1. Village Board Regular Meeting FINAL Agenda And Packet

   Documents:

   08.24.2020 VB FINAL AGENDA.PDF
   08.24.2020 VB FINAL AGENDA PACKET.PDF

2. Meeting Process And Instructions

   Documents:

   VILLAGE OF CROSS PLAINS MEETING INSTRUCTIONS AND TIPS FINAL 2.PDF

FINAL MEETING AGENDA 08.21.2020

Village of Cross Plains Board of Trustee Meeting

Regular Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Monday, August 24, 2020
6:00 pm

Please note that due to current spacing requirements concerning COVID-19, the facility will have limited seating. The Village of Cross Plains will provide opportunities for, and encourage that the public participate virtually or by calling in. The log in information is as follows:

Zoom Virtual Meeting Link:
https://us02web.zoom.us/j/88215999241

Conference telephone line:
+1 312 626 6799

Meeting ID: 882 1599 9241

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Public Comment – This is an opportunity for anyone to address the Village Board on any issue. *Please observe the time limit of 3 minutes.* While the Village Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.

THOSE WISHING TO SPEAK DURING THE VIRTUAL MEETING ARE ENCOURAGED TO REGISTER PRIOR THE START TIME OF THE CURRENT MEETING. YOU MAY REGISTER YOUR COMMENT BY SENDING AN EMAIL TO BCHANG@CROSS-PLAINS.WI.US AHEAD OF THE MEETING. YOU MAY ALSO CALL THE VILLAGE HALL DURING REGULAR BUSINESS HOURS. THE MEETING WILL BE OPENED 30 MINUTES BEFORE THE START TIME TO SOLICIT REGISTRATIONS. TO REGISTER A PUBLIC COMMENT AT THIS TIME YOU WILL NEED TO RAISE YOUR HAND VIRTUALLY TO BE UNMUTED. TELEPHONE PARTICIPANTS WILL ALSO BE UNMUTED ONE AT A TIME DURING THIS PERIOD TO ENSURE THAT NO ONE IS MISSED.

V. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.

1. Minutes of regular meeting held on July 27, 2020 and August 17, 2020.

2. Total Disbursements from 07/11/2020 through 08/13/2020 in the amount of $305,224.87 as follows:

- 110 – General Fund: $61,876.81
- 120 – Capital Fund: $699.57
- 130 – Library Fund: $7,023.93
- 140 – Parks/Rec Fund: $15,452.36
- 150 – Debt Service Fund: $67,596.25
- 310 – TID Fund: $21,807.65
- 660 – Water Fund: $28,351.13
- 670 – Sewer Fund: $102,417.17

3. Approve Disallowance of Claim for Property Damage Reimbursement – Levigne.

4. Approval of Sewer Rate Adjustment Request – 3034 Bollenbeck Street.

5. Approval of Operator Licenses (Bartender's License) for Emily J. Hamstra and Michael P. Hamstra.

6. Approval of Resolution No. 11-2020 to Exempt the Village of Cross Plains from the Dane County Library Tax.

7. Resignation of Mitch Hogan from the Police Commission.

VI. Report of Village Officers

1. Village President
   A. Update on Well #3 Meeting
   B. Update on MG&E Meeting

2. Village Vice President

3. Other Trustee Reports
   A. Trustee Thusius – Update on Downtown Parking

4. Village Administrator/Clerk
   A. Update from Gateway to the Driftless Meeting
   B. Update Regarding Brewery Rd and North Hill Point Road
   C. Update Regarding UW Health Clinic – Cross Plains

5. Other Reports
   A. Sustainability Committee – Year in Review Report
   B. Police Chief Tony Ruesga – Department Report

VII. General Business

1. Discussion Regarding Village's COVID-19 Response.

2. Discussion and Possible Action Regarding the 2020 Census.

3. Discussion Regarding the Cross Plains Area Chamber of Commerce.

4. Discussion and Possible Action Regarding Rental of the Municipal Pool to the Madison Aquatic Club.

5. Discussion and Possible Action to Amend Section 21.14(d)(1) and 14.03 of the Municipal Code Pertaining to Enforcement and Penalties and Deposit Schedule.

6. Discussion and Possible Action to Adopt an Ordinance Concerning EMS District and Fire Department Volunteer Funds.

7. Discussion and Possible Action Regarding the 2020 Capital Improvement Projects:
   A. Street Repaving
   B. Funding for Water System Infrastructure Assessment and Well #3 Test Well Drilling

8. Discussion and Possible Action Regarding the Proposed 2021-2025 Capital Improvement Plan.

9. Transmittal of the Preliminary 2021 Village of Cross Plains Budget.

VIII. Future Agenda Items

IX. Closed Session

1. The Village Board will meet in Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session," specifically regarding the purchasing of properties for flood mitigation.

   A. Reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.

   B. Discussion and Possible Action Regarding the Purchase of Properties for Flood Mitigation.

2. The Village Board will meet in Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session," specifically regarding the purchasing of properties for public parking and development.

   A. Reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.

   B. Discussion and Possible Action Regarding the purchasing of Properties for Public Parking and Development.

X. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or bchang@cross-plains.wi.us.

FINAL MEETING AGENDA 08.21.2020

Village of Cross Plains Board of Trustee Meeting

Regular Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Monday, August 24, 2020
6:00 pm

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Meeting ID: 882 1599 9241

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II. Roll Call

III. Pledge of Allegiance

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V. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.

1. Minutes of regular meeting held on July 27, 2020 and August 17, 2020. PDF 4-12

2. Total Disbursements from 07/11/2020 through 08/13/2020 in the amount of $305,224.87 as follows: PDF 13-40

- 110 – General Fund: $61,876.81
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3. Approve Disallowance of Claim for Property Damage Reimbursement – Levigne. PDF 41-43

4. Approval of Sewer Rate Adjustment Request – 3034 Bollenbeck Street. PDF 44-47

5. Approval of Operator Licenses (Bartender's License) for Emily J. Hamstra and Michael P. Hamstra. PDF 48-53

6. Approval of Resolution No. 11-2020 to Exempt the Village of Cross Plains from the Dane County Library Tax. PDF 54

7. Resignation of Mitch Hogan from the Police Commission.

VI. Report of Village Officers

1. Village President
   A. Update on Well #3 Meeting
   B. Update on MG&E Meeting

2. Village Vice President

3. Other Trustee Reports
   A. Trustee Thusius – Update on Downtown Parking PDF 55-56

4. Village Administrator/Clerk
   A. Update from Gateway to the Driftless Meeting
   B. Update Regarding Brewery Rd and North Hill Point Road
   C. Update Regarding UW Health Clinic – Cross Plains

5. Other Reports
   A. Sustainability Committee – Year in Review Report PDF 57-72
   B. Police Chief Tony Ruesga – Department Report

VII. General Business

1. Discussion Regarding Village's COVID-19 Response. No Attachment

2. Discussion and Possible Action Regarding the 2020 Census. No Attachement

3. Discussion Regarding the Cross Plains Area Chamber of Commerce. No Attachement

4. Discussion and Possible Action Regarding Rental of the Municipal Pool to the Madison Aquatic Club. PDF 73-80

5. Discussion and Possible Action to Amend Section 21.14(d)(1) and 14.03 of the Municipal Code Pertaining to Enforcement and Penalties and Deposit Schedule. PDF 81-82

6. Discussion and Possible Action to Adopt an Ordinance Concerning EMS District and Fire Department Volunteer Funds. PDF 83-85

7. Discussion and Possible Action Regarding the 2020 Capital Improvement Projects:
   A. Street Repaving PDF 86-90
   B. Funding for Water System Infrastructure Assessment and Well #3 Test Well Drilling PDF 91

8. Discussion and Possible Action Regarding the Proposed 2021-2025 Capital Improvement Plan. PDF 92-112

9. Transmittal of the Preliminary 2021 Village of Cross Plains Budget.

VIII. Future Agenda Items

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X. Adjournment

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Village of Cross Plains Board of Trustee Meeting

Regular Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Monday, July 27, 2020
6:00 pm

I. Call to Order

President Lengfeld called the Village Board meeting to order at 6:00 p.m.

II. Roll Call

Present: Trustees Sarah Francois, Lori Zander, Michael Pomykalski, Kevin Thusius, Judy Ketelboeter, Bill Brosius and President Jay Lengfeld.

Also Present: Village Administrator/Clerk Bill Chang.

Present by teleconference and/or web meeting: Finance Director Bobbi Zauner, Public Facilities Director Jerry Gray, Police Chief Tony Ruesga, Brian Berquist, Terra Morris, Scott Adrian, Joe Parisi, Deborah Cutler, Steve Douglass, Pam Born, Jed Henry, Dale Lochner, and Sam Dove.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Discussion with Dane County Executive Joe Parisi

Dane County Executive gave an update on Dane County initiatives and programs in response to the COVID-19 pandemic.

V. Public Comment –

There were no public comments.

VI. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.

1. **Minutes of regular meeting held on June 22, 2020, June 30, 2020, and July 14, 2020.**

2. **Total Disbursements from 06/11/2020 through 07/10/2020 in the amount of $153,959.66 as follows:**

- **110 – General Fund: $70,417.82**
- **120 – Capital Fund: $19,316.03**
- **130 – Library Fund: $5,425.84**
- **140 – Parks/Rec Fund: $8,907.18**
- **150 – Debt Service Fund: $0.00**
- **310 – TID Fund: $76.21**
- **660 – Water Fund: $18,556.37**
- **670 – Sewer Fund: $31,260.21**

3. **Reappointment of the of the Sustainability Ad Hoc Committee**
    a. **Melissa Gavin**
    b. **John Burandt**
    c. **Kevin Thusius**
    d. **Steve Douglas**
    e. **Michael Pomykalski (Village Board Representative)**

4. **Approval of the Residential Chicken Coop License Application from Lindsey Martin at 2426 Brewery Road.**

5. **Approval to Pay a Portion of the US HWY 14 Reconstruction Invoice for the Water and Sewer Allocated Costs.**

A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to approve the consent agenda as presented.

VII. <u>Report of Village Officers</u>

1. **Village President**
    a. President Lengfeld reported that approximately 79.7% of the population in Cross Plains has reported. This item will be on the August agenda to discuss the final push for the Census.
    b. President Lengfeld reported that the superficial deadline for evaluation and review of current positions with a decision to be made by January.

2. **Village Vice President**
    a. Trustee Ketelboeter reported that the Spike Rhett event is scheduled take place and will implement safe distancing and mass gathering requirements.
    b. Trustee Ketelboeter reported that there will be a blood drive at St. Francis Church on August 3rd and September 10th.

3. **Other Trustee Reports**
    a. Trustee Brosius reported that the Library Board approved its preliminary budget for 2021.
    b. Trustee Pomykalski reported that the Sustainability Committee is processing the community sustainability survey and will be providing report at August Village Board meeting.

4. **Village Administrator/Clerk**
    a. Chang restated the Village's polling place is now at the public library.
    b. Chang reported that the Joint Review Board met on June 23rd to approve the TID #3 Annual Report. TID#3 had an increment value of $34,363,800 in 2019, from its base

in 2013. If all conditions remained the same, the district is projected to have a positive cash flow in 2025.

c. Chang reported that the Capital Area Regional Planning Commission (CARPC) Green Infrastructure Program Committee met to discuss the current status of the program and identify projects across the area. Members include the Villages of Mazomanie and Black Earth, Town of Cross Plains, the Black Earth Creek Watershed Association, Groundswell, Dane County, WI Department of Natural Resources, and the US Army Corps of Engineers.

d. Chang reported that he participated in the Dane Counties Cities' and Villages' Association (DCCVA) Membership meeting. The DCCVA is the lobbying group for the Dane County municipals and reported that state aid would likely not be affected this year but if a state budget correction bill may be needed, it is expected that 2021 and 2022 will be tougher financial years. The DCCVA is also looking for an elected official to serve as its representative to the CARPC.

e. Chang reported that staff moved forward with purchasing the playground equipment for Glacial Valley Park due to a 10-week lead time.

5. Other Reports

a. Chief Ruesga reported his sixth month in the position. The Police Department has seen an increase in cases, logging over 1,200 cases in the first six months. Otherwise, things are coming along. Ruesga reported that the hardest part has been getting to meet the community without coming into direct physical contact with them due to the pandemic.

Due to technical difficulties, the virtual meeting had to be restarted at this point. Further comments were held until participants had the opportunity to rejoin the meeting.

b. Terra Morris from the Cross Plains Area Chamber of Commerce reported that the Chamber is struggling with membership renewals. She has been concentrating her work on the Chamber's social media presence and website. The Chamber will review its long-term feasibility at its next meeting on August 6th. The Chamber's annual golf out is planned to take place in Sauk County on September 18th due to restrictions around COVID-19.

VIII. General Business

1. Approval of Resolution No. 08-2020: Recognizing Capital Off-Road Pathfinders, Michael Cliff and Ron Knutowski for the Implementation in Creation of Driftless Downs Mixed Use Mountain Biking Trail in Cross Plains.

A motion was made by Trustee Pomykalski, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to approve Resolution No. 08-2020: Recognizing Capital Off-Road Pathfinders, Michael Cliff and Ron Knutowski for the Implementation in Creation of Driftless Downs Mixed Use Mountain Biking Trail in Cross Plains.

2. **Discussion and Possible Approval of Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc.**
A motion was made by Trustee Thusius and seconded by Trustee Francois, to approve Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc.

A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to amend the original motion to include specific language adding "Village Board" to item #5 of the agreement.

A voice vote was taken on the motion to approve Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc., with the amended language. Motion carries, with Trustee Pomykalski opposed.

3. **Discussion and Possible Action on an Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control.**
A motion was made by Trustee Thusius and seconded by Trustee Zander, to adopt the Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the restriction of a 10-foot leash.

A motion was made by President Lengfeld and seconded by Trustee Thusius, to amend the original motion with the following specific language,

> "All persons bringing a domestic animal, chicken, or livestock into a public building, or on to any sidewalk, street right away or other public area shall secure their animal on a leash of 10 feet in length or shorter and maintain their animal (s) under control, meaning connected to a leash held by a person at all times and control the action and conduct of the animal. All persons bringing an animal into a public area shall not allow the animal to have contact with another person, domestic animal or wild animal without prior consent from the person or owner of the animal."

A roll call vote was requested on the motion to amend the original motion with the specific language. YES – Trustee Francois, Zanders, Pomykalski, Thusius, Ketelboeter, Brosius and President Lengfeld.

A roll call vote was requested on the motion to adopt the Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the amended language. YES – Trustees Thusius, Zander, Francois, and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion carries, 4-3.

4. **Discussion and Possible Action on an Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets.**
   A motion was made by Trustee Thusius and seconded by Trustee Francois, to adopt the Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets with the restriction of a 10-foot leash or shorter.

   A motion was made by President Lengfeld, seconded by Trustee Francois, and unanimously carried by the Village Board, to amend the original motion with the following specific language,

   > "All persons bringing a domestic animal, chicken, or livestock into a public building, or on to any sidewalk, street right away or other public area shall secure their animal on a leash of 10 feet in length or shorter and maintain their animal (s) under control, meaning connected to a leash held by a person at all times and control the action and conduct of the animal. All persons bringing an animal into a public area shall not allow the animal to have contact with another person, domestic animal or wild animal without prior consent from the person or owner of the animal."

   A roll call vote was requested on the motion to adopt the Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets with the amended language. YES – Trustees Thusius, Zander, Francois, and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion carries, 4-3.

5. **Discussion and Possible Action to Extend the Cross Plains Pool Season.**
   A motion was made by Trustee Thusius and seconded by Trustee Francois to approve the extension of the Cross Plains Pool Season to September 7th. A roll call vote requested. YES – Trustees Thusius, Zander, Francois, Brosius, and President Lengfeld. NO – Trustees Ketelboeter and Pomykalski. Motion carries, 5-2.

6. **Discussion and Possible Action Regarding a Policy on Naming Rights for Parkland, Conservation Land, Regional Trails and/or Facilities.**
   A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to approve the Policy on Naming Rights for Parkland, Conservation Land, Regional Trails and/or Facilities.

7. **Discussion and Possible Action to Approve the 2019 Compliance Maintenance Annual Report.**
   A motion was made by Trustee Brosius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the 2019 Compliance Maintenance Annual Report.

8. **Discussion and Possible Action on the Planning and Pubic Involvement for Well #3.**

Engineer Brian Berquist shared that there will be a public meeting on Well #3. The Village Board chose August 18th as the public hearing date an August 20th as the rain date. The meeting will be held at 6:00 pm at Hollfelder Park.

9. **Discussion and Possible Action on Budgeting Recommendations from the Finance Subcommittee.**

A motion was made by Trustee Francois and seconded by Trustee Zander, to maintain the Capital Improvement Fund Fund Balance at $50,000. A roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, Francois and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and seconded by Trustee Ketelboeter, to maintain the Debt Service Fund Fund Balance at $0.00. A roll call vote requested. YES – Trustees Thusius, Pomykalski, Zander, Francois, Brosius, Ketelboeter and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and seconded by Trustee Zander, to move the Park and Recreation fund into the General Fund. A roll call vote requested. YES – Trustees Pomykalski, Thusius, Ketelboeter, Brosius, Francois, Zander and President Lengfeld. Motion carries, 7-0.

10. **Discussion and Possible Action Regarding the 2020 Capital Improvement Projects:**
    a. **Aerial Lift Equipment Trailer**
    b. **Street Repaving**
    c. **Library Roof**
    d. **Water System Infrastructure Assessment**
    e. **Well #3 Test Well Drilling**

A motion was made by Trustee Brosius and seconded by Trustee Ketelboeter, to approve the Public Facilities 2020 Capital Improvements as presented. A roll call vote was requested. Yes – None. NO – Trustees Pomykalski, Zander, Francois, Brosius, Ketelboeter, Thusius and President Lengfeld. Motion fails, 0-7. More detail will be brought to the Village Board at August meeting.

A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the Town and Country Proposal for the Library Roof Engineering Services.

There was no action on the funding options for the Water System Infrastructure Assessment and Well #3 Test Well Drilling.

11. **Presentation of the 2nd Quarter Fiscal Analysis.**

Finance Director Bobbi Zauner gave a presentation on the 2nd Quarter Fiscal Analysis.

Trustee Brosius left the room at 8:42 pm.

12. **Discussion and Possible Action on Resolution 10-2020: Budget Amendment 2020-01.**
    There was a motion made by Trustee Ketelboeter and seconded by Trustee Pomykalski, to approve Resolution 10-2020: Budget Amendment 2020-1. A roll call vote was requested. YES – Trustees Francois, Zander, Pomykalski, Thusius, Ketelboeter and President Lengfeld. Motion carries, 6-0.

Trustee Brosius enters the room at 8:45 pm.

13. **Transmittal of the Proposed 2021-2025 Capital Improvement Plan.**
    Chang distributed the proposed 2021-2025 Capital Improvement Plan to the Village Board. President Lengfeld encouraged Village Board Trustees to forward any questions or requests for documentation to staff ahead of the August Village Board meeting.

IX. <u>Future Agenda Items</u>

1. Animal waste and fines

X. <u>Adjournment</u>

A motion was made by Trustee Thusius, second by President Francois, and unanimously carried by the Village Board, to adjourn. Meeting ended at 8:50 p.m.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,

_____

Bill Chang
Village Administrator/Clerk

Village of Cross Plains Board of Trustee Meeting

Special Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Monday, August 17, 2020
6:00 pm

I. Call to Order

President Lengfeld called the Village Board meeting to order at 6:00 p.m.

II. Roll Call

Present: Trustees Bill Brosius, Lori Zander, Judy Ketelboeter, Michael Pomykalski, Kevin Thusius, Sarah Francois, and President Jay Lengfeld.

Also Present: Village Administrator/Clerk Bill Chang, Attorney Kurt Simatic, Public Facilities Director Jerry Gray.

Present by teleconference and/or web meeting: Odysseas Ladopoulos.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Public Comment –

There were no public comments.

V. Report of Village Officers

1. **Village President**
   a. President Lengfeld gave a reminder regarding the Well#3 Public Meeting on August 18th at Hollfeder Park on Gil's Way.

2. **Village Vice President** - No report

3. **Other Trustee Reports** – No report

4. **Village Administrator/Clerk**
   a. Chang reported that there were 624 ballots cast for the August 11th Partisan Primary and approximately 92 were in person voters.

5. **Other Staff Reports** – No reports

VI. Closed Session

1. **The Village Board will meet in Closed Session pursuant to 19.85(1)(g) of the Wisconsin Statutes, "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," specifically regarding Niesen & Son Landscaping, Inc.**
   A motion was made by Trustee Brosius and seconded by Trustee Pomykalski, to go into Closed Session pursuant to 19.85(1)(g) of the Wisconsin Statutes, "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved," specifically regarding Niesen & Son Landscaping, Inc. A roll call vote was requested. YES – Trustees Brosius, Ketelboeter, Thusius, Pomykalski, Zander, Francois, and President Lengfeld. Motion carries, 7-0.

