senior Electrical Engineer
		April 19, 2024
Date		Date
		Lee R. Reibold, P.E.
		Associate / Municipal & Civil Engineer
Attachments:	General Terms and Conditions Fee Schedule Reimbursable Schedule	

# ArcGIS Web Map





# McMahon associates, inc. GENERAL TERMS & CONDITIONS

#### 1. STANDARD OF CARE

- 1.1 <u>Services:</u> McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- 1.2 <u>Client's Representative:</u> McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. This Agreement does not create, nor does it intend to create a fiduciary relationship between the parties.
- 1.3 <u>Warranty, Guarantees, Terms and Conditions:</u> McMahon does not provide a warranty or guarantee, expressed or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Similarly, McMahon will not accept those terms and conditions offered by the Client 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.

#### 2. PAYMENT AND COMPENSATION

- 2.1 Invoices: McMahon will bill the Client monthly with net payment due in 30-days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.
- 2.2 <u>Reimbursables:</u> Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after 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 Client has been notified and agrees to these costs.
- 2.3 <u>Changes:</u> The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. 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. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.
- 2.4 <u>Delays and Uncontrollable Forces:</u> Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure 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 or pandemics, 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.

#### 3. INSURANCE

3.1 <u>Limits:</u> 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 Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

McMahon's liability to Client for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract or based on tort, breach of contract, or any other theory, is limited to ten (10) times McMahon's fee not to exceed to \$250,000.

3.2 Additional Insureds: To the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations.

To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies to include McMahon as an additional insured for claims caused in whole or in part by contractor's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations.

#### 4. CLAIMS AND DISPUTES

- 4.1 <u>General:</u> In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.
- 4.2 <u>Mediation:</u> If an agreement cannot be reached by the Client and McMahon unresolved disputes shall be submitted to mediation per the rules of the American Arbitration Association. The Client and McMahon shall share the mediator's fee and any filing fees equally.
- 4.3 <u>Binding Dispute Resolution:</u> If the parties do not resolve a dispute through mediation the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

#### 5. TERMINATION OR SUSPENSION

- 5.1 <u>Client:</u> Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination; payment is due as stated in above Section 2.
- 5.2 <u>McMahon:</u> If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the duties contained in these Terms & Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon.
- 5.3 <u>Suspension for Non-Payment:</u> McMahon may, after giving 48-hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

#### 6. COPYRIGHTS AND LICENSES

- 6.1 <u>Instruments of Service:</u> McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including the Drawings, Specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.
- 6.2 <u>Licenses:</u> McMahon grants to the Client a nonexclusive license to use McMahons' IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.
- 6.3 Re-use: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and the Client 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 IOS by the Client or by others acting through the Client.

#### 7. AGREEMENT CONDITIONS

- 7.1 The stipulated fee is firm for acceptance by the Client within 60-days from date of Agreement publication.
- 7.2 Modifications: This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties.
- 7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.
- 7.4 <u>Mutual Non-Assignment:</u> The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.
- 7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intensions and purposes in executing the Agreement.
- 7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

#### 8. MISCELLANEOUS PROVISIONS

- 8.1 <u>Additional Client Services:</u> The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.
- 8.2 <u>Means and Methods:</u> McMahon is not responsible for direction or supervision of 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.
- 8.3 <u>Purchase Orders:</u> In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client'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 Client does issue a purchase order, or other similar instrument, it is understood and agreed that McMahon shall indicate the purchase order number on the invoice(s) sent to the Client.
- 8.4 <u>Project Maintenance:</u> The Client (or Owner if applicable) 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. 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 Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.
- 8.5 <u>Consequential Damages:</u> Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the Client or the Design Professional, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.
- 8.6 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.
- 8.7 Contingency: McMahon's professional services are not a warranty or guarantee. The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. The Client agrees to make no claim for costs related to changes in work within this threshold. Claims in excess of this threshold shall be resolved per the dispute resolution process.
- 8.8 <u>Project Costs Associated with Agency Plan Review:</u> McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the Bid Phase or if this review occurs after the Bid Phase the Client agrees that any additional costs would be considered part of the project contingency.
- 8.9 <u>Hazardous Materials:</u> McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of person to, hazardous materials or toxic substance in any form at the project site.
- 8.10 <u>Climate:</u> Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.



# FEE SCHEDULE | 2024

McMahon Associates, Inc.

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$205.00
Senior Project Manager	\$205.00
Project Manager	\$145.00 - \$195.00
Senior Engineer	\$185.00 - \$195.00
Engineer	\$105.00 - \$175.00
Senior Engineering Technician	\$135.00 - \$145.00
Engineering Technician	\$75.00 - \$125.00
Senior Architect	\$170.00 - \$190.00
Architect	\$145.00 - \$165.00
Senior Designer	\$120.00 - \$140.00
Designer	\$90.00 - \$110.00
Senior Land Surveyor	\$130.00 - \$170.00
Land Surveyor	\$120.00
Land Surveyor Technician	\$85.00 - \$105.00
Surveyor Apprentice	\$70.00
Erosion Control Technician	\$90.00
Senior Hydrogeologist	\$205.00
Senior Ecologist	\$195.00
Environmental Scientist	\$100.00 - \$115.00
Senior G.I.S. Analyst	\$170.00
G.I.S. Analyst	\$95.00 - \$115.00
Wetland Delineator	\$115.00
Senior Public Management Specialist	\$160.00
Public Management Specialist	\$130.00
Senior Public Safety Specialist	\$160.00
Public Safety Specialist	\$130.00
Building Inspector Specialist	\$130.00
Water / Wastewater Specialist	\$105.00 - \$135.00
Senior On-Site Project Representative	\$120.00
On-Site Project Representative	\$60.00 - \$105.00
K-12 Administrative Specialist	\$125.00
State Plan Reviewer	\$145.00
Certified Grant Specialist	\$145.00
Graphic Designer	\$110.00
Senior Administrative Assistant	\$95.00 - \$105.00
Administrative Assistant	\$85.00
Intern	\$45.00 - \$70.00
Professional Witness Services	\$370.00

Effective: 01/01/2024

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: MCMAHON@MCMGRP.NET

952 SOUTH STATE ROAD 2 VALPARAISO, IN 46385

Web: WWW.MCMGRP.COM

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



# REIMBURSABLE EXPENSE SCHEDULE \* | 2024

McMahon Associates, Inc.

Effective: 01/01/2024

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:  Copy Charges - Black & White \$0.08/Image Copy Charges - Color / 8½" x 11" \$0.45/Image Copy 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 \$100.00/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 Rebars - 1½" \$10.00/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each Survey Steel Fence Post - 1" \$7.75/Each Control Spikes \$1.75/Each	DESCRIPTION	RATE
Commercial Travel  Delivery & Shipping  1.1 of Cost  Meals & Lodging  Review & Submittal Fees  1.1 of Cost  Outside Consultants  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Lath  Survey Paint  Survey Rebars - 1½"  Survey Rebars - ½"  Survey Steel Fence Post - 1"  \$7.75/Each		
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  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Hubs  Survey Hubs  Survey Hubs  Survey Baint  Survey Paint  Survey Rebars - ½"  Survey Iron Pipe - 1"  Survey Steel Fence Post - 1"  \$7.75/Each		
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Review & Submittal Fees  Outside Consultants  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage  All-Terrain Vehicle  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Lath  Survey Paint  Survey Rebars - ½"  Survey Rebars - ½"  Survey Rebars - ½"  Survey Rebars - ½"  Survey Iron Pipe - 1"  Survey Steel Fence Post - 1"  1.1 of Cost  1.2 of Cost  1.3 oo.8/Image  \$0.08/Image  \$0.08/Image \$0.08/Image  \$0.08/Image  \$0.08/Image  \$0.08/Image		
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Photographs & Models Misc. Reimbursable Expenses & Project Supplies Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White Copy Charges - Color / 8½" x 11" So.45/Image Copy Charges - Color / 8½" x 14" and 11" x 17" So.75/Image Mileage Mileage Mileage \$0.75/Mile Mileage - Truck/Van All-Terrain Vehicle Global Positioning System (GPS) Falson/Hour Hand-Held Global Positioning System (GPS) Survey Hubs Survey Hubs Survey Hubs Survey Lath Survey Lath Survey Rebars - 1¼" Survey Rebars - 1¼" Survey Rebars - 1¼" Survey Rebars - 1½" Survey Rebars - ½" Survey Steel Fence Post - 1" Survey Steel Fence Post - 1"	Review & Submittal Fees	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White Copy Charges - Color / 8½" x 11" So.45/Image Copy Charges - Color / 8½" x 14" and 11" x 17" So.75/Image Mileage Mileage Mileage So.75/Mile Mileage - Truck/Van All-Terrain Vehicle Global Positioning System (GPS) Hand-Held Global Positioning System (GPS) Survey Hubs Survey Hubs Survey Lath Survey Paint Survey Ribbon Survey Ribbon Survey Rebars - ½" Survey Iron Pipe - 1" Survey Steel Fence Post - 1"	Outside Consultants	1.12 of Cost
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REIMBURSABLE UNITS:  Copy Charges - Black & White \$0.08/Image Copy Charges - Color / 8½" x 11" \$0.45/Image Copy 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 \$100.00/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 Paint \$0.80/Each Survey Rebars - 1¼" \$10.00/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each Survey Steel Fence Post - 1" \$7.75/Each	Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
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Copy Charges - Black & White \$0.08/Image Copy Charges - Color / 8½" x 11" \$0.45/Image Copy 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 \$100.00/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 Rebars - 1¼" \$10.00/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each		
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Mileage - Truck/Van \$1.05/Mile  All-Terrain Vehicle \$100.00/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 - 3¼" \$3.50/Each  Survey Rebars - 3½" \$3.00/Each  Survey Rebars - 1½" \$4.50/Each  Survey Steel Fence Post - 1" \$7.75/Each	Copy Charges - Color / 8½" x 14" and 11" x 17"	\$0.75/Image
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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" \$3.50/Each Survey Rebars - ¾" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$4.50/Each Survey Iron Pipe - 1" \$4.50/Each	All-Terrain Vehicle	\$100.00/Day
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"         \$3.50/Each           Survey Rebars - ½"         \$3.00/Each           Survey Iron Pipe - 1"         \$4.50/Each           Survey Steel Fence Post - 1"         \$7.75/Each	Global Positioning System (GPS)	\$21.00/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"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each         Survey Steel Fence Post - 1"       \$7.75/Each	Hand-Held Global Positioning System (GPS)	\$15.00/Hour
Survey Lath       \$0.80/Each         Survey Paint       \$6.00/Can         Survey Ribbon       \$3.00/Roll         Survey Rebars - 1¼"       \$10.00/Each         Survey Rebars - ¾"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each         Survey Steel Fence Post - 1"       \$7.75/Each	Robotic Total Station	\$20.00/Hour
Survey Paint       \$6.00/Can         Survey Ribbon       \$3.00/Roll         Survey Rebars - 1¼"       \$10.00/Each         Survey Rebars - ¾"       \$3.50/Each         Survey Rebars - ¾"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each         Survey Steel Fence Post - 1"       \$7.75/Each	Survey Hubs	\$0.45/Each
Survey Ribbon       \$3.00/Roll         Survey Rebars - 1¼"       \$10.00/Each         Survey Rebars - ¾"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each         Survey Steel Fence Post - 1"       \$7.75/Each	Survey Lath	\$0.80/Each
Survey Rebars - 1¼"       \$10.00/Each         Survey Rebars - ¾"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each         Survey Steel Fence Post - 1"       \$7.75/Each	Survey Paint	\$6.00/Can
Survey Rebars - ¾" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each Survey Steel Fence Post - 1" \$7.75/Each	Survey Ribbon	\$3.00/Roll
Survey Rebars - %" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each Survey Steel Fence Post - 1" \$7.75/Each	Survey Rebars - 1¼"	\$10.00/Each
Survey Iron Pipe - 1" \$4.50/Each Survey Steel Fence Post - 1" \$7.75/Each	Survey Rebars - ¾"	\$3.50/Each
Survey Steel Fence Post - 1" \$7.75/Each	Survey Rebars - ¾"	\$3.00/Each
	Survey Iron Pipe - 1"	\$4.50/Each
Control Spikes \$1.75/Each	Survey Steel Fence Post - 1"	\$7.75/Each
	Control Spikes	\$1.75/Each

NEENAH, WISCONSIN CORPORATE HEADQUARTERS

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<sup>\*</sup> This schedule is not all inclusive.



#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

**Title:** 

Approval of purchase of W1616 Cameo Court for \$100,000 for future park.

**Issue:** 

Should the Village pursue purchasing the burned-out home/property at W1616 Cameo Court for future park?

#### **Background and Additional Information:**

The property had a house fire in November 2023. In March staff became aware of the nuisance and issued a raze or repair order with a deadline of April 14. The idea came forward from Trustee Lancaster and Trustee Handschke about creating a park at this location for the neighborhood as the closest park is Darboy Community Park. Also, it was asked by Trustee Handschke if trails could be out around the village owned retention pond to the east of the property.

Staff connected with the homeowner who is in Florida and asked if they had a price to sell it. \$100,000 was provided as there is supposed to be another option on the table.

The owner has agreed to wait for the Village Board to take this idea up April 30 to see if the board was interested and they would sell it to the Village. The Village would buy it will park impact fees. The Department of Public Works would be able to demolish the property. The only other cost which would be minimal would be tipping fees at the landfill and soil to fill the basement.

#### **Budget Impacts:**

\$100,000- Park Impact Fees

#### **Recommended Action:**

Motion to authorize staff to prepare offer to purchase for \$100,000 to purchase W1616 Cameo Court for future park.

#### **Attachments:**

- W6016 Cameo Ct.jpg
- Cameo Court Aerial.png







#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

**Title:** 

Award of bids for the 2024 Street Resurfacing Projects for \$1,118,263.80.

#### **Issue:**

Should the Village Board approve the low bid with MCC for 2024 Street Resurfacing projects for \$1,118,263.80?

# Background and Additional Information:

This bid includes the following street resurfacing projects: Woodland Trails (Spring Valley, Shagbark Hickory, Sugar Maple, Maple Bluff, Hemlock, Wild Cherry, Box Elder), Payten Street, Amy Avenue and Evan Street.

The 2024 budget included \$1,420,220 for these streets. The lower bid resulted in savings of \$301,956.20.

The project also including paving of the Clover Ridge Trail. \$10,521.00 will be funded from Park Impact Fees.

#### **Budget Impacts:**

\$1,107,742.80 from 2024 Capital Outlay Streets and \$10,521 - Park Impact Fees for Clover Ridge Trail

#### **Recommended Action:**

Motion to award the bid to the low bidder of MCC for \$1,118,263.80

#### **Attachments:**

• N-AWARD.pdf



March 13, 2024

Village of Harrison W5298 HWY 114 Harrison, WI 54952

Re:

Village of Harrison

2024 Asphalt Street Resurfacing Program

Letter of Recommendation McM. No. H0006-09-24-000257

On March 13, 2024, bids were received at Village Municipal Building for the above referenced project. Two (2) bids were received, ranging in price from \$1,050,841.80 to \$1,075,843.10 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract H0006-09-24-00257 to the low bidder, Northeast Asphalt, Inc., in the amount of \$1,118,263.80.

Base Bid   A+B+C+D\$1,05	50,841.80
Supplemental Bid #1	57,422.00
Total Contract	

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return <u>all</u> 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.

Lee Reibold, P.E.

Associate / Municipal & Civil Engineer

LRR:mck

**Enclosures:** 

Notice of Awards (3 copies each)

**Bid Tabulation** 

Dated:	
То:	NORTHEAST ASPHALT, INC. W6380 Design Drive Greenville, Wisconsin 54942
Contract No.	H0006-09-24-00257
Project:	2024 ASPHALT STREET RESURFACING PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin
You are notified apparent success	d that your Bid, dated March 13, 2024, for the above Contract has been considered. You are the sful Bidder and have been awarded a Contract for the 2024 Asphalt Street Resurfacing Program.
The Contract Pr Three and 80/10	ice of your Contract is One Million, One Hundred and Eighteen Thousand, Two Hundred and Sixty-00 Dollars (\$1,118,263.80).
Supplemental B Total Contract You must comp	+C+D
Contract 2. You must to Bidd 3. You must be seen as a seen	ust deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the ct Documents.  ust deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions lers, General Conditions (Paragraph 6.01) and Supplementary Conditions.  ust deliver Insurance Certification complying with the General Conditions and Supplementary Conditions the Contract Documents.
Failure to compl to annul this No	y with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, tice of Award and to declare your Bid Security forfeited.
One (1) fully si within 15-days a	gned counterpart of the Agreement, with the Contract Documents attached, will be returned to you after you comply with the above noted conditions.
VILLAGE OI	F HARRISON   Calumet County, Wisconsin
(authorized sig	nature)
(title)	1
Witness:	

Dated:	
To:	NORTHEAST ASPHALT, INC. W6380 Design Drive Greenville, Wisconsin 54942
Contract No	H0006-09-24-00257
Project:	2024 ASPHALT STREET RESURFACING PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin
You are notif	ied that your Bid, dated March 13, 2024, for the above Contract has been considered. You are the essful Bidder and have been awarded a Contract for the 2024 Asphalt Street Resurfacing Program.
The Contract Three and 80/	Price of your Contract is One Million, One Hundred and Eighteen Thousand, Two Hundred and Sixty-100 Dollars (\$1,118,263.80).
Supplemental	B+C+D
	aply with the following conditions precedent within 15-days of the date of this Notice of Award, that is
Cont 2. You	must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the ract Documents. must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions dders, General Conditions (Paragraph 6.01) and Supplementary Conditions.
3. You	must deliver Insurance Certification complying with the General Conditions and Supplementary Condiof the Contract Documents.
	ply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, lotice of Award and to declare your Bid Security forfeited.
One (1) fully within 15-day	signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you safter you comply with the above noted conditions.
VILLAGE	OF HARRISON   Calumet County, Wisconsin
(authorized s	ignature)
(title)	
Witness:	

Dated:	
То:	NORTHEAST ASPHALT, INC. W6380 Design Drive Greenville, Wisconsin 54942
Contract No.	H0006-09-24-00257
Project:	2024 ASPHALT STREET RESURFACING PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin
You are notified apparent success	ed that your Bid, dated March 13, 2024, for the above Contract has been considered. You are the saful Bidder and have been awarded a Contract for the 2024 Asphalt Street Resurfacing Program.
The Contract P. Three and 80/1	rice of your Contract is One Million, One Hundred and Eighteen Thousand, Two Hundred and Sixty-00 Dollars (\$1,118,263.80).
Supplemental E	+C+D
Total Contract.	\$1,118,263.80
You must comp	oly with the following conditions precedent within 15-days of the date of this Notice of Award, that is
1. You m	nust deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the act Documents.
2. You m	nust deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions ders, General Conditions (Paragraph 6.01) and Supplementary Conditions.
3. You m	ust deliver Insurance Certification complying with the General Conditions and Supplementary Condif the Contract Documents.
Failure to comp to annul this No	ly with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, otice of Award and to declare your Bid Security forfeited.
One (1) fully si within 15-days	igned counterpart of the Agreement, with the Contract Documents attached, will be returned to you after you comply with the above noted conditions.
VILLAGE O	F HARRISON   Calumet County, Wisconsin
(authorized sig	gnature)
(title)	
Witness:	

# **BID TABULATION**

Engineer: McMAHON ASSOCIATES, INC. 1445 McMahon Drive PO Box 1025 Neenah, WI 54956 / 54957-1025	NORTHEAST ASPHALT, INC. MCC, INC. W6380 Design Drive 2600 Roemer Road Greenville, WI 54942 PO BOX 1137 Appleton, WI 54912-1137		Total Unit Price	\$1.15 \$39,100.00 \$0.50 \$17,000.00 \$14.50 \$10,875.00 \$14.99 \$11,242.50 \$18.00 \$27,000.00 \$53.25 \$4,875.00 \$15.32 \$22,980.00 \$2.50 \$151,200.00 \$2.35 \$79,900.00 \$1.25 \$85,000 \$2.35 \$79,900.00 \$1.25 \$285,300 \$2.35 \$79,900.00 \$2.50 \$\$85,90 \$2.38 \$46.50 \$560.00 \$15,600.00 \$26,000.00 \$253.00 \$29,600.00 \$25,000.00 \$253.00 \$25,000.00 \$25,000.00 \$253.00 \$25,000.00 \$25,000.00 \$253.00 \$25,000.00 \$25,000.00 \$253.00 \$25,000.00 \$25,000.00 \$253.00 \$25,000.00 \$25,	\$843,495.00		Unit Price         Total         Unit Price         Total           \$1.15         \$1,897.50         \$0.76         \$1,254.00           \$18.00         \$7,200.00         \$15.32         \$6,128.00           \$3.25         \$1,300.00         \$14.40         \$56.00           \$56.00         \$11,200.00         \$65.37         \$56.00           \$56.00         \$6,600.00         \$62.50         \$4,062.50           \$4.00         \$6,600.00         \$1.85         \$185.00           \$68.95         \$15,858.50         \$4,996.00         \$55.20           \$73.25         \$13,185.00         \$55.20         \$14,996.00           \$553.00         \$1106.00         \$553.00         \$1106.00           \$555.00         \$15,858.50         \$10.600         \$555.00	\$65,962.00	Total	\$3.00 \$1,425.00 \$2.93 \$1,391.75 \$95.00 \$1,970.00 \$1.00	 Total Unit Price \$2.96	\$100 \$165.00 \$1.000 \$1.0000 \$1.0000 \$1.0000 \$1.000000 \$1.000000 \$1.000000 \$1.000000 \$1.000000 \$1.000000 \$1.0000	Subcontractor
VILLAGE OF HARRISON 2024 ASPHALT STREET RESURFACING PROGRAM Contract No. H0006-09-24-00257 Bid Date/Time: Wednesday, March 13, 2024 Project Manager: Lee Reibold, P.E.		A. WOODLAND TRAILS SUBDIVISION	ij	A1 34,000 S.Y. Puliverize Existing Asphalt Pavement A2 750 C.Y. Excavation Below Subgrade (EBS) A3 1,500 TON Base Aggregate Dense, 3 inch for EBS Areas A4 1,500 S.Y. Type I Geograf for EBS Areas A5 2,700 L.F. Miscellaneous 30 Inch Mountable Reinforced Curb & Gutter Replacement A6 34,000 S.Y. Fine Grading & Compaction of Aggregate Base A7 250 L.F. Sawing Asphalt (WisDOT Item No. 690.0150) A8 4,690 TON 2-1/4 Inch HMA Pavement, 3 LT 58-28 S A9 3,650 TON 1-3/4 Inch HMA Pavement, 4 LT 58-28 S A10 26 Ea. Sanitary Manhole Reconstruction A11 16 Ea. Storm Manhole Reconstruction A12 18 Ea. Cartch Basin Reconstruction A13 1 I S. Contractor Quality Control Testing	; ;	B. AMY AVENUE (State Park Road to East of Theda Care Driveway)	Hem         Qty         Unit         Description           B1         1,650 S.Y.         Pulverize Existing Asphalt Pavement           B2         200 C.Y.         Excavation Below Subgrade (EBS)           B3         400 TON         Base Aggregate Dense, 3 Inch for EBS Areas           B5         200 LF.         Miscellaneous 30 Inch Reinforced Curb & Gutter Replacement           B6         6.5 LF.         30 Inch Reinforced Curb & Gutter           B7         1,650 S.Y.         Fine Grading & Compaction of Aggregate Base           B8         100 LF.         Sawing Asphalt (WisDOT Item No. 690.0150)           B9         230 TON         2-1/4 Inch HMA Pavement, 3 LT 58-28 S           B10         1.80 TON         1-3/4 Inch HMA Pavement, 6 LT 58-28 S           B11         2 Ea.         Catch Basin Reconstruction           B12         1.L.S.         Contractor Quality Control Testing		C. CLOVER RIDGE PARK TRAIL	475 S.Y 75 TOI 200 S.Y 1 L.S.	Unit	165 St.   Remove Existing Concrate Powement	Addendum Acknowledgement



#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

Title:

Creation of Parks Supervisor Role in the Department of Public Works.

**Issue:** 

Should the Village Board approve promoting an existing employee in the Department of Public Works to the Parks Supervisor role?

#### **Background and Additional Information:**

As part of the succession planning in the Department of Public Works it was determined the need to have two lead positions between the Operations Manager and the laborer positions. Currently, the streets section is managed by the Public Works Leadman position that has been in this role for approximately five years. The Parks Supervisor role would be at same Pay Scale grade and would oversee the current parks duties as outline in the attached position description. The Parks Supervisor and the Public Works Foreman positions would both report directly to the Operations Manager and handle the day-to-day oversight of operations in the field.

The Parks Supervisor position would be recruited and promoted from the existing DPW organization.

The 2024 budget impact is estimated at \$4,664.80.

#### **Budget Impacts:**

2024 Budget Impact- \$4,664.80

#### **Recommended Action:**

Motion to approve creating a parks supervisor role and recruiting for the position from existing employees in the Department of Public Works.

#### **Attachments:**

• Parks Supervisor Position Description.pdf



### **Parks Supervisor**

Salary: \$30.58 Hourly
Position Posted:
Position Closing:
Reports to: Operations Manager

Any interested applicants should complete the Village of Harrison Job Application and submit to the Director of Public Works.

#### Position Description:

This is a supervisory position engaged in the overall direction of the operation, management, and improvement of the parks, trails, and facilities.

#### **Examples of Duties:**

- Direct the overall planning, operation and management of the parks, trails, and facilities.
- Coordinate daily work activities, organize, prioritize, and assign work, monitor the status of work in progress, and inspect completed work; confer with assigned staff, assist with complex/problem situations, and provide technical expertise.
- Assist with recruitment, selection, training, and evaluate assigned personnel; provide or coordinate personnel training, work with employees/volunteers.
- Ensure compliance with all applicable codes, laws, rules, and regulations, standards, policies, and procedures; ensure adherence to established safety procedures, monitor work environment and use of safety equipment to ensure the safety of employees, and other individuals; initiates any action necessary to correct deviations or violations.
- Represent the Village to other departments, elected officials, and outside agencies; coordinate assigned activities with those of other departments and outside agencies and organizations.
- Respond to and resolve difficult and sensitive citizen inquiries and complaints; explain, justify, and defend village programs, policies, and activities, negotiate, and resolve sensitive and controversial issues.

#### Education and/or Experience:

A high school diploma and experience in public works/parks operations is required. Applications for the position must be current employees of the Village of Harrison Public Works Department. The Parks Supervisor must possess a valid Wisconsin Regular and Commercial Driver's License, with Certifications A, B, C and D.



#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

# **Title:**

Approval to use the savings from the 2024 resurfacing and sealcoating projects to bid work for Blazing Meadow Subdivision.

#### Issue:

Should the Village Board approve additional street resurfacing for the Blazing Meadows Subdivision?

#### **Background and Additional Information:**

The Crack Seal bid and Asphalt Street bids resulted in savings of \$502,456.20.

The Five-Year Road Paving Plan planned for Blazing Meadows Subdivision (Cornflower Dr., Dahlia Dr., Hedgerow Dr north of Sweet William Dr., and Zinnia Dr.) to be the next resurfacing project in 2026 at a cost of \$459,084. Due to the savings from the 2024 projects, staff is recommending approval of bidding out the streets in this subdivision with the cost savings.

A copy of the Five-Year Road plan is attached.

#### **Budget Impacts:**

\$502,456.20- 2024 Capital Outlay Streets

#### **Recommended Action:**

Motion to approve bidding streets in Blazing Meadow Subdivision utilizing savings from the 2024 resurfacing and seal coatings projects.

#### **Attachments:**

• CIP (Road Plan) 2024-2028 Website Version.pdf



# 5-Year Proposed Road Plan 2024-2028

	1							7 . 0 .
Te	Description	2024	2025	2026	2027	2028 or Later	4	Est. Cost ocal Share)
Item	Description VIII - Control of American Indiana (American Indiana)	2024	2025	2026	2027	2028 or Later	(L	ocai Snare)
Creekside Estates**	Urban Construction & Assess roads in accordance with development agreement. Village will be able to recoup costs.						\$	-
Cottonwood Creek III Subdivision	Rural Resurfacing and Ditching.						s	
(Willowglen Way, Alder Way, Basswood Ln, Cherrymeadow Rd, Mountain Ash Ln)							Э	-
Manitowoc Road (CTH N to Harwood Rd)	Crack fill & Chip Seal and Cross Culvert.						\$	-
Quella Drive	Pulverize & Reshape						\$	-
Schmidt Road (State Park Rd to Harwood Rd)	Crack fill & Chip Seal and Cross Culvert.						\$	-
State Park Road (USH 10 to Schmidt Road)	Rural Resurfacing - Widen to add bike lanes. Purchase additional ROW (80').	\$ 1,693,492					\$	1,693,492
Cedar Ridge Estates & Ashland Hollows 1st Add.	Rural Resurfacing and Ditching. Moved up from 2025 to 2024 due to 2023 PASER results.	A 50,000	#1 0 CO 000				Φ.	1 110 000
(Christopher Ln, Elmview Dr, Oak Lawn Dr, Cedar Ridge Dr)	Original estimate \$1,013,813 from 2021 updated by McMahon w/OPC	\$ 50,000	\$1,069,800				\$	1,119,800
Amy Ave. (mill and repave)	Added per 2023 PASER results (LRIP could cover 50% of 1 project)	\$ 77,400					\$	77,400
Peyton Street (pulverize and repave)	Added per 2023 PASER results (LRIP could cover 50% of 1 project)	\$ 187,220					\$	187,220
Woodland Trails Subdivision	Urban Resurfacing. No Sidewalks are proposed.							
(Spring Valley Rd, Shagbark Hickory Ln, Sugar Maple Way, Maple Bluff Ln, Hemlock Ln, Wild Cherry Ct, Box Elder Way)		\$ 1,155,600					\$	1,155,600
Old Highway Road(Firelane 8 to Hwy 114)	Rural Reconstruction.			\$ 1,550,000			\$	1,550,000
Blazing Meadow Subdivision	Urban Resurfacing. No Sidewalks are proposed.			¢ 450.004			¢.	450.004
(Cornflower Dr, Dahlia Dr, Hedgerow Dr north of Sweet William Dr, Zinnia Dr)				\$ 459,084			\$	459,084
N Coop Road (Manitowoc Rd to Midway Road) (TID FUNDS)	Rural Resurfacing - Widen to add bike lanes.				A 200 222		Φ.	200 222
	Cost could be split 50/50 with TID #2.				\$ 388,322		\$	388,322
	Rural Resurfacing - Widen to add bike lanes & 10' trail.				A 057.107		٨	102.500
	Cost could be split 50/50 with TID #2.				\$ 967,197		\$	483,599
Firelane 12	Rural Resurfacing.				\$ 637,830		\$	637,830
Prosperity Drive	New Urban Construction. Cost share with property owners. Year/Developer Timeline and							<b>ሰ</b> ለስ
• •	Village contribution (if any) needs to be defined.							\$\$\$
Peaceful Valley Subdivision	Urban Resurfacing. No Sidewalks are proposed.					ф <b>7</b> 00 000	ф	500,000
(Daisy Ct, Peaceful Ln, Rosebud Ln, Tranquil Ln, Valley Ln)						\$ 580,000	\$	580,000
Harrison Road (Harwood Road to top of hill)	Crack fill & Chip Seal and Cross Culvert.					\$ 202,880	\$	202,880
Midway Road (Noe Rd to N Coop Road)	Rural Resurfacing - Widen to add bike lanes.					\$ 740,000	\$	740,000
State Park Road(County KK to Schmidt Rd)	Rural Resurfacing and widen to add bike lanes. Local share assumes 80% grant.					\$ 1,700,000	\$	340,000
State Park Road(Schmidt Road to Hwy 114)	Rural Resurfacing and widen to add bike lanes. Local share assumes 80% grant.					\$ 3,186,983	\$	637,397
Manitowoc Road (Lake Park Rd to CTH N)	Urbanize roadway, add storm sewer, add ped. trail, add sidewalk, add bike lane. Local share					# <b>5.245</b> .002	Φ.	1 150 500
	assumes 80% grant.					\$ 7,347,993	\$	1,469,599
Engineering, Stormwater, & Property Acquisition	Design & construct stormwater facilities for Manitowoc Road project.					\$ 573,480	\$	573,480
Midway Road(N Coop Road to County N)	Urbanize roadway, add storm sewer, add ped. Trail, add bike lane. Local share assumes 80%							
	grant.					\$ 2,589,782	\$	517,956
Engineering & Stormwat	er Design & construct stormwater facilities for Midway Road project.					\$ 225,898	\$	225,898
Eisenhower Drive (Hwy 10/114 to Midway Road) (TID FUNDS)	New road construction.					-	d.	·
• • • • • • • • • • • • • • • • • • • •	Cost could be split 50/50 with TID #2.					\$ 8,000,000	\$	4,000,000
Totals (2022 costs)		\$ 3,163,712	\$ 1,069,800	\$ 2,009,084	\$ 1,993,349	\$25,147,016	\$	17,039,556
Totals (inflationary costs)	•			\$ 2,260,220				

Totals (inflationary costs) \$ 3,400,990 \$ 1,176,780 \$ 2,260,220 \$ 2,292,351 \$ 28,919,068 Date: November 14, 2023



VILLAGE OF HARRISON

**Meeting Date:** From: Chad Pelishek, Assistant Village Manage

April 30, 2024

**Title:** 

Award of bids for the 2024 Crack Sealing Contract to Precision Sealcoating, Inc. for \$127,200.

**Issue:** 

Should the Village Board approve the contract for Crack Sealcoating to the low bidder of Precision Sealcoating, Inc. for \$127,200?

#### **Background and Additional Information:**

The streets included in the 2024 crack sealcoating project include; Hearthstone Drive, Crystal Drive, Michelle Way, Gina Drive, Garnet Drive, Garnet Court, Golden Court, Cameo Court, Coral Court, Pearl Drive, Golden Way, and Emerald Lane.

The 2024 budget amount was \$327,500. The savings on this project is \$200,500.

# **Budget Impacts:**

\$127,200 2024 Capital Outlay

#### **Recommended Action:**

Motion to award the contract to the low bidder of Precision Sealcoating, Inc for \$127,200.

#### **Attachments:**

• N-AWARD.pdf



March 27, 2024

Village of Harrison Attn: Chad Pelishek W5298 HWY 114 Harrison, WI 54952

Re:

Village of Harrison

2024 Crack Seal Program Letter of Recommendation McM. No. H0006-09-24-00266

On March 27, 2024, bids were received at Village Municipal Building for the above referenced project. Four (4) bids were received, ranging in price from \$127,200.00 to \$171,200.00 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract H0006-09-24-00266 to the low bidder, Precision Sealcoating Inc., in the amount of \$127,200.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return <u>all</u> 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.

Lee R. Reibold, P.E.

Associate / Municipal & Civil Engineer

LRR:mck

**Enclosures:** 

Notice of Awards (3 copies each)

**Bid Tabulation** 

Dated:				
То:	PRECISION SEALCOATING INC. N6450 River Road P.O. BOX 24 Princeton, Wisconsin 54968			
Contract No. H0006-09-24-00266				
Project:	2024 CRACK SEAL PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin			
You are notified that your Bid, dated March 27, 2024, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the 2024 Crack Seal Program for the Village of Harrison.				
The Contract Price of your Contract is One Hundred and Twenty-Seven Thousand, Two Hundred & no/100 Dollars (\$ 127,200.00).				
You must com Award, that is	aply with the following conditions precedent within 15-days of the date of this Notice of by			
2. You m Instruct 3. You	nust deliver to the OWNER three (3) fully executed counterparts of the Agreement including Contract Documents.  nust deliver with the executed Agreement the Contract Security (bonds), as specified in the etions to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.  must deliver Insurance Certification complying with the General Conditions and ementary 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 sig	rnature)			
(title)				
Witness:				

Dated:			
То:	PRECISION SEALCOATING INC. N6450 River Road P.O. BOX 24 Princeton, Wisconsin 54968		
Contract No. H0006-09-24-00266			
Project:	2024 CRACK SEAL PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin		
You are notified that your Bid, dated March 27, 2024, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the 2024 Crack Seal Program for the Village of Harrison.			
The Contract F Dollars (\$ 127	rice of your Contract is One Hundred and Twenty-Seven Thousand, Two Hundred & no/100,200.00).		
You must comply with the following conditions precedent within 15-days of the date of this Notice of Award, that is by			
<ol> <li>You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.</li> <li>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.</li> <li>You must deliver Insurance Certification complying with the General Conditions and Supplementary Conditions of the Contract Documents.</li> </ol>			
	ply with these conditions within the time specified will entitle OWNER to consider your Bid 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 sig	mature)		
(title)			
Witness:			

Dated:			
То:	PRECISION SEALCOATING INC. N6450 River Road P.O. BOX 24 Princeton, Wisconsin 54968		
Contract No. H0006-09-24-00266			
Project:	2024 CRACK SEAL PROGRAM For The VILLAGE OF HARRISON   Calumet County, Wisconsin		
	fied that your Bid, dated March 27, 2024, for the above Contract has been considered. You ent successful Bidder and have been awarded a Contract for the 2024 Crack Seal Program for f Harrison.		
The Contract Price of your Contract is One Hundred and Twenty-Seven Thousand, Two Hundred & no/100 Dollars (\$ 127,200.00).			
You must comply with the following conditions precedent within <b>15-days</b> of the date of this Notice of Award, that is by			
2. You Instruction 1. You	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.		
	mply with these conditions within the time specified will entitle OWNER to consider your Bid o 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:			

# **BID TABULATION**

	THUNDER ROAD LLC FAHRNER ASPHALT SEALERS W297 S3549 Boettcher Road 316 Raemisch Road Waukesha, Wisconsin 53189 Waunakee, Wisconsin 5397		Total Unit Price	\$1.70 \$136,000.00 \$2.14 \$171,200.00	\$136,000.00	5% N/A
McMAHON ASSOCIATES, INC. 1445 McMahon Drive PO Box 1025 Neenah, WI 54956 / 54957-1025	ASPHALT SEAL & REPAIR INC. THUND 2077 Enterprise Drive W297's De Pere, Wisconsin 541.15 Wauke		Unit Price Total	\$1.64 \$131,200.00	\$131,200.00	5% 5% 5% N/A N/A
Engineer:	PRECISION SEALCOATING INC. N6450 River Road P.O. BOX 24 Princeton, Wisconsin 54968			\$1.59 \$127,200.00	\$127,200.00	5% N/A
VILLAGE OF HARRISON 2024 CRACK STAL PROGRAM Contract No. H0006-09-24-00266 Bid Date/Time: Wednesday, March 27, 2024 / 10:00 a.m. Project Manager: Lee Reibold, P.E.		BASE BID	ltem Qty Unit Description	80,000 LBS Crack Seal Village of Harrison Streets	TOTAL (Item 1., Inclusive)	Bid Security Addendum Acknowledgement



VILLAGE OF HARRISON

**Meeting Date:** From:

Chad Pelishek, Assistant Village Manager

April 30, 2024

**Title:** 

Award of bids for State Park Road Reconstruction to MMC, Inc for \$759,920.80.