Trustee Francois left the meeting at 6:15pm.

a. **Reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.**
   A motion was made by Trustee Ketelboeter, seconded by trustee Zander, and unanimously carried by the Village Board, to reconvened into Open Session pursuant to 19.85(2) of Wisconsin Statutes.

b. **Discussion and Possible Action Regarding Niesen & Son Landscaping, Inc.**
   There was no action on this item. On behalf of the Village Board President Lengfeld acknowledged the update regarding the Niesen and Son Landscaping, Inc. lawsuit and supports the filing of the summary judgement petition submitted to the court.

VII. Future Agenda Items

1. Status of UW Clinic opening in Cross Plains.
2. Chamber of Commerce

VIII. Adjournment

A motion was made by Trustee Thusius, second by Trustee Zander, and unanimously carried by the Village Board, to adjourn. Meeting ended at 6:51 p.m.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,

_____

Bill Chang
Village Administrator/Clerk

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48893								
07/20	07/14/2020	Sydney Friedle	7/10/20 PAYCH	110-13911-000-000	7/10/20 pay - direct deposit returned	607.92	607.92	48893
	Total 48893:						607.92	
48904								
07/20	07/23/2020	5 Alarm Fire & Safety Equipment, LLC	198228-0	670-53610-301-000	EQUIPMENT	1,965.00	1,965.00	48904
	Total 48904:						1,965.00	
48905								
07/20	07/23/2020	Adam Danzinger	7.20	140-46725-000-000	COVID19 - REFUND	520.00	520.00	48905
	Total 48905:						520.00	
48906								
07/20	07/23/2020	Alice Weich	7.20	140-46725-000-000	COVID19- REFUND	65.00	65.00	48906
	Total 48906:						65.00	
48907								
07/20	07/23/2020	Allison Warner	7.20	140-46725-000-000	COVID19- REFUND	100.00	100.00	48907
	Total 48907:						100.00	
48908								
07/20	07/23/2020	Amalia Hicks	7.20	140-46725-000-000	COVID19 - REFUND	260.00	260.00	48908
	Total 48908:						260.00	
48909								
07/20	07/23/2020	Amanda Lehr	7.20	140-46734-101-000	COVID19	155.00	155.00	48909
	Total 48909:						155.00	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48910								
07/20	07/23/2020	AMAZON	60457 8781 010	130-55110-304-105	SUPPLIES GENERAL	220.50	220.50	48910
07/20	07/23/2020	AMAZON	60457 8781 010	130-51600-304-000	SUPPLIES BUILDING	132.10	132.10	48910
07/20	07/23/2020	AMAZON	60457 8781 010	130-55110-304-104	SUPPLIES AUDIOVISUAL	276.84	276.84	48910
07/20	07/23/2020	AMAZON	60457 8781 010	130-55110-304-105	SUPPLIES GENERAL	19.98	19.98	48910
Total 48910:							649.42	
48911								
07/20	07/23/2020	Amber Zimmerman	7.20	140-46725-000-000	COVID19 - REFUND	115.00	115.00	48911
Total 48911:							115.00	
48912								
07/20	07/23/2020	Anneliese Diercks	7.20	140-46725-000-000	COVID19 - REFUND	35.00	35.00	48912
Total 48912:							35.00	
48913								
07/20	07/23/2020	Aquafix	32421	670-53610-307-000	BUG ON A ROPE, GREASE ZILLA	1,574.01	1,574.01	48913
Total 48913:							1,574.01	
48914								
07/20	07/23/2020	BAKER & TAYLOR INC.	2035339857	130-55110-304-104	SUPPLIES BOOKS	798.77	798.77	48914
Total 48914:							798.77	
48915								
07/20	07/23/2020	Carissa Wolfer	7.20	140-46725-000-000	COVID19- REFUND	100.00	100.00	48915
Total 48915:							100.00	
48916								
07/20	07/23/2020	Charlene Steiner	7.20	140-46725-000-000	COVID19 - REFUND	205.00	205.00	48916
Total 48916:							205.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48917								
07/20	07/23/2020	Charlie Wilder	7.20	140-46725-000-000	COVID19- REFUND	65.00	65.00	48917
	Total 48917:						65.00	
48918								
07/20	07/23/2020	Charter Communications	0012105070720	110-52100-202-000	INTERNET PD	114.98	114.98	48918
	Total 48918:						114.98	
48919								
07/20	07/23/2020	Cintas Corporation #446	14842154 - 7.20	110-53300-178-000	UNIFORMS	380.39	380.39	48919
07/20	07/23/2020	Cintas Corporation #446	14843099 - 7.20	110-52100-207-000	MAT SERVICE - POLICE	71.39	71.39	48919
07/20	07/23/2020	Cintas Corporation #446	14843099 - 7.20	110-51600-207-000	MAT SERVICE - VILLAGE HALL	121.47	121.47	48919
	Total 48919:						573.25	
48920								
07/20	07/23/2020	Core & Main	M634565	660-53700-676-000	24 METERS	3,080.02	3,080.02	48920
	Total 48920:						3,080.02	
48921								
07/20	07/23/2020	Cristie Fredrickson	7.20	140-46725-000-000	COVID19 - REFUND	130.00	130.00	48921
	Total 48921:						130.00	
48922								
07/20	07/23/2020	Cross Plains Chamber of Commerce	2-2020	110-56400-204-000	Financial Support	3,750.00	3,750.00	48922
	Total 48922:						3,750.00	
48923								
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	140-55200-203-000	WATER/SEWER - BAER PARK SHELTER	114.37	114.37	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	110-51600-203-000	WATER/SEWER - LIBRARY COMMUNITY ROOM	56.05	56.05	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	140-55200-203-000	WATER/SEWER - MARY'S PLACE	108.29	108.29	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	110-52100-203-000	WATER/SEWER - POLICE	24.25	24.25	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	140-55420-203-000	WATER/SEWER - POOL	797.59	797.59	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	670-51600-203-000	WATER/SEWER - SEWER PLANT	4,468.32	4,468.32	48923

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	110-53300-203-000	WATER/SEWER - SHOP	321.48	321.48	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	110-51600-203-000	WATER/SEWER - VILLAGE OFFICE	48.36	48.36	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	110-51600-203-000	WATER/SEWER - WAREHOUSE	45.25	45.25	48923
07/20	07/23/2020	CROSS PLAINS WATER-SEWER UTILI	7.20	130-51600-203-000	WATER/SEWER - LIBRARY	168.15	168.15	48923
Total 48923:							6,152.11	
48924								
07/20	07/23/2020	Crystal Hartmann	7.20	140-46725-000-000	COVID19 - REFUND	215.00	215.00	48924
Total 48924:							215.00	
48925								
07/20	07/23/2020	DANE COUNTY CLERK	2020-02	110-51100-206-000	DANE COUNTY DIRECTORIES	28.00	28.00	48925
Total 48925:							28.00	
48926								
07/20	07/23/2020	DANE-IOWA WASTEWATER	2447	670-53630-207-000	BIOSOLIDS DISPOSAL	9,179.72	9,179.72	48926
07/20	07/23/2020	DANE-IOWA WASTEWATER	2450	670-53610-207-000	SAMPLING	622.75	622.75	48926
Total 48926:							9,802.47	
48927								
07/20	07/23/2020	Daren Dresen	7.20	140-46725-000-000	COVID19 - REFUND	135.00	135.00	48927
Total 48927:							135.00	
48928								
07/20	07/23/2020	David Turner	7.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	48928
Total 48928:							40.00	
48929								
07/20	07/23/2020	DIGGERS HOTLINE, INC.	200 6 65701	670-53610-307-000	DIGGERS HOTLINE	155.20	155.20	48929
Total 48929:							155.20	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48930								
07/20	07/23/2020	DRS LIMITED	038693	660-53700-673-000	DRIVEWAY MIX	1,200.18	1,200.18	48930
07/20	07/23/2020	DRS LIMITED	038701	660-53700-673-000	DRIVEWAY MIX	830.00	830.00	48930
07/20	07/23/2020	DRS LIMITED	038707	660-53700-673-000	DRIVEWAY MIX	1,163.66	1,163.66	48930
07/20	07/23/2020	DRS LIMITED	038710	660-53700-673-000	DRIVEWAY MIX	664.00	664.00	48930
07/20	07/23/2020	DRS LIMITED	038713	660-53700-673-000	DRIVEWAY MIX	415.00	415.00	48930
	Total 48930:						4,272.84	
48931								
07/20	07/23/2020	Ehlers & Associates	83849	150-58000-207-000	CONTINUING DISCLOSURE FEE	3,800.00	3,800.00	48931
	Total 48931:						3,800.00	
48932								
07/20	07/23/2020	Emily Davis	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48932
	Total 48932:						65.00	
48933								
07/20	07/23/2020	Emily Erickson	7.20	140-46725-000-000	COVID19 - REFUND	240.00	240.00	48933
	Total 48933:						240.00	
48934								
07/20	07/23/2020	Emily Smith	7.20	140-46725-000-000	COVID19 - REFUND	145.00	145.00	48934
	Total 48934:						145.00	
48935								
07/20	07/23/2020	Erika Grewer	7.20	140-46725-000-000	COVID19- REFUND	600.00	600.00	48935
	Total 48935:						600.00	
48936								
07/20	07/23/2020	Erin Balsavich	7.20	140-46725-000-000	COVID19 - REFUND	370.00	370.00	48936
	Total 48936:						370.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48937								
07/20	07/23/2020	Giovanna Kimball	7.20	140-46725-000-000	COVID19 - REFUND	170.00	170.00	48937
	Total 48937:						170.00	
48938								
07/20	07/23/2020	Grainger	9580191840	110-53300-305-102	WHEELS FOR CONCRETE SAW	23.86	23.86	48938
07/20	07/23/2020	Grainger	9580191857	110-53300-305-101	TRUCK SEAT COVER	65.40	65.40	48938
	Total 48938:						89.26	
48939								
07/20	07/23/2020	Interstate All Battery Center	1905101015468	110-53300-305-101	AUTOMOTIVE BATTERIES	139.95	139.95	48939
	Total 48939:						139.95	
48940								
07/20	07/23/2020	Jamie Pitt	7.20	140-46725-000-000	COVID19 - REFUND	185.00	185.00	48940
	Total 48940:						185.00	
48941								
07/20	07/23/2020	Jed Henry	7.20	110-53300-304-101	LAWN REPAIR -2615 TWIN PINE ST	62.68	62.68	48941
	Total 48941:						62.68	
48942								
07/20	07/23/2020	Jeff Weber	BUILDING PER	110-44300-000-000	Refund Building permit fee payment	225.00	225.00	48942
	Total 48942:						225.00	
48943								
07/20	07/23/2020	Jennifer Hunn	7.20	140-46725-000-000	COVID19 - REFUND	50.00	50.00	48943
	Total 48943:						50.00	
48944								
07/20	07/23/2020	Jenny Couey	7.20	140-46725-000-000	COVID19 - REFUND	85.00	85.00	48944

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48944:							85.00	
48945								
07/20	07/23/2020	Jessica Graveen	7.20	140-46725-000-000	COVID19 - REFUND	350.00	350.00	48945
Total 48945:							350.00	
48946								
07/20	07/23/2020	Jessica Sexton	7.20	140-46725-000-000	COVID19-REFUND	1,775.00	1,775.00	48946
Total 48946:							1,775.00	
48947								
07/20	07/23/2020	Joan Egen	7.20	140-46725-000-000	COVID19 - REFUND	35.00	35.00	48947
Total 48947:							35.00	
48948								
07/20	07/23/2020	Josh Hanson	7.20	140-46725-000-000	COVID19 - REFUND	95.00	95.00	48948
Total 48948:							95.00	
48949								
07/20	07/23/2020	Kaitlyn Lerdahl	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48949
Total 48949:							65.00	
48950								
07/20	07/23/2020	Kate Spann	7.20	140-46725-000-000	COVID19 - REFUND	320.00	320.00	48950
Total 48950:							320.00	
48951								
07/20	07/23/2020	Kelly Meinholz	7.20	140-46725-000-000	COVID19 - REFUND	100.00	100.00	48951
Total 48951:							100.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48952								
07/20	07/23/2020	Kimball Midwest	07102020	110-53300-304-101	SUPPLIES	54.14	54.14	48952
	Total 48952:						54.14	
48953								
07/20	07/23/2020	Krystal Ruef	7.20	140-46725-000-000	COVID19 - REFUND	31.25	31.25	48953
	Total 48953:						31.25	
48954								
07/20	07/23/2020	KWIK TRIP INC.	03000665 - 6.30	110-52100-303-000	FUEL - POLICE	370.18	370.18	48954
07/20	07/23/2020	KWIK TRIP INC.	03000665 - 6.30	110-53300-303-000	FUEL - PUBLIC FACILITIES	623.61	623.61	48954
07/20	07/23/2020	KWIK TRIP INC.	03000665 - 6.30	660-53700-673-000	FUEL - WATER	90.96	90.96	48954
07/20	07/23/2020	KWIK TRIP INC.	03000665 - 6.30	670-53610-303-000	FUEL - SEWER	90.97	90.97	48954
	Total 48954:						1,175.72	
48955								
07/20	07/23/2020	L.W. ALLEN, LLC	103697	670-53610-305-000	PUMP REPAIR, INVOICE #103697	9,563.68	9,563.68	48955
	Total 48955:						9,563.68	
48956								
07/20	07/23/2020	Lawns Unlimited LLC	15781	110-53300-207-000	MOWING	6,625.00	6,625.00	48956
	Total 48956:						6,625.00	
48957								
07/20	07/23/2020	Leanne Medina	7.20	140-46725-000-000	COVID19 - REFUND	215.00	215.00	48957
	Total 48957:						215.00	
48958								
07/20	07/23/2020	MADISON GAS & ELECTRIC	10219731 - 7.20	140-55200-203-000	ELECTRIC - HICKORY HILL	24.31	24.31	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	28987345 - 7.20	660-53700-623-000	GAS - MILITARY RD GENERATOR	30.61	30.61	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	28987345 - 7.20	660-53700-623-000	GAS - MILITARY RD GENERATOR	31.93	31.93	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	29689114 - 7.20	110-51600-203-000	ELECTRIC - SPRINGFIELD RD SIGN	25.71	25.71	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-53300-203-000	GAS & ELECTRIC - 1225 BOURBON RD SHOP	384.28	384.28	48958

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-51600-203-000	GAS & ELECTRIC - 2417 BREWERY RD - OFFICE	328.66	328.66	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-51600-203-000	GAS & ELECTRIC - LIBRARY COMMUNITY ROOM	402.30	402.30	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	140-55420-203-000	GAS & ELECTRIC - POOL	1,410.53	1,410.53	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	670-51600-203-000	GAS & ELECTRIC - SEWER DEPT	3,536.25	3,536.25	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	660-53700-623-000	GAS & ELECTRIC - WATER DEPT	2,472.27	2,472.27	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-51600-203-000	ELECTRIC - ENTRANCE SIGNS	107.57	107.57	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	140-55200-203-000	ELECTRIC - PARKS	146.94	146.94	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-52100-203-000	GAS & ELECTRIC - 2417 BREWERY RD - POLICE	164.83	164.83	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-51600-203-000	GAS & ELECTRIC - 1309 BOURBON RD	74.39	74.39	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-53420-207-000	ELECTRIC - STREET LIGHTS	5,536.86	5,536.86	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	110-51600-203-000	ELECTRIC - 998 MAIN ST SIREN	80.55	80.55	48958
07/20	07/23/2020	MADISON GAS & ELECTRIC	40694515	130-51600-203-000	GAS & ELECTRIC - LIBRARY	1,206.92	1,206.92	48958
	Total 48958:						15,964.91	
48959								
07/20	07/23/2020	Mary Kennihan	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48959
	Total 48959:						65.00	
48960								
07/20	07/23/2020	Meghan Brusa	7.20	140-46725-000-000	COVID19 - REFUND	175.00	175.00	48960
	Total 48960:						175.00	
48961								
07/20	07/23/2020	Michelle Gaber	7.20	140-46725-000-000	COVID19-REFUND	125.00	125.00	48961
	Total 48961:						125.00	
48962								
07/20	07/23/2020	Mid-American Research Chemical	0703557-IN	110-53300-304-101	SUPPLIES	144.77	144.77	48962
	Total 48962:						144.77	
48963								
07/20	07/23/2020	Mid-State Equipment 1	K86737	110-53300-305-102	OIL AND FILTER	13.79	13.79	48963

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48963:							13.79	
48964								
07/20	07/23/2020	Mindy Statz	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48964
Total 48964:							65.00	
48965								
07/20	07/23/2020	MSA Professional Services, Inc.	R03535012.0 -	310-51410-207-000	TID ANNUAL REPORT	2,555.15	2,555.15	48965
Total 48965:							2,555.15	
48966								
07/20	07/23/2020	Noel Vannieuwenhoven	7.20	140-46725-000-000	COVID19 - REFUND	130.00	130.00	48966
Total 48966:							130.00	
48967								
07/20	07/23/2020	Northland Business Systems	IN99495	110-52100-207-000	INTERVIEW COMPUTER MAINT	1,869.89	1,869.89	48967
Total 48967:							1,869.89	
48968								
07/20	07/23/2020	PREMIER COOPERATIVE	100773	110-53300-305-103	WEED CONTROL	192.50	192.50	48968
Total 48968:							192.50	
48969								
07/20	07/23/2020	PURCHASE POWER	8000-9000-002	110-51410-201-000	POSTAGE FOR POSTAGE MACHINE	2,041.98	2,041.98	48969
Total 48969:							2,041.98	
48970								
07/20	07/23/2020	Randi Hormig	7.20	140-46725-000-000	COVID19-REFUND	100.00	100.00	48970
Total 48970:							100.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48971								
07/20	07/23/2020	Renee Valaskey	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48971
	Total 48971:						65.00	
48972								
07/20	07/23/2020	SAEMAN LUMBER CO.	2007-591864	110-51440-301-000	SNEEZE GUARD FOR ELECTIONS	30.35	30.35	48972
	Total 48972:						30.35	
48973								
07/20	07/23/2020	Sarah Francois	7.20	140-46725-000-000	COVID19 - REFUND	50.00	50.00	48973
	Total 48973:						50.00	
48974								
07/20	07/23/2020	Scott Kroetz	7.20	110-52100-178-000	UNIFORM	17.58	17.58	48974
	Total 48974:						17.58	
48975								
07/20	07/23/2020	Shelley Dubis	7.20	140-46725-000-000	COVID19 - REFUND	108.75	108.75	48975
	Total 48975:						108.75	
48976								
07/20	07/23/2020	Shelly VanDenBerg	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48976
	Total 48976:						65.00	
48977								
07/20	07/23/2020	Stacey Eslinger	7.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	48977
	Total 48977:						40.00	
48978								
07/20	07/23/2020	TDS TELECOM	608 -798 4060 -	110-53300-202-000	608-798-4060	158.15	158.15	48978
07/20	07/23/2020	TDS TELECOM	608-798-0314 -	110-53300-202-000	608-798-0314	32.99	32.99	48978
07/20	07/23/2020	TDS TELECOM	608-798-1551 -	110-52100-202-000	608-798-1551	32.99	32.99	48978

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/23/2020	TDS TELECOM	608-798-1830 -	670-51600-202-000	608-798-1830	209.66	209.66	48978
07/20	07/23/2020	TDS TELECOM	608-798-3241 -	110-51600-202-000	608-798-3241	270.64	270.64	48978
07/20	07/23/2020	TDS TELECOM	608-798-3881 -	110-51600-202-000	LIBRARY COURTESY PHONE	42.28	42.28	48978
07/20	07/23/2020	TDS TELECOM	608-798-3881 -	130-51600-202-000	608-798-3881	143.13	143.13	48978
07/20	07/23/2020	TDS TELECOM	608-798-3891 -	140-55420-203-000	608-798-3891	42.74	42.74	48978
07/20	07/23/2020	TDS TELECOM	608-798-4100 -	110-51200-202-000	TELEPHONE	28.88	28.88	48978
07/20	07/23/2020	TDS TELECOM	608-798-4100 -	110-52100-202-000	608-798-4100	116.75	116.75	48978
07/20	07/23/2020	TDS TELECOM	608-798-4625 -	660-51400-923-000	608-798-4625	42.75	42.75	48978
	Total 48978:						1,120.96	
48979								
07/20	07/23/2020	THE PRINTING PLACE	38607	660-51400-921-000	UTILITY POSTCARDS	390.00	390.00	48979
07/20	07/23/2020	THE PRINTING PLACE	38607	670-53610-206-000	UTILITY POSTCARDS	390.00	390.00	48979
	Total 48979:						780.00	
48980								
07/20	07/23/2020	Top Pack Defense LLC	4463	110-52100-178-000	UNIFORMS	446.20	446.20	48980
	Total 48980:						446.20	
48981								
07/20	07/23/2020	UWEX Center for Land Use Education	1431	110-51100-206-000	HANDBOOKS	300.00	300.00	48981
	Total 48981:						300.00	
48982								
07/20	07/23/2020	Vanessa Sievert	7.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48982
	Total 48982:						65.00	
48983								
07/20	07/23/2020	WEAVER AUTO PARTS	06IN052868	110-53300-303-000	OIL	32.58	32.58	48983
	Total 48983:						32.58	
48984								
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51100-302-000	ZOOM SUBSCIPTION	7.85	7.85	48984