**Issue:** 

Should the Village Board award State Park Reconstruction project to MCC, Inc. for \$759,920.80?

### **Background and Additional Information:**

The Village budgeted \$1,600,000 towards State Park Road Reconstruction. The low bidder was MCC, Inc. for \$759,920.80. Village staff recommends award of the bids to the low bidder.

As of Thursday 4/25/2024, there were four parcels that have not been settled yet, but the firm working on acquisition is optimistic that it can be completed prior to construction commencing.

# **Budget Impacts:**

\$759,920.80 - 2024 Capital Outlay Streets

# **Recommended Action:**

Motion to award bids to the low bidder of MCC, Inc. for State Park Road Reconstruction for \$759,920.80 contingent upon right-of-way acquisition being completed prior to start of the construction.

#### **Attachments:**

• N-Award.pdf



March 21, 2024

Village of Harrison Attn: Chad Pelishek W5298 HWY 114 Harrison, WI 54952

Re:

Village of Harrison

State Park Road Construction | Highway 10 to Schmidt Road

Letter of Recommendation McM. No. H0006-09-22-00644

On March 20, 2024, bids were received on-line via Quest CDN for the above referenced project. Four (4) bids were received, ranging in price from \$759,920.80 to \$1,037,218.50 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract H0006-09-22-00644 to the low bidder, MCC, Inc., in the amount of \$759,920.80.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return <u>all</u> 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.

Lee R. Reibold, P.E.

Associate / Municipal & Civil Engineer

LRR:mck

**Enclosures:** 

Notice of Awards (3 copies each)

**Bid Tabulation** 

Dated:			
То:	MCC, INC. 2600 N. Roemer Road P.O. BOX 1137 Appleton, Wisconsin 54912-1137		
Contract No.	ontract No. H0006-09-22-00644		
Project:	STATE PARK ROAD CONSTRUCTION Highway 10 to Schmidt Road For The VILLAGE OF HARRISON   Calumet County, Wisconsin		
	ied that your Bid, dated March 20, 2024, for the above Contract has been considered. You nt successful Bidder and have been awarded a Contract for the State Park Road Construction.		
	Price of your Contract is Seven Hundred and Fifty-Nine Thousand, Nine Hundred and Twenty lars (\$759,920.80).		
	mply with the following conditions precedent within 15-days of the date of this Notice of by		
all the 2. You r Instru 3. You	must deliver to the OWNER three (3) fully executed counterparts of the Agreement including e Contract Documents.  must deliver with the executed Agreement the Contract Security (bonds), as specified in the ections to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.  must deliver Insurance Certification complying with the General Conditions and ementary Conditions of the Contract Documents.		
	apply with these conditions within the time specified will entitle OWNER to consider your Bid 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 O	F HARRISON   Calumet County, Wisconsin		
(authorized si	gnature)		
(title)			
Witness			

Dated:				
То:	Γο: MCC, INC. 2600 N. Roemer Road P.O. BOX 1137 Appleton, Wisconsin 54912-1137			
Contract No. H0006-09-22-00644				
Project:	STATE PARK ROAD CONSTRUCTION Highway 10 to Schmidt Road For The VILLAGE OF HARRISON   Calumet County, Wisconsin			
	ed that your Bid, dated March 20, 2024, for the above Contract has been considered. You at successful Bidder and have been awarded a Contract for the State Park Road Construction.			
The Contract Price of your Contract is Seven Hundred and Fifty-Nine Thousand, Nine Hundred and Twenty & 80/100 Dollars (\$759,920.80).				
You must comply with the following conditions precedent within 15-days of the date of this Notice of Award, that is by				
all the 2. You m Instruct 3. You	contract Documents.  The contract Documents of the Agreement including Contract Documents.  The contract Security (bonds), as specified in the contract of the Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.  The contract Documents of the General Conditions and complying with the General Conditions and computary 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:				

Dated:			
То:	MCC, INC. 2600 N. Roemer Road P.O. BOX 1137 Appleton, Wisconsin 54912-1137		
Contract No.	Contract No. H0006-09-22-00644		
Project:	STATE PARK ROAD CONSTRUCTION Highway 10 to Schmidt Road For The VILLAGE OF HARRISON   Calumet County, Wisconsin		
	ed that your Bid, dated March 20, 2024, for the above Contract has been considered. You nt successful Bidder and have been awarded a Contract for the State Park Road Construction.		
	Price of your Contract is Seven Hundred and Fifty-Nine Thousand, Nine Hundred and Twenty lars (\$759,920.80).		
You must con Award, that is	nply with the following conditions precedent within 15-days of the date of this Notice of by		
<ul><li>all the</li><li>You n</li><li>Instru</li><li>You</li></ul>	nust deliver to the OWNER three (3) fully executed counterparts of the Agreement including contract Documents.  nust deliver with the executed Agreement the Contract Security (bonds), as specified in the ctions to Bidders, General Conditions (Paragraph 6.01) and Supplementary Conditions.  must deliver Insurance Certification complying with the General Conditions and ementary 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 O	F HARRISON   Calumet County, Wisconsin		
(authorized sig	gnature)		
(title)			
Witness:			

Subcontractor Northeast Asphalt - Asphalt Paving

> Subcontractor Relyco Plus - Earthwork

Subcontractor
Sommers Construction Concrete Curb & Gutter ,

Sommers Construction Co., Inc-Concrete Curb & Gutter

Pleasnat Knoll Landscaping -Lawn Restoration Century Traffic - Pavement Marking Flasher One Corporation -Traffic Control TWT Professioanl Land Surveyors - Staking

Brickline - Pavement Marking

P&K Flatwork - Concrete Curb & Gutter Pleasnt Knoll - Lawn Restoration

Century Traffic - Pavement Marking

Northeast Asphalt - Asphalt Paving Signature Landscape - Lawn Restoration

Century Fence - Pavement Marking

# **BID TABULATION**

. > v C m g	VILLAGE OF HARRISON STATE PARK ROAD CONSTRUCTIO CONTRACT NO - H0006-022-00644 Bid Date/Time: Wednesday, Marci Project Wanager: Lee Relibold, P.E.	VILLAGE OF HARRISON STATE PARK ROAD CONSTRUCTION   Highway 10 to Schmidt Road Contract No. H0006-09-22-00644 Bid Date/Time: Wednesday, March 20, 2024 Project Manager: Lee Reibold, P.E.		Engineer: M 14 Pr	McNAHON ASSOCIATES, INC. P1048 McNahon Drive P08 McNAHON Neenah, WI 54956 / 54957-1025	S, INC. 957-1025				
			MCC, INC. 2600 N. Roemer Road P.O. BOX 1137 Appleton, WI 54912-1137	Road 912-1137	RELYCO PLUS LLC 1195 Scheuring Road P.O. BOX 5367 De Pere, WI 54115	coad (5	NORTHEAST ASPHALT INC. WG380 Design Drive Greenville, WI 54942	HALT INC. rive 1942	HIGHWAY LANDSCAPERS, INC. 1650 E Elm Drive Little Chute, WI 54140	.apers, inc.
Item	Qty Unit	t Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	13 Ea.	Remove Existing Culvert	\$50.00	\$650.00	\$600.00	\$7,800.00	\$600.00	\$7,800.00	\$100.00	\$1,300.00
2	1 L.S.	Remove and Reinstall Mailboxes	\$480.00	\$480.00	\$285.00	\$285.00	\$750.00	\$750.00	\$950.00	\$950.00
m 4	28 c	29-Inch x 42-Inch CMP-Arch Culvert 29-Inch x 42-Inch CMP-Arch Flarad End Section	\$80.50	\$5,152.00	\$1/3.00	511,072.00	\$173.00	\$11,072.00	\$126.50	58,096.00
r ro	232 LF.	24-Inch CMP Culvert	\$37.00	\$8,584.00	\$93.00	\$21,576.00	\$93.00	\$21,576.00	\$71.00	\$16,472.00
9	14 Ea.	24-Inch CMP Flared End Section	\$285.00	\$3,990.00	\$549.00	\$7,686.00	\$549.00	\$7,686.00	\$500.00	\$7,000.00
7	110 LF.	15-inch x 21-inch CMP-Arch Culvert	\$38.00	\$4,180.00	\$85.00	\$9,350.00	\$85.00	\$9,350.00	\$69.50	\$7,645.00
x c	8 Ea.	15-inch x 21-inch CMP-Arch Flared and Section	00.2913	\$1,560.00	\$388.00	\$3,104.00	\$388.00	\$3,104.00	\$351.50	\$2,812.00
r 01	9.000 TON	Base Apprepate Dense, 3-Inch	\$12.36	\$111,240.00	\$11.92	\$107,280.00	\$13.03	\$117,270.00	\$19.50	\$175,500.00
1	4,800 TON	Base Aggregate Dense, 11/4-Inch	\$12.36	\$59,328.00	\$12.25	\$58,800.00	\$12.25	\$58,800.00	\$21.50	\$103,200.00
12	15,100 S.Y.	Pulverize Existing Asphalt Pavement	\$0.45	\$6,795.00	\$0.60	00.030,6\$	\$1.05	\$15,855.00	\$0.85	\$12,835.00
13	700 C.Y.	Excavation Below Subgrade (EBS)	\$11.15	\$7,805.00	\$16.50	\$11,550.00	\$16.50	\$11,550.00	\$15.00	• \$10,500.00
41.	1,400 TON	Base Aggregate Dense, 3-Inch for EBS Areas	\$12.36	\$17,304.00	\$13.03	\$18,242.00	57 12	\$2,242.00	\$150	\$27,300.00
1 2	25.000 S.Y.	Type I Goding and Compaction of Aggregate Base	\$0.73	\$18,250.00	\$0.75	\$18,750.00	\$1.05	\$26,250.00	\$1.00	\$25,000.00
17	375 L.F.	36-Inch Reinforced Concrete Curb & Gutter, 6-Inch Sloped	\$28.00	\$10,500.00	\$28.00	\$10,500.00	\$26.00	\$9,750.00	\$68.50	\$25,687.50
18	3,000 TON	2 1/4-inch HMA Pavement 3 LT 58-28S	\$56.75	\$170,250.00	\$59.95	\$179,850.00	\$59.95	\$179,850.00	\$60.95	\$182,850.00
19	2,350 TON	1 3/4-Inch HMA Pavement 4 LT 58-285	\$63.80	\$149,930.00	\$67.75	\$159,212.50	\$67.75	\$159,212.50	\$5.75	5151,552,50
3 5	250 L.F.	Sawing Aspnart Baca Acgrecate Dense - 1 1/4-Inch for Priveways	\$12.40	\$4,960.00	\$15.25	\$6,100.00	\$19.25	\$7,700.00	\$21.50	\$8,600.00
1 23	3 Ea.	Landmark Reference Monuments WisDOT Item 621.0100	\$750.00	\$2,250.00	\$775.00	\$2,325.00	\$775.00	\$2,325.00	\$350.00	\$1,050.00
23	550 L.F.	Ditching	\$2.00	\$3,850.00	\$5.00	\$2,750.00	\$5.00	\$2,750.00	\$11.00	\$6,050.00
24	27,500 S.Y.	Turf Restoration	\$1.60	\$44,000.00	\$1.79	\$49,225.00	\$2.07	\$56,925.00	53.95	\$108,625.00
52	27,500 S.Y.	Erosion Mat, Class I, Type B	\$1.18	\$32,450.00	\$1.32	536,300.00	\$1.18	552,450.00	\$1.00	530.00
26	30 Ea.	Mobilization Erosion Control WisDO1 Item 626.1909 Mobilization Emergency Erosion Control WisDOT Item 628.1910	\$100.00	\$800.00	\$0.01	\$0.08	\$100.00	\$800.00	\$1.00	\$8.00
; 82 58	46 Ea.	Temporary Ditch Checks	\$80.00	\$3,680.00	\$104.34	\$4,799.64	\$80.00	\$3,680.00	\$125.00	\$5,750.00
2	13 Ea.	Culvert Pipe Ditch Check	\$15.00	\$195.00	\$30.12	\$391.56	\$15.00	\$195.00	\$75.00	\$975.00
30	14,400 L.F.	Marking Line Epoxy 4 Inch	\$0.75	\$10,800.00	\$0.75	\$10,800.00	\$0.75	\$10,800.00	\$0.83	\$11,952.00
31	85 LF.	Marking Stop Line Epoxy 18 Inch	\$17.00	\$1,445.00	\$17.00	\$1,445.00	\$175.00	\$2,100.00	\$192.50	\$2,310.00
32	12 Ea.	Marking Word	\$170.00	\$2,040,00	\$170.00	\$2,040.00	\$170.00	\$2,040.00	\$187.00	\$2,244.00
34	12 E8.	Marking Allow Contractor Quality Control Testing	\$9,360.00	\$9,360.00	\$6,100.00	\$6,100.00	\$6,100.00	\$6,100.00	\$12,500.00	\$12,500.00
K 153	1 LS.	Traffic Control Signing & Barricades Including Detour Signs	\$3,500.00	\$3,500.00	\$3,800.00	\$3,800.00	\$4,000.00	\$4,000.00	\$7,750.00	\$7,750.00
		TOTAL (Items 1. through 16., Indusive)		\$759,920.80		\$858,429.58		\$887,313.30		\$1,037,218.50
		Bid Security	%5		2%		5%		5% Vas - #1	
		Addendum Acknowledgement	Yes - #1		Yes-#1		Tes - #T		100-117	



#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

#### Title:

Approval of the additional streets in Haen Heights Subdivision (adjacent to Cedar Ridge Estates) for design in 2024 and construction in 2025 and agreement with McMahon for design services.

#### Issue:

Should the Village Board include additional streets in the Haen Heights Subdivision as part of the previously approved capital improvements project for Cedar Ridge Estates?

# Background and Additional Information:

During design of the Cedar Ridge Estates, it was determined to include additional streets in the Haen Heights Subdivision due to the streets being adjacent to each other and access and drainage affecting both areas. Therefore, staff is recommending adding the following streets to the 2024 design and 2025 construction: Jordan Street, Cedar Hollow Court, Johann Drive, Berryfield Lane and Elderberry Lane.

# **Budget Impacts:**

\$93,000 from Capital Outlay

#### **Recommended Action:**

Motion to approve the agreement with McMahon for \$93,000 in Haen Heights Subdivision.

#### **Attachments:**

• Harrison (Village) Haen Heights Area Roadway (LRR).pdf



AGREEMENT FOR PROFESSIONAL SERVICES

VILLAGE OF HARRISON Attn: Matt Heiser, Village Manager W5298 HWY 114 Menasha, WI 54952 APRIL 15, 2024
McM. No. To Be Assigned
HAEN HEIGHTS AREA-ROADWAY &
DRAINAGE IMPROVEMENTS

# **PROJECT DESCRIPTION**

Design, Bidding and Construction Phase Engineering Services for the resurfacing, re-ditching and replacement of driveway and roadway culverts along Jordan Street and Cedar Hollow Court, located in the 1<sup>st</sup> Addition to Haen Heights Subdivision, approximately 2,400 linear feet. Additional streets for re-ditching and replacement of driveway and roadway culverts include Johann Drive (from Jordan Street to Manitowoc Road), Berryfield Lane (from City of Appleton limits to Elderberry Lane) and Elderberry Lane, approximately 2,900 linear feet. The project will be designed in 2024 for 2025 construction.

#### SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

#### **DESIGN SERVICES**

- Contact Diggers Hotline for public utility locates.
- Perform topographic survey of the area for design purposes, including the existing ground surface, ditches, culverts, locating existing driveways, public utilities, and landscape features that may be impacted with the resurfacing and ditch re-grading of the roadways.
- Prepare construction plan drawings, including plan and profile sheets for the rural roadway design and construction detail drawings.
- Submit preliminary construction plan drawings to public utility companies (i.e., gas, electric, telephone, cable television) for utility impact coordination.
- Conduct three progress design meetings with Village staff at 30% \ 60% \ 90% of final design.
- Prepare roadway cross-sections showing existing and proposed roadway cross-sections at an interval of 100feet (minimum).
- Prepare an erosion and sediment control plan per Village and Wisconsin Department of Natural Resources (DNR) requirements.
- Prepare an Opinion of Probable Construction Costs based upon final design plans.
- Prepare and submit Wisconsin DNR Construction Site Stormwater Runoff General Permit application (NOI).

#### WETLAND DELINEATION

- Conduct fieldwork to define the wetland boundaries within the project area 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 GPS.
- Complete a report that will include the methods, results, and map showing the extent of wetlands and submit to the Village and Wisconsin DNR.

- Approved Jurisdictional Determination & Wetland Exemption Request
  - ▶ Prepare and submit an approved jurisdictional determination request to the US Army Corps of Engineers.
  - If applicable, submit an artificial wetland exemption request to the Wisconsin DNR.
  - ▶ If applicable, prepare and submit a nonfederal wetland exemption request to the Wisconsin DNR.