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-56400-207-101	CODE BOOK	165.00	165.00	48984
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51410-204-000	ICMA MEMBERSHIP	696.00	696.00	48984
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51100-302-000	AV/TECH EQUIPMENT	408.08	408.08	48984
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51100-205-000	SUPPLIES	4.29	4.29	48984
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51410-304-000	SUPPLIES	114.14	114.14	48984
07/20	07/30/2020	State Bank of Cross Plains1	0432-7.20	110-51100-304-000	SUPPLIES	31.98	31.98	48984
Total 48984:							1,427.34	
48985								
08/20	08/03/2020	DANE COUNTY TREASURER	JULY 2020	110-45110-000-000	Court Fines & Assessments	120.00	120.00	48985
Total 48985:							120.00	
48986								
08/20	08/03/2020	State of Wis.-Court Fines & Surcharges	JULY 2020	110-45110-000-000	Court Fines & Assessments	366.80	366.80	48986
Total 48986:							366.80	
48998								
08/20	08/07/2020	1901 Inc.	20-2335R	130-51600-305-000	MAINTENANCE	2,404.25	2,404.25	48998
Total 48998:							2,404.25	
48999								
08/20	08/07/2020	Agsource Cooperative Services	2020071211603	670-53610-207-000	LAB SERVICES	1,572.50	1,572.50	48999
Total 48999:							1,572.50	
49000								
08/20	08/07/2020	Associated Appraisal Consultants Inc.	149549	110-51530-207-000	ASSESSOR SERVICES	788.92	788.92	49000
Total 49000:							788.92	
49001								
08/20	08/07/2020	Badger Key & Security LLC	70411	140-55300-304-000	NEW KEYS - DOORS	326.00	326.00	49001
Total 49001:							326.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49002								
08/20	08/07/2020	BAKER & TAYLOR INC.	2035361613	130-55110-304-104	SUPPLIES BOOKS	460.31	460.31	49002
08/20	08/07/2020	BAKER & TAYLOR INC.	2035379378	130-55110-304-104	SUPPLIES BOOKS	295.50	295.50	49002
Total 49002:							755.81	
49003								
08/20	08/07/2020	Bando Organics	2081	130-55110-399-000	MISCELLANEOUS	101.00	101.00	49003
Total 49003:							101.00	
49004								
08/20	08/07/2020	Boardman & Clark LLP	223399	110-51200-208-000	LEGAL FEES - MUNICIPAL COURT	165.00	165.00	49004
08/20	08/07/2020	Boardman & Clark LLP	223399	110-56400-207-101	LEGAL FEES - SCENIC VALLEY	561.00	561.00	49004
08/20	08/07/2020	Boardman & Clark LLP	223399	110-56400-207-101	LEGAL FEES - CREEKSIDE CROSSING	36.00	36.00	49004
08/20	08/07/2020	Boardman & Clark LLP	223399	110-51410-208-000	LEGAL FEES	1,955.00	1,955.00	49004
Total 49004:							2,717.00	
49005								
08/20	08/07/2020	Bobbi Zauner	AUGUST 2020	110-51600-304-000	Reimburse for purchase of used office furniture	120.00	120.00	49005
Total 49005:							120.00	
49006								
08/20	08/07/2020	Boehnen Inc.	29398	660-53700-678-000	HYDRANT REPLACEMENTS	500.00	500.00	49006
08/20	08/07/2020	Boehnen Inc.	29399	120-57300-805-101	STORM SEWER REPAIR	400.00	400.00	49006
08/20	08/07/2020	Boehnen Inc.	29400	660-53700-675-000	SERVICE REPAIR	500.00	500.00	49006
Total 49006:							1,400.00	
49007								
08/20	08/07/2020	Bond Trust Services Corporation	58889	150-58000-602-000	2010A INTEREST	6,637.50	6,637.50	49007
08/20	08/07/2020	Bond Trust Services Corporation	588891	150-58000-602-000	2017A INTEREST	7,158.75	7,158.75	49007
08/20	08/07/2020	Bond Trust Services Corporation	588891	150-58000-601-000	2017A PRINCIPAL	50,000.00	50,000.00	49007
08/20	08/07/2020	Bond Trust Services Corporation	58890	310-58000-602-000	2016B INTEREST	19,252.50	19,252.50	49007
Total 49007:							83,048.75	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49008								
08/20	08/07/2020	Charter Communications	0001108072620	110-53300-203-000	INTERNET/TV - SHOP	202.69	202.69	49008
08/20	08/07/2020	Charter Communications	0018482080120	110-51600-202-000	INTERNET/TV - VILLAGE HALL	185.30	185.30	49008
	Total 49008:						387.99	
49009								
08/20	08/07/2020	Chris Spangler	8.20	140-46725-000-000	COVID19-REFUND	40.00	40.00	49009
	Total 49009:						40.00	
49010								
08/20	08/07/2020	CONNEY SAFETY PRODUCTS	05883444	670-53610-301-000	SAFETY EQUIPMENT	21.52	21.52	49010
08/20	08/07/2020	CONNEY SAFETY PRODUCTS	05884991	670-53610-301-000	SAFETY EQUIPMENT	21.85	21.85	49010
	Total 49010:						43.37	
49011								
08/20	08/07/2020	Core & Main	M705336	660-53700-676-000	WATER METERS	3,059.02	3,059.02	49011
	Total 49011:						3,059.02	
49012								
08/20	08/07/2020	Crystal Hartmann	8.20	140-46725-000-000	COVID19-REFUND	90.00	90.00	49012
	Total 49012:						90.00	
49013								
08/20	08/07/2020	Cummins NPower LLC	F6-67078	670-53610-305-000	GENERATOR SERVICE	577.98	577.98	49013
	Total 49013:						577.98	
49014								
08/20	08/07/2020	DANE COUNTY SHERIFF OFFICE	WARRANT FEE	110-26111-000-000	Warrant Fee	40.00	40.00	49014
	Total 49014:						40.00	
49015								
08/20	08/07/2020	DANE COUNTY TREASURER 2	38311	110-51600-207-000	DANECOM COSTS	5,623.00	5,623.00	49015

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 49015:							5,623.00	
49016								
08/20	08/07/2020	Desmet Auto Sales	116111	110-52100-305-000	TIRE REPLACEMENT	116.00	116.00	49016
Total 49016:							116.00	
49017								
08/20	08/07/2020	DIGGERS HOTLINE, INC.	200 - 65701 PP	670-53610-307-000	DIGGERS HOTLINE	480.00	480.00	49017
Total 49017:							480.00	
49018								
08/20	08/07/2020	DRS LIMITED	038722	660-53700-673-000	WATER MAIN PATCHING	1,494.83	1,494.83	49018
08/20	08/07/2020	DRS LIMITED	038726	660-53700-673-000	WATER MAIN PATCHING	415.00	415.00	49018
08/20	08/07/2020	DRS LIMITED	038729	110-53300-305-103	STREET PATCHING	829.17	829.17	49018
08/20	08/07/2020	DRS LIMITED	038737	110-53300-305-103	STREET PATCHING	912.17	912.17	49018
08/20	08/07/2020	DRS LIMITED	038741	110-53300-305-103	STREET PATCHING	419.98	419.98	49018
08/20	08/07/2020	DRS LIMITED	038745	110-53300-305-103	STREET PATCHING	413.34	413.34	49018
08/20	08/07/2020	DRS LIMITED	038748	110-53300-305-103	STREET PATCHING	414.17	414.17	49018
Total 49018:							4,898.66	
49019								
08/20	08/07/2020	Emily Erickson	8.20	140-46725-000-000	COVID19 - REFUND	980.00	980.00	49019
Total 49019:							980.00	
49020								
08/20	08/07/2020	EMS Industrial, Inc.	0865474	670-53610-305-000	ELECTRIC MOTOR SERVICE	391.00	391.00	49020
Total 49020:							391.00	
49021								
08/20	08/07/2020	FIRST SUPPLY MADISON	12291404-00	660-53700-677-000	HYDRANT PARTS	735.83	735.83	49021
Total 49021:							735.83	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49022								
08/20	08/07/2020	Immaculate Cleaning, Inc.	8579	110-51600-207-000	CLEANING SERVICES	375.00	375.00	49022
	Total 49022:						375.00	
49023								
08/20	08/07/2020	JEFFERSON FIRE & SAFETY, INC.	IN119738	670-53610-301-000	SAFTEY EQUIPMENT TEST	129.98	129.98	49023
	Total 49023:						129.98	
49024								
08/20	08/07/2020	Jennifer Embretson	8.20	140-46725-000-000	COVID19- REFUND	40.00	40.00	49024
	Total 49024:						40.00	
49025								
08/20	08/07/2020	Jennifer Hunn	8.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	49025
	Total 49025:						40.00	
49026								
08/20	08/07/2020	Jennifer Shattuck	8.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	49026
	Total 49026:						40.00	
49027								
08/20	08/07/2020	John Deere Financial	70107-40595	110-53300-305-102	OIL AND FILTER	13.79	13.79	49027
	Total 49027:						13.79	
49028								
08/20	08/07/2020	Johnson Inspection LLC	238	110-52400-207-000	BUILDING INSPECTION SERVICE	1,770.17	1,770.17	49028
	Total 49028:						1,770.17	
49029								
08/20	08/07/2020	Justin Haack	8.20	140-46725-000-000	COVID19- REFUND	40.00	40.00	49029

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 49029:							40.00	
49030								
08/20	08/07/2020	KALSCHEUR IMPLEMENT CO.	IN55751	110-53300-305-102	EQUIPMENT PARTS	79.75	79.75	49030
08/20	08/07/2020	KALSCHEUR IMPLEMENT CO.	RE01450	660-53700-673-000	WATER MAIN REPAIR	85.00	85.00	49030
08/20	08/07/2020	KALSCHEUR IMPLEMENT CO.	RE01453	110-53300-305-103	STORMSEWER REPAIR	125.00	125.00	49030
Total 49030:							289.75	
49031								
08/20	08/07/2020	Karen Carlock	8.20	140-46725-000-000	COVID19 - REFUND	150.00	150.00	49031
Total 49031:							150.00	
49032								
08/20	08/07/2020	Kim Stern	8.20	140-46725-000-000	ASC REFUND SUMMER CAMP	1,170.00	1,170.00	49032
Total 49032:							1,170.00	
49033								
08/20	08/07/2020	Kristin Niemann	8.20	140-46725-000-000	COVID19-REFUND	100.00	100.00	49033
Total 49033:							100.00	
49034								
08/20	08/07/2020	L.W. ALLEN, LLC	103851	660-53700-614-200	WATER SCADA REPAIR	325.71	325.71	49034
08/20	08/07/2020	L.W. ALLEN, LLC	103863	660-53700-614-200	WATER SCADA REPAIR	1,348.60	1,348.60	49034
08/20	08/07/2020	L.W. ALLEN, LLC	103873	660-53700-614-200	WATER SCADA REPAIR	1,091.15	1,091.15	49034
08/20	08/07/2020	L.W. ALLEN, LLC	103880	660-53700-614-200	WATER SCADA REPAIR	269.12	269.12	49034
Total 49034:							3,034.58	
49035								
08/20	08/07/2020	Lincoln Aquatics	40414116	140-55420-301-000	POOL EQUIPMENT	848.10	848.10	49035
Total 49035:							848.10	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49036								
08/20	08/07/2020	Matt Couey	8.05.20	140-46725-000-000	COVID19- REFUND	40.00	40.00	49036
08/20	08/07/2020	Matt Couey	8.20	670-53610-301-000	MATT SAFETY SHOES	75.00	75.00	49036
	Total 49036:						115.00	
49037								
08/20	08/07/2020	Melissa Bacher	8.20	140-46725-000-000	COVID19- REFUND	40.00	40.00	49037
	Total 49037:						40.00	
49038								
08/20	08/07/2020	Melissa Rozmarynowski	8.20	140-46725-000-000	COVID19 - REFUND	50.00	50.00	49038
	Total 49038:						50.00	
49039								
08/20	08/07/2020	Midco Diving & Marine Services, Inc.	3831	660-53700-661-000	TANK INSPECTION	2,699.00	2,699.00	49039
	Total 49039:						2,699.00	
49040								
08/20	08/07/2020	Middleton Cooperative	170070 - 8.20	110-53300-305-103	STREET PAINTING SUPPLIES	32.93	32.93	49040
08/20	08/07/2020	Middleton Cooperative	170070 - 8.20	110-53300-303-000	FUEL	800.48	800.48	49040
08/20	08/07/2020	Middleton Cooperative	341665	110-53300-305-103	STREET PAINTING SUPPLIES	32.93	32.93	49040
	Total 49040:						866.34	
49041								
08/20	08/07/2020	MIDDLETON FORD	147316	110-52100-305-000	HEADLIGHT BULM	410.00	410.00	49041
	Total 49041:						410.00	
49042								
08/20	08/07/2020	MIDWEST POOL SUPPLY	88304	140-55420-304-000	POOL SUPPLIES	25.98	25.98	49042
	Total 49042:						25.98	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49043								
08/20	08/07/2020	MIDWEST TAPE	99169764	130-55110-304-104	SUPPLIES-AUDIOVISUAL	34.99	34.99	49043
08/20	08/07/2020	MIDWEST TAPE	99184265	130-55110-304-104	SUPPLIES-AUDIOVISUAL	39.99	39.99	49043
08/20	08/07/2020	MIDWEST TAPE	99189096	130-55110-304-104	SUPPLIES-AUDIOVISUAL	308.92	308.92	49043
	Total 49043:						383.90	
49044								
08/20	08/07/2020	Mikes Automotive	86287	110-52100-305-000	REPLACE BULM	57.69	57.69	49044
	Total 49044:						57.69	
49045								
08/20	08/07/2020	Moraine Park Technical College	S0076374	660-53700-601-100	WATER SYSTEM SCHOOL	463.20	463.20	49045
	Total 49045:						463.20	
49046								
08/20	08/07/2020	Nate Glynn	8.20	130-55110-399-000	LAWN MOWING	160.00	160.00	49046
	Total 49046:						160.00	
49047								
08/20	08/07/2020	News Publishing Company	99101876 - 8.20	110-51440-206-000	NOTICES - ELECTIONS	89.13	89.13	49047
08/20	08/07/2020	News Publishing Company	99101876 - 8.20	110-51410-206-000	PUBLIC NOTICES	58.25	58.25	49047
	Total 49047:						147.38	
49048								
08/20	08/07/2020	Nicole Hall	8.20	140-46725-000-000	COVID19- REFUND	100.00	100.00	49048
	Total 49048:						100.00	
49049								
08/20	08/07/2020	Ricoh Americas Corporation	33759468	110-51600-301-000	COPY MACHINE LEASE	211.96	211.96	49049
	Total 49049:						211.96	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
49050								
08/20	08/07/2020	Ricoh USA, Inc.	103915601	130-55110-301-000	EQUIPMENT	91.81	91.81	49050
Total 49050:							91.81	
49051								
08/20	08/07/2020	SAEMAN LUMBER CO.	2007-591240	130-55110-301-000	EQUIPMENT	1.69	1.69	49051
08/20	08/07/2020	SAEMAN LUMBER CO.	2007-591864 -	110-51440-301-000	SNEEZE GUARD FOR ELECTIONS	30.35	30.35	49051
08/20	08/07/2020	SAEMAN LUMBER CO.	2007-592166 -	110-53300-305-103	STREET PAINTING SUPPLIES	4.75	4.75	49051
08/20	08/07/2020	SAEMAN LUMBER CO.	2007-592195 -	120-57300-805-101	RRFB CHURCH ST	299.57	299.57	49051
Total 49051:							336.36	
49052								
08/20	08/07/2020	Schmitz Janitorial Supply	4542	110-53300-301-000	BROOMS	80.35	80.35	49052
Total 49052:							80.35	
49053								
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-21345-000-000	LIFE INSURANCE - ADD'L	413.73	413.73	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-51430-176-000	LIFE INSURANCE-ADMIN	24.16	24.16	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	130-51430-176-000	LIFE INSURANCE-LIBRARY	93.11	93.11	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-53300-176-000	LIFE INSURANCE-PF	71.07	71.07	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-52100-176-000	LIFE INSURANCE-POLICE	86.77	86.77	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	140-51430-176-000	LIFE INSURANCE-REC	15.96	15.96	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	670-53610-176-000	LIFE INSURANCE-SEWER	42.17	42.17	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	660-51400-926-176	LIFE INSURANCE-WATER	27.84	27.84	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-21346-000-000	LIFE INSURANCE-SUPPLEMENTAL	140.30	140.30	49053
08/20	08/07/2020	Securian Financial Group, Inc.	002832L - 8.20	110-21347-000-000	LIFE INSURANCE - DEPENDENT	26.25	26.25	49053
Total 49053:							941.36	
49054								
08/20	08/07/2020	Simply Swimming	11762	140-55420-178-000	Guard Suits	122.95	122.95	49054
Total 49054:							122.95	
49055								
08/20	08/07/2020	STATE LABORATORY OF HYGIENE	641458	660-53700-601-200	WATER TESTING	1,120.00	1,120.00	49055

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 49055:							1,120.00	
49056								
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	310 - 2	140-55420-304-000	POOL SUPPLIES	12.59	12.59	49056
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	310 - 2	140-55300-304-000	CAMP SUPPLIES	18.61	18.61	49056
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	310 - 3	140-55420-304-000	POOL SUPPLIES	17.40	17.40	49056
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	310 - 4	110-52100-304-000	SUPPLIES GENERAL	88.81	88.81	49056
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	310 - 5	110-52100-304-000	SOFTENER SALT	29.03	29.03	49056
08/20	08/07/2020	TERRYS PIGGLY WIGGLY	455 - 8.20	130-55110-304-105	SUPPLIES GENERAL	20.97	20.97	49056
Total 49056:							187.41	
49057								
08/20	08/07/2020	Times-Tribune	8.20	130-55110-103-000	SUPPLIES PERIODICALS	45.00	45.00	49057
Total 49057:							45.00	
49058								
08/20	08/07/2020	TOWN & COUNTRY ENGINEERING, IN	21888	110-56400-207-101	GLACIER RIDGE DEVELOPMENT	722.00	722.00	49058
08/20	08/07/2020	TOWN & COUNTRY ENGINEERING, IN	21889	660-57000-207-000	2020 WATER SYSTEM STUDY	2,587.75	2,587.75	49058
Total 49058:							3,309.75	
49059								
08/20	08/07/2020	TOWN & COUNTRY SANITATION	4176 - 8.20	110-53620-207-001	GARBAGE SERVICE	9,420.00	9,420.00	49059
08/20	08/07/2020	TOWN & COUNTRY SANITATION	4176 - 8.20	110-53620-207-002	RECYCLING BINS	120.00	120.00	49059
08/20	08/07/2020	TOWN & COUNTRY SANITATION	4176 - 8.20	110-53620-207-002	RECYCLING SERVICE	4,082.00	4,082.00	49059
Total 49059:							13,622.00	
49060								
08/20	08/07/2020	Tracy Haack	8.20	140-46725-000-000	COVID19 - REFUND	80.00	80.00	49060
Total 49060:							80.00	
49061								
08/20	08/07/2020	Tyler Morehouse	8.20	140-46725-000-000	COVID19- REFUND	80.00	80.00	49061

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 49061:							80.00	
49062								
08/20	08/07/2020	Uline	122414914	110-53300-304-101	SAFETY GLOVES	147.06	147.06	49062
Total 49062:							147.06	
49063								
08/20	08/07/2020	UNITED LABORATORIES	INV293071	670-53610-307-000	LIFT-ZYME WWT	5,116.47	5,116.47	49063
Total 49063:							5,116.47	
49064								
08/20	08/07/2020	US CELLULAR	0384321149	110-52100-202-000	CELL PHONE	120.99	120.99	49064
08/20	08/07/2020	US CELLULAR	0386510143	110-52100-202-000	CELLULAR PHONE SERVICE	41.20	41.20	49064
08/20	08/07/2020	US CELLULAR	0386818603	110-51410-202-000	CELL PHONE - ADMINISTRATOR	45.00	45.00	49064
08/20	08/07/2020	US CELLULAR	0386818603	140-55200-202-000	CELL PHONE - PARKS	55.00	55.00	49064
08/20	08/07/2020	US CELLULAR	0386818603	140-55300-202-000	CELL PHONE - REC	155.00	155.00	49064
08/20	08/07/2020	US CELLULAR	0386818603	110-53300-202-000	CELL PHONES - PF	187.70	187.70	49064
08/20	08/07/2020	US CELLULAR	0386818603	670-51600-202-000	CELL PHONES - SEWER	187.70	187.70	49064
08/20	08/07/2020	US CELLULAR	0386818603	660-53700-601-200	CELL PHONES - WATER	187.70	187.70	49064
Total 49064:							980.29	
49065								
08/20	08/07/2020	Vandewalle & Associates, Inc.	202007067	110-56400-207-101	CURRENT PLANNING - SCENIC VALLEY	192.50	192.50	49065
08/20	08/07/2020	Vandewalle & Associates, Inc.	202007067	660-57000-207-000	CURRENT PLANNING - WELL SITE	1,030.00	1,030.00	49065
08/20	08/07/2020	Vandewalle & Associates, Inc.	202007067	110-56400-207-101	CURRENT PLANNING	245.00	245.00	49065
Total 49065:							1,467.50	
49066								
08/20	08/07/2020	Victoria Fohl	8.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	49066
Total 49066:							40.00	
49067								
08/20	08/07/2020	WEAVER AUTO PARTS	06IN053284	670-53610-301-000	HITCH BALL	17.46	17.46	49067

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 49067:							17.46	
49068								
08/20	08/07/2020	Wisconsin Department. of Transportation	395-000006379	670-57410-805-103	HWY 14 COSTS	40,665.26	40,665.26	49068
08/20	08/07/2020	Wisconsin Department. of Transportation	L45910	670-57410-805-103	HWY 14 COSTS	20,907.72	20,907.72	49068
Total 49068:							61,572.98	
49069								
08/20	08/07/2020	WISCONSIN PROFESSIONAL POLICE	55 - 8.20	110-21350-000-000	UNION DUES	168.00	168.00	49069
Total 49069:							168.00	
49070								
08/20	08/07/2020	WISCONSIN RURAL WATER ASSOCIA	S4212	670-53610-205-000	MEMBERSHIP, TRAINING	455.00	455.00	49070
Total 49070:							455.00	
Grand Totals:							305,224.87	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-13911-000-000	607.92	.00	607.92
110-21211-000-000	.00	61,876.81-	61,876.81-
110-21345-000-000	413.73	.00	413.73
110-21346-000-000	140.30	.00	140.30
110-21347-000-000	26.25	.00	26.25
110-21350-000-000	168.00	.00	168.00
110-26111-000-000	40.00	.00	40.00
110-44300-000-000	225.00	.00	225.00
110-45110-000-000	486.80	.00	486.80
110-51100-205-000	4.29	.00	4.29
110-51100-206-000	328.00	.00	328.00
110-51100-302-000	415.93	.00	415.93

GL Account	Debit	Credit	Proof
110-51100-304-000	31.98	.00	31.98
110-51200-202-000	28.88	.00	28.88
110-51200-208-000	165.00	.00	165.00
110-51410-201-000	2,041.98	.00	2,041.98
110-51410-202-000	45.00	.00	45.00
110-51410-204-000	696.00	.00	696.00
110-51410-206-000	58.25	.00	58.25
110-51410-208-000	1,955.00	.00	1,955.00
110-51410-304-000	114.14	.00	114.14
110-51430-176-000	24.16	.00	24.16
110-51440-206-000	89.13	.00	89.13
110-51440-301-000	60.70	.00	60.70
110-51530-207-000	788.92	.00	788.92
110-51600-202-000	498.22	.00	498.22
110-51600-203-000	1,168.84	.00	1,168.84
110-51600-207-000	6,119.47	.00	6,119.47
110-51600-301-000	211.96	.00	211.96
110-51600-304-000	120.00	.00	120.00
110-52100-176-000	86.77	.00	86.77
110-52100-178-000	463.78	.00	463.78
110-52100-202-000	426.91	.00	426.91
110-52100-203-000	189.08	.00	189.08
110-52100-207-000	1,941.28	.00	1,941.28
110-52100-303-000	370.18	.00	370.18
110-52100-304-000	117.84	.00	117.84
110-52100-305-000	583.69	.00	583.69
110-52400-207-000	1,770.17	.00	1,770.17
110-53300-176-000	71.07	.00	71.07
110-53300-178-000	380.39	.00	380.39
110-53300-202-000	378.84	.00	378.84
110-53300-203-000	908.45	.00	908.45
110-53300-207-000	6,625.00	.00	6,625.00
110-53300-301-000	80.35	.00	80.35
110-53300-303-000	1,456.67	.00	1,456.67
110-53300-304-101	408.65	.00	408.65
110-53300-305-101	205.35	.00	205.35
110-53300-305-102	131.19	.00	131.19
110-53300-305-103	3,376.94	.00	3,376.94
110-53420-207-000	5,536.86	.00	5,536.86
110-53620-207-001	9,420.00	.00	9,420.00

GL Account	Debit	Credit	Proof
110-53620-207-002	4,202.00	.00	4,202.00
110-56400-204-000	3,750.00	.00	3,750.00
110-56400-207-101	1,921.50	.00	1,921.50
120-21211-000-000	.00	699.57-	699.57-
120-57300-805-101	699.57	.00	699.57
130-21211-000-000	.00	7,023.93-	7,023.93-
130-51430-176-000	93.11	.00	93.11
130-51600-202-000	143.13	.00	143.13
130-51600-203-000	1,375.07	.00	1,375.07
130-51600-304-000	132.10	.00	132.10
130-51600-305-000	2,404.25	.00	2,404.25
130-55110-103-000	45.00	.00	45.00
130-55110-301-000	93.50	.00	93.50
130-55110-304-104	2,215.32	.00	2,215.32
130-55110-304-105	261.45	.00	261.45
130-55110-399-000	261.00	.00	261.00
140-21211-000-000	.00	15,452.36-	15,452.36-
140-46725-000-000	11,055.00	.00	11,055.00
140-46734-101-000	155.00	.00	155.00
140-51430-176-000	15.96	.00	15.96
140-55200-202-000	55.00	.00	55.00
140-55200-203-000	393.91	.00	393.91
140-55300-202-000	155.00	.00	155.00
140-55300-304-000	344.61	.00	344.61
140-55420-178-000	122.95	.00	122.95
140-55420-203-000	2,250.86	.00	2,250.86
140-55420-301-000	848.10	.00	848.10
140-55420-304-000	55.97	.00	55.97
150-21211-000-000	.00	67,596.25-	67,596.25-
150-58000-207-000	3,800.00	.00	3,800.00
150-58000-601-000	50,000.00	.00	50,000.00
150-58000-602-000	13,796.25	.00	13,796.25
310-21211-000-000	.00	21,807.65-	21,807.65-
310-51410-207-000	2,555.15	.00	2,555.15
310-58000-602-000	19,252.50	.00	19,252.50
660-21211-000-000	.00	28,351.13-	28,351.13-
660-51400-921-000	390.00	.00	390.00
660-51400-923-000	42.75	.00	42.75
660-51400-926-176	27.84	.00	27.84
660-53700-601-100	463.20	.00	463.20

GL Account	Debit	Credit	Proof
660-53700-601-200	1,307.70	.00	1,307.70
660-53700-614-200	3,034.58	.00	3,034.58
660-53700-623-000	2,534.81	.00	2,534.81
660-53700-661-000	2,699.00	.00	2,699.00
660-53700-673-000	6,358.63	.00	6,358.63
660-53700-675-000	500.00	.00	500.00
660-53700-676-000	6,139.04	.00	6,139.04
660-53700-677-000	735.83	.00	735.83
660-53700-678-000	500.00	.00	500.00
660-57000-207-000	3,617.75	.00	3,617.75
670-21211-000-000	.00	102,417.17-	102,417.17-
670-51600-202-000	397.36	.00	397.36
670-51600-203-000	8,004.57	.00	8,004.57
670-53610-176-000	42.17	.00	42.17
670-53610-205-000	455.00	.00	455.00
670-53610-206-000	390.00	.00	390.00
670-53610-207-000	2,195.25	.00	2,195.25
670-53610-301-000	2,230.81	.00	2,230.81
670-53610-303-000	90.97	.00	90.97
670-53610-305-000	10,532.66	.00	10,532.66
670-53610-307-000	7,325.68	.00	7,325.68
670-53630-207-000	9,179.72	.00	9,179.72
670-57410-805-103	61,572.98	.00	61,572.98
Grand Totals:	305,224.87	305,224.87-	.00

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:
Report type: GL detail
Check.Type = {<>} "Adjustment"

M = Manual Check, V = Void Check

2417 Brewery Rd. P.O. Box 97 • Cross Plains, Wisconsin 53528-0097

(608) 798-3241 • (608) 798-3817 fax • www.cross-plains.wi.us

NOTICE OF DISALLOWANCE OF CLAIMS OF PROPERTY DAMAGE REIMBURSEMENT AGAINST MUNICIPALITY OF THE VILLAGE OF CROSS PLAINS

TO: CHENELLE LEVIGNE
4333 CLEVELAND RD.
CROSS PLAINS, WI 53528

PLEASE TAKE NOTICE that on the 24TH of AUGUST, 2020, the Board of Trustees of the VILLAGE OF CROSS PLAINS, a municipal subdivision in DANE County, Wisconsin, denied the claims of PROPERTY DAMAGE REIMBURSEMENT against the VILLAGE OF CROSS PLAINS, dated pm the 27TH of JULY, 2020.

You are notified pursuant to Wis. Stat. 893.80(1g) that no action on the above claims may be brought after six (6) months from the date of service of this Notice of Disallowance upon you.

Dated this 24TH of AUGUST, 2020.

BILL CHANG, VILLAGE ADMINISTRATOR/CLERK

Statewide Services, Inc.
Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

August 18, 2020

Village of Cross Plains
Attn: Bill Chang
2417 Brewery Rd.
Cross Plains, WI 53528

RE: Our Claim #: [redacted]
Date of Loss: 7/09/2020
Claimant: Chanelle Lavigne
[redacted]

Dear Mr. Chang,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, through which the Village of Cross Plains. We are in receipt of the claim submitted by Ms. Lavigne for damage to her vehicle, allegedly caused by Village mowing operations at the library on 7/09/20. Mowing operations at this location were performed by Lawns Unlimited LLC.

The Village of Cross Plains has a contract with Lawns Unlimited LLC for 2020 lawn care services. The contract requires Lawns Unlimited. to carry professional liability insurance for protection against claims arising out of the performance of its work.

We therefore assert that the Village has no liability in this instance and that the claim should be disallowed accordingly. I will be sending claim tender notices today to Ms. Lavigne and Lawns Unlimited.

Please submit your formal notice of disallowance directly to the claimant (Ms. Lavigne) at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims for our records.

Please let me know if you have any questions. Thank you.

Sincerely,

Sarah Bourgeois
Statewide Services Inc.
PO Box 5555
Madison, WI 53705
Ph: 800-545-2190
Fax: 800-854-1537
EM: sbourgeois@statewidesvcs.com

Village of Cross Plains

Department of Public Facilities

P.O. Box 97 | **Jerry Gray** | PH 608.235.1054
Cross Plains, WI 53528 | **Director of Public Facilities** | FAX 608.798.0314

Date: August 18, 2020

To: Cross Plains Village Board

From: Jerry Gray – DPF

Re: 3134 Bollenbeck St - Request for Sewer Bill Adjustment

Owner has requested Sewer Rate Adjustment.

Owner went away for the weekend – left sprinkler running in yard by mistake.

Owner admits to mistake.

Average usage for 4 months prior to high bill is 2400 gallons.

Recommend adjusting bill as shown below.

Bill for Water and Sewer – 2400 gallons
Bill for Water Only – 12,600 Gallons

Jerry Denruiter

3134 Bollenbeck St

Cross Plains, Wi 53528

608-798-1365

Cross Plains Water & Sewer Dept.

I forgot and left my sprinkler running while we were out town for the weekend The sprinkler was on from Friday 8/07/20 11am till Sunday 8/09/20 11:30. According to the CP office we used 15,000 gals of water. Normally we use about 2500 gals per month. I would like to ask that the sewer rate be adjusted as that water did not go down the sewer.

Thank you, Jerry Denruiter

Meter ID	Action Code	Period Date	Read Date	Multiplier	Reading	Reading Usage	Information Code
48294407	WATER USAGE Period Meter Reading	01/15/2017	01/04/2017	100.0000	7000	8,600	
48294407	WATER USAGE Period Meter Reading	04/15/2017	04/04/2017	100.0000	7005	500	
48294407	WATER USAGE Period Meter Reading	07/15/2017	06/26/2017	100.0000	7083	7,800	
48294407	WATER USAGE Period Meter Reading	10/15/2017	09/27/2017	100.0000	7168	8,500	
48294407	WATER USAGE Period Meter Reading	01/15/2018	12/28/2017	100.0000	7246	7,800	
48294407	WATER USAGE Period Meter Reading	02/15/2018	02/07/2018	100.0000	7277	3,100	
48294407	WATER USAGE Period Meter Reading	03/15/2018	03/07/2018	100.0000	7277	0	
48294407	WATER USAGE Period Meter Reading	04/15/2018	04/09/2018	100.0000	7290	1,300	
48294407	WATER USAGE Period Meter Reading	05/15/2018	05/07/2018	100.0000	7317	2,700	
48294407	WATER USAGE Period Meter Reading	06/15/2018	06/07/2018	100.0000	7343	2,600	
48294407	WATER USAGE Period Meter Reading	07/15/2018	07/05/2018	100.0000	7366	2,300	
48294407	WATER USAGE Period Meter Reading	08/15/2018	08/08/2018	100.0000	7402	3,600	
48294407	WATER USAGE Period Meter Reading	09/15/2018	09/06/2018	100.0000	7429	2,700	
48294407	WATER USAGE Period Meter Reading	10/15/2018	10/10/2018	100.0000	7463	3,400	
48294407	WATER USAGE Period Meter Reading	11/15/2018	11/08/2018	100.0000	7496	3,300	
48294407	WATER USAGE Period Meter Reading	12/15/2018	12/07/2018	100.0000	7522	2,600	
48294407	WATER USAGE Period Meter Reading	01/15/2019	01/08/2019	100.0000	7545	2,300	
48294407	WATER USAGE Period Meter Reading	02/15/2019	02/08/2019	100.0000	7546	100	
48294407	WATER USAGE Period Meter Reading	03/15/2019	03/08/2019	100.0000	7547	100	
48294407	WATER USAGE Period Meter Reading	04/15/2019	04/09/2019	100.0000	7555	800	
48294407	WATER USAGE Period Meter Reading	05/15/2019	05/08/2019	100.0000	7580	2,500	
48294407	WATER USAGE Period Meter Reading	06/15/2019	06/10/2019	100.0000	7608	2,800	
48294407	WATER USAGE Period Meter Reading	07/15/2019	07/09/2019	100.0000	7636	2,800	
48294407	WATER USAGE Period Meter Reading	08/15/2019	08/08/2019	100.0000	7668	3,200	
48294407	WATER USAGE Period Meter Reading	09/15/2019	09/06/2019	100.0000	7693	2,500	
48294407	WATER USAGE Period Meter Reading	10/15/2019	10/09/2019	100.0000	7717	2,400	
48294407	WATER USAGE Period Meter Reading	11/15/2019	11/08/2019	100.0000	7740	2,300	
48294407	WATER USAGE Period Meter Reading	12/15/2019	12/10/2019	100.0000	7774	3,400	
48294407	WATER USAGE Period Meter Reading	01/15/2020	01/10/2020	100.0000	7795	2,100	

Meter ID	Action Code	Period Date	Read Date	Multiplier	Reading	Reading Usage	Information Code
48294407	WATER USAGE Period Meter Reading	02/15/2020	01/31/2020	100.0000	7795	0	
48294407	WATER USAGE Period Meter Reading	03/15/2020	03/04/2020	100.0000	7795	0	
48294407	WATER USAGE Period Meter Reading	04/15/2020	04/09/2020	100.0000	7811	1,600	
48294407	WATER USAGE Period Meter Reading	05/15/2020	05/07/2020	100.0000	7833	2,200	
48294407	WATER USAGE Period Meter Reading	06/15/2020	06/08/2020	100.0000	7865	3,200	
48294407	WATER USAGE Period Meter Reading	07/15/2020	07/09/2020	100.0000	7890	2,500	
48294407	WATER USAGE Period Meter Reading	08/15/2020	08/10/2020	100.0000	8040	15,000	

Cross Plains Police Department
2417 Brewery Rd.
P.O. Box 97
Cross Plains, WI 53528
PH: (608) 798-4100 Fax: (608) 798-4001
Honor Excellence Adaptability Respect Teamwork

Tony Ruesga Jr., Chief of Police

Date: 8/10/2020

To: Village Administrator Bill Chang

Re: Operator's License Application

On Monday, August 10, 2020, I received an Application for an Operator's License from Michael Hamstra. A review of Mr. Hamstra's arrest and conviction record was completed in accordance with Village Ordinance 41.09 (b). The results of that review indicate Mr. Hamstra has no arrests or convictions in contrast with Village ordinance 41.09(c). Mr. Hamstra therefore meets the criteria set forth to receive an operator's license.

Tony Ruesga Jr.
Chief of Police

Application for an "Operator's" License _____ WI _____, _____

To Serve Fermented Malt Beverages and Intoxicating Liquors — Date — Year

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Cross Plains, County of Dane, Wisconsin for a License to serve, from the date hereof to June 30, 20_____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolution, ordinances and regulation, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am [redacted] years of age. Date of Birth: [redacted] Montag's Pubt Grill
Name of Establishment

Answer the following questions fully and completely:

Name: Michael (First) P (MI) Hamstra (Last) Is application new or a renewal? renewal

Address of Applicant: 3035 Nielsen St (Street Address) Cross Plains (City) 53528 (ZIP Code) [redacted] (Phone Number)

If renewal (within the past 2 years held a Class "A", "Class A", "Class C", Class "B" or "Class B" license or permit or a manager's or operator's license).

Where was the privilege obtained? City (Town) Village Cross Plains

As required by WI Statutes Section 125.17(6), have you completed the alcohol awareness course? Yes

If so, where? Online

Have you ever had a criminal conviction? If yes, what and where? NO

Have you been convicted of any license law or ordinance regulating Fermented malt beverages or intoxicating liquors? NO

If so, name of court: _____

STATE OF WISCONSIN
DANE COUNTY

Michael P Hamstra, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

X _____
Applicant sign here

X 8/3/2020
Date of Application

Subscribed and sworn to before me this 3

Day of August, 2020

Dane County, Wis.

Date of Board Approval _____

Notary Public: Bobbi Zauner

My Commission Expires: 7/17/2024

NOTARY PUBLIC BOBBI ZAUNER STATE OF WISCONSIN

OPERATOR'S LICENSE $45.00

WHEREAS, the local governing body of the Village of Cross Plains, County of Dane, Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License" to:

Michael P. Hamstra

AND WHEREAS, the said applicant has paid to the treasurer the sum of $45.00 as required by local ordinances and has complied with all the requirements necessary for obtaining a license,

NOW THEREFORE, An "Operator's License", pursuant to Sections 125.32 (2) and 125.68 (2) of the Wisconsin Statutes, and local ordinances, is hereby issued to the said applicant.

For the period from July 1, 2020 to June 30, 2021.

GIVEN UNDER MY HAND AND THE CORPORATE SEAL OF THE VILLAGE OF CROSS PLAINS, COUNTY OF DANE, STATE OF WISCONSIN, and THIS 24th DAY OF AUGUST, 2020.

VILLAGE OF CROSS PLAINS
SEAL
WISCONSIN

Corporate Seal

Bill Chang
Village of Cross Plains

License must be FRAMED and POSTED in a conspicuous place in the room where Fermented Malt Beverages and/or Wine Coolers are drawn removed for service or sale.

Cross Plains Police Department
2417 Brewery Rd.
P.O. Box 97
Cross Plains, WI 53528
PH: (608) 798-4100 Fax: (608) 798-4001
Honor Excellence Adaptability Respect Teamwork

Tony Ruesga Jr., Chief of Police

Date: 7/27/2020

To: Village Administrator Bill Chang

Re: Operator's License Application

On Monday, July 27, 2020, I received an Application for an Operator's License from Emily Hamstra. A review of Mrs. Hamstra's arrest and conviction record was completed in accordance with Village Ordinance 41.09 (b). The results of that review indicate Mrs. Hamstra has no arrests or convictions in contrast with Village ordinance 41.09(c). Mrs. Hamstra therefore meets the criteria set forth to receive an operator's license.

Tony Ruesga Jr.
Chief of Police

Application for an "Operator's" License Dane WI 7/24, 2020

To Serve Fermented Malt Beverages and Intoxicating Liquors

Date Year

I, the undersigned, do hereby respectfully make application to the local governing body of the Village of Cross Plains, County of Dane, Wisconsin for a License to serve, from the date hereof to June 30, 20_____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolution, ordinances and regulation, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am [redacted] years of age. Date of Birth [redacted] Montag's Pub & Grill

Name of Establishment

Answer the following questions fully and completely:

Name: Emily J Hamstra Is application new or a renewal? renewal

First MI Last

Address of Applicant: 3035 Niesen Street Cross Plains, Wi 53528 [redacted]

Street Address City ZIP Code Phone Number

If renewal (within the past 2 years held a Class "A", "Class A", "Class C", Class "B" or "Class B" license or permit or a manager's or operator's license).

Where was the privilege obtained? City (Town) Village Village of Cross Plains

As required by WI Statutes Section 125.17(6), have you completed the alcohol awareness course? Yes

If so, where? www.learn2serve.com

Have you ever had a criminal conviction? If yes, what and where? NO

Have you been convicted of any license law or ordinance regulating Fermented malt beverages or intoxicating liquors? NO

If so, name of court:

STATE OF WISCONSIN
DANE COUNTY

Emily Hamstra, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

x E. Hamstra

Applicant sign here

x 7/24/2020

Date of Application

Date of Board Approval _____

Subscribed and sworn to before me this 24th Day of July, 2020

Dane County, Wis.