#### **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.

#### **CONSTRUCTION RELATED SERVICES**

- Prepare Contract Documents for execution between Village and successful bidder(s).
- Schedule and Conduct Pre-Construction Conference.
- Review shop drawings and material submittals.
- Provide construction and control staking once for the contractors to establish location, alignment and elevation of ditches, culverts and asphalt roadway to be constructed.
- Prepare construction elevation grade sheets.
- Review contractor payment applications and change orders as they are submitted. Issue payment certificates to Village for review and approval.
- Conduct periodic site visits to review progress of the work and answer questions.
- Conduct final walk-through and generate punch lists.

#### 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.

- Permit application fees.
- Geotechnical soil borings.
- Preparation of easement documents.
- On-site Representative services.
- Preparation and submittal of wetland fill permits.
- Preparation of Engineer's Report including schedule of assessments; there are no anticipated assessable costs.

# **SPECIAL TERMS** (Refer also to General Terms & Conditions, attached)

The 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 McMahon.

#### **COMPENSATION**

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

Design Services, including:

► Topographic Survey	\$14,000
Roadway Design and Bidding Services	\$34,000
TOTAL Design Services	
Wetland Delineation Services	\$5,000
Construction Related Services (Year 2025)	\$40,000

#### **COMPLETION SCHEDULE**

McMahon agrees to complete this project as follows:

Reimbursable Schedule

- Complete the wetland delineation fieldwork prior to July 31, 2024, to complete prior to the end of the growing season. Wetland report will be completed prior to August 31, 2024.
- Topographic survey to begin within 30 days of approval of this agreement.
- Design services to be completed in 2024 for 2025 construction. Final design plans to be completed by September 30, 2024.

#### **ACCEPTANCE**

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

VILLAGE OF HARRISON W5298 HWY 114 Menasha, WI 54952	McMAHON ASSOCIATES, INC. 1445 McMahon Drive   PO Box 1025 Neenah, WI 54956   54957-1025 920.751.4200   MGMGRP.COM
Authorized Signature	Lee R. Reibold, P.E. Associate / Municipal & Civil Engineer
	April 15, 2024
Date	Date
Attachments: General Terms and Conditions Fee Schedule	

PROJECTS\\_NO NUMBER\\_2024 E&I AGREEMENTS\HARRISON (VILLAGE) HAEN HEIGHTS AREA ROADWAY IMPROVEMENTS (LRR)



# McMahon associates, Inc. GENERAL TERMS & CONDITIONS

#### STANDARD OF CARE

- 1.1 <u>Services:</u> McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- 1.2 <u>Client's Representative:</u> McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. This Agreement does not create, nor does it intend to create a fiduciary relationship between the parties.
- 1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, expressed or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Similarly, McMahon will not accept those terms and conditions offered by the Client 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.

#### 2. PAYMENT AND COMPENSATION

- 2.1 Invoices: McMahon will bill the Client monthly with net payment due in 30-days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.
- 2.2 <u>Reimbursables:</u> Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after 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 Client has been notified and agrees to these costs.
- 2.3 <u>Changes:</u> The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. 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. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.
- 2.4 <u>Delays and Uncontrollable Forces:</u> Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure 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 or pandemics, 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.

#### 3. INSURANCE

3.1 <u>Limits:</u> 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 Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

McMahon's liability to Client for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract or based on tort, breach of contract, or any other theory, is limited to ten (10) times McMahon's fee not to exceed to \$250,000.

3.2 Additional Insureds: To the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations.

To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies to include McMahon as an additional insured for claims caused in whole or in part by contractor's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations.

#### 4. CLAIMS AND DISPUTES

- 4.1 <u>General:</u> In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.
- 4.2 <u>Mediation:</u> If an agreement cannot be reached by the Client and McMahon unresolved disputes shall be submitted to mediation per the rules of the American Arbitration Association. The Client and McMahon shall share the mediator's fee and any filing fees equally.
- 4.3 <u>Binding Dispute Resolution:</u> If the parties do not resolve a dispute through mediation the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

#### 5. TERMINATION OR SUSPENSION

- 5.1 <u>Client:</u> Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination; payment is due as stated in above Section 2.
- 5.2 <u>McMahon:</u> If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the duties contained in these Terms & Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon.
- 5.3 <u>Suspension for Non-Payment:</u> McMahon may, after giving 48-hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.

#### 6. COPYRIGHTS AND LICENSES

- 6.1 <u>Instruments of Service:</u> McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including the Drawings, Specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.
- 6.2 <u>Licenses:</u> McMahon grants to the Client a nonexclusive license to use McMahons' IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.
- 6.3 Re-use: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and the Client 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 IOS by the Client or by others acting through the Client.

#### 7. AGREEMENT CONDITIONS

- 7.1 The stipulated fee is firm for acceptance by the Client within 60-days from date of Agreement publication.
- 7.2 Modifications: This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties.
- 7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.
- 7.4 <u>Mutual Non-Assignment:</u> The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.
- 7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intensions and purposes in executing the Agreement.
- 7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

#### 8. MISCELLANEOUS PROVISIONS

- 8.1 <u>Additional Client Services:</u> The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.
- 8.2 <u>Means and Methods:</u> McMahon is not responsible for direction or supervision of 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.
- 8.3 <u>Purchase Orders:</u> In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client'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 Client does issue a purchase order, or other similar instrument, it is understood and agreed that McMahon shall indicate the purchase order number on the invoice(s) sent to the Client.
- 8.4 <u>Project Maintenance:</u> The Client (or Owner if applicable) 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. 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 Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.
- 8.5 <u>Consequential Damages:</u> Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the Client or the Design Professional, their employees, agents, subconsultants or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.
- 8.6 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.
- 8.7 Contingency: McMahon's professional services are not a warranty or guarantee. The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. The Client agrees to make no claim for costs related to changes in work within this threshold. Claims in excess of this threshold shall be resolved per the dispute resolution process.
- 8.8 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the Bid Phase or if this review occurs after the Bid Phase the Client agrees that any additional costs would be considered part of the project contingency.
- 8.9 <u>Hazardous Materials:</u> McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of person to, hazardous materials or toxic substance in any form at the project site.
- 8.10 <u>Climate:</u> Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.



# FEE SCHEDULE | 2024

McMahon Associates, Inc.

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$205.00
Senior Project Manager	\$205.00
Project Manager	\$145.00 - \$195.00
Senior Engineer	\$185.00 - \$195.00
Engineer	\$105.00 - \$175.00
Senior Engineering Technician	\$135.00 - \$145.00
Engineering Technician	\$75.00 - \$125.00
Senior Architect	\$170.00 - \$190.00
Architect	\$145.00 - \$165.00
Senior Designer	\$120.00 - \$140.00
Designer	\$90.00 - \$110.00
Senior Land Surveyor	\$130.00 - \$170.00
Land Surveyor	\$120.00
Land Surveyor Technician	\$85.00 - \$105.00
Surveyor Apprentice	\$70.00
Erosion Control Technician	\$90.00
Senior Hydrogeologist	\$205.00
Senior Ecologist	\$195.00
Environmental Scientist	\$100.00 - \$115.00
Senior G.I.S. Analyst	\$170.00
G.I.S. Analyst	\$95.00 - \$115.00
Wetland Delineator	\$115.00
Senior Public Management Specialist	\$160.00
Public Management Specialist	\$130.00
Senior Public Safety Specialist	\$160.00
Public Safety Specialist	\$130.00
Building Inspector Specialist	\$130.00
Water / Wastewater Specialist	\$105.00 - \$135.00
Senior On-Site Project Representative	\$120.00
On-Site Project Representative	\$60.00 - \$105.00
K-12 Administrative Specialist	\$125.00
State Plan Reviewer	\$145.00
Certified Grant Specialist	\$145.00
Graphic Designer	\$110.00
Senior Administrative Assistant	\$95.00 - \$105.00
Administrative Assistant	\$85.00
Intern	\$45.00 - \$70.00
Professional Witness Services	\$370.00

Effective: 01/01/2024

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: 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



# REIMBURSABLE EXPENSE SCHEDULE \* | 2024

McMahon Associates, Inc.

Effective: 01/01/2024

REIMBURSABLE EXPENSES:  Commercial Travel Delivery & Shipping 1.1 of Cost Meals & Lodging 1.1 of Cost Review & Submittal Fees 1.1 of Cost Outside Consultants Photographs & Models Misc. Reimbursable Expenses & Project Supplies Terrestrial Laser Scanner  REIMBURSABLE UNITS: Copy Charges - Black & White Copy Charges - Color / 8½" x 11" Copy Charges - Color / 8½" x 14" and 11" x 17" So.75/Image Mileage Gopy Charges - Color / 8½" x 14" and 11" x 17" Sincontine Mileage - Truck/Van All-Terrain Vehicle Global Positioning System (GPS) Hand-Held Global Positioning System (GPS) Survey Hubs Survey Hubs Survey Paint Survey Rebars - 1½" Survey Rebars - 1½" Survey Rebars - ½" Survey Rebars - ½" Survey Rebars - ½" Survey Rebars - ½" Survey Steel Fence Post - 1"	DESCRIPTION	RATE
Commercial Travel  Delivery & Shipping  1.1 of Cost  Meals & Lodging  1.1 of Cost  Review & Submittal Fees  1.1 of Cost  Outside Consultants  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.45/Image  Mileage  Mileage  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Hubs  Survey Lath  Survey Bibbon  Survey Rebars - 1½"  \$1.00/Each  Survey Rebars - 1½"  \$3.00/Each		
Delivery & Shipping  Meals & Lodging  1.1 of Cost  Review & Submittal Fees  1.1 of Cost  Outside Consultants  1.12 of Cost  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.45/Image  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  \$1.05/Mile  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Hubs  Survey Lath  Survey Lath  Survey Bibbon  Survey Rebars - 1½"  \$10.00/Each  Survey Rebars - 1½"  \$3.00/Each  Survey Rebars - ½"  \$3.00/Each	REIMBURSABLE EXPENSES:	
Meals & Lodging Review & Submittal Fees 1.1 of Cost  Nutside Consultants 1.12 of Cost  Photographs & Models I.1 of Cost  Misc. Reimbursable Expenses & Project Supplies Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White Copy Charges - Color / 8½" x 11" Copy Charges - Color / 8½" x 14" and 11" x 17" Suterial Laser Scanner  Mileage Mileage Mileage Mileage All-Terrain Vehicle Global Positioning System (GPS) Facilitation Survey Hubs Survey Lath Survey Lath Survey Paint Survey Rebars - ½" Survey Iron Pipe - 1" Survey Iron Pipe - 1" Survey Iron Pipe - 1"	Commercial Travel	1.1 of Cost
Review & Submittal Fees  Outside Consultants  1.12 of Cost  Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Survey Hubs  Survey Lath  Survey Lath  Survey Paint  Survey Rebars - ½"  Survey Iron Pipe - 1"	Delivery & Shipping	1.1 of Cost
Outside Consultants Photographs & Models I.1 of Cost Misc. Reimbursable Expenses & Project Supplies Terrestrial Laser Scanner  REIMBURSABLE UNITS: Copy Charges - Black & White Copy Charges - Color / 8½" x 11" Copy Charges - Color / 8½" x 14" and 11" x 17" Since Si	Meals & Lodging	1.1 of Cost
Photographs & Models  Misc. Reimbursable Expenses & Project Supplies  Terrestrial Laser Scanner  \$1,500.00  REIMBURSABLE UNITS:  Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  \$0.45/Image  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.75/Image  Mileage  Mileage  Mileage   \$0.75/Mile  Mileage - Truck/Van   \$1.05/Mile  All-Terrain Vehicle   \$100.00/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 - ½"   \$1.00/Each  Survey Rebars - ½"   \$3.50/Each  Survey Rebars - ½"   \$3.00/Each  Survey Rebars - ½"   \$3.00/Each  Survey Iron Pipe - 1"   \$4.50/Each	Review & Submittal Fees	1.1 of Cost
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REIMBURSABLE UNITS:  Copy Charges - Black & White \$0.08/Image Copy Charges - Color / 8½" x 11" \$0.45/Image Copy Charges - Color / 8½" x 14" and 11" x 17" \$0.75/Image Mileage \$0.75/Mile Mileage \$0.75/Mile Mileage - Truck/Van \$1.05/Mile All-Terrain Vehicle \$100.00/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 Rebars - 1¼" \$10.00/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each	Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
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Copy Charges - Black & White  Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.75/Image  Mileage  Mileage  Mileage \$0.75/Mile  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Hubs  Survey Lath  Survey Paint  Survey Rebars - 1½"  \$10.00/Each  Survey Rebars - ½"  \$3.00/Each  Survey Rebars - ½"  \$3.00/Each  Survey Rebars - ½"  \$4.50/Each		
Copy Charges - Color / 8½" x 11"  Copy Charges - Color / 8½" x 14" and 11" x 17"  \$0.75/Image  Mileage  Mileage  All-Terrain Vehicle  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Lath  Survey Paint  Survey Rebars - 1½"  \$10.00/Each  Survey Rebars - ½"  \$3.00/Each  Survey Rebars - ½"  \$3.00/Each  Survey Iron Pipe - 1"	REIMBURSABLE UNITS:	
Copy Charges - Color / 8½" x 14" and 11" x 17"  Mileage  Mileage  Mileage - Truck/Van  All-Terrain Vehicle  Global Positioning System (GPS)  Hand-Held Global Positioning System (GPS)  Robotic Total Station  Survey Hubs  Survey Hubs  Survey Lath  Survey Paint  Survey Rebars - 1½"  Survey Rebars - ½"  Survey Rebars - ½"  Survey Rebars - ½"  Survey Rebars - ½"  Survey Iron Pipe - 1"  \$0.75/Image  \$0.75/Mile  \$1.05/Mile  \$10.00/Day  \$10.00/Day  \$15.00/Hour  \$21.00/Hour  \$20.00/Hour  \$20.00/Hour  \$20.00/Hour  \$4.50/Each  \$0.80/Each  \$3.00/Each  \$3.00/Each  \$3.00/Each  \$4.50/Each	Copy Charges - Black & White	\$0.08/Image
Mileage \$0.75/Mile  Mileage - Truck/Van \$1.05/Mile  All-Terrain Vehicle \$100.00/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" \$3.50/Each  Survey Rebars - ½" \$3.00/Each  Survey Rebars - ½" \$3.00/Each	Copy Charges - Color / 8½" x 11"	\$0.45/Image
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All-Terrain Vehicle \$100.00/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 - ½" \$3.50/Each Survey Rebars - ½" \$3.00/Each Survey Rebars - ½" \$3.00/Each	Mileage	\$0.75/Mile
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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"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each	Global Positioning System (GPS)	\$21.00/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"       \$3.50/Each         Survey Rebars - ½"       \$3.00/Each         Survey Iron Pipe - 1"       \$4.50/Each	Hand-Held Global Positioning System (GPS)	\$15.00/Hour
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Survey Paint         \$6.00/Can           Survey Ribbon         \$3.00/Roll           Survey Rebars - 1¼"         \$10.00/Each           Survey Rebars - ¾"         \$3.50/Each           Survey Rebars - ½"         \$3.00/Each           Survey Iron Pipe - 1"         \$4.50/Each	Survey Hubs	\$0.45/Each
Survey Ribbon \$3.00/Roll Survey Rebars - 1¼" \$10.00/Each Survey Rebars - ¾" \$3.50/Each Survey Rebars - ¾" \$3.00/Each Survey Rebars - ½" \$4.50/Each	Survey Lath	\$0.80/Each
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Survey Rebars - 3/2" \$3.00/Each Survey Iron Pipe - 1" \$4.50/Each	Survey Rebars - 1¼"	\$10.00/Each
Survey Iron Pipe - 1" \$4.50/Each	Survey Rebars - ¾"	\$3.50/Each
	Survey Rebars - ¾"	\$3.00/Each
Survey Steel Fence Post - 1" \$7.75/Fach	Survey Iron Pipe - 1"	\$4.50/Each
Survey Steel relice rost - 1 \$7.75/Lacil	Survey Steel Fence Post - 1"	\$7.75/Each
Control Spikes \$1.75/Each	Control Spikes	\$1.75/Each

NEENAH, WISCONSIN CORPORATE HEADQUARTERS

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<sup>\*</sup> This schedule is not all inclusive.



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

### Title:

Approval of the State/Municipal Agreement (SMA) with the WI Department of Transportation Local Road Improvement Program for Payten Street for \$45,680.77.

### **Issue:**

Should the Village Board accept the \$45,680.77 from the Local Road Improvement Program to be used towards Payten Street?

## **Background and Additional Information:**

Staff applied through a county allocation process and was selected as the community the 2024 allocation for \$45,680.77 to be used towards the reconstruction of Payten Street.

## **Budget Impacts:**

2024 Capital Outlay- New Revenue from DOT

#### **Recommended Action:**

Motion to accept \$45,680.77 from the WI Department of Transportation Local Road Improvement Program for Payten Street.