Notary Public: Rebecca Ward

My Commission Expires: 07/29/23

NOTARY PUBLIC REBECCA WARD STATE OF WISCONSIN

OPERATOR'S LICENSE $45.00

WHEREAS, the local governing body of the Village of Cross Plains, County of Dane, Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License" to:

Emily J. Hamstra

AND WHEREAS, the said applicant has paid to the treasurer the sum of $45.00 as required by local ordinances and has complied with all the requirements necessary for obtaining a license,

NOW THEREFORE, An "Operator's License", pursuant to Sections 125.32 (2) and 125.68 (2) of the Wisconsin Statutes, and local ordinances, is hereby issued to the said applicant.

For the period from July 1, 2020 to June 30, 2021.

GIVEN UNDER MY HAND AND THE CORPORATE SEAL OF THE VILLAGE OF CROSS PLAINS, COUNTY OF DANE, STATE OF WISCONSIN, and THIS 24th DAY OF AUGUST, 2020.

VILLAGE OF CROSS PLAINS
SEAL
WISCONSIN

Corporate Seal

Bill Chang
Village of Cross Plains

License must be FRAMED and POSTED in a conspicuous place in the room where Fermented Malt Beverages and/or Wine Coolers are drawn removed for service or sale.

RESOLUTION 11-2020
Resolution Requesting Exemption from County Library Tax

WHEREAS the Dane County Board has established a county library and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes, and

WHEREAS the Dane County Library Board has determined that the library serving the Village of Cross Plains meets the minimum standards of operation established by the County Board (RES 185, 2011-2012; RES 98, 2013-2014; RES 233, 2016-2017) in compliance with Section 43.11 (3) (d) of the Wisconsin Statutes, and

WHEREAS Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city which levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the city or village for the current year, and

WHEREAS the Village of Cross Plains will appropriate in 2020 and expend in 2021 an amount in excess of that calculated above in support of its library,

NOW THEREFORE BE IT RESOLVED that the Village of Cross Plains hereby requests of the Dane County Board of Supervisors that the Village of Cross Plains be exempted from the payment of any tax for the support of the County Library Service as provided in Section 43.64 (2).

BE IT FURTHER RESOLVED that confirmed copies of this resolution will be forwarded by the City/Village clerk to the following party:

Tracy Herold, Director
Dane County Library Service
1874 S. Stoughton Rd.
Madison, WI 53716

Date Passed: August 24, 2021

Vote:_____

By: _____
Jay Lengfeld, Village President

Attest: _____
Bill Chang, Village Administration/Clerk

DOWNTOWN PARKING REPORT, VILLAGE OF CROSS PLAINS

Report provided by the Downtown Parking Tasks Force

Date: August 17, 2020

Members of task force: Terra Morris (Chamber of Commerce), Sarah Borchardt (Park & Recreation Committee), Eric Padrutt (Plan Commission), Kevin Engelien (Public Safety Committee), Kevin Thusius (Board Trustee, Plan Commission)

Background: Due to spatial restrictions from the Main Street upgrade, Black Earth Creek and it remeandering, the bluffs, and, a lack of proper planning, there is currently limited public parking options in Cross Plains. This has had a negative effect on bringing/retaining businesses and bringing larger events to downtown. The physical constraints also make it difficult for a single location to satisfy all the needs of the downtown area. The task force met virtually four times between June 15th and August 20th with the goal of identifying parking options around downtown Cross Plains. The task force recommends a multi-location and multi-purpose approach for solving the complex parking issues in downtown Cross Plains.

Methods: The task force first identified approximately 20 parking locations in and around the downtown area generally identified from Bourbon Road to Park Street, and from Market Street to CTH P. The individual members of the task for contacted landowners, businesses and neighbors in an effort to identify possible solutions. Though not mutually exclusive, the task force chose to divide the parking needs and possible locations into the following categories: Downtown Business, Events, Parks, and Commuter.

Summary of results:

- The task for identified four possible locations for Downtown Business parking
    - One in the west business district and three in the central area
    - All these options would require acquisition of land
- Two quite large parking areas were identified for Events
    - These would require explicit permission from the landowner by event organizers
    - These could act as meeting/jumping-off location
    - Visitors could either walk or have a shuttle from these locations to the event
- One additional parking was identified for Parks, specifically for Zander Community Nature Park
- To lighten the burden on downtown parking, several areas were identified on the edges of the Village for Commuter use

Recommendations:

A. Acquire property downtown, specifically for parking, with the intention of attracting and retaining downtown businesses

B. Market the existing and future downtown parking lots by:

    A. Letting our businesses and residents know about parking options

B. Identifying each parking lot on-site with a specific icon/logo/sign
C. Using consistent way-finding signage to guide visitors to the lots
D. Creating a unique name/identifier to help guide visitors to a specific lot
E. Showing them on the appropriate printed maps/materials from the Village
F. Working with Google maps and other such media to update the information

B. Create a list of event parking locations to share with event hosts upon request
C. Sign and mark the parking area behind the old fire station
D. Work with WisDOT and other commuters, such as UW, to encourage parking in village-designated commuter sites - not downtown

Year in Review Report of the Sustainability Committee to the Cross Plains Village Board

Date: August 14, 2020
Members: John Burandt, Steve Douglas, Melissa Gavin, Michael Pomykalski, and Kevin Thusius

Introduction and Background

This report presents a year-in-review look at the work of the Sustainability Committee, shares the results of the community survey the committee conducted, describes the committee's proposed work for the coming year, and provides recommendations to the Village Board.

The ad hoc Cross Plains Sustainability Committee was created by the Village Board in August, 2019. The mission of the Sustainability Committee is to guide and assist Cross Plains residents, businesses, and government in becoming a community that meets the needs of today without compromising the needs of the future. The goal of this committee is to identify and advocate for changes related to environmental stewardship, creating a more sustainable Village.

Summary of Work to Date

Following the creation of the sustainability committee, committee members have developed internal processes and structures (developing a mission statement, selecting a chair and co-chair, establishing a meeting schedule) and have begun outward facing work. The committee's outward facing work includes:

- **Facilitating solar in new developments.** The committee presented a recommendation to the Village board that restrictions on rooftop solar be removed from an impending agreement with the Scenic Valley development, and that restrictions on rooftop solar be removed from future developer agreements. Subsequently, the restrictions were removed from the Scenic Valley development agreement, and Village board members are empowered to remove similar restrictions from new agreements as future developments are proposed.
- **Obtaining community input on Village sustainability efforts**. In spring 2020, the committee conducted a survey of the Cross Plains community to inform future sustainability efforts, querying the community about energy use, water use, transportation, land use and more. The survey was distributed to village residences through the Boy Scouts via a paper copy as well as made available online. A total of 102 responses were received. A summary of the results of this survey are included in this report.
- **Exploring the potential of solar energy in Cross Plains**. At the request of Jay Lengfeld, Cross Plains Village Board President, the Sustainability Committee conducted research on the requirements and opportunities for solar farms in and around Cross Plains. In April, the

Committee shared a memo with the Village Board on the potential of siting a solar farm in Cross Plains. The committee researched site requirements, space requirements, and other needs for a solar farm that could offset the Village's energy use. Committee members have since brought in a solar development expert to understand solar farm development process, financial opportunities, and timeline.

- **Outreach and collaboration with neighboring communities.** Recognizing that we can do more when we collaborate with others, the committee has engaged with leaders in neighboring communities to learn from and work collaboratively on shared opportunities. Committee members promoted and participated in the Western Dane County Climate Conversations, which educated community members on climate change and opportunities to reduce the threat of climate change locally. This included a film screening of "Paris to Pittsburgh," a presentation by Focus on Energy, and promoting a solar group buy for residents in Black Earth, Cross Plains, the Town of Vermont, Middleton, and surrounding areas. Committee members also met with Middleton's Sustainability Coordinator to learn from Middleton's experience and share resources. By working with the city of Middleton, we were able to learn from their community survey process and their process to develop a sustainability plan.

Sustainability Survey Results Report

This section summarizes the April 2020 survey conducted by the Sustainability Committee of the Village of Cross Plains. 102 completed surveys were received. One of the goals of the survey was to see if there was support in the Village for the work of a sustainability committee and the creation of a sustainability plan. The creation of a sustainability plan was well received with a positive affirmation of 70.6%.

Water

The survey resulted in positive responses to questions concerning stormwater runoff and how to handle it. Respondents would like to see policies that would meet the demands for future weather events (70.6%) and implement water management methods that restore or mimic the natural water cycle (65.7%). Many people felt that the new developments and areas to the north and east of the village need to have water retention systems that would be responsible for more than just their water runoff. Other answers were varied from more wetlands to larger storm drains to a stormwater utility. A comment was made to plan like the 1,000 year flood will happen next year.

Energy

The survey also saw a desire for renewable energy both for village operations (71.6%) and for homeowners (71.6%), with 44.2% willing to pay additional taxes to reduce carbon output and 52.9% not willing to pay additional costs. With regard to energy usage in homes, the survey found general approval for providing information about permitting for wind and solar, reduced building permit fees if installing a renewable energy system, and the creation of a shade tree/urban forest program. There were many responses wanting the village to plant more trees; areas mentioned were along Main Street, in Zander

Park, and in newer developments. A resident would also like the sustainability committee to advocate for the use of nuclear power citing the safety of modern reactors.

Solid Waste

With regard to solid waste, the survey reflected a positive response (~65%) to the village selling compost bins at a discount and giving out instructions on how to compost. This compost can then be collected along with the trash and recycling or at a village designated drop-off area. There were also desires expressed for a recycling center, an expanded recycling program that could take more items (batteries, paper milk cartons), and a verification that recyclables were being recycled properly.

Transportation and Land Use

Transportation saw a need for a bike path to Middleton (53%) and a possible bus/shuttle service (45%). There were also many write in votes for commuter rail with 10 people indicating a preference for it. Electric car charging stations were also mentioned.

The survey did not have a specific section related to land use but a few residents did comment about reducing the number of new housing developments and cautioned about building homes on top of the hills. Many responses dealt with how water, landscaping, and yard waste are interconnected. Many people would like to encourage the use of drought-tolerant native species (68.6%) both for landscaping and for along creek banks in order to reduce runoff and preventing erosion, ban or encourage a reduced use of fertilizers and pesticides, expand edible landscaping, see the creation of rain gardens, and promote the community garden. Respondents also felt there should be more street sweeping to keep the gutters clean and possibly consider curbside leaf pickup.

Additional Concerns

Villagers also commented on the need to reduce light pollution, light trespass, and street lighting in the village. This can be accomplished by informing the public about the village light ordinance and conducting an audit and evaluation of street lighting in the village.

Residents also used the survey to voice general concerns and opinions. These include a desire to not build structures in Zander Park, the need to reduce village buildings, an audit of public works, and a clean up of the Pott's Inn parking lot.

There were responses to the survey that indicated that they would only be supportive of sustainability programs if they did not increase taxes both in the short and long term. And there were also responses that praised the village for taking an active role in sustainability matters.

Another major aspect of this survey is the need to educate the residents of the Village of Cross Plains in various aspects of sustainability. Many of the topics listed above are educational in nature and forums

held at the library or school could function to fill this information void. A sustainability webpage is forthcoming and will function as an information resource.

The next step would be the creation of a sustainability plan where many topics listed above can be turned into action or village policy.

Forward Action of the Committee

In the coming year, the committee will focus on the following:

1. Continue in a research and advisory capacity to the Village Board and Village administration, seeking opportunities to leverage sustainability principles to positively impact village operations, community life, and the environment
2. Develop a sustainability plan, which is a document identifying specific goals and future activities the Village should pursue to become more sustainable
3. Continue to investigate siting a solar farm in or near Cross Plains to offset the Village's energy needs
4. Continue to develop relationships with communities and organizations in western Dane county who are also pursuing sustainability initiatives, seeking opportunities and efficiencies in partnerships
5. Deliver information about sustainability resources and initiatives for Cross Plains residents through the Village website
6. Seek opportunities to interact with Cross Plains residents to hear their concerns and gather additional ideas for meaningful initiatives
7. Continue to research opportunities for development grants and funding for Village sustainability initiatives

Recommendations to the Village Board

The Sustainability Committee makes the following recommendations to the Village Board:

1. Support the Sustainability Committee's development of a sustainability plan and review progress annually
2. Incorporate sustainability principles into planning and decision-making with a mindset towards improving efficiency, conserving resources, and utilizing more renewable resources
3. Support siting a solar farm in or near Cross Plains to offset the Village's energy needs
4. Proactively plan to mitigate the effects of climate change which will produce increasingly frequent weather extremes in all seasons, with a focus on preventing damage from storm water runoff
5. Continue to support our local environmental and recreational resources, such as the Ice Age Trail and Black Earth Creek, as they improve residents' quality of life and serve as a means to promote eco-tourism and increased economic activity in Cross Plains
6. Offer incentives for residents to engage in personal sustainability initiatives in their homes, on their properties, and within the community.

Sustainability Committee Year in Review

August 24, 2020

Introduction and Background

- The Sustainability Committee was created by the Village Board in August of 2019

- Mission: To guide and assist Cross Plains residents, businesses, and government in becoming a community that meets the needs of the today without compromising the needs of the future.

- Goal: Identify and advocate for changes related to environmental stewardship, creating a more sustainable Village.

Summary of Work To Date

- Facilitating solar in new developments
- Obtaining community input on Village sustainability efforts.
- Exploring the potential of solar energy in Cross Plains
- Outreach and collaboration with neighboring communities

Sustainability Survey Results: Water

- Respondents would like to see policies that meet the demands of future weather events. (70.6%)

- Respondents would like to implement water management methods that restore or mimic the natural water cycle (65.7%)

Sustainability Survey Results: Energy

- A desire for renewable energy for both Village operations (71.6%) and homeowners (71.6%)

- 44.2% of respondents were willing to pay additional taxes to reduce carbon output. 52.9% were not willing to pay additional taxes.

Sustainability Survey Results: Solid Waste

- The survey reflected a positive response (65%) to the Village selling compost bins at a discount and providing instructions on how to compost.

- There were also desires expressed for a recycling center, and expanded recycling program, and a verification that recyclables were being recycled properly.

Sustainability Survey Results: Transportation and Land Use

- A need for a bike path to Middleton was expressed (53%) and a possible bus/shuttle service (45%).

- The survey did not specifically ask about land use but many responses dealt with the interconnectivity of water, landscaping and yard waste.

Sustainability Survey: Additional Concerns

- In addition to answering the survey questions, this is a summary of the additional comments/concerns section that were provided by respondents

  - Reducing light pollution, light trespass and street lighting in the Village
  - A desire to not build structures in Zander Park
  - The need to reduce/consolidate Village buildings
  - An audit of public works
  - The cleanup of the Pott's Inn parking lot.

Forward Action of the Sustainability Committee

- Continue in a research and advisory capacity to the Village Board
- Develop a sustainability plan

- Continue to investigate siting a solar farm in or near Cross Plains to offset the Villages energy needs

- Continue to develop relationships with communities in western Dane County

Forward Action of the Sustainability Committee (continued)

- Deliver information about sustainability resources and initiatives for Cross Plains residents through the Village website

- Seek opportunities to interact with Cross Plains residents to hear their concerns and gather information for meaningful initiatives

- Continue to research opportunities for development grants and funding for Village sustainability initiatives

Recommendations to the Village Board

- Support the Sustainability Committees development of a sustainability Plan
- Incorporate sustainability principles into planning and decision making
- Support siting a solar farm in or near Cross Plains to offset the Villages energy needs

Recommendations to the Village Board (Con't)

- Proactively plan to mitigate the effects of climate change, with a focus on preventing damage from storm water runoff

- Continue to support our local recreation resources such as the Ice Age Trail and Black Earth Creek

Agenda Memorandum

Staff/Department: **Michael Axon, Parks and Recreation**
Subject Matter: **Pool Season Extension (Round 2)**
Meeting Date: **August 24, 2020**
Referral History: **PRC Meeting – Discussion Only**

Executive Summary:

The Village of Cross Plains Swimming Pool is operated by the Parks, Recreation and Conservancy Department. The swimming pool operates Memorial Day – August (3rd Week), depending on staff availability. The 2020 pool season began July 1, 2020 and is scheduled through September 7, 2020.

Project Background:

Due to COVID19 and indoor public pools still being closed, staff has been approached to request that the Cross Plains Swimming Pool stay open, for private swim team rental, through October 18 (weather permitting). Although staff does have some reservations regarding winterizing, staff also feels there are typically a large number of beautiful days throughout September that the vessel could be utilized. Staff also likes the idea of outside revenue sources at a time of revenue shortfall due to reduced programs. Three budgets projections: **Sept 8 – October 18 Operating budget; July 1-Sept 7 Operating Budget , July 1 – October 18 Operating Budget,**

Code/Policy Review:

None

Fiscal Impact:

The 2020 Operating Budget called for a projected need of $69,350.00 needed in taxes to operate the Cross Plains swimming pool (Memorial Day – August 23). With the Village Board approving the first extension to September 7, the Cross Plains Swimming Pool has a projected need of $58,418.00. If this extension would be granted, the projected need would be $51,647.00 ($6765.00).

Recommendation:

Although the committee did discuss this during the Director's Report in the July meeting, there wasn't a formal agenda item for this discussion to provide any action. Staff recommends staying open through October 18, 2020 pending weather, allowing staff to close the facility early if needed. Staff recommends the following:

- Madison Aquatic Club
  - Guarantee at a minimum the following in Facility Use Agreement:
    - September 8 – October 18 (41 days)
    - 6 Hours per day (Work with staff on days/times once their survey comes back)
      - $60.00 per hour rental ($360 per day - $14,470.00 paid up front)
    - Exclusive Private Club Practice – No meets

Recreation Activity Revenue/Expense Report

Cross Plains Parks & Recreation Department

Title of Activity: Swimming Pool Operations (September 8 - October 18) 41 Days

Report Date: 08/20/2020 **Activity Director: Michael Axon**

Commercial Support					**Operating Expense**	
Private Swim Practice Rental						
MAC - (Hours)	246		$60.00	**$14,760.00**	Utilities	$5,125.00
					Supplies	$2,870.00
Subtotal - Commercial Support				**$14,760**	**Subtotal - Equipment**	**$7,995.00**
Concessions						
Total Income				**$14,760**	**Total Expenses**	$7,995.00

NET GAIN OR (LOSS)	**$6,765.00**

Recreation Activity Revenue/Expense Report

Cross Plains Parks & Recreation Department

Title of Activity: Swimming Pool Operations (July 1-September 7)

Report Date: 07.22.2020 **Activity Director: Michael Axon**

Income Category					Expense Category	Budget
Membership	**# of Participants**		**Cost**	**Revenue**	**Operating Expense (personnel)**	
Resident - Individual	13		$50.00	$650.00	Director	$23,500.00
Resident - Family	122		$100.00	$12,200.00	Pool Managers (Projected)	$14,500.00
					Lifeguards/BR	$25,500.00
Non-Resident - Individual	5		$115.00	$575.00		
Non-Resent - Family	37		$155.00	$5,735.00		
Total Participants	**177**					
			Subtotal - Registration Fees	**$19,160.00**	**Subtotal - Staff**	**$63,500.00**
Commercial Support					**Operating Expense**	
Private Swim Practice Rental						
MAC - (Hours)	192		$59.00	**$11,328.00**	Utilities	$6,400.00
					Uniform	$500.00
					Dues	$1,250.00
					Support	$500.00
					Equipment	$3,000.00
					Technology	$500.00
					Supplies	$7,000.00
					Maintenance	$6,250.00
			Subtotal - Commercial Support	**$11,328**	**Subtotal - Equipment**	**$25,400.00**
			Concessions			
Total Income				**$30,488**	**Total Expenses**	$88,900.00

NET GAIN OR (LOSS)	**-$58,412.00**

Recreation Activity Revenue/Expense Report

Cross Plains Parks & Recreation Department

Title of Activity: Swimming Pool Operations (July 1 - October 18)

Report Date: 08/20/20 **Activity Director: Michael Axon**

Income Category					Expense Category	Budget
Membership	**# of Participants**		**Cost**	**Revenue**	**Operating Expense (personnel)**	
Resident - Individual	13		$50.00	$650.00	Director	$23,500.00
Resident - Family	122		$100.00	$12,200.00	Pool Managers (Projected)	$14,500.00
					Lifeguards/BR	$25,500.00
Non-Resident - Individual	5		$115.00	$575.00		
Non-Resent - Family	37		$155.00	$5,735.00		
Total Participants	**177**					
			Subtotal - Registration Fees	**$19,160.00**	**Subtotal - Staff**	**$63,500.00**
Commercial Support					**Operating Expense**	
Private Swim Practice Rental						
MAC - (Hours)	192		$59.00	**$11,328.00**	Utilities	$11,525.00
MAC - (Hours)	246		$60.00	**$14,760.00**	Uniform	$500.00
					Dues	$1,250.00
					Support	$500.00
					Equipment	$3,000.00
					Technology	$500.00
					Supplies	$9,870.00
					Maintenance	$6,250.00
			Subtotal - Commercial Support	**$26,088**	**Subtotal - Equipment**	**$33,395.00**
Total Income				**$45,248**	**Total Expenses**	$96,895.00

NET GAIN OR (LOSS)	**-$51,647.00**

Village of Cross Plains
FACILITY USE AGREEMENT

THIS AGREEMENT is entered into effective as of the last date of signature by and between the Village of Cross Plains, a Wisconsin municipal corporation (hereinafter the "VILLAGE") and the entity identified below (hereinafter the "LICENSEE").