#### **Attachments:**

• 18450 SMA.pdf



Local Transportation Programs and Finance

# 2024 - 2025

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

OF TRANS		•	, ,		
Date:	April 19, 2024		Program Type:	MSILT	
LRIP Project Number:	18450		Project ID:	39508802504	
County:	Calumet		Appropriation:	27800	
Recipient:	Village of Harrison		Account:	8700140	
	e, town or county, hereinafter ns and conditions, and the S				=
	NCIPALITY and the STATE t	to enter into this agreem	ent is provided by the Wisc	onsin Administrative Co	ode TRANS 206 03/12)
-		o enter into this agreem	ent is provided by the Wisc	onsin Administrative oc	de 11ANS 200.03(12).
Improvement Type:	Resurfacing				
Surface Type:	70 - Hot Mix Asphalt Pave	ment (HMAC)			
On Route 1: At Route: Toward Route:	Payten St Evan St (Termini) State Park Rd (Termini)				
Need for Improvement:	Failed Asphalt Pavement				
'	·				
Other Work:	Geotextile grid fabric, Sto	orm sewer			
Thickness	Travel Width (Per Lane)	Left Shoulder	Curb & Gutter	Right Shoulder	Curb & Gutter
4.00 in	15 ft 0 in	0 ft 0 in	Υ	0 ft 0 in	Υ
Project Cost Summary		Estimated Costs	LRIP/State Funds	(in al.)	Municipal Funds
Engineering:		\$14,977.50		(Inclu	des ineligible costs)
Right-of-Way Acquisition:	:	\$0.00			
Construction:		\$172,241.25			
Total Eligible Costs:		\$187,218.75			
Total Ineligible Costs		\$0.00			
Total Improvement Costs	s:	\$187,218.75	\$45,680.77		\$141,537.98
· · · · · · · · · · · · · · · · · · ·	the terms and conditions a low, shall constitute agreeme	=	-	ed MUNICIPALITY and	upon acceptance by the
Accepted for the State of	Wisconsin, Department of	Fransportation:			
By: Merrill Mechler-H	lickson		April 19, 2024		

Date

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# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

Project Funding						
Funding Type	From Project	Program Type	Biennium	Sunset Date	Approved Amount	Date
New Biennium Project	N/A	MSILT	2024 - 2025	June 30, 2029	\$45,680.77	April 19, 2024
				Total	\$45,680.77	

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# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

# **Terms and Conditions**

- 1. The Wisconsin Department of Transportation ("State") shall not be liable to the Municipality/County for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality/County for damages or delays resulting from injunctions or other restraining orders obtained by third parties.
- 2. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality/County and the Municipality's/County's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality/County and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality/County or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality/County and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality/County and its sureties; or any other law, ordinance, order or decree relating to the Municipality's/County's operations.
- 3. Contract modification: This Agreement can only be modified by written instruments duly executed by both parties. No term or provision of neither this Agreement nor any of its attachments may be changed, waived or terminated orally.
- 4. Binding effects: All terms of this Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
- 5. Choice of law and forum: This Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.
- 6. Non-appropriation of funds: With respect to any payment required to be made by the State under this Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Wisconsin Legislature. If such funds are not so appropriated, either the Municipality/County or the State may terminate this Agreement after providing written notice not less than thirty (30) days before the termination is to take effect. (Reference 66 OAG 408; State ex rel. LaFollette v. Reuter, 36 Wis. 2d 96, 119 [1967])
- 7. The initiation and accomplishment of the improvement will be subject to the applicable federal, state and local laws, administrative policy and program rules, ordinances, standards, and contract bidding requirements. Please note that if any portion of an improvement is funded using federal funds (including design, real estate, or other related work activities), the entire improvement will be subject to federal requirements. All components of the improvement must be defined in the environmental document if any portion of the project is federally funded.
- 8. The construction of the improvement will be in accordance with the appropriate standards unless an exception to standards is granted by the state prior to construction. The entire cost of the improvement not constructed to standards will be the responsibility of the Municipality/County unless such exception is explicitly granted in writing by the State.
- 9. The Municipality/County will assume all responsibility for complying with all applicable environmental requirements for the improvement.
- 10. The work, which is eligible for state participation, will be administered by the Municipality/County. The authority for the State to delegate this responsibility is described in Wis. Admin. Code Trans 206.
- 11. The Municipality/County agrees to comply with the relevant applicable statutes as it relates to advertisements for bids. The State encourages the Municipality/County to post advertisement longer than the minimum requirement to provide the widest possible coverage.
- 12. All Municipality/County contracts for this project will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of Wis. Stat. § 86.31(2) and all other municipal/county bidding requirements.
- 13. State financing will be limited to up to 50 percent (%) participation in eligible items or to the limit approved for the improvement whichever is less.
- 14. Payments to the Municipality/County will be made after the improvement is completed, and the contractor(s) is/are fully reimbursed.
- 15. In order to guarantee the Municipality's/County's foregoing agreements to pay the State, the Municipality/County, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality/County.
- 16. The Municipality/County will keep records of the cost of the improvement together with letting documents and will have them available for inspection by representatives of the State and will furnish copies when requested.

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# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

- 17. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000 per Wis. Stat. § 86.31(2)(e).
- 18. Federal Single Audits of Local Government Units:
  - a. The Municipality/County shall have a single organization audit performed by a qualified independent auditor if required to do so under federal law and regulations. (See Federal Circular No. A-133)
  - b. This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and state single audit guidelines issued by the Wisconsin Department of Administration (DOA).
  - c. The Municipality/County will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be subject to a project review or audit as directed by the State within ten (10) years of project closing.
- 19. The Municipality/County will maintain, at its own cost and expense, all portions of the project that lie within its jurisdiction and will make ample provision of such maintenance as long as the road remains open to traffic.
- 20. In accordance with the State's sunset policy for Local Road Improvement Program projects, the subject improvement must be constructed and submitted for reimbursement within three biennia.
- 21. Nothing in this Agreement shall be deemed a waiver of the State's Sovereign Immunity.
- 22. In connection with the performance of work under this Agreement, the Municipality/County agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01 (5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The Municipality/County agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
- X Checking this box indicates that the Preparer is authorized to conduct official business for the Municipality/County identified below and upon acceptance by the State shall constitute agreement between the Municipality/County and the State, subject to the terms and conditions above.

Recipient: Village of Harrison County: Calumet

**Head of Government:** MATT HEISER **Title:** Head of Government

Preparer:Chad PelishekTitle:Administrative/FinanceDate:10/17/2023Reviewer:Brian GlaeserTitle:County Highway CommissionerDate:04/09/2024

Page 4 of 4 333



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

**Meeting Date:** From: Chad Pelishek, Assistant Village Manager

April 30, 2024

## **Title:**

Approval of a State/Municipal Agreement (SMA) from the WI Department of Transportation Local Road Improvement Program (LRIP) for up to \$815,436.15 towards State Park Road.

#### Issue:

Should the Village Board accept the WI DOT Local Road Improvement Program funds of \$815,436.15 for State Park Road project?

## **Background and Additional Information:**

Village staff applied in October 2023 for funding to offset the cost of the State Park Road through the WI Department of Transportation Local Road Improvement Program. The funding would cover up to 50% of the total project costs. The funding is good through 2029. Requirements for this funding is minimal and staff recommends accepting the allocation.

## **Budget Impacts:**

Revenue to the 2024 Capital Outlay- State Park Road Reconstruction

#### **Recommended Action:**

Motion to approve the State/Municipal Agreement with the WI Department of Transportation Local Road Improvement Program for \$815,436.15 or 50 % of the project costs.

#### **Attachments:**

- 18405 SMA.pdf
- 18405 SMA.pdf



Local Transportation Programs and Finance

# 2024 - 2025

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

Date:	April 19, 2024		Program Type:	MSIS	
LRIP Project Number: County: Recipient:	18405 Calumet Village of Harrison		Project ID: Appropriation: Account:	39508802512 29400 8700140	
	ms and conditions, and the		TY, through its duly authoriz artment of Transportation, he		•
The authority for the MUI	NICIPALITY and the STATE	to enter into this agreem	ent is provided by the Wisco	nsin Administrative C	ode TRANS 206.03(12).
Improvement Type:	Resurfacing				
Surface Type:	70 - Hot Mix Asphalt Pave	ement (HMAC)			
On Route 1: At Route: Toward Route:	State Park Rd Schmidt Rd USH 10				
Need for Improvement:	Failed Asphalt Pavement	:			
Other Work:	Culverts, Geotextile grid	fabric, Pavement mark	ing, Re-grade ditches		
Thickness	Travel Width (Per Lane)	Left Shoulder	Curb & Gutter	Right Shoulder	Curb & Gutter
4.00 in	11 ft 0 in	7 ft 0 in	N	7 ft 0 in	N
Project Cost Summary		Estimated Costs	LRIP/State Funds	(inclu	Municipal Funds
Engineering:		\$170,000.00		,	,
Right-of-Way Acquisition	1:	\$38,500.00			
Construction:		\$1,422,372.30			
Total Eligible Costs:		\$1,630,872.30			
Total Ineligible Costs		\$0.00			
Total Improvement Cost	s:	\$1,630,872.30	\$815,436.15		\$815,436.15
	o the terms and conditions a low, shall constitute agreem	=	application for the designated PALITY and the STATE.	d MUNICIPALITY and	l upon acceptance by the
Accepted for the State of	f Wisconsin, Department of	Transportation:			
By: Merrill Mechler-F	Hickson		April 19, 2024		

Date

Page 1 of 4 335

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

Project Funding						
Funding Type	From Project	Program Type	Biennium	Sunset Date	Approved Amount	Date
New Biennium Project	N/A	MSIS	2024 - 2025	June 30, 2029	\$815,436.15	April 19, 2024
				Total	\$815,436.15	

Page 2 of 4 336

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

# **Terms and Conditions**

- 1. The Wisconsin Department of Transportation ("State") shall not be liable to the Municipality/County for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality/County for damages or delays resulting from injunctions or other restraining orders obtained by third parties.
- 2. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality/County and the Municipality's/County's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality/County and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality/County or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality/County and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality/County and its sureties; or any other law, ordinance, order or decree relating to the Municipality's/County's operations.
- 3. Contract modification: This Agreement can only be modified by written instruments duly executed by both parties. No term or provision of neither this Agreement nor any of its attachments may be changed, waived or terminated orally.
- 4. Binding effects: All terms of this Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
- 5. Choice of law and forum: This Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.
- 6. Non-appropriation of funds: With respect to any payment required to be made by the State under this Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Wisconsin Legislature. If such funds are not so appropriated, either the Municipality/County or the State may terminate this Agreement after providing written notice not less than thirty (30) days before the termination is to take effect. (Reference 66 OAG 408; State ex rel. LaFollette v. Reuter, 36 Wis. 2d 96, 119 [1967])
- 7. The initiation and accomplishment of the improvement will be subject to the applicable federal, state and local laws, administrative policy and program rules, ordinances, standards, and contract bidding requirements. Please note that if any portion of an improvement is funded using federal funds (including design, real estate, or other related work activities), the entire improvement will be subject to federal requirements. All components of the improvement must be defined in the environmental document if any portion of the project is federally funded.
- 8. The construction of the improvement will be in accordance with the appropriate standards unless an exception to standards is granted by the state prior to construction. The entire cost of the improvement not constructed to standards will be the responsibility of the Municipality/County unless such exception is explicitly granted in writing by the State.
- 9. The Municipality/County will assume all responsibility for complying with all applicable environmental requirements for the improvement.
- 10. The work, which is eligible for state participation, will be administered by the Municipality/County. The authority for the State to delegate this responsibility is described in Wis. Admin. Code Trans 206.
- 11. The Municipality/County agrees to comply with the relevant applicable statutes as it relates to advertisements for bids. The State encourages the Municipality/County to post advertisement longer than the minimum requirement to provide the widest possible coverage.
- 12. All Municipality/County contracts for this project will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of Wis. Stat. § 86.31(2) and all other municipal/county bidding requirements.
- 13. State financing will be limited to up to 90 percent (%) participation in eligible items or to the limit approved for the improvement whichever is less.
- 14. Payments to the Municipality/County will be made after the improvement is completed, and the contractor(s) is/are fully reimbursed.
- 15. In order to guarantee the Municipality's/County's foregoing agreements to pay the State, the Municipality/County, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality/County.
- 16. The Municipality/County will keep records of the cost of the improvement together with letting documents and will have them available for inspection by representatives of the State and will furnish copies when requested.

Page 3 of 4 337

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

- 17. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000 per Wis. Stat. § 86.31(2)(e).
- 18. Federal Single Audits of Local Government Units:
  - a. The Municipality/County shall have a single organization audit performed by a qualified independent auditor if required to do so under federal law and regulations. (See Federal Circular No. A-133)
  - b. This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and state single audit guidelines issued by the Wisconsin Department of Administration (DOA).
  - c. The Municipality/County will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be subject to a project review or audit as directed by the State within ten (10) years of project closing.
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- 20. In accordance with the State's sunset policy for Local Road Improvement Program projects, the subject improvement must be constructed and submitted for reimbursement within three biennia.
- 21. Nothing in this Agreement shall be deemed a waiver of the State's Sovereign Immunity.
- 22. In connection with the performance of work under this Agreement, the Municipality/County agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01 (5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The Municipality/County agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
- X Checking this box indicates that the Preparer is authorized to conduct official business for the Municipality/County identified below and upon acceptance by the State shall constitute agreement between the Municipality/County and the State, subject to the terms and conditions above.

Recipient: Village of Harrison County: Calumet

Head of Government:MATT HEISERTitle:Head of GovernmentPreparer:Chad PelishekTitle:Administrative/FinanceDate:10/10/2023Reviewer:Michelle MaasTitle:County Highway Commissioner AssistantDate:10/11/2023

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Local Transportation Programs and Finance

# 2024 - 2025

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

Date.	April 19, 2024		Program Type.	IVISIS	
LRIP Project Number: County: Recipient:	18405 Calumet Village of Harrison		Project ID: Appropriation: Account:	39508802512 29400 8700140	
	ns and conditions, and the S		TY, through its duly authoriz artment of Transportation, he		
The authority for the MUI	NICIPALITY and the STATE	to enter into this agreem	ent is provided by the Wisco	nsin Administrative C	Code TRANS 206.03(12).
Improvement Type:	Resurfacing				
Surface Type:	70 - Hot Mix Asphalt Pave	ement (HMAC)			
On Route 1: At Route: Toward Route:	State Park Rd Schmidt Rd USH 10				
Need for Improvement:	Failed Asphalt Pavement				
Other Work:	Culverts, Geotextile grid	fabric, Pavement mark	ing, Re-grade ditches		
Thickness	Travel Width (Per Lane)	Left Shoulder	Curb & Gutter	Right Shoulder	Curb & Gutter
4.00 in	11 ft 0 in	7 ft 0 in	N	7 ft 0 in	N
Project Cost Summary		Estimated Costs	LRIP/State Funds	(incl	Municipal Funds udes ineligible costs)
Engineering:		\$170,000.00		,	,
Right-of-Way Acquisition	:	\$38,500.00			
Construction:		\$1,422,372.30			
Total Eligible Costs:		\$1,630,872.30			
Total Ineligible Costs		\$0.00			
Total Improvement Cost	s:	\$1,630,872.30	\$815,436.15		\$815,436.15
	o the terms and conditions a low, shall constitute agreem	-	application for the designated PALITY and the STATE.	d MUNICIPALITY and	d upon acceptance by the
Accepted for the State of	f Wisconsin, Department of	Transportation:			
By: Merrill Mechler-F	lickson		April 19, 2024		

Date

Page 1 of 4 339

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

Project Funding						
Funding Type	From Project	Program Type	Biennium	Sunset Date	Approved Amount	Date
New Biennium Project	N/A	MSIS	2024 - 2025	June 30, 2029	\$815,436.15	April 19, 2024
				Total	\$815,436.15	

Page 2 of 4 340

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

# **Terms and Conditions**

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- 2. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality/County and the Municipality's/County's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality/County and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality/County or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality/County and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality/County and its sureties; or any other law, ordinance, order or decree relating to the Municipality's/County's operations.
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- 6. Non-appropriation of funds: With respect to any payment required to be made by the State under this Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Wisconsin Legislature. If such funds are not so appropriated, either the Municipality/County or the State may terminate this Agreement after providing written notice not less than thirty (30) days before the termination is to take effect. (Reference 66 OAG 408; State ex rel. LaFollette v. Reuter, 36 Wis. 2d 96, 119 [1967])
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- 12. All Municipality/County contracts for this project will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of Wis. Stat. § 86.31(2) and all other municipal/county bidding requirements.
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Page 3 of 4 341

# Local Roads Improvement Program (LRIP) State Municipal Project Agreement

- 17. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000 per Wis. Stat. § 86.31(2)(e).
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  - b. This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and state single audit guidelines issued by the Wisconsin Department of Administration (DOA).
  - c. The Municipality/County will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be subject to a project review or audit as directed by the State within ten (10) years of project closing.
- 19. The Municipality/County will maintain, at its own cost and expense, all portions of the project that lie within its jurisdiction and will make ample provision of such maintenance as long as the road remains open to traffic.
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Recipient: Village of Harrison County: Calumet

Head of Government:MATT HEISERTitle:Head of GovernmentPreparer:Chad PelishekTitle:Administrative/FinanceDate:10/10/2023Reviewer:Michelle MaasTitle:County Highway Commissioner AssistantDate:10/11/2023

Page 4 of 4 342



VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: **Meeting Date:** April 30, 2024

Chad Pelishek Assistant Village Manager

**Title:** 

Award of bid for Lift Station No. 1 piping replacement for Harrison Utilities for \$52,500.

**Issue:** 

Should the Village Board approve Harrison Utilities Lift Station No. 1 piping replacement for \$52,500?

## **Background and Additional Information:**

Harrison Utilities Capital Improvement Plan included piping replacement at Lift Station No. 1 for \$30,000. The low bid with Crane Engineering was submitted for \$52,500. HU staff recommends awarded the contract to the low bidder. Funding would come from the Sewer Utility Fund.

## **Budget Impacts:**

HU Sewer Utility CIP- \$52,500

#### **Recommended Action:**

Motion to approve the low bidder of Crane Engineering bid for \$52,500 for lift station 1 piping replacement project.

#### **Attachments:**

• 2286 001.pdf

Crane

# **Price Proposal Form**

## **Request For Bids**

Bidder shall submit one original sealed bid. If Bidder wishes to submit alternate bids, copy the appropriate bid pages and submit alternate bids.

We agree to furnish the following items:

ITEM NO. 1:	Lift Station No. 1: Material and Labor to replace piping and valves in existing lift station. The price shall include, but not limited to, slip lining the 6-inch ductile iron pipes, bypass pumping, 304 schedule 10 stainless steel pipe and fittings, 304 stainless steel support brackets, AWWA check valves and gate values, and stainless-steel fasteners, any waste hauling to complete and any other associated work items.
	Written: Five Hundred Dollars and Cents  Make of the check and gate valves: Val Matic
ITEM NO. 2	Lift Station No. 2: Material and labor to replace piping and values in existing lift station. The price shall include excavating, clear stone backfill, dewatering well and pumping, spoils removed from site, hydro excavating around manholes, 304 schedule 10 stainless steel pipe and fittings, 304 stainless steel support bracket AVWVA check and gate valves, stainless steel fasteners, bypass pumping as needed and waste hauling and other associated work items.
	Written: Two Hundred Eighty Sources Dollar and Cents
Acknowledge	ment of Addendum(s)
Adden	dum Date Issued

Firm Name:	Crawe Englosering
Authorized Signature:	CZKL
Print Name:	Craig Koch
Title:	Service Lead
Date:	March 21, 2024
Address:	707 FORD ST. Kimberly WI.
Telephone:	920-716-3446
Email:	C. Koch @ Crave engineering , Net



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date:

Chad Pelishek, Assistant Village Manager and Brandow April 30, 2024 Barlow, Utilities Operation Manager

### Title:

Contract with Martinson and Eisele to convert Harrison Utility records to a GIS database.

#### Issue:

Should the Village Board approve contracting with Martenson and Eisele to assist with development of a GIS system for all Harrison Utilities system maps and documentation?

## **Background and Additional Information:**

Harrison Utilities staff has an interest to convert the existing mapping for the water and sanitary sewer systems into GIS to make it easier for staff to access in the field as well as to be able to share with external parties interested requesting locates with the hopes that it will reduce the amount of staff time spent on locals of the existing utilities.