LICENSEE:	**Madison Aquatic Club**
	C/O Shane Ryan
ADDRESS:	**6614 Jacobs Way**
CITY/STATE/ZIP CODE:	**Madison, WI 53711**

In consideration of the mutual covenants contained in this AGREEMENT and for other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the parties agree as follows:

1. SCOPE OF USE**.** The Village hereby grants the LICENSEE the right to use the following facilities during the periods identified:

FACILITY: **Village of Cross Plains Swimming Pool**
2106 Lewis Street
Cross Plains, WI 53528

PERMITTED USE: **LICENSEE will have exclusive use of the outdoor pool that includes main vessel, diving well, deck and restroom facility.**

Practices

- LICENSEE practices shall be Sunday – Saturday at six (6) hours per day at the desecration of the Parks and Recreation Director.
- LICENSEE may request increased participation in accordance with Madison Dane County Public Health and Forward Dane. Upon written request from LICENSEE, the Parks and Recreation Director may approve the request.
- LICENSEE shall not increase participation (1 participant per lane) unless it has received written communication and approval of the increased participation.

Swim Meets

- There shall be no swim meets.

Storage

- Lane lines will be provided by the VILLAGE.

Miscellaneous

- In addition to Section 8 of this AGREEMENT, LICENSEE shall provide VILLAGE with an Insurance Certificate, adding the Village of Cross Plains as an additional insured on the LICENSEE's liability insurance policy by July 1, 2020.
- LICENSEE shall provide the VILLAGE with a written Facility Use Plan for keeping their coaches, participants and/or team representatives healthy and safe during the contracted time.
- All LICENSEE coaches shall have lifeguard certification and shall provide certification to the Parks and Recreation Director prior to the start of the pool season.
- All coaches for LICENSEE shall participate in a VILLAGE staff training, to ensure coaches can conduct and comply with the VILLAGE'S Emergency Action Plan.

- VILLAGE shall provide one (1) pool manager to: open the facility, provide guidance to questions and activate the Emergency Action Plan if needed. The pool manager shall be in charge of all operations at the Cross Plains Pool.

- No food or beverages will be allowed inside the fenced in area, office or bathhouse for participants, staff or coaches.

- LICENSEE shall provide one (1) coach, to be designated as a lifeguard, in an elevated guard stand prior to allowing swimmers into the water.

- Any request that is not covered in this agreement shall be provided in writing to the Parks & Recreation Director at least 24 hours in advance of when request is needed.

- Any violation of this agreement shall result in written and verbal warnings to the LICENSEE and may result in a forfeiture of time allocated for LICENSEE. The Park and Recreation Director, at his own desecration, may deem a violation so severe that he/she may immediately remove LICENSEE, its coaches, volunteers, or participants from the premises. LICENSEE shall remediate and resolve the violation prior to reuse of the pool.

- The VILLAGE will send an invoice to the LICENSEE no later than five days after the commencement date, per the AGREEMENT.

- The LICENSEE shall ensure that the FACILITY is clean at the end of use of each day. Personal Protective Equipment will be made available by the VILLAGE for this service.

2. CONSIDERATION. In consideration of the above identified use of the FACILITY, LICENSEE shall pay the VILLAGE sum of**, $300.00 minimum per day for a total of $12,300.00 to be paid by or before September 8, 2020. If the FACILITY shall close prior to commencement of this AGREEMENT due to circumstances deriving from the VILLAGE or due to weather, the VILLAGE shall refund LICENSEE at rate of $300.00 per day.**

3. TERM/TERMINATION. The term of this AGREEMENT shall commence on **August 24, 2020** and terminate on **October 18, 2020**. The VILLAGE may, for any reason or no reason at all, terminate this AGREEMENT upon 5 days' notice.

4. PROPERTY CONDITION. The VILLAGE makes no representations or warranties as to the condition of the FACILITY or its adequacy for LICENSEE'S intended use other than compliance with Chapter DHS 172 of Wisconsin Administrative Code – Safety, Maintenance and Operation of Public Pools and Water Attractions. LICENSEE agrees to take the FACILITY as is and acknowledges that it shall be LICENSEE'S responsibility and obligation to assure that the FACILITY is in safe condition to be used for the purpose anticipated. LICENSEE acknowledges that it shall be obligated to regularly inspect the FACILITY and to promptly take affirmative steps where necessary to warn users or rectify hazards in order to prevent injury to property and persons.

5. VILLAGE ACCESS. The VILLAGE reserves the right to enter the FACILITY at any time during the AUTHORIZED PERIODS for any reasonable purpose. In the event the VILLAGE enters the FACILITY during AUTHORIZED PERIODS in a manner which interferes with LICENSEE'S use, LICENSEE'S sole remedy shall be refund of the CONSIDERATION paid for the periods of interference or termination of this AGREEMENT.

6. LICENSEE RESPONSIBILITIES.

A. LICENSEE shall remove all its property and equipment from the FACILITY outside of the AUTHORIZED PERIODS. LICENSEE is solely responsible for ensuring their property and equipment used is safe and properly maintained. LICENSEE shall have sole responsibility for the protection of LICENSEE'S property and agrees that the VILLAGE shall have no liability for injury to persons during LICENSEE'S activities or damage to, or theft of, property located therein. The VILLAGE shall have no obligation regarding liability for that property.

B. LICENSEE shall provide, at its sole expense, an adult on-site manager during the AUTHORIZED PERIODS, who shall be responsible for supervision of all individuals participating in the activities conducted pursuant to this AGREEMENT.

C. LICENSEE shall comply with, and ensure all of its participants comply with, all rules and regulations which shall be instituted by the VILLAGE from time to time.

D. LICENSEE shall repair all damage to the FACILITY caused by its employees, agents and participants, keep the FACILITY clean and orderly at all times, and not conduct any activity which would reasonably disturb others using the FACILITY. LICENSEE shall not be responsible to clean or maintain FACILITY outside of the intended use of LICENSEE. LICENSEE is under no obligation to leave FACILITY in a condition better than found. LICENSEE may contact the VILLAGE to notify them of repair/cleaning issues that are encountered that are the responsibility of the VILLAGE.

7. INDEMNITY. To the fullest extent allowable by law, the LICENSEE hereby indemnifies and shall defend and hold harmless the VILLAGE, its elected and appointed officials, officers, employees or authorized representatives or volunteers and each of them from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs, and expenses of whatsoever kind or nature whether arising before, during, or after completion of the work hereunder and in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of the LICENSEE or of anyone acting under its direction or control or on its behalf in connection with or incident to the performance of this AGREEMENT regardless if liability without fault is sought to be imposed on the VILLAGE. The LICENSEE'S aforesaid indemnity and hold harmless agreement shall not be applicable to any liability caused by the sole fault, sole negligence, or willful misconduct of the VILLAGE, or its elected and appointed officials, officers, employees or authorized representatives or volunteers. This indemnity provision shall survive the termination or expiration of this AGREEMENT.

In any and all claims against the VILLAGE, its elected and appointed officials, officers, employees or authorized representatives or volunteers by an employee of the LICENSEE, any sub-LICENSEE, or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the LICENSEE or any sub-LICENSEE under Worker's Compensation Acts, Disability Benefit Acts, or other employee benefit acts.

No provision of this indemnification clause shall give rise to any duties not otherwise provided for by this AGREEMENT or by operation of law. No provision of this indemnity clause shall be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity that would otherwise exist as to the VILLAGE, its elected and appointed officials, officers, employees or authorized representatives or volunteers under this or any contract. This clause is to be read in conjunction with all other indemnity provisions contained in this AGREEMENT. Any conflict or ambiguity arising between any indemnity provisions in this AGREEMENT shall be construed in favor of indemnified parties except when such interpretation would violate the laws of the state in which the job site is located.

The LICENSEE shall reimburse the VILLAGE, its elected and appointed officials, officers, employees or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. The LICENSEE'S obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the VILLAGE, its elected and appointed officials, officers, employees or authorized representatives or volunteers.

8. INSURANCE. LICENSEE shall, at its sole expense, maintain in effect at all times during the term of this AGREEMENT insurance coverage of General Liability:$1,000,000 per occurrence, $2,000,0000 aggregate; Auto Liability: $1,000,000 per occurrence; Umbrella: $6,000,000; Work Comp: $500,000 to the VILLAGE and, upon request, provide a copy of the insurance policy to the VILLAGE.

9. MISCELLANEOUS PROVISIONS.

A. ENTIRE AGREEMENT: This AGREEMENT supersedes any and all agreements previously made between the parties relating to the subject matter of this AGREEMENT and there are no understandings or agreements other than those incorporated in this AGREEMENT. This AGREEMENT may not be modified except by an instrument in writing duly executed by all the parties.

B. PARTIES BOUND: This AGREEMENT shall be binding upon and inure to the benefit of the parties and their respective heirs, legal representatives, successors and assigns. It is expressly understood the LICENSEE may not assign any rights or obligations under this AGREEMENT without the prior written consent of the VILLAGE.

C. SEVERABILITY: If any provision of this AGREEMENT shall under any circumstances be deemed invalid or inoperative, this AGREEMENT shall be construed with the valid or inoperative provision deleted and the rights and obligations construed and enforced accordingly.

D. NOTICE: Notices shall be deemed delivered as of the date of postmark if sent by certified mail, postage prepaid.

E. NEUTRAL CONSTRUCTION: The parties acknowledge that this AGREEMENT is the product of negotiations between the parties and that, prior to the execution hereof, each party has had full and adequate opportunity to have it reviewed by, and to obtain the advice of, its own legal counsel. Nothing in this AGREEMENT shall be construed more strictly for or against either party because that party's attorney drafted this AGREEMENT or any part hereof.

IN WITNESS WHEREOF, the parties have executed this **AGREEMENT** effective as of the last date of signature below.

VILLAGE OF CROSS PLAINS

By:_____
Jay Lengfeld, Village President

Attest:_____
Bill Chang, Village Administrator/Clerk

_____
Date

_____
Date

MADISON AQUATIC CLUB

By:_____

_____
(Name & Title)

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Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: Ordinance Regarding Enforcement and Penalty – Animal Control
Meeting Date: August 24, 2020
Referral History: VB 07.27.20

Executive Summary:

This ordinance increases the penalty amount for pet owners who do not pick up after their pets to a maximum penalty of $100 plus filing fees.

Project Background:

The Village has recently seen an increase in animal fecal matter left by pet owners. Village staff has increased its signage and stocked doggie bags in public parks and along train heads and the Police Department has increased patrol for such actions. The issue remains. Several Village Board Trustees, staff, and committee members have suggested in increase in the fine amount.

Code/Policy Review:

Chapter 14 of the Village Municipal Code lists the Village's Deposit Schedule.
Chapter 21 of the Village Municipal Code regulates Animal Control.

Fiscal Impact:

Penalty increase to maximum of $100.

Recommendation:

Staff recommends adoption of the Ordinance as presented.

Appendices:

Draft Ordinance to amend Section 14.03 of the Village Code of Ordinances Pertaining to Enforcement and Penalties and Deposit Schedule.

VILLAGE OF CROSS PLAINS

ORDINANCE NO. _____

AN ORDINANCE TO REPEAL AND RECREATE SECTION 21.14(d)(1) AND TO AMEND SECTION 14.03 OF THE VILLAGE CODE OF ORDINANCES PERTAINING TO ENFORCEMENT AND PENALTIES AND DEPOSIT SCHEDULE

The Village Board of the Village of Cross Plains, Dane County, Wisconsin does hereby ordain as follows:

1. Section 21.14(d)(1), Penalties, is repealed in its entirety and recreated to now read as follows:

   (1) Any person who violates Section 21.04(c), 21.06(f) or 21.09(b),(d) or (e) of this Chapter shall forfeit not less than $10.00, nor more than $100.00.

2. The reference in Section 14.03 pertaining to the deposit schedule for a violation of Section 21.09(d) for failure to clean up feces from animals is amended to now read as follows:

21.09(d)	Failure to Clean up Feces from Animal (10-100)	$50.00
	- Second and subsequent offenses	$100.00

3. **Effective Date.** This Ordinance shall take effect immediately upon its passage and publication.

Adopted this ___ day of _____, 2020.

VILLAGE OF CROSS PLAINS

By: _____ By: _____

Jay Lengfeld, President Bill Chang, Administrator/Clerk

Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: Ordinance Regarding Fire and EMS Volunteer Funds
Meeting Date: August 24, 2020
Referral History: Fire Commission and EMS Commission 8.17.20

Executive Summary:

This ordinance brings the Village into compliance with Wis. Stat. 66.0608 regarding Fire Department and EMS District Volunteer Funds.

Project Background:

It was brought to the Village's attention that the current practice of holding volunteer funds was not in line with the current law. State statute suggests that these funds are kept by the municipality. Historically, funds raised through this method has been kept by the Fire and EMS districts, respectively. State statute allows for the municipality to adopt an ordinance allowing for this. It has not been done until now.

Code/Policy Review:

Wis. Stat. §66.0608 regulates Separate Accounts for Volunteer Funds.
Chapter 33 of the Village Municipal Code regulates Fire Prevention

Fiscal Impact:

N/A

Recommendation:

Staff recommends adoption of the Ordinance as presented.

Appendices:

Draft Ordinance to Create Section 33.30 Concerning EMS District and Fire Department Volunteer Funds.

VILLAGE OF CROSS PLAINS

ORDINANCE NO. _____

AN ORDINANCE TO CREATE SECTION 33.30 OF THE VILLAGE CODE OF ORDINANCES CONCERNING EMS DISTRICT AND FIRE DEPARTMENT VOLUNTEER FUNDS

The Village Board of the Village of Cross Plains, Dane County, Wisconsin does hereby ordain as follows:

1. Section 33.30, EMS District and Fire Department Volunteer Funds, is hereby created to now read as follows:

SECTION 33.30 EMS District and Fire Department Volunteer Funds.

(a) **Purpose.** The purpose of this Ordinance is to authorize the Cross Plains Area EMS (EMS) and the Cross Plains-Berry Fire Department (Fire Department) to hold volunteer funds in their respective names, and delegate to their respective volunteer associations the use of such funds pursuant to the terms of this Ordinance. The Village of Cross Plains, Dane County, Wisconsin, has the specific authority under §66.0608, Wis. Stats. to adopt this Ordinance.

(b) The EMS and Fire Department, each by its serving Chief, are hereby authorized to accept and deposit volunteer funds directed to it in an account in the name of the EMS or Fire Department, in a public depository.

(c) The Chief of the EMS and Fire Department shall have exclusive control over the expenditure of volunteer funds for its respective department An annual report accounting for such income and expenditures, including the records of the depository account, shall be provided by the Chief to the respective board of the EMS District and Fire Department in a form determined by their board, in time for inclusion with their audit report to the municipalities participating in the EMS District or Fire Department.

(d) **Definitions.**

(1) Emergency medical services volunteer funds means funds of a municipality that are raised by employees or volunteers of the municipality's emergency medical services department or by donation to the emergency medical services department for the benefit of the municipality's emergency medical services department.

(2) Fire volunteer funds means funds of a municipality that are raised by employees of the municipality's fire department, by volunteers, or by

donations to the fire department, for the benefit of the municipality's fire department.

(3) Public depository has the meaning given in §34.01(5) of the Wisconsin Statutes.

(4) Volunteer funds mean emergency medical services practitioner volunteer funds, fire volunteer funds or emergency medical service responder volunteer funds.

2. **Severability.** If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.

3. **Effective Date.** This Ordinance shall take effect immediately upon its passage and publication.

Adopted this ___ day of _____, 2020.

VILLAGE OF CROSS PLAINS

By: _____
Jay Lengfeld, President

By: _____
Bill Chang, Administrator/Clerk

Village of Cross Plains

Department of Public Facilities

P.O. Box 97 | **Jerry Gray** | PH 608.235.1054
Cross Plains, WI 53528 | **Director of Public Facilities** | FAX 608.798.0314

Date: August 14, 2020

To: Cross Plains Village Board

From: Jerry Gray – DPF

Re: 2020 Street Repaving Project

Project Background

The 2020 Village of Cross Plains Street Repaving Project consists of all of Birchwood Pass and the intersection of Birchwood Pass and Westview Ct.

This project consists of spot replacement of curb and gutter as needed, driveway apron repairs, removal of existing pavement, repair of any soft spots in the subgrade material, final grading of the subgrade and repaving.

The original estimated cost for final grading and repaving was $92,322.00. By utilizing Village Staff, I was able to modify the scope of work the contractors would be responsible for, prior to the final Request for Proposals (RFP).

RFP Summary of Contractor Cost

Modified RFP's were sent to four contractors and replies were received from two contractors as follows:

Contractor	Paving Cost	Per Ton Cost for Gravel
Scott Construction	$68,897.00	$16.50
Tri County Paving	$68,172.00	$17.00

Summary of not to exceed Total Cost of Project

Estimated not to exceed Final Cost for the project utilizing Tri County Paving is:

Paving	$68,172.00
Allowance for up to 200 ton Additional Gravel for Final Grading	$3,400.00
Allowance for up to 200 ton SubGrade Replacement Material to be installed by Village Staff	$2,000.00
Total not to exceed final cost -	$73,572.00

Recommendation

Staff recommends that the Village Board approve the RFP from Tri County Paving dated 8/13/2020 and titled Birchwood Pass Asphalt Paving.

SCOTT
CONSTRUCTION, INC.
ASPHALT SURFACING SINCE 1926
ROADS • STREETS • HIGHWAYS • DRIVEWAYS • PARKING LOTS
WWW.SCOTTCONSTRUCT.COM PH. 608.254.2555 IN WI: 800.843.1556 FAX: 608.254.2249
560 MUNROE AVE., P.O. BOX 340 LAKE DELTON, WI 53940
Members of the Wisconsin Asphalt Pavement Association and the National Asphalt Pavement Association

SUBMITTED TO	COUNTY	PHONE	DATE
Village of Cross Plains	Dane	608-235-1054	August 13, 2020
CONTACT NAME		POSITION	
Jerry Gray		DPW	
STREET		JOB NAME	JOB NUMBER
2417 Brewery Rd		Birchwood Pass & Westview	
CITY AND STATE	ZIP CODE	JOB LOCATION	
Cross Plains, WI	53528	Same	

We hereby submit this proposal for the following scope of work:

BIRCHWOOD PASS & WESTVIEW INTERSECTION:
Fine grade and compact 4,766 S.Y. of gravel base installed by others.
Pave 1.5" average compacted Hot Mix asphalt binder course type 3LT on 4,766 S.Y.
Pave 1.5" average compacted Hot Mix asphalt surface course type 4LT on 4,766 S.Y.

LUMP SUM $68,897.00

NOTES:
If any extra gravel is needed for fine grading it would be extra @ $16.50 per ton.

- *If SCI determines the scope and/or quantity of work to be performed under contract differs from this proposal, SCI retains the right to price adjust prior to commencement of the work.*
- *If the price of diesel fuel exceeds $ N.A per gallon when the work is being performed, a fuel surcharge guaranteed not to exceed 1.5% of the total invoice amount may be applied.*
- *Payment Terms: Net 30*
- *NOTE: This proposal may be withdrawn by us if not accepted within 10 days.*

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

Date of Acceptance: _____

Customer Signature: _____

SCI Representative Signature: James Senzig

C/O # [ ]

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PROPOSAL / AGREEMENT

TRI COUNTY PAVING, INC.
P.O. BOX 394
DEFOREST, WI 53532

608-846-4657 FAX : 608-846-2570

RESIDENTIAL & COMMERCIAL

- EXCAVATING
- GRADING
- GRAVEL
- PAVING

PROPOSAL SUBMITTED TO :

NAME : Village of Cross Plains
Attn: Jerry Gray
STREET :
CITY, ST., & ZIP :
PHONE : 608-235-1054

DATE : 8/13/2020
JOB NAME : Birchwood Pass Asphalt Paving
JOB LOCATION : Village of Cross Plains
PLAN DATE : 2020

FOR FURNISHING THE NECESSARY LABOR, MATERIAL AND EQUIPMENT TO COMPLETE THE FOLLOWING:

Item #	Description	Est. Qty.	Unit	Bid Unit	Bid Price
1.	Fine Grade Roadway	4,600	SY	$1.70	$7,820.00
2.	Asphlt Pavement, 4LT 58-28S, 3" in 2 Lifts	4,600	SY	$13.12	$60,352.00
3.	Install Gravel as needed		TON	$17.00	

PRICES DO NOT INCLUDE BONDING.
PRICES ARE BASED ON 1 MOBILE FOR GRADING CREW.
PRICES ARE BASED ON 1 MOBILE FOR PAVING CREW.
PRICES FOR ASPHALT INCLUDE TACK COAT.

NOTE: Price reflects all the above stated work only. It does not include problems relating to soil failure, unseen objects underground, materials trucked on or off site unless stated above. Monthly progress payments upon substantial completion of items (No Retainage on Private Work).
Tri County Paving Inc. cannot be held responsible for damage to or repair of unmarked public and/or private utilities or other miscellaneous items buried on site.

PROPOSAL TERMS AND CONDITIONS

If for reasons beyond our control, the work cannot be completed by 2020 Tri County Paving Inc. reserves the right to adjust the terms of the contract. Tri County Paving Inc. will not be responsible for damage to private underground utilities if the owner has not notified us of their existence and location. Buyer shall hold harmless Tri County Paving, Inc. and shall be solely responsible for damages to property of buyer or others necessitated for the performance of this contract except for such damages caused by its negligence.

Tri County Paving Inc. planned for 1 mobilization(s) onto the job per each request of the work (ie. paving, milling etc.). If Tri County Paving Inc. is required to mobilize more than 1 time(s) per job due to the acts or omissions of Owner/Contractor, the charge for such additional mobilization(s) shall be $ 1,400.00 per mobilization.

Prior to the commencement of our work, the work of others shall be completed to such an extent that it will not unduly conflict with our work. If Tri County Paving Inc. is directed to commence work prior to the time such other work is completed owner/Contractor agrees to pay the cost of any extra mobilizations or reduced productivity attributable to our commencing work before others have completed their work.

Any changed condition of the job specifications involving extra costs will be executed only upon a written change order, and will become an extra charge over and above the original contract price.

If this proposal is not used as a contractual agreement, all above terms shall be incorporated into Owners contract.

Tri County Paving Inc. reserves the right to refuse to construct a pavement unless minimum grades of 1% are attainable for surface drainage. If the Owner directs construction with less than a minimum grade of 1% , it is understood that waterponding may occur and that no warranty attaches to the work as to satisfactory surface drainage. We will not be responsible for the redesigning of plan grades in order to establish a minimum of 1% drainage.

No materials will be placed on a wet, unstable or frozen subgrade. A suitable subgrade shall be furnished to Tri County Paving Inc. as a condition precedent to the requirement of performance of this contract by Tri County Paving Inc. All subgrade to be rough graded by others to within ± 0.1'.

When resurfacing concrete, brick or asphalt pavements Tri County Paving Inc. is not responsible for the reproduction of cracks or expansion joints which may occur.

"AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER (TRI COUNTY PAVING INC.) HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID."

Tri County Paving Inc. is entitled to final payment when our portion of the construction project is substantially completed.

In the event Tri County Paving Inc. seeks legal collection in order to collect restitution of this contract, any and all fees incurred by the Tri County Paving Inc., including all attorney fees, will be assumed and paid by persons or companies entering into this contract with Tri County Paving Inc.

Tri County Paving Inc. proposes to furnish material and labor - complete in accordance with above specifications, and prices, terms of payment shall be net 10 days from date of invoice. A 1.5% per month service charge shall be charged on all outstanding balances.

AUTHORIZED
SIGNATURE: _____
Ryan Bendixen

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. This guarantee shall last for a period of one year from the date of completion of the work. All quarantees are void if payment is not made as specified. No guarantee on blacktop overlays or concrete overlays. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN _15_ DAYS.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If separate bids or alternate bids are indicated, acknowledge acceptance by initialing those prices which you hereby accept.

DATE OF ACCEPTANCE: _____

SIGNATURE:_____

SIGNATURE:_____

Agenda Memorandum

Staff/Department: **Bill Chang, Village Administrator**
Subject Matter: **Water CIP Financing**
Meeting Date: **August 24, 2020**
Referral History: **VB – 07.27.20**

Executive Summary:

The Village Board approved Town and Country Engineering to move forward with a water system assessment study and planning/engineering for drilling a test well for the Well #3 project. In doing so, the Board has yet to decide where the funding for these projects will come from this year.

Project Background:

At the previous Village Board meeting, staff had proposed that funding for a portion of this come through a interfund loan through General Fund's capital improvement fund balance. Alternatively, President Lengfeld suggested that it be paid from the Water Utility's fund balance. Staff asked for time to be able to confirm that there would be enough fund balance to pay for the project and still operate the utility as budgeted.

Staff did review and find that the funding would be available.

Code/Policy Review:

Policy 2020-3 provides guidance on Capital Improvement Planning

Fiscal Impact:

Water Infrastructure Engineering	$80,000
Test Well Drilling	$60,000
	$140,000

Recommendation:

Short term financing solution for Water Infrastructure Engineering and Test Well Drilling as follows:

a. Use Water Utility Unspent bond proceeds to pay for $90,389 of the cost.
b. Use Water Utility Unassigned fund balance to pay for the remaining amount of $49,611.

Appendices:

N/A

Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: 2021-2025 Capital Improvement Plan
Meeting Date: August 24, 2020
Referral History: N/A

Executive Summary:

The 2021-2025 Capital Improvement Plan is presented to the Village Board for discussion and approval.

Project Background:

As requested by President Lengfeld, staff proposed a Capital Improvement Plan (CIP) with only Mandatory or High Priority projects for 2021. Staff then pushed other projects into the later years of the plan (2022-2025).

With the exception of the first year, the projects for the remaining four years serve as a guidance for decision makers and funding opportunities.

In 2020, the Village Board adopted the Village's Capital Improvement Financial Policy. The policy emphasized the approval of the following year's capital improvement budget through the capital improvement planning process and allows you the ability to implement capital project within the allowed budgeted amount. Support document, accurate cost estimates, and project details are necessary at this point if the project is proposed to be implemented in the following year's capital improvement budget.

It was also recommended to minimize borrowing as possible. Therefore, staff has moved the funding for some projects over to the levy side.

Code/Policy Review:

Policy 2020-3 provides guidance on Capital Improvement Planning

Fiscal Impact:

2021	2022	2023	2024	2025
$3,365,800	$2,510,250	$1,676,000	$2,204,900	$2,108,000

Recommendation:

Staff recommends review and approval of the 2021-2025 Capital Improvement Plan.

Appendices:

- 2021-2025 CIP Request instructions
- Draft 2021-2025 Capital Improvement spread sheets.
- Individual department project requests are available as requested.

Year	Project Title	Department	Staff Priority	Project Status	Fund	Proposed Source	Alternate Source	Amount
2021	Stormwater Mitigation Implementation	General Fund - Admin	2	New	TIF/Capital	TIF/Borrowing	Tax Levy	$368,300

This project will include two sections:
1) Improve the stormwater infrastructure on the nortwest section of the Village which will include property acquisition, construction of a berm, upsizing storm sewer, and the addition of valves to control storm water backflow into the current system. WEDC $216,750; TIF $216,750; Total $867,000.
2) Improve approximately 14 acres of agricultural land to prairie and wetland along Brewery Creek for flood water storage. USEDA $151,500; Village $151,500 ; Total $303,000
THIS PROJECT IS DEPENDENT ON GRANT FUNDING FROM THE USEDA.

2021	GIS Mapping Update	General Fund - Admin	2	New	Capital	Levy	Borrowing	$18,000

This system improvement will convert the Village's currently stored utility map layers from a single user desktop version to a more manageable cloud system with more interactive options. The current system is currently at the limits of its function. The Village Board and Village residents have asked for more transparency in planning. This program will allow for the Village to display and coordinate multiple efforts to this effect. It also will allow staff to display more mapping information. Implementing this software next year will significantly improve function and reduce replication of work in the near future as we will be able to record data from the various new subdivisions being planned. The software update and field equipment purchase are a ont time cost. There is an annual license required and the cost is dependent of the number of users, which will be added to the operating budget.

2021	Civic Systems Software and Services	General Fund - Finance	1	Planned	Capital	Borrowing	Tax Levy	$30,000

This is the replacement of the current Village's current accounting software, Workhorse, with Civic Systems. The initial implementation investment is estimated to be $90,000 – the department is proposing spreading the implementation costs over 3 years. Annual maintenance for the software is $9,900 and would be included in the Finance Department's general fund budget. This is the final year of payment for the initial installation contract.

2021	Baer Park Improvements - East End	General Fund - Parks	2	Planned	Capital	Park Impact Fees		$30,000

Addition of playground equipment and corresponding improvement in the Baer Park expansion area (Buecher Farm). This will provided updated recreational options for this area.

2021	Police Department Server Update	General Fund - Police Department	1	Planned	Capital	Borrowing	Levy	$10,000

The current Police Department server is approximately 6 years old is at its storage capacity and is limiting the PD's operational capability including the risk losing vaulable data. Staff will be reviewing other options such as a cloud solution or a service share agreement.

2021	Squad Replacement	General Fund - Police Department	2	Planned	Capital	Borrowing	Levy	$48,500

Replace the 2013 Ford SUV Interceptor. The vehicle will have over 90,000 miles upon replacement. The 2013 Ford SUV Interceptor will then replace the 2009 Crown Victoria which is primarily used for officers to travel to training. The quote includes equipment, graphics, installation, and shipping. The Hybrid version quoted last year is now $51,600. The item in this proposal is not the hybrid version.

2021	Pedestrian Crossing Rapid Response Flashing Beacon @ Bourbon Rd and Continental	General Fund - Public Facilities	2	New	Capital	Borrowing	Levy	$9,500

Install flashing pedestrian activated light system at the cross walk at Bourbon St and Continental Ln as recommended by the Public Safety Committee. This area has gained more traffic as a cross section for multiple trails. This project is proposed as a high priority due to the public safety concern.

2021	Replace 2019 Gehl R190 Skid Steer	General Fund - Public Facilities	2	New	Capital	Borrowing	Levy/Transportation Aid	$14,000

Replace the 2019 Gehl R190 Skid Steer with a new comparable unit. This is a critical piece of machinery for providing Village services. It is very costly to maintain if allowed to go out of waranty and is currently on the equipment replacement schedule for every two years. This equipment is purchased and traded back in every two years. The net cost of the trade is approximately $12,000. A lease was considered but would double the annual expense due to the high number of hours put on the equipment.

2021	Annual Street Resurfacing	General Fund - Public Facilities	2	Planned	Capital	Borrowing		$80,000
					Capital	Levy/Tranportation Aid		$20,000

This fund is used for the annual repaving program and is scheduled according the WISLER pavement rating report filed annually. This amount allows for approximately 1,500-2,000 lineal feet of street per year. Scheduled for 2021 are American Legion Dr. (Park St to Julius St.) and Mill St. (Park St. to Saeman St.) This years starts the iniative to transfer costs from the Village's borrowing program to the genderal fund's operating budget. A new budget line item will be created in the operating budget for annual street repaving. This will be seperate from the existing line item which covers all aspects of regualar maintenance to streets, sidewalks, crack filling, buildings, storm sewer, etc.

2021	Phosphourus Chemical Polishing	Sewer Utility	1	Planned	Sewer Capital Outlay	Equipment Replacement Fund		$50,000
	The Village received a new WWTP permit in October 2015. The new permit included new phosphorus limits, which are restrictive and would result in the Village's WWTP exceeding the proposed limits. To comply with the new WWTP permit the Village will need to implement adaptive management through non-point source water quality trading and chemical adjustments. Adaptive management is the proposed cost-effective solution to comply with the permit limits. The Village's permit requires compliance with the new limits by December 31, 2022. The Village has negotiated terms for a water quality trade and will upgrade facilty equipment to utilize chemicals to meet the requirement.This amount reflects the Village's improvements for facility improvements to properly utilize chemicals to reach the requirement.							
2021	SCADA System Upgrade	Sewer Utility	1	New	Sewer Capital Outlay	Equipment Replacement Fund	Sewer Support Fund	$200,000
	The Current SCADA equipment and software are failing and obsolete. This replacement should be replaced with the water upgrades for efficiency.							
2021	Inflow & Infiltration Study	Sewer Utility	2	New	Sewer Capital Outlay	Sewer Depreciation Fund	Fees	$50,000
	Planning and Engineering to conduct an inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process. The Village recently received a "C" grade on its annual CMAR report for Influent Flows and Loading test. The actions proposed include an Inflow and Infiltration study in 2021 to locate sources and remediation in 2020 and 2023 depending on the findings of the study.							
2021	Well #3 - Construction & SCADA Upgrade	Water Utility	1	Planned	Water Capital Overlay	Safe Drinking Water Loan	Fees	$2,300,000
	The needs assessment for Well #3 is currently being conducted by Town and Country Engineering. A third well would provide a third water source to ensure raw water capacity adequate to serve customers and comply with DNR Sanitary Survey requirements. The additional cost from the previous year's CIP include $200,000 for the SCADA upgrade and $600,000 to bring in 3phase power for the the well moter and generator.							
2021	Rapid Response Vehicle	Fire	2	Planned	Capital	Borrowing	Tax Levy	$137,500
	This vehicle will be used to respond to all types of incidents and has water/pump equipped. The total estimated cost of the vehicle and equipment is $250,000. The Village's share is 55% or $137,000.							

Planned Projects	$1,906,000
New Projects	$1,459,800
Total	**$3,365,800**
Proposed CIP on Levy	$38,000
Projected G.O. Borrowing	$697,800
Projected Total Borrowing	$2,997,800

Year	Project Title	Department	Staff Priority	Project Status	Fund	Proposed Source	Alternate Source	Amount
2022	Zander Park - Pavilion	General Fund - Parks	2	Planned	Parks	Donations		$25,000
					Capital	Borrowing	Levy/Fees	$25,000
	The Lions Club has been working to provide a Legacy Project within our community. Over the last year or so, they have mulled a number of projects, finalizing the idea of a pavilion at Zander Community Nature Park. As improvements continue at Zander Community Nature Park, there is need for a central meeting space in the downtown corridor. Adding a pavilion, 25'x40' would allow for both small and large gatherings, offering a space for groups to rent out or use on a regular basis. The pavilion would constructed to downtown design standards, including a concrete floor and electricity for lighting and outlets.							
2022	Polaris GEM Electric Utility Vehicle	General Fund - Parks	3	Planned	Capital	Borrowing	Fees	$30,000
	A Polaris GEM (Equivalent) for the Recreation Department to replace the maroon van. The GEM would be used for our summer camp commuter and utility vehicle. We currently have a lot of programs throughout our Village Park System. The electric vehicle would replace the current van, transporting kids/staff to programs around the Village of Cross Plains.							
2022	Melody Acres Playground Update	General Fund - Parks	3	Planned	Capital	Borrowing	Levy/Fees	$50,000
	Replacement of the current Melody Acres Playground equipment. The Village would be taking out the old equipment and surfacing. Once removed, the site would be prepped for new playground equipment and surfacing. The Melody Acres Park playground equipment was added in 1995. An average playground has a useful life of 20-25 years. Due to environmental elements, wear and tear from everyday play, and unfortunately vandalism, the Village needs to plan for the replacement of existing playground equipment. Additionally, outdated and inappropriate equipment, inadequate surfacing and other issues make some playground equipment a safety hazard. The Village has been experiencing issues with thistle and weeds in the playground area for over the past 5 years.							
2022	Baer Park - Pickleball / Basketball Court Resurface	General Fund-Parks	3	Planned	Capital	Borrowing		$65,000
					Capital	Improvement Fund		$10,000
	The current tennis court and basketball court are in need of complete resurfacing. This resurfacing project is a good opportunity for the Village to establish 2-3 pickleball courts and a new basketball court. The project would include: new fencing, basketball standards, lining, and nets. The Parks and Recreation Department has seen an abundance of requests for pickleball courts to be installed in the community. The current tennis court and basketball court are nearly unusable due to cracks in the asphalt surface. Due to their current status, the courts have been underutilized and of little service to the community for the last 5+ years.							
2022	Baer Park - Large Diamond Update - Planning/Eng.	General Fund - Parks	3	Planned	Capital	Borrowing	Levy/ Fees	$10,000
	This project would include work to update the current Baer Park large baseball diamond. The project includes: new backstop, diamond material, grading and sod added to the infield. The Parks and Recreation Department has received requests over the past 10+ years for grass to be added to the infield. When adding grass to the field, it is also a good time for the Village to update the current backstop with a netting, support poles, and new material.							
2022	Replace 2001 Ford F550	General Fund - Public Facilities	3	New	Capital	Borrowing	Levy/Transportation Aid	$85,000
	Replace the 2001 Ford F550 with a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.							
2022	Annual Street Resurfacing	General Fund - Public Facilities	2	Planned	Capital	Borrowing		$160,000
						Levy/Transportation Aid		$80,000
	To maintain streets, sidewalk and curb and gutter throughout the Village. Generally, this fund will assist with immediate issues, otherwise roads will be resurfaced according the WISLER pavement rating report filed annually. This amount allows for approximately 1,500-2,000 lineal feet of street per year. Scheduled for 2022 are Elmwood Cir and Elmwood Way. This represents a 60/40 split of the total funding request of $200,000.							
2022	Inflow & Infiltration Repair	Sewer Utility	2	New	Sewer Capital Outlay	Sewer Depreciation Fund	Fees	$200,000
	Repair collections system based on the findings of the inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process.							
2022	Well #1 & #2 Rehab	Water Utility	2	New	Water Capital Outlay	Safe Water Drinking Loan	Fees	$1,700,000
	Rehabilition of Well #1 and Well #2 to be code compliant based on study of the current water system long range plan.							
2022	Steel Shelving Unit Replacement	Library	2	New	Capital	Borrowing		$29,000
	Add new shelving units to the adult and teen areas. Add additional sections to the DVD/CD storage unit. Purchase and installation will be done in phases (2022 & 2023). The current library facility was designed for 10-years of growth. Fourteen years later, shelves are becoming tight due to collection growth. Even with an annual systematic program of collection weeding, space is becoming limited. This project is given a priority 2 rating due to safety issues that will arise if library materials exceed shelving capacity.							
2022	Command Vehicle Replacement	Fire	2	Planned	Capital	Borrowing	Levy	$41,250
	This purchase will replace the current 2004 vehicle. This is the first vehicle out to all incidents and used to transport the command staff. Similar units cost approximately $75,000 of which $41,250 will be the Village's share.							

Planned Projects	$496,250
New Projects	$2,014,000
Total	**$2,510,250**
Proposed CIP on Levy	$80,000
Projected G.O. Borrowing	$495,250
Projected Total Borrowing	$2,395,250

Year	Project Title	Department	Staff Priority	Project Status	Fund	Proposed Source	Alternate Source	Amount
2023	Village Hall - Police Department Replacement	General Fund - Admin	2	Planned	Capital	Tax Levy		$250,000
	This is a multi year plan to reserve fund balance toward a new village hall/police department building in the future.							
2023	Baer Park - Large Diamond Update - Construction	General Fund - Parks	4	Planned	Capital	Borrowing		$65,000
					Parks	Donations		$30,000
					Parks	Improvement Fund		$20,000
	This project would include work to update the current Baer Park large baseball diamond. The project includes: new backstop, diamond material, grading and sod added to the infield. The Parks and Recreation Department has received requests over the past 10+ years for grass to be added to the infield. When adding grass to the field, it is also a good time for the Village to update the current backstop with a netting, support poles, and new material.							
2023	Westview Park Playground Update	General Fund - Parks	3	Planned	Capital	Borrowing	Levy/ Fees	$50,000
	Replacement of the current Westview Park Playground equipment. The Village would be taking out the old equipment and surfacing. Once removed, the site would be prepped for new playground equipment and surfacing.The Westview Park playground equipment was added in 1995. The department was able to add all new surfacing to the site in 2017 to help negate the previous issues the playground was experiencing due to thistle and weeds. An average playground has a useful life of 20-25 years. Due to environmental elements, wear and tear from everyday play, and unfortunately vandalism, the Village needs to plan for the replacement of existing playground equipment. Additionally, outdated and inappropriate equipment, inadequate surfacing and other issues make some playground equipment a safety hazard. This playground experiences a number of users from the neighboring apartment complex.							
2023	Scenic Valley Park - Planning/Eng	General Fund - Parks	3	New	Capital	Park Impact Fees		$20,000
	The Scenic Valley Development (Schoepp) has a projected phase 1 completion of 45 lots being built out in 2022. Planning and engineering for this park is expected to exand fiscal years 2022 and 2023 and will be needed prior to implementation in 2024. Staff recommends the planning begins when 50% of the lots (phase1) have been recorded.							
2023	Aerial Lift Purchase	General Fund - Public Facilities	3	New	Capital	Borrowing	Levy/Fees	$68,000
	Purchase of an on/off road aerial lift equipment. This equipment was previously slated as a bucket truck purchase in 2020 but due to budget restrictions and regulatory compliance, it has been postponed. It is being proposed to rent equipment in 2021 and 2022.							
2023	Replace 2021 Skid Steer	General Fund - Public Facilities	2	New	Capital	Borrowing	Levy/Transportation Aid	$14,000
	Replace the 2021Skid Steer with a new comparable unit. This is a critical piece of machinery for providing Village services. It is very costly to maintain if allowed to go out of waranty and is currently on the equipment replacement schedule for every two years.							
2023	Annual Street Resurfacing	General Fund - Public Facilities	2	Planned	Capital	Borrowing		$261,000
						Levy/Transportation Aid		$174,000
	To maintain streets, sidewalk and curb and gutter throughout the Village. Generally, this fund will assist with immediate issues, otherwise roads will be resurfaced according the WISLER pavement rating report filed annually. This amount allows for approximately 1,500-2,000 lineal feet of street per year. This represents a 40/60 split of the total requested funding of $435,000.							
2023	Inflow & Infiltration Repair	Sewer Utility	2	New	Sewer Capital Outlay	Sewer Depreciation Fund	Fees	$200,000
	Repair collections system based on the findings of the inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process.							
2023	Paint Existing Resivior	Water Utility	2	New	Water Capital Outlay	Safe Water Drinking Loan	Fees	$500,000
	Clean, sand, prime and paint interior and exterior of the south resivior as required by the Wisconsin Department of Natural Resources.							
2023	Steel Shelving Unit Replacement	Library	2	New	Capital	Borrowing		$24,000
	Add new shelving units to the adult and teen areas. Add additional sections to the DVD/CD storage unit. Purchase and installation will be done in phases (2022 & 2023). The current library facility was designed for 10-years of growth. Fourteen years later, shelves are becoming tight due to collection growth. Even with an annual systematic program of collection weeding, space is becoming limited. This project is given a priority 2 rating due to safety issues that will arise if library materials exceed shelving capacity.							