After numerous versions of this contract, it was decided to request the Board consider approval of an agreement with Martenson and Eisele to assist utility staff with converting CAD and paper files into the attributes necessary to create an online GIS portal. This contract will hire M&E to assist with the Utility District from STH 114 north to the district boundaries.

The area south of the STH 114 to the shore of Lake Winnebago will be completed by Utility staff as the records are scarcer and will require on-site locates of the valves, curb stops, manholes, mains, etc. Since staff will need to locate these items, it makes sense for staff to collect the data points at the same time. Another agenda items will approve the data collection equipment for this activity.

Similar to the Village's Land Use, Zoning, and TID maps being hosted by the County, Harrison Utilities will also utilize the County to host their maps as well. After all the data is inputted into the GIS system, HU staff will maintain and update the records as needed to keep them current. Calumet County has agreed to create a hub page specific to the mapping Village of Harrison maps. By utilizing the county, we will save monies and will not have to have trained staff to get the data out of the system.

#### **Budget Impacts:**

\$117,000 (\$58,500 from Water/\$58,500 from Sewer)

### **Recommended Action:**

Motion to approve the contract with Martinson and Eisele for GIS services for \$117,000.

#### **Attachments:**

• 2024-03-15 Revised GIS Mapping Proposal.pdf

Planning - Environmental - Surveying - Engineering - Architecture

#### AGREEMENT FOR PROFESSIONAL SERVICES

Date: March 15, 2024 Project Number: P-2023-118

Client Information

Brandon Barlow, Office Manager Harrison Utilities, Village of Harrison N8722 Lake Park Road Menasha, WI 54952

Business Phone: (920) 989-1062 Email Address: bbarlow@harrisonutilities.org

Project Description: GIS Mapping for Water and Sanitary Sewer Systems

Scope of Services: Please see Attachment "A"

**Special Terms:** None

Compensation: Estimated Cost = \$117,000.00

Estimated cost includes a 10% discount offered by Martenson & Eisele, Inc. as the Harrison Utilities Engineer, as discussed with the Village Board in 2023.

**Contract Type:** Time and Materials – Not to Exceed Estimated Cost

Completion Schedule: To be Determined

Acceptance - Additional Terms: The Martenson & Eisele, Inc. 2024 General Terms and Conditions, as amended from time to time, is incorporated herein by reference, and this Agreement for Professional Services is subject to the terms and conditions thereof. By signing below, Client/Owner accepts this Agreement for Professional Services (including any attachments, addendums, and incorporated documents) and authorizes Martenson & Eisele, Inc. to proceed with the Services contemplated thereby. This Agreement for Professional Services constitutes an offer to Client/Owner, which will expire sixty (60) days after the date hereof, unless accepted by Client/Owner or revoked by Martenson & Eisele, Inc. in writing before such expiration.

Harrison Utilities, Village of Harrison, Wisconsin	Martenson & Eisele, Inc.
By:(Authorized Signature)	By: Jeff Schultz
Print Name	Title: Senior Vice President
Title:	Date: March 15, 2024
Date:	
Please retain one copy for your record	ds and email the original to jeffs@martenson-eisele.com
We accept Visa, Master Card, and Discover. Credit ca	ard payments are subject to a 3% processing fee.
Card Number Ex	xpiration Date 3 Digit Code (on back)



## Martenson & Eisele, Inc. - Attachment A

# GIS Mapping for Water and Sanitary Sewer Systems Harrison Utilities, Village of Harrison, Wisconsin Engineering Services Agreement

#### **Background Information**

Martenson & Eisele, Inc. has worked as the Waverly Sanitary District / Harrison Utilities Engineer for over 30 years from 1990 to present. During that time, M&E has maintained accurate and up-to-date utility mapping for the water and sanitary sewer systems, adding relative utility components as the systems were expanded and development occurred. The mapping format has changed throughout the years and is currently maintained in AutoCAD.

Since January of 2023, representatives of Martenson & Eisele, Inc. and Harrison Utilities have discussed the Village's preference to convert the current mapping to ArcGIS format. Having the water and sanitary sewer utility systems maps in ArcGIS format will be a valuable hands-on tool for use by Harrison Utilities staff and others who depend on accurate mapping. An online ArcGIS system will allow the Village to easily share utility maps and data, which can be accessed from a web browser at any time. Ultimately, the maps may also be available to the public through the on-line format.

Harrison Utilities recently learned of an opportunity to partner with Calumet County for ArcGIS mapping. The County has offered to incorporate the Harrison Utilities water and sanitary sewer systems maps into their existing ArcGIS mapping system, and to maintain the mapping as needed.

This Agreement from Martenson & Eisele, Inc. proposes engineering services to provide information for the sanitary sewer and water systems in ArcGIS format to Calumet County for placement on their ArcGIS mapping system.

#### **Engineering Services**

- 1. Convert existing AutoCAD mapping to ArcGIS format.
- **2.** Enter data obtained from the field survey by Harrison Utilities on the south side of USH 10 / STH 114.
- **3.** \*Create ArcGIS Attribute Tables for each of the following Sanitary Sewer System components, and enter data:
  - A. Sanitary Manholes
    - ID Number
    - Rim Elevation
    - Invert Elevation (Upstream and Downstream)
    - Depth
    - Year Installed
    - Lid Type (Data to be entered in future when available)
    - Name of Subdivision

Attachment A Page 1

- B. Sanitary Sewer Pipes
  - ID Number
  - Length
  - Diameter
  - Pipe Material
  - Year Installed
  - Upstream and Downstream Inverts from Manholes
  - Name of Subdivision
- C. Sanitary Sewer Laterals
  - House Number
  - Street Name
  - Distance from Manhole (as identified in record drawing)
  - Length (as originally constructed)
  - Size
  - Depth
  - Material
  - Year Installed
  - Name of Subdivision
- **4.** \*Create ArcGIS Attribute Tables for each of the following Water System components, and enter data:
  - A. Water Hydrant
    - ID Number
    - Year Installed
    - Hydrant Model (Data to be entered in future when available)
    - Name of Subdivision
  - B. Water Valves
    - ID Number
    - Size
    - Year Installed
    - Name of Subdivision
  - C. Watermain Pipe
    - ID Number
    - Length
    - Diameter
    - Pipe Material
    - Year Installed
    - Name of Subdivision
  - D. Water Curb Stops (South side of USH 10 / STH 114 only, as obtained from survey by Harrison Utilities)
    - House Number
    - Street Name
    - Name of Subdivision

Attachment A Page 2

## E. Water Services

- House Number
- Street Name
- Distance from Watermain Component (as identified in record drawing)
- Length (as originally constructed)
- Size
- Depth
- Material
- Year Installed
- Name of Subdivision

\*The majority of the data will be obtained from record drawings. Complete information may not be available for all water and sanitary sewer components.

## **PROJECT MANAGEMENT**

This agreement also includes project management duties, including client and Calumet County meetings and discussions, and project administration.

### **Not Included in Proposal**

Surveying / Collection of Field Data:

• Collection of horizontal GPS coordinates for water distribution and sanitary sewer components.

#### Engineering:

- Entering data for attributes not identified above.
- Addition to ArcGIS mapping to accommodate new development with additions to the current water and sanitary sewer system (expected under a separate contract).

### Possible Unforeseen Items that may affect Estimate & Timing

- Delays in feedback from the client or Calumet County.
- Late scope changes.

Attachment A Page 3

This Martenson & Eisele, Inc. 2024 General Terms & Conditions, as amended from time to time, is incorporated into the Agreement for Professional Services between Client/Owner and Martenson & Eisele, Inc. This 2024 General Terms and Conditions and the Agreement for Professional Services between Client/Owner and Martenson & Eisele, Inc. are referred to collectively hereinafter as "this Agreement."

#### Payment - Invoicing - Suspension of Services

1. Martenson & Eisele, Inc. (M&E) shall send invoices to the Client/Owner as frequently as monthly. Client/Owner agrees to pay a service charge at the rate of 1.0% per month on any amount(s) not paid within 30-days after mailing of any invoice. In the event that Client/Owner fails to perform any obligations under this Agreement, M&E may, in its sole discretion, after giving 48-hours notice to Client/Owner, suspend service under this Agreement until the Client/Owner has paid in full all amounts owed to M&E and/or until Client/Owner has remedied any other failed performance under this Agreement to the reasonable satisfaction of M&E. In the event that Client/Owner fails to perform any of its obligations to M&E under this Agreement, Client/Owner shall be liable to M&E for any and all damages, costs, and expenses resulting therefrom, including but not limited to charges on past due invoices, services charges, court costs, investigation fees, mediation fees, and attorney fees.

No delay or omission by M&E to exercise any right or power occurring upon any non-compliance or failed performance by Client/Owner under this Agreement shall impair any such right or power or be construed to be a waiver thereof; in addition, any waiver by M&E shall not be construed as a waiver of M&E's right or power in the event of any succeeding non-compliance or failed performance by Client/Owner of this Agreement.

#### **Notice Regarding Lien Rights**

2. AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, M&E HEREBY NOTIFIES CLIENT/OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON CLIENT/OWNER'S LAND MAY HAVE LIEN RIGHTS ON CLIENT/OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO M&E, ARE THOSE WHO CONTRACT DIRECTLY WITH CLIENT/OWNER OR THOSE WHO GIVE THE CLIENT/OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, CLIENT/OWNER MAY RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND CLIENT/OWNER SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. M&E AGREES TO COOPERATE WITH CLIENT/OWNER AND CLIENT/OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

M&E WILL PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS ACCORDING TO THIS AGREEMENT. CLIENT/OWNER AGREES TO GIVE ITS MORTGAGE LENDER AN EXTRA COPY OF THIS AGREEMENT WITHIN 10 DAYS AFTER EXECUTION, SO ITS LENDER WILL KNOW THAT M&E IS INCLUDED IN THE JOB.

#### **Project Scope and Change of Scope**

3. The stated fees and Scope of Services constitute M&E's best estimate of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, unknown and/or unanticipated events and circumstances may require changes to this Agreement, including but not limited to the Scope of Services and M&E's fees. In such an event, both parties agree to promptly inform the other in writing of any such occurrences, and the parties agree to make any changes to this Agreement which may be necessary to effectuate the intent and purpose of this Agreement.

#### **Additional Costs and Services**

4. M&E's fee, expenses, and schedule commitments under this Agreement shall be subject to modification in the event of unknown or unanticipated cost increases and for delays caused by the Client/Owner's failure to provide funds, facilities, permits, applications, documents, equipment, information, or any items required under this Agreement, or for delays caused by unpredictable or unanticipated occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency.

#### Reimbursable Expenses

5. Client/Owner shall reimburse M&E for all expenses incurred by M&E regarding the project, whether anticipated or unanticipated, foreseen or unforeseen, expected or unexpected, including but not limited to costs of equipment rental, consultants, and subcontractors. Client/Owner shall reimburse M&E for such expenses at the rate of cost plus 10%. If subsequent to execution of this Agreement, M&E discovers that specialized equipment must be purchased to perform its obligations under this Agreement, the cost of such equipment will be added to M&E's fee for professional services only after the Client/Owner has been notified and agrees to such cost.

If a Client/Owner needs M&E to supply application and/or permit fees, there is a \$25 charge or ten (10) percent of the amount of the check(s), whichever is greater.

#### **Insurance - Indemnification - Professional Services**

6. M&E will maintain statutory Worker's Compensation and Employer Liability Insurance. In Addition, M&E will maintain Comprehensive General Liability Insurance and Automobile Liability Insurance with bodily injury limits of at least \$500,000/\$500,000 and property damage limits of \$100,000. A certificate of insurance will be provided, upon request. If the Client/Owner requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client/Owner.

Notwithstanding whatever may be stated elsewhere in this Agreement, in any event, M&E's aggregate liability to Client/Owner and any other third party(s) for any indemnity commitments, reimbursement of legal fees, and/or for any and all damages arising from or in any way

Martenson & Eisele, Inc.

related to the performance (or failed performance) of M&E under this Agreement is limited to \$1,000,000.00. Client/Owner waives and shall defend, indemnify, and hold M&E harmless from and against any and all claims in which such aggregate liability exceeds or could exceed \$1,000.000.00

Client/Owner has had the opportunity to consult with professional counsel prior to signing this Agreement and will procure such legal, accounting and insurance counseling services as necessary during the course of performance of this Agreement at its own expense. As a precondition to litigation, all unresolved claims, disputes and other matters in question between the Client/Owner and M&E shall first be submitted to mediation.

#### **Termination**

7. Termination of this Agreement by the Client/Owner or M&E shall be effective upon 7-days written notice to the other party. In the event that Client/Owner provides such notice to M&E, the notice shall include the reasons and details for termination with payment of all costs and expenses as itemized in paragraph 1 incurred by M&E through and including the date of termination.

#### **Ownership of Documents**

8. All documents, including, but not limited to, drawings, specifications, reports, boring logs, field notes, calculations, and estimates, prepared by M&E as instruments of service pursuant to this Agreement (the "Instruments"), shall be the sole property of M&E unless Client/Owner agrees to waive any and all claims against M&E and to defend, indemnify, and hold M&E harmless from and against any and all claims, losses, liabilities, and damages arising out of or resulting from the unauthorized use, reuse, or alteration of the M&E's designs, drawings, and specifications. Documents produced by M&E shall not be used at any location or for any project not expressly provided for in this Agreement without the written permission of M&E. Client/Owner agrees that all documents of any nature furnished to Client/Owner or Client/Owner's agents or designees, if not paid for, will be returned upon demand and will not be used by Client/Owner for any purpose whatsoever.

It is expressly understood that Client/Owner may use the content of the Instruments solely for the purposes intended by this Agreement and only after it has paid for the same in full; furthermore, Client/Owner acknowledges that the Instruments incorporate certain formats, designs, methods, preparations, practices, and trade secrets of M&E, all of which M&E considers to be proprietary, and M&E shall retain all ownership rights of the Instruments with respect thereto except as specifically provided for in this Agreement; M&E's remedies for any unauthorized use thereof shall include but not be limited to damages for breach of this Agreement and applicable trade secret laws.

After project completion and receipt of all payments due, if Client/Owner or Client/Owner's agents or designees desire copies of said documents, Client/Owner agrees to pay M&E for all charges related thereto on a time and materials basis. Charges for materials, labor, and other costs will be based upon M&E's Reimbursable Expenses Schedule and/or M&E's general business practices, as such may be amended from time to time.

#### **Modification - Purchase Orders**

9. This Agreement, upon execution by both parties hereto, may be amended only by written instrument signed by both parties. In the event that Client/Owner issues a purchase order or other instrument related to M&E's services, it is understood and agreed that such document is for Client/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 Client/Owner does issue a purchase order, or other similar instrument, it is understood and agreed that M&E shall make an effort to indicate the purchase order number on the invoices sent to the Client/Owner.

#### **Professional Standards and Practices**

- 10. M&E will provide all services in accordance with generally accepted professional planning, environmental, surveying, engineering, and architectural practices. M&E will not provide or offer to provide services in excess of, inconsistent with, or contrary to such practices, and M&E makes no warranty, representation, contract, agreement, or guarantee of any kind, expressed or implied, except as specifically recited herein. Similarly, M&E will not accept those terms and conditions offered by the Client/Owner in any purchase order, requisition, notice of authorization to proceed, or any other document except as set forth herein or expressly agreed upon in writing. Written acknowledgment of receipt of any such document(s), or the performance of services subsequent to the receipt thereof, shall not constitute a modification of this Agreement or M&E's agreement with any terms or conditions contrary to those set forth herein.
- 11. M&E intends to serve as the Client/Owner's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client/Owner as a professional. Any opinions of probable project costs, approvals and other decisions made by M&E for the Client/Owner are rendered on the basis of experience and qualifications and represent M&E's professional judgment.
- 12. M&E shall accept no responsibility whatsoever for and shall have no authority to direct or supervise the means, methods, techniques, sequence, practices or procedures of any Contractors or Subcontractors, or the safety, precautions, and programs incident to the work of any such Contractors or Subcontractors.
- 13. The Client/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 Client/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 Client/Owner. M&E shall have no responsibility for such issues or any resulting damages.
- 14. Nothing in this Agreement shall be construed to make the parties hereto partners or joint venturers, or to render any of said parties liable for the debts or obligations of any other.

Martenson & Eisele, Inc. Page 2



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date: Chad Pelishek, Assistant Village Manager April 30, 2024

**Title:** 

Approval of Trimble DA2 Equipment and Training for Harrison Utilities for GIS data collection.

**Issue:** 

Should the Village Board approve the purchase of the Trimble equipment for Harrison Utilites?

#### **Background and Additional Information:**

In order to save time and money, the Harrison Utilities (HU) staff is interested in collecting the GIS data points for things like curb stops, manholes, valves, hydrants from the Fire Lanes in HU boundary with existing employees versus Martenson and Eisele. The reason for is that HU staff would need to locate these items anyway and at that time they can collect the data points for incorporation in the overall GIS map. The equipment will also be used on the GIS system is established to maintain new information that needs to be added.

Staff has only obtained one quote as Seiler Geospatial is the regional vendor for the Trimble equipment.

## **Budget Impacts:**

\$5,499.86, split 50/50 between Water and Sewer

## **Recommended Action:**

Motion to approve \$5,499.86 for Trimble Data Collection equipment and training for Harrison Utilities.

#### **Attachments:**

- Harrisonutil Da2 Cat10an field kit V3.pdf
- Harrisonutil FieldMaps training V1.pdf



**Quote Number: 00098807** 

Contact Name:Grant LaueDate Issued:04/17/24E-mail:glaue@harrisonutilities.orgExpiration Date:05/17/24

**Phone:** (920) 989-1062 **PO number:** Grant Laue

Ship To: Harrison Utilities Bill To: Harrison Utilities

W5298 State Rd 114

Harrison, WI 54952

United States

W5298 State Rd 114

Harrison, WI 54952

United States

United States

#### Trimble DA2/Catalyst 10 annual field kit

			_	_
Quantity	Part Number	Description	Sale Price	Subtotal
1.00	109695-00	Trimble Catalyst DA2 Receiver Packout What is included with Catalyst DA2 Receiver (PN 109695-00) *Trimble Catalyst DA2 GNSS Receiver, *DA2 Standard Accessory Kit (PN 120523), *DA2 USB cable - micro B > Type-C - 30cm (PN 118615), *12 month Hardware Warranty Card, *Quick Start Guide	\$430.00	\$430.00
1.00	129461	DA2 single battery	\$65.00	\$65.00
1.00	CAT-DM-YR-NR	Catalyst 10 - Annual (12 month expiry)	\$2,275.00	\$2,275.00
1.00	128433-00	Catalyst GNSS Antenna Handle - Packout Trimble Catalyst DA2 handle (Only)	\$180.00	\$180.00
1.00	53861	Carbon Fiber Range Pole - 2m Rod - 2.0m Carbon Fiber Range Pole without Bipod	\$285.00	\$285.00
1.00	5200-23-050	X-GRIP 3 FOR 10" TABLETS The 10" X-grip design consists of a spring loaded cradle, expandable grip arms, and additional bottom support keeper. A 1" rubber RAM ball is part of the base. Included are easy access grip knobs, located on the back for quick release of your tablet. This PN does NOT include socket	\$148.75	\$148.75



**Quote Number: 00098807** 

		arm or pole clamp. Use with a Ball-and-Socket pole clamp of your choice (#5200-16X) and Ball-and-Socket Arm (#5200-201) to create a custom unit for your pole The X-Grip cradle is compatible with tablet devices that will fit the dimensions listed below. It is important to verify the dimensions of your tablet with a case/sleeve/skin when determining the overall size.  - Minimum Width = 6.25"  - Maximum Width = 8.1"  - Depth = 0.875"  Maximum Length (using additional supports) = 10.25"		
1.00	5200-160	POLE CLAMP,BALL,1.25in,CLAW The Claw Series is designed to limit clamping function and thus prevent crushing or cracking of the pole. The clamps are designed to fit a pole diameter of 1.25 in (32 mm). The 1" RAM ball is compatible with X-grip cradle mounts for most popular data controllers.	\$94.88	\$94.88
1.00	5200-201	ARM,DOUBLE SOCKET,1" Composite standard double socket arm for 1" RAM balls. Compatible with X-grip cradle mounts for most popular data controllers. A single spring inside the arm opens the end sockets. This socket technology allows for almost infinite adjustment and perfect viewing angles. Dimensions: Overall Length: 3.69"; Socket-To-Socket Length: 3"	\$26.23	\$26.23

**Total Price:** \$3,504.86

This is not an invoice: Applicable sales tax and/or shipping charges will apply. This product and/or associated accessories may be subject to export controls under United States law and must not be exported or re-exported without prior authorization from either the United States Department of State or Commerce, as applicable.

Scheduled delivery times could be delayed due to vendor supply. Please communicate with your Seiler sales representative to ensure your timeline needs can be met before signing this quotation.

#### Note:

A Trimble ID is required when ordering this solution.

The DA2/Catalyst system is a subscription system. You will need to set up a Trimble account in order to receive the Catalyst license. Think of the Trimble account as a virtual street address. Like Netflix, you provide an email address and password. You'll receive a notification to activate the Trimble account to the supplied email address. Please activate the account. More instructions can be found here. <a href="https://help.trimble.com/s/article/How-do-l-create-an-account">https://help.trimble.com/s/article/How-do-l-create-an-account</a>



**Quote Number: 00098807** 

Please Contac	et Us:
Name:	Larry Heavner
Address:	1255 Hamilton Pkwy Itasca Illinois, 60143 United States
Phone:	
Mobile:	(708) 329-9334
E-mail:	Iheavner@seilerinst.com
Terms: Net	30 Days Credit Card Financing
	credit application. Please inquire to sales rep on financing options available.
All credit card transact	ions will be charged a 3% surcharge.
https://www.seilerged and conditions conta Seiler which are in a	is subject to and governed by the Terms and Conditions of Sale referred to at <a href="mailto:c.com/general-terms-and-conditions/">c.com/general-terms-and-conditions/</a> which are hereby incorporated into this Quotation by reference. Any terms ined in any purchase order, order confirmation, or other document or communication you send or provide to ddition to or different from those set forth in said Terms and Conditions of Sale found at the above-link which are d to by Seiler in writing are hereby considered material, objected to, and shall be null, void, and of no force or
	is subject to the <u>Seiler Maximum Liability and Indemnification Agreement</u> , version 041421. By signing this are also agreeing to be bound by the terms and conditions of that Agreement.
Your signature below	v acknowledges acceptance of terms and conditions of this quote. Please sign and return via email or fax.
Signature:	Date:
Name:	Title:



**Grant Laue** 

# **Sales Quotation**

**Quote Number: 00098809** 

Contact Name: Grant Laue Date Issued: 04/17/24
E-mail: glaue@harrisonutilities.org Expiration Date: 05/17/24

E-mail: glaue@harrisonutilities.org Expiration Date: 05/1
Phone: (920) 989-1062

Ship To: Harrison Utilities Bill To: Harrison Utilities

W5298 State Rd 114
Harrison, WI 54952
United States
W5298 State Rd 114
Harrison, WI 54952
United States
United States

#### Field Maps in person training

PO number:

Field Maps in person training				
Quantity	Part Number	Description	Sale Price	Subtotal
1.00	SEI-SEI-Field Maps	ESRI Field Maps In-person Training ESRI Field Maps training for up to 6 students conducted on-site in a "pilot-project" setting, covering basic software and operations for office-field-office workflow. This training course will cover the basic skills needed to utilize ArcGIS Online to Field Maps workflow. This training will only take place knowing that the customer has experience with ArcMap/ArcPro and has an existing geodatabase. The pace of this class allows for plenty of hands-on experience and one-on-one time with your instructor. Customers are encouraged to use their own Trimble GPS unit, if available. Customer must also be using ArcMap 10.4 or later and ArcGIS Online. Customers must also be aware of the amount of credits they are entitled to for their ArcGIS Online Account. Requirements: Customer must have ArcGIS Online Organization setup prior to the training date. Customer can ask ESRI Support with assistance if needed. NOTE: Travel costs are included if training location is within 250 miles of a Seiler office  Includes 1 year of Seiler MGIS Tier 1 Priority Support • Priority E-mail support for one designated contact in your organization • Priority response to support cases • Access to screen sharing for technical support cases • Access to Support Video  Maximum Liability. This agreement shall be governed by and interpreted in accordance with the laws of the state of Missouri. Seiler's maximum liability to Customer for any and all claims, losses, expenses, costs or damages, caused by, or arising directly or indirectly under or in connection in any way with its Services or the sale or delivery thereof, however caused, and on any theory of liability (including contract, strict liability, negligence or other tort, inclusive of third-party claims), shall not exceed the price paid by Customer for such Services. TO THE EXTENT PERMITTED BY APPLICABLE MISSOURI LAW, IN NO EVENT WILL SEILER BE LIABLE FOR ANY INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY, INCIDENTAL OR CONSEQUENTIAL LOSS, DAMAGE, COST OR EXPENSE OF ANY K	\$1,995.00	\$1,995.00
		OF DATA, LOSS OF CAPITAL, LOSS OF REVENUES, LOSS OF PROFIT, LOSS OF CONTRACTS, LOSS OF BUSINESS, LOSS OF GOODWILL OR		



**Quote Number: 00098809** 

ANTICIPATED SAVINGS, WASTED EXPENSES, OR WASTED MANAGEMENT TIME, EVEN IF SEILER HAS BEEN NOTIFIED OF THEIR POSSIBILITY OR THEY ARE FORESEEABLE, AND WHETHER THIS LIABILITY ARISES FROM A CLAIM BASED ON CONTRACT, WARRANTY, REPRESENTATION, TORT (INCLUDING NEGLIGENCE OR BREACH OF STATUTORY DUTY), STRICT LIABILITY, INDEMNITY, CONTRIBUTION OR OTHERWISE, AND CUSTOMER HEREBY SPECIFICALLY DISCLAIMS ALL RIGHTS TO, AND WAIVES THE RECOVERY OF, THESE ITEMS. SEILER MAKES NO WARRANTY OR GUARANTEE OF ANY KIND. EXPRESS OF IMPLIED, INCLUDING MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE. CUSTOMER ACKNOWLEDGES THAT THE LIMITATIONS SET FORTH IN THIS SECTION ARE INTEGRAL TO THE PRICES CHARGED BY SEILER FOR ITS SERVICES AND THAT, WERE SEILER TO ASSUME ANY LIABILITY IN EXCESS OF THAT SET FORTH HEREIN, SUCH PRICES WOULD, OF NECESSITY, BE SUBSTANTIALLY HIGHER. THUS, THE PARTIES AGREE THAT SUCH LIMITATIONS AND EXCLUSIONS ARE NEITHER UNREASONABLE NOR UNCONSCIONABLE.

**Total Price:** \$1,995.00

**This is not an invoice**: Applicable sales tax and/or shipping charges will apply. This product and/or associated accessories may be subject to export controls under United States law and must not be exported or re-exported without prior authorization from either the United States Department of State or Commerce, as applicable.

Scheduled delivery times could be delayed due to vendor supply. Please communicate with your Seiler sales representative to ensure your timeline needs can be met before signing this quotation.

#### Note:

Field Maps Virtual training is available for \$995.00. Includes a year of priority support and the session is recorded

#### **Please Contact Us:**

Name: Larry Heavner
Address: 1255 Hamilton Pkwy

Itasca

Illinois, 60143 United States

Phone:

Mobile: (708) 329-9334

E-mail: lheavner@seilerinst.com

Terms: | Net 30 Days | Credit Card | Financing

Net 30 upon approved credit application. Please inquire to sales rep on financing options available.

All credit card transactions will be charged a 3% surcharge.

This Sales Quotation is subject to and governed by the Terms and Conditions of Sale referred to at <a href="https://www.seilergeo.com/general-terms-and-conditions/">https://www.seilergeo.com/general-terms-and-conditions/</a> which are hereby incorporated into this Quotation by reference. Any terms and conditions contained in any purchase order, order confirmation, or other document or communication you send or provide to Seiler which are in addition to or different from those set forth in said Terms and Conditions of Sale found at the above-link which are not separately agreed to by Seiler in writing are hereby considered material, objected to, and shall be null, void, and of no force or effect.

This Sales Quotation is subject to the <u>Seiler Maximum Liability and Indemnification Agreement</u>, version 041421. By signing this Sales Quotation, you are also agreeing to be bound by the terms and conditions of that Agreement.



**Quote Number: 00098809** 

Your signature below acknowledges acceptance of terms and conditions of this quote. Please sign and return via email or fax.			
Signature:	D	ate:	
Name:	т	itle:	



#### VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date: Vicki Tessen, Clerk April 30, 2024

Title:

Request from Harrison Athletic Association for a 6-Month "Class B" Alcohol License and Waive License and Operator Fees.

#### Issue:

HAA is requesting a 6-Month "Class B" liquor and beer license and for the Board to waive all fees associated with the alcohol and operators' licenses.

## **Background and Additional Information:**

Harrison Athletic Association has completed the license application, which has been on file in the clerk's office for more than the required 10 days, a notice was published in the Village official newspaper, and background checks were completed.

This is a full alcohol license versus only fermented malt beverage license like in the past. The purpose for requesting a combination license is so they can sell Carbliss. They have had many requests to sell this vodka based beverage, which requires the liquor license. The clerk believes the organization when they said that they have no intention of selling other liquors, but cautions the Board that the Board would not be able to prevent them from doing so if HAA decided to.

The Village and HAA have a long standing non-written agreement that all fees associated with their alcohol license are waived by the Board as compensation for HAA maintaining the field and surrounding grounds.

### **Budget Impacts:**

#### **Recommended Action:**

Motion #1. Grant Harrison Athletic Association a 6-Month "Class B" Combination Liquor and Beer License for the Harrison Athletic Field park grounds located at W6298 State Park Road beginning May 1, 2024 with Rebecca Mader as the agent.

Motion #2. Waive all fees associated with the alcohol and operator licenses for Harrison Athletic Association.



#### VILLAGE BOARD MEETING

#### VILLAGE OF HARRISON

From: Meeting Date: Matt Heiser, Village Manager April 30, 2024

Title:

Draft Referendum for Increasing Levy Limit in Lieu of Borrowing for Road Maintenance

**Issue:** 

Should the Village pursue a referendum question to eliminate annual borrowing for road projects?

## **Background and Additional Information:**

During the March 26 Village Board meeting the Board had formal action directing staff to begin work on a referendum question that would appear on the ballot of the August 13 election.

The Village has been borrowing money every year during its budget process to accomplish road projects. It has been doing this because state levy limits will not allow the Village to tax for that work. Debt payments are allowed by the state to increase the tax levy. However, this adds to the cost of the projects. The Village has to pay the interest on the loan and closing costs. In an effort to avoid these costs the Village is exploring the other method offered by the state to increase an allowable levy which is a referendum question.

The state has fairly strict requirements on the process to accomplish an increase in the levy via referendum. They require a resolution be passed a minimum of 70 days prior to the election that will have the referendum question on the ballot. The wording of the resolution is spelled out in state statute as is the wording required for the referendum question itself.

Thus, while the Village is seeking to eliminate annual borrowing, it has to be careful to use the language required for the resolution and referendum question that actually requests permission to raise the tax levy.

Another component of this decision is to define how much the Village should add to its levy to cover the road projects. As the levy goes up so does the mil rate (e.g. the amount of money property owners pay per thousand dollars of assessed property value). Board discussions in the past have talked about maintaining a flat mil rate. The mil rate was \$2.99 per thousand dollars of value in 2022 and 2023. In 2024 the village discontinued the Steets and Roads Fee which was 50 cents per thousand dollars of value. The budget was approved with a levy increase to recapture that 50 cents for a final mil rate of \$3.49 and a neutral net impact on the Village's portion of the final tax bill.

There are some challenges with forecasting a mil rate into the future. In 2025 the Village will undergo a revaluation. This will bring the assessed values up to date with current market conditions. The important point as it pertains to the referendum question is that the mil rate will be significantly different after the revaluation.

Thus, when trying to determine how much the Village should add to its allowable levy to eliminate

borrowing for street projects, the following projections estimate the impact on the mil rate just for 2025:

The past three years the Village has been borrowing approximately \$1,400,000 to \$1,800,000 a year to supplement the capital items portion of its budget.

If the Village were to increase its levy by \$1,500,000 that would generate a mil rate of \$4.17 per thousand. A property assessed at \$300,000 would experience an increase of \$204 on their Village taxes.

If the Village were to increase its levy by \$1,000,000 that would increase the mil rate to \$3.78 per thousand. A property assessed at \$300,000 would experience an increase of \$87 on their Village taxes.

If the Village were to increase its levy by \$600,000 that would generate a mil rate of \$3.47 per thousand. A property assessed at \$300,000 would experience a decrease of \$2 on their Village taxes.

Mathematically raising the levy by approximately \$600,000 would be close to the target of maintaining the \$3.49 mil rate but does not generate much funding for capital projects. Conversely, the Village could add a debt payment of approximately that same amount, with the same neutral impact on the mil rate, that would provide more funding for capital projects. That is the advantage of debt – it provides more funding up-front but spreads out the impact on the mil rate over time. The price of that advantage is the interest on the loan and the closing costs. It could be argued that is why it is far more common for municipalities to borrow than to raise their levy limit for capital projects.

If the Village neither borrows for projects nor pursues a referendum increase in the levy in 2025, the levy limit will decrease due to the reduction in debt payments. Baird has structured the debt payments on new debt to be large in the first year then fall in the subsequent years to make room for additional debt payments the following year without impacting the mil rate. Staff is projecting the total allowable levy to be \$3,867,402 in 2025 which would be a reduction of \$549,843.

Attachment: A draft resolution for a Levy Limit Referendum Question.

## **Budget Impacts:**

None for 2024

#### **Recommended Action:**

If the Board is interested in pursuing the referendum question staff recommends that the Village attorney confirm the wording of the resolution (and thus the question itself) for Board approval at the May 28 meeting. This would meet the 70 day requirement for the August 13 election.

Staff also recommends working with some outside financial advisors to confirm the forecasts.

#### **Attachments:**

• MEMO Village Board 04-30-24 DRAFT Resolution for Referendum Question on Tax Levy ATTACH V2024-xx Resolution For Referendum.pdf

## **RESOLUTION V2024 - xx**

### VILLAGE OF HARRISON

Calumet and Outagamie Counties

## DRAFT RESOLUTION FOR EXCEEDING THE STATE IMPOSED LEVY LIMIT

**Whereas**, the State of Wisconsin has imposed limits on town, village, city and county property tax levies under Wis. Stat. sec. 66.0602; and

**Whereas**, Wis. Stat. sec. 66.0602 limits the increase in 2024 to the local property tax levy to no more than the greater of (a) 0% of last year's actual levy or (b) a percentage equal to the percentage change in equalized value due to new construction less improvements removed; which for the Village of Harrison is estimated to be 6.67% percent; and

**Whereas**, the Board of Trustees of the Village of Harrison, Calumet and Outagamie Counties believes it is in the village's best interest to exceed the state levy limit as described above by a greater percentage than 0% for the purpose of accomplishing critical street maintenance projects; and

**Whereas**, the Village of Harrison actual levy in 2023 (collected in 2024) was \$4,407,500; and state law would require a decrease of \$549,843 for a total allowable 2024 (collected in 2025) village tax levy of \$3,885,233.

**Now, Therefore** the Board of Trustees of the Village of Harrison, Calumet and Outagamie Counties does hereby resolve and order as follows:

The village board hereby supports an increase in the village tax levy for 2024 (to be collected in 2025) to exceed the state levy limit. The village board intends that the levy increase be applied on an ongoing basis by including it in the base used to calculate the limit for 2025 as well. The purpose for which the increased levy will be used is accomplishing critical street maintenance projects.

The village board directs that the question of increasing the village tax levy for 2024 (to be collected in 2025) by 15.44% percent, which would increase the village levy by \$600,000 over the past year's levy, for a village tax levy of \$4,485,223 *the increase to be used for* accomplishing critical street maintenance projects shall be submitted to the electors in a referendum at the election to be held on August 13, 2024.

Adopted by the Board of Trustees of the Village of Harrison on this 28<sup>th</sup> day of May 2024.

By:	
Allison Blackmer, Village President	
Attest:	
Vicki L. Tessen, Village Clerk-Treasurer	

VILLAGE OF HARRISON



VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date: Matt Heiser, Village Manager April 30, 2024

Title:

Draft Amendment of Village Code Chapter 119 - Small Wind Energy Systems

**Issue:** 

Should the Village approve a proposed ordinance to regulate the installation of windmills on properties in the Village?

## **Background and Additional Information:**

During the March 26 Village Board meeting the Board had formal action directing the Village attorney to draft an ordinance to regulate wind farms. The Village Attorney had expressed concerns with a model ordinance being considered by other Wisconsin communities that was designed for Towns. The Board authorized the expense for the Attorney to draft a Village version for the Board to consider. Chapter 119 of the Village Municipal Code already regulated small wind farms. The Village Attorney concluded it would be best to modify the existing code to incorporate large farms as well.

Attachment: Proposed Ordinance V24-06. The Village Attorney emphasizes this is a rough draft for Board and staff review.

## **Budget Impacts:**

None.

#### **Recommended Action:**

Staff recommends further review of the proposed ordinance. If the Village were to receive an application for a windmill installation the Village Attorney advises that the state allows the Village up to four months to adopt an ordinance governing the issue. The Village Attorney reports it is one of the few instances where statutes allow a municipality to adopt regulation retroactively. The Village Attorney does not recommend adoption in its current state.

Staff is also looking for input from Board members on the draft.

#### **Attachments:**

 MEMO Village Board 04-30-24 Wind Farm Regulation ATTACH AMENDED CHAPTER 119 WIND ENERGY SYSTEMS.pdf

#### **CHAPTER 119 WIND ENERGY SYSTEMS**

## 119-1 Authority

This chapter is adopted pursuant to authority granted by Wis. Stats. § 66.0401 and Chapter PSC 128 of the Wisconsin Administrative Code.

#### 119-2 Purpose and Incorporation of State Law by Reference

The purpose of this chapter is to incorporate requirements of Section 66.0401 of the Wisconsin Statutes and Chapter PSC 128 of the Wisconsin Administrative Code as a Village Ordinance and to establish Village regulations for the installation and use of large and small wind energy systems that are authorized by, compliant with, and no more restrictive than the rules promulgated by the Wisconsin Public Service Commission. This Section is also intended to preserve and protect public health and safety, to not significantly increase the cost of the system or significantly decrease wind energy system efficiency, and to allow for an alternative system of comparable cost and efficiency. Section 66.0401 of the Wisconsin Statutes and Chapter PSC 128 of the Wisconsin Administrative Code are adopted and incorporated by reference, and are hereby enforceable by the Village, including but not limited to the owner requirements specified in Chapter PSC 128. An owner must comply with the provisions of this Chapter in addition to, and not in place of, any review, approval, and oversight requirements of the Public Service Commission.

## 119-3 Permit Required

No person, business, corporation, or other entity shall be allowed to construct, own, or operate a wind energy system or met tower within the Village of Harrison without first obtaining a wind energy system permit as required herein. Any subsequent purchaser or transferee of a wind energy system shall reapply to the Village of a permit, and such reapplication may not unreasonably be denied if the owner and/or subsequent owner remain in compliance with the requirements of this chapter.

#### 119-4 Definitions

For the purposes of this chapter, terms used herein shall have the meaning described in Section PSC 128.01 of the Wisconsin Administrative Code in addition to the following terms which are specifically defined:

Administrator means the Village Planner or its designee.

*Meteorological tower (met tower)* is defined to include the tower, base plate, anchors, guy cables and hardware, anemometers (wind speed indicators), wind direction vanes, booms to hold equipment anemometers and vanes, data logger, instrument wiring, and any telemetry devices that are used to monitor or transmit wind speed and wind flow characteristics over a period of time for either instantaneous wind information or to characterize the wind resource at a given location. For the purposes of this chapter, met towers shall also be referred to as small wind energy systems.

#### 119-5 Permit Application Requirements

- 1. All applications shall be made on forms provided by the Village and be accompanied by a fee as set forth in Appendix A, Fee and Penalty Schedule, reference this chapter.
- 2. Permit applications for large wind energy systems shall include the information required by Section PSC 128.30(2) of the Wisconsin Administrative Code. The application shall also include the names and addresses of residents and property owners located within one mile of the proposed location, together with a written statement signed by the applicant that the notices required by Sections PSC 128.105 and 128.30(5) were provided.
- 2. Permit applications for small wind energy systems shall include the information required by Section PSC 128.30(2) of the Wisconsin Administrative Code. The application shall also include a written statement signed by the applicant that the notices to residents and owners of adjacent lots or parcels required by Sections PSC 128.61(1) and 128.61(7) were provided.

- 3. Owners of proposed large wind energy systems shall provide information about whether the owner has consulted with and received any non-binding recommendations for construction, operating, or decommissioning the wind energy system from any Federal or State agency and whether the owner has incorporated the non-binding recommendation into the design of the wind energy system.
- 4. Applications for proposed wind energy systems shall be reviewed by the Administrator for a determination of completeness in accordance with the requirements of Section PSC 128.31 of the Wisconsin Administrative Code. Following a determination of completeness by the Administrator, the applicant shall provide 10 copies of the complete application to the Village. The Village Clerk shall forward one copy of a complete application to the (library serving the Village), in accordance with Section PSC 128.30(6). One copy of the application shall be made available for public review at the Village Hall during normal Village Hall business hours.
- 5. As soon as possible after receiving an application for a wind energy system, the Village Clerk shall cause to be published a Class 1 notice stating that an application has been filed, in accordance with Section 66.0401(4)(a) of the Wisconsin Statutes. The notice shall include the information required by PSC Section 128.30(5)(b) of the Wisconsin Administrative Code.
- 6. An owner shall submit a copy of all necessary State and Federal permits and approvals to the Village within 30 days of the owner's receipt of any permit or approval that was not provided with the owner's application.

## 119-6 Review Criteria

- 1. Wind energy systems shall comply with all applicable State and Federal laws, including the provisions of Section 66.0401 of the Wisconsin Statutes and Chapter PSC 128 of the Wisconsin Administrative Code.
- 2. Wind energy systems are exempt from other height requirements of the Village Zoning Ordinance; however, no such system shall be located so as to violate the minimum setback requirements specified in Table 2 in Section PSC 128.61(3) for a small wind energy system and Table 1 in Section PSC 128.13(1) for all other wind energy systems. The applicant may request larger setbacks for consideration by the Plan Commission in order to meet other standards contained in Chapter PSC 128 such as, but not limited to, noise and shadow flicker limitations.
- 3. The Village shall deny an application if all or any part of the proposed site of the wind energy system is in an area primarily designated for future residential or commercial development, as shown in a map that is adopted, as part of a comprehensive plan, under s. 66.1001(2)(b) and (f), before June 2, 2009, or as shown in such maps after December 31, 2015, as part of a comprehensive plan that is updated as required under s. 66.1001(2)(i).

## **119-7 Review Process**

- 1. The Plan Commission shall have 90 days from the date that the Administrator notifies the owner that the application is complete in which to approve or disapprove the application, unless the time is extended in accordance with Section 66.0401(4)(e) of the Wisconsin Statutes.
- 2. The Plan Commission shall hold a public hearing on the proposed wind energy system in accordance with (cross-reference public hearing requirement section of ordinance). Any written comments submitted shall be considered at the public hearing.
- 3. Following the public hearing, the Village Board shall issue a written decision to grant or deny a permit for a wind energy system and any conditions of approval. The written decision shall include findings of fact supported by evidence in the record. If an application is denied, the decision must specify the reason for the denial.
- 4. The Village Clerk shall provide a duplicate original of the Plan Commission written decision to the applicant. 5. The Village shall maintain a record of the permit review and decision as required by Section PSC 128.34 of the Wisconsin Administrative Code.

#### 119-8 Annual Reports and Decommissioning Review

- 1. An owner of a wind energy system within the Village shall submit an annual report to the Plan Commission by January 31 of each year documenting the operation and maintenance of the wind energy system during the previous calendar year.
- 2. The Plan Commission will conduct a review of the annual reports submitted, in part to determine if a wind energy system has reached the end of its useful life.

#### 119-9 Emergency Training

An owner of a wind energy system shall provide annual training for any fire, police, or other first responder identified in the owner's emergency plans. An owner shall provide at least eight hours of training during each calendar year and is responsible for all direct training costs.

## 119-10 Financial Responsibility for Large Wind Energy Systems

- 1. An owner with a nameplate capacity of one megawatt or larger shall provide the Village with financial assurance of the owner's ability to pay the actual and necessary cost to decommission the wind energy system before commencing major civil construction activities.
- 2. An owner shall provide the Village with three estimates of the actual and necessary cost to decommission the wind energy system. The cost estimates shall be prepared by third parties agreeable to the owner and the Village. The amount of financial assurance required by the Village will be the average of the three estimates.
- 3. An owner shall establish financial assurance that is acceptable to the Village and that places the Village in a secured position. The financial assurance must provide that the secured funds may only be used for decommissioning the wind energy system until such time as the Village determines that the wind energy system has been decommissioned, as provided for in PSC 128.19(5)(b), or the Village approves the release of the funds, whichever occurs first. The financial assurance must also provide that the Village may access the funds for the purpose of decommissioning the wind energy system if the owner does not decommission the system when decommissioning is required.
- 4. The Village may periodically request information from the owner regarding industry costs for decommissioning the wind energy system. If the Village finds that the future anticipated cost to decommission the wind energy system is at least 10 percent more or less than the amount of financial assurance provided under this Section, the Village may correspondingly increase or decrease the amount of financial assurance required.
- 5. The Village may require an owner to submit a substitute financial insurance of the owner's choosing if an event occurs that raises material concern regarding the viability of the existing financial assurance.

#### 119-11 Aerial Spraying

An owner shall offer an agreement that includes monetary compensation to a farm operator farming on a nonparticipating property located within one-half mile of a constructed wind turbine if the farm operator demonstrates all of the following:

1. Substantial evidence of a history, before the wind energy system owner gives notice under PSC 128.105(1), of using aerial spraying for pest control or disease prevention for growing potatoes, peas, snap beans, or sweet corn on all or part of the farm field located within one-half mile of a constructed wind turbine.

2. A material reduction in potato, pea, snap bean, or sweet corn production or a material increase in application costs on all or part of a farm field located within one-half mile of a constructed wind turbine as a result of the wind energy system's effect on aerial spraying practices.

## 119-12 Monetary Compensation for Nonparticipating Residences within One-Half Mile of a Large Wind Energy System

- 1. An owner shall offer an agreement to the owner of a nonparticipating residence, if the residence is located within one-half mile of a constructed wind turbine, that includes an initial annual monetary compensation of \$600 for one turbine located within one-half mile of a nonparticipating residence, \$800 for two turbines located within one-half mile of a nonparticipating residence, and \$1,000 for three or more turbines located within one half mile of a nonparticipating residence.
- 2. The initial annual monetary compensation under this subsection shall apply to agreements entered into in 2017. For agreements entered into in 2018 and thereafter, the initial annual amounts shall increase each year by the greater of 2 percent or the increase in the Consumer Price Index from the previous year, as described in Section 196.374(5)(bm)2 of the Wisconsin Statutes.
- 3. An agreement offered under this subsection shall specify in writing any waiver of a requirement or right under PSC 128 and whether the landowner's acceptance of payment establishes the landowner's property as a participating property under PSC 128.

## 119-13 Signal Interference Caused by Large Wind Energy Systems

- 1. An owner shall use reasonable efforts to avoid causing interference with commercial and personal communications in use when the wind energy system begins operation to the extent practicable.
- 2. An owner shall use reasonable and commercially available technology to mitigate interference with personal communications that were in use when the wind energy system began commercial operations. An owner shall also use reasonable and commercially available technology to mitigate interference with personal communications that were not in use when the wind energy system began commercial operations, if the wind energy 6 system is causing the interference and the interference occurs at a location at least one half mile from a wind turbine.
- 3. An owner shall use reasonable and commercially available technology to mitigate interference caused by a wind energy system with commercial communications in use when a wind energy system begins operation.
- 4. Before implementing mitigation measures, the owner shall consult with the affected parties regarding the preferred mitigation solution for personal and commercial communications interference problems. Except as provided in the following paragraph L.5, an owner shall mitigate personal communications interference caused by the wind energy system by making the affected party's preferred reasonable mitigation solution effective until either the wind energy system is decommissioned or the communication is no longer in use, whichever is earlier.
- 5. An owner shall, under a protocol established by Section PSC 128.50(2), implement a new technology solution that becomes commercially available before the wind energy system is decommissioned to address interference for which mitigation is required under Section PSC 128.16(2) and (3) and for which the original mitigation solution is only partially effective.

#### 119-14 Miscellaneous Requirements

A wind energy system shall be subject to the following standards:

1. *Access*. All ground mounted electrical and control equipment shall be labeled and secured to prevent unauthorized access. A tower shall not have step bolts or a ladder within eight feet of the ground that is readily accessible to the public.

- 2. *Blade clearance*. The vertical distance from ground level to the tip of a wind generator blade when the blade is at its lowest point shall be at least 30 feet.
- 3. *Electrical wires*. All electrical wires associated with a wind energy system, other than wires necessary to connect the wind generator to the tower wiring, the tower wiring to the disconnect junction box, and the grounding wires shall be located underground.
- 4. *Lighting*. A wind tower and generator shall not be artificially lighted unless such lighting is required by the Federal Aviation Administration.
- 5. Appearance, color, and finish. The exterior surface of any visible component of a wind energy system shall be of a color and finish as originally applied by the manufacturer. The design of the building or related structures of the wind energy system site shall, to the extent reasonably possible, use materials, colors, textures, screening and landscaping that are compatible with the surrounding area or natural environment.
- 6. *Signs*. No sign, except appropriate warning signs, installer, manufacturer, or owner identification signs, may be placed on any component of a wind energy system.
- 7. *Code compliance*. A wind energy system shall comply with all applicable federal, state, and/or local construction and electrical codes. The owner shall provide certification from an electrical inspector licensed in the state showing that the small wind energy system complies with all applicable codes before placing the wind energy system into operation.
- 8. *Utility notification and interconnection*. Wind energy systems that connect to the electric utility shall comply with the Public Service Commission of Wisconsin's Rule 119, "Rules for Interconnecting Distributed Generation Facilities."
- 9. *Interference*. The wind energy system shall be located so as to not interfere with the efficiency of an existing wind energy system on an adjacent property or under separate ownership.

#### 119-15 Met Towers

Met towers shall be permitted under the same standards, permit requirements, restoration requirements, and permit procedures as a small wind energy system.

## 119-16 Violations

It is unlawful for any person to construct, install, or operate a wind energy system that is not in compliance with this chapter or with any condition contained in a wind energy system permit issued pursuant to this chapter. The Village may order any person who has constructed, installed, or operated a wind energy system not in compliance with this chapter to refrain from any such further construction, installation, or operation, and the Village may obtain an injunction or restraining order in the event that said order is not immediately followed. The Administrator may enter any property for which a permit has been issued under this chapter to conduct an inspection to determine whether the conditions stated in the permit have been met. The administrator may issue a citation for any violation of this chapter, with each day of a continuing violation constituting a separate offense.



VILLAGE BOARD MEETING VILLAGE OF HARRISON

From: Meeting Date: Vicki Tessen, Clerk April 30, 2024

Title:

Ordinance V24-06 Amending Village Code Chapter 2, Article 2-IV, Division 2-IV-4, Section 2-141 Board of Review

**Issue:** 

Does the Village Board want to amend the Board of Review ordinance?

## **Background and Additional Information:**

It has been difficult the last few years to reach a quorum of the Board of Review due to meeting during the day and many trustees hold full time day employment. At the 2023 BOR meeting it was suggested that the Village Board consider reducing the BOR membership so quorum is easier to attain. It is common practice for municipalities to pass an ordinance reducing the statutory "all" trustee language. The Village Board may reduce the number from our current 6 (all) to either 4 or 2. Thus, with the village president, it results in an odd number board membership. The village board would also appoint two alternate members that could fill in at a meeting if one of the appointed members is unable to attend. The appointments are proposed as annual appointments in the draft but this could be changed to staggered 2 year terms if the board prefers it that way.

The second change is necessary to comply with state statutes. The training requirement went from a member's training certification occurring once within 2 years to once within 1 year.

The third change is correcting an incorrect or outdated statute reference in the current village ordinance.

## **Budget Impacts:**

none

## **Recommended Action:**

Approve Ordinance V24-06 Amending Village Code Chapter 2, Article 2-IV, Division 2-IV-4, Section 2-141 Board of Review, by reducing the membership from "all" trustees to two trustees, adding appointment criteria, amending the training requirement, and updating a state statute reference.

#### **Attachments:**

• V24-06 Amend Ch 2-141 Board of Review draft.pdf

#### **DRAFT**

#### **ORDINANCE V24-06**

# AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 2-IV, DIVISION 2-IV-4, SECTION 2-141 BOARD OF REVIEW

**WHEREAS**, the current ordinance 2-141 Board of Review Created (a)(1) states the Board of Review shall consist of the village president and all of the village trustees, and

**WHEREAS**, the Board of Review is routinely scheduled during the work day when it is often difficult and inconvenient for all trustees to attend, and

**WHEREAS**, Wisconsin State Statute 70.46(1) allows, by the passing of an ordinance, for the Board of Review membership to consist of any number of village residents and may include public officers and public employees, and

**WHEREAS**, the Village deems it in the best interest to reduce the number of trustees on the Board of Review from all six to two, and

**FURTHERMORE**, section 2-141(b) Training, states at least one member must complete training within two years of the board's first meeting, and

**WHEREAS**, Wisconsin State Statute 70.46(4) was amended to require training be completed within one year of the board's first meeting,

**FURTHER YET**, the Village Ordinance references an incorrect Wisconsin Statute 73.03 that should be corrected.

**NOW THEREFORE, BE IT ORDAINED,** the Village Board of the Village of Harrison, Calumet County, State of Wisconsin, does hereby amend the following ordinance:

#### **DIVISION 2-IV-4 BOARD OF REVIEW**

2-141 Board Of Review Created

#### 2-141 Board Of Review Created

- 1. *Membership*. The board of review shall consist of:
  - 1. The village president and all of the village trustees.
  - 2. Prior to the first meeting of the Board of Review, the Village Board shall appoint two (2) village trustees as Members and two (2) village trustees as Alternate Members.
  - 3. In addition to the seven three members, the village clerk shall serve as a non-voting member of the board.
  - 4. The village assessor shall attend all meetings of the board of review.
- 2. *Training*. No board of review may be constituted unless it includes at least one voting member who, within two one years of the board's first meeting, has attended

- a training session under Wis. Stats. § 73.03 70.46. The village clerk shall provide an affidavit to the department of revenue stating whether the requirement has been fulfilled.
- 3. *Duties*. The duties and functions of the board of review shall be in accordance with Wis. Stats. § 70.47.
- 4. Confidentiality of information. Any information provided by a taxpayer about income and expenses to the assessor under Wis. Stats. § 70.47 shall be confidential information and is not subject to inspection and copying under section 19.35(1) unless ordered by a court of competent jurisdiction. Said information may be revealed to and used by persons in the discharge of duties imposed by law; in discharge of duties imposed by office, including but not limited to, use by the assessor in performance of official duties of the assessor's office and use by the board of review in performance of its official duties.

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

Adopted by the Village Board of the Village of Harrison this 30<sup>th</sup> day of April, 2024.

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VILLAGE BOARD MEETING	VILLAGE OF HARRISON
From:	Meeting Date:
Vicki Tessen, Clerk	April 30, 2024
Title:	
Set Open Book and Board of Review Dates.	
Issue:	
Background and Additional Information:	
<b>Budget Impacts:</b>	

**Recommended Action:** 

Approve the initial Board of Review meeting, to call the meeting to order and adjourn, be held on May 28, 2024 at 6:00pm with the Village Board meeting immediately following.