Planned Projects	$850,000
New Projects	$826,000
Total	**$1,676,000**
Proposed CIP on Levy	$424,000
Projected G.O. Borrowing	$482,000
Projected Total Borrowing	$1,182,000

Year	Project Title	Department	Staff Priority	Project Status	Fund	Proposed Source	Alternate Source	Amount
2024	Village Hall & Police Department - Planning	General Fund - Admin	2	Planned	Capital	Levy		$15,000
	The Village conducted an assessment study for a new Village Hall and Police Department in 2013. Since 2013, the needs and staff of the Village has grown. The project would include: updating the space needs assessment, cost projections, and a master plan for the new site location.							
2024	Village Hall - Police Department Replacement	General Fund - Admin	2	Planned	Capital	Levy		$250,000
	This is a multi year plan to reserve fund balance toward a new village hall/police department building in the future.							
2024	Scenic Valley Park - Construction	General Fund - Parks	3	Planned	Capital	Fees		$129,900
	The Scenic Valley Development (Schoepp) has a projected phase 1 completion of 45 lots being built out in 2022. Planning and engineering for this park is expected to exand fiscal years 2022 and 2023 and will be needed prior to implementation in 2024. Staff recommends the planning begins when 50% of the lots (phase1) have been recorded.							
2024	Replace 2003 GMC Pickup Truck/Plow/Crane Truck/Fuel Truck	General Fund - Public Facilities	3	New	Capital	Borrowing	Levy/Transportation Aid	$60,000
	Replace the 2003 GMC Pickup Truck and necessary equipment and attachments to a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.							
2024	New Public Facilities Campus - Planning & Engineering	General Fund - Public Facilities	3	Planned	Capital	Levy		$50,000
	Planning and engineering for new public facilities building for furture needs. Current facility will need major upgrades by 2030.							
2024	Complete Reconstruction of Brewery Rd	General Fund - Public Facilities	2	New	Capital	Borrowing		$700,000
	Complete Reconstruction of Brewery Rd from Laufenberg Blvd to Valley St. Repave sections of Brewrey Rd from Valley St to Church St. This work will be done in conjuction with a sewer main replacement project.							
2024	Brewery Rd Sewer Main Replacement	Sewer Utility	2	New	Sewer Capital Outlay	Clean Water Fund	Assessment/Fees	$1,000,000
	Replace and upgrade the current sanitary sewer main on Brewery Rd from Laufengerg Blvd to Valley Street. The line is in poor condition, which has been known since the 1999 long range wastewater system study. The line also needs to be upsized to handle flows from new developments.							

Planned Projects	$444,900
New Projects	$1,760,000
Total	**$2,204,900**
Proposed CIP on Levy	$315,000
Projected G.O. Borrowing	$760,000
Projected Total Borrowing	$1,760,000

Year	Project Title	Department	Staff Priority	Project Status	Fund	Proposed Source	Alternate Source	Amount
2025	Village Hall - Police Department Replacement	General Fund - Admin	2	Planned	Capital	Levy		$250,000
	This is a multi year plan to reserve fund balance toward a new village hall/police department building in the future.							
2025	Squad Replacement	General Fund - Police Department	5	New	Capital	Borrowing	Levy	$49,000
	This is a place hold for the Squad Vehicle Replacement program. The expense is the estimated quote for 2021 replacement.							
2025	Replace 2021 Skid Steer	General Fund - Public Facilities	5	New	Capital	Borrowing	Levy/Transportation Aid	$14,000
	Replace the 2021 Skid Steer with a new comparable unit. This is a critical piece of machinery for providing Village services. It is very costly to maintain if allowed to go out of waranty and is currently on the equipment replacement schedule for every two years.							
2025	Replace 2005 Freightliner Dump/Plow/Salt Truck	General Fund - Public Facilities	3	New	Capital	Borrowing	Levy/Transportation Aid	$135,000
	Replace the 2005 Freightliner Dump/Plow/Salt Truck and necessary equipment and attachments to a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.							
2025	Annual Street Resurfacing	General Fund - Public Facilities	5	Planned	Capital	Levy/Transportation Aid		$310,000
	To maintain streets, sidewalk and curb and gutter throughout the Village. Generally, this fund will assist with immediate issues, otherwise roads will be resurfaced according the WISLER pavement rating report filed annually. This amount allows for approximately 1,500-2,000 lineal feet of street per year. This represents a 100% non borrowing.							
2025	CTH KP Reconstruction	General Fund - Public Facilities	4	New	Capital	Borrowing		$1,205,000
	Road to be reconstructed with curb and gutter, multimodal trails, and bike lanes as of a jurisdictional trasfer effort. The county will share in 50% of the overall cost projected at $2,410,000. **The Village will not proceed without Dane County funding.**							
2025	Ambulance Replacement	EMS	5	New	Capital	Levy		$145,000
	Six year ambulance replacement cycle. Projected total cost is at $250,000. The 2020 Village split is 58%							

Planned Projects	$560,000
New Projects	$1,548,000
Total	**$2,108,000**
Proposed CIP on Levy	$560,000
Projected G.O. Borrowing	$1,389,000
Projected Total Borrowing	$1,389,000

GENERAL FUND - ADMINISTRATION

Project Title	2021	2022	2023	2024	2025	Total
Stormwater Mitigation Implementation	$ 368,300.00	$ -	$ -	$ -	$ -	$ 368,300.00
This project will include two sections: 1) Improve the stormwater infrastructure on the nortwest section of the Village which will include property acquisition, construction of a berm, upsizing storm sewer, and the addition of valves to control storm water backflow into the current system. WEDC $216,750; TIF $216,750; Total $867,000. 2) Improve approximately 14 acres of agricultural land to prairie and wetland along Brewery Creek for flood water storage. USEDA $151,500; Village $151,500 ; Total $303,000 **THIS PROJECT IS DEPENDENT ON GRANT FUNDING FROM THE USEDA.**						
GIS Mapping Update	$ 18,000.00	$ -	$ -	$ -	$ -	$ 18,000.00
This system improvement will convert the Village's currently stored utility map layers from a single user desktop version to a more manageable cloud system with more interactive options. The current system is currently at the limits of its function. The Village Board and Village residents have asked for more transparency in planning. This program will allow for the Village to display and coordinate multiple efforts to this effect. It also will allow staff to display more mapping information. Implementing this software next year will significantly improve function and reduce replication of work in the near future as we will be able to record data from the various new subdivisions being planned. The software update and field equipment purchase are a ont time cost. There is an annual license required and the cost is dependent of the number of users, which will be added to the operating budget.	Levy					
Village Hall & Police Department - Planning	$ -	$ -	$ -	$ 15,000.00		$ 15,000.00
The Village conducted an assessment study for a new Village Hall and Police Department in 2013. Since 2013, the needs and staff of the Village has grown. The project would include: updating the space needs assessment, cost projections, and a master plan for the new site location.				Levy		
Village Hall - Police Department Replacement	$ -	$ -	$ 250,000.00	$ 250,000.00	$ 250,000.00	$ 750,000.00
This is a multi year plan to reserve fund balance toward a new village hall/police department building in the future. Implement in 2026.			Levy/Fund Balance	Levy/Fund Balance	Levy/Fund Balance	
	$ 386,300.00	$ -	$ 250,000.00	$ 265,000.00	$ 250,000.00	$ 1,151,300.00

GENERAL FUND - FINANCE

Project Title	2021	2022	2023	2024	2025	Total
Civic Systems Software and Services	$ 30,000.00	$ -	$ -	$ -	$ -	$ 30,000.00
This is the replacement of the current Village's current accounting software, Workhorse, with Civic Systems. The initial implementation investment is estimated to be $90,000 – the department is proposing spreading the implementation costs over 3 years. Annual maintenance for the software is $9,900 and would be included in the Finance Department's general fund budget. This is the final year of payment for the initial installation contract.	Borrow					
	$ 30,000.00	$ -	$ -	$ -	$ -	$ 30,000.00

PARK AND RECREATION

Project Title	2021	2022	2023	2024	2025	Total
Baer Park Improvement - East End	$ 30,000.00	$ -	$ -	$ -	$ -	$ 30,000.00
Addition of improvements (TBD) for the east end of Baer Park (3000 Evergreen Pkwy) to provide access and recreation options to the nieghborhood.	Park Impact Fees					
Zander Park - Pavilion		$ 50,000.00	$ -	$ -		$ 50,000.00
The Lions Club has been working to provide a Legacy Project within our community. Over the last year or so, they have mulled a number of projects, finalizing the idea of a pavilion at Zander Community Nature Park. As improvements continue at Zander Community Nature Park, there is need for a central meeting space in the downtown corridor. Adding a pavilion, 25'x40' would allow for both small and large gatherings, offering a space for groups to rent out or use on a regular basis. The pavilion would constructed to downtown design standards, including a concrete floor and electricity for lighting and outlets.		$25,000 - Borrow $25,000 - Donations				
Polaris GEM Electric Utility Vehicle		$ 30,000.00	$ -	$ -		$ 30,000.00
A Polaris GEM (Equivalent) for the Recreation Department to replace the maroon van. The GEM would be used for our summer camp commuter and utility vehicle. We currently have a lot of programs throughout our Village Park System. The electric vehicle would replace the current van, transporting kids/staff to programs around the Village of Cross Plains.		Borrow				
Melody Acres Playground Update		$ 50,000.00	$ -	$ -		$ 50,000.00
Replacement of the current Melody Acres Playground equipment. The Village would be taking out the old equipment and surfacing. Once removed, the site would be prepped for new playground equipment and surfacing. The Melody Acres Park playground equipment was added in 1995. An average playground has a useful life of 20-25 years. Due to environmental elements, wear and tear from everyday play, and unfortunately vandalism, the Village needs to plan for the replacement of existing playground equipment. Additionally, outdated and inappropriate equipment, inadequate surfacing and other issues make some playground equipment a safety hazard. The Village has been experiencing issues with thistle and weeds in the playground area for over the past 5 years.		Borrow				
Baer Park - Pickleball / Basketball Court Resurface		$ 75,000.00	$ -	$ -		$ 75,000.00
The current tennis court and basketball court are in need of complete resurfacing. This resurfacing project is a good opportunity for the Village to establish 2-3 pickleball courts and a new basketball court. The project would include: new fencing, basketball standards, lining, and nets. The Parks and Recreation Department has seen an abundance of requests for pickleball courts to be installed in the community. The current tennis court and basketball court are nearly unusable due to cracks in the asphalt surface. Due to their current status, the courts have been underutilized and of little service to the community for the last 5+ years.		$65,000 - Borrow $10,000 - Improvement Fund				
Baer Park - Large Diamond Update - Planning/Eng.		$ 10,000.00	$ -	$ -		$ 10,000.00
This project would include work to update the current Baer Park large baseball diamond. The project includes: new backstop, diamond material, grading and sod added to the infield. The Parks and Recreation Department has received requests over the past 10+ years for grass to be added to the infield. When adding grass to the field, it is also a good time for the Village to update the current backstop with a netting, support poles, and new material.		Borrow				
Baer Park - Large Diamond Update - Construction			$ 115,000.00	$ -		$ 115,000.00
This project would include work to update the current Baer Park large baseball diamond. The project includes: new backstop, diamond material, grading and sod added to the infield. The Parks and Recreation Department has received requests over the past 10+ years for grass to be added to the infield. When adding grass to the field, it is also a good time for the Village to update the current backstop with a netting, support poles, and new material.			$65,000 - Borrow $30,000 - Donations $20,000 - Improvement Fund			
Westview Park Playground Update	$ -		$ 50,000.00	$ -		$ 50,000.00
Replacement of the current Westview Park Playground equipment. The Village would be taking out the old equipment and surfacing. Once removed, the site would be prepped for new playground equipment and surfacing.The Westview Park playground equipment was added in 1995. The department was able to add all new surfacing to the site in 2017 to help negate the previous issues the playground was experiencing due to thistle and weeds. An average playground has a useful life of 20-25 years. Due to environmental elements, wear and tear from everyday play, and unfortunately vandalism, the Village needs to plan for the replacement of existing playground equipment. Additionally, outdated and inappropriate equipment, inadequate surfacing and other issues make some playground equipment a safety hazard. This playground experiences a number of users from the neighboring apartment complex.			Borrow			
Scenic Valley Park - Engineering/Planning	$ -		$ 20,000.00	$ -		$ 20,000.00
The Scenic Valley Development (Schoepp) has a projected phase 1 completion of 45 lots being built out in 2022. Planning and engineering for this park is expected to exand fiscal years 2022 and 2023 and will be needed prior to implementation in 2024. Staff recommends the planning begins when 50% of the lots (phase1) have been recorded.			Park Impact Fees			
Scenic Valley Park - Construction	$ -		$ -	$ 129,000.00		$ 129,000.00
The Scenic Valley Development (Schoepp) has a projected phase 1 completion of 45 lots being built out in 2022. Planning and engineering for this park is expected to exand fiscal years 2022 and 2023 and will be needed prior to implementation in 2024. Staff recommends the planning begins when 50% of the lots (phase1) have been recorded.				Park Impact Fees		
	$ 30,000.00	$ 215,000.00	$ 185,000.00	$ 129,000.00	$ -	$ 559,000.00

GENERAL FUND - POLICE

Project Title	2021	2022	2023	2024	2025	Total
Police Department Server Update	$ 10,000.00	$ -	$ -	$ -	$ -	$ 10,000.00
The current Police Department server is approximately 6 years old is at its storage capacity and is limiting the PD's operational capability including the risk losing vaulable data. Staff will be reviewing other options such as a cloud solution or a service share agreement.	Borrow					
Squad Replacement	$ 48,500.00	$ -	$ -	$ -	$ -	$ 48,500.00
Replace the 2013 Ford SUV Interceptor. The vehicle will have over 90,000 miles upon replacement. The 2013 Ford SUV Interceptor will then replace the 2009 Crown Victoria which is primarily used for officers to travel to training. The quote includes equipment, graphics, installation, and shipping. The Hybrid version quoted last year is now $51,600. The item in this proposal is not the hybrid version.	Borrow					
Squad Replacement	$ -	$ -	$ -	$ -	$ 49,000.00	$ 49,000.00
This is a place hold for the Squad Vehicle Replacement program. The expense is the estimated quote for 2021 replacement.					Borrow	
	$ 58,500.00	$ -	$ -	$ -	$ 49,000.00	$ 107,500.00

GENERAL FUND - PUBLIC FACILITIES

Project Title	2021	2022	2023	2024	2025	Total
Pedestrian Crossing Rapid Response Flashing Beacon @ Bourbon Rd and Continental	$ 9,500.00		$ -	$ -	$ -	$ 9,500.00
Install flashing pedestrian activated light system at the cross walk at Bourbon St and Continental Ln as recommended by the Public Safety Committee. This area has gained more traffic as a cross section for multiple trails.	Borrow					
Replace Skid Steer	$ 14,000.00	$ -	$ 14,000.00	$ -	$ 14,000.00	$ 42,000.00
Replace the current Skid Steer with a new comparable unit. This is a critical piece of machinery for providing Village services. It is very costly to maintain if allowed to go out of waranty and is currently on the equipment replacement schedule for every two years. This equipment is purchased and traded back in every two years. The net cost of the trade is approximately $12,000. A lease was considered but would double the annual expense due to the high number of hours put on the equipment.	Borrow		Borrow		Borrow	
Replace 2001 Ford F550	$ -	$ 85,000.00	$ -	$ -	$ -	$ 85,000.00
Replace the 2001 Ford F550 with a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.		Borrow				
Aerial Lift Purchase	$ -	$ -	$ 68,000.00	$ -	$ -	$ 68,000.00
Purchase of an on/off road aerial lift equipment. This equipment was previously slated as a bucket truck purchase in 2020 but due to budget restrictions and regulatory compliance, it has been postponed. It is being proposed to rent equipment in 2021 and 2022.			Borrow			
Replace 2003 GMC Pickup Truck/Plow/Crane Truck/Fuel Truck	$ -	$ -	$ -	$ 60,000.00	$ -	$ 60,000.00
Replace the 2003 GMC Pickup Truck/Plow/Crane Truck/Fuel Truck with a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.				Borrow		
New Public Facilities Campus - Planning & Engineering	$ -	$ -	$ -	$ 50,000.00	$ -	$ 50,000.00
Planning and engineering for new public facilities building for furture needs. Current facility will need major upgrades by 2030.				Borrow		
Complete Reconstruction of Brewery Rd.	$ -	$ -	$ -	$ 700,000.00	$ -	$ 700,000.00
Complete Reconstruction of Brewery Rd from Laufenberg Blvd to Valley St. Repave sections of Brewrey Rd from Valley St to Church St. This work will be done in conjuction with a sewer main replacement project.				Borrow		
Replace 2005 Freitghtliner Dump/Plow/Salk Truck	$ -	$ -	$ -	$ -	$ 135,000.00	$ 135,000.00
Replace the 2005 Freightliner Dump/Plow/Salt Truck and necessary equipment and attachments to a new comparable unit due to rust, usability, and maintenance. It has been in service for 20 years and is worn out.					Borrow	
CTH KP Reconstruction	$ -	$ -	$ -	$ -	$ 1,205,000.00	$ 1,205,000.00
Road to be reconstructed with curb and gutter, multimodal trails, and bike lanes as of a jurisdictional trasfer effort. The county will share in 50% of the overall cost projected at $2,410,000. **The Village will not proceed without Dane County funding.**					Borrow	
Annual Street Resurfacing	$ 100,000.00	$ 200,000.00	$ 435,000.00	$ -	$ 310,000.00	$ 1,045,000.00
To maintain streets, sidewalk and curb and gutter throughout the Village. Generally, this fund will assist with immediate issues, otherwise roads will be resurfaced according the WISLER pavement rating report filed annually. This amount allows for approximately 1,500-2,000 lineal feet of street per year.	$80,000 - Borrow $20,000-Levy	$160,000 - Borrow $80,000-Levy	$261,000 - Borrow $174,000-Levy		Levy	
	$ 123,500.00	$ 285,000.00	$ 517,000.00	$ 810,000.00	$ 1,664,000.00	$ 3,399,500.00

SEWER UTILITY

Project Title	2021	2022	2023	2024	2025	Total
Phosphourus Chemical Polishing	$ 50,000.00	$ -	$ -	$ -	$ -	$ 50,000.00
The Village received a new WWTP permit in October 2015. The new permit included new phosphorus limits, which are restrictive and would result in the Village's WWTP exceeding the proposed limits. To comply with the new WWTP permit the Village will need to implement adaptive management through non-point source water quality trading and chemical adjustments. Adaptive management is the proposed cost-effective solution to comply with the permit limits. The Village's permit requires compliance with the new limits by December 31, 2022. The Village has negotiated terms for a water quality trade and will upgrade facilty equipment to utilize chemicals to meet the requirement.This amount reflects the Village's improvements for facility improvements to properly utilize chemicals to reach the requirement.	Equipment Replacement Fund					
SCADA System Upgrade	$ 200,000.00	$ -	$ -	$ -	$ -	$ 200,000.00
The Current SCADA equipment and software are failing and obsolete. This replacement should be replaced with the water upgrades for efficiency.	Equipment Replacement Fund					
Inflow & Infiltration Study	$ 50,000.00	$ -	$ -	$ -	$ -	$ 50,000.00
Planning and Engineering to conduct an inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process. The Village recently received a "C" grade on its annual CMAR report for Influent Flows and Loading test. The actions proposed include an Inflow and Infiltration study in 2021 to locate sources and remediation in 2020 and 2023 depending on the findings of the study.	Sewer Depreciation Fund					
Inflow & Infiltration Repair	$ -	$ 200,000.00	$ 200,000.00	$ -	$ -	$ 400,000.00
Repair collections system based on the findings of the inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process.		Sewer Depreciation	Sewer Depreciation			
2024 Brewery Rd Sewer Main Replacement	$ -	$ -	$ -	$ 1,000,000.00	$ -	$ 1,000,000.00
Repair collections system based on the findings of the inflow/infiltration study of the entire collection system due to excess clear water entering the system and affecting the treatement process.				Clean Water Fund		
	$ 300,000.00	$ 200,000.00	$ 200,000.00	$ 1,000,000.00	$ -	$ 1,700,000.00

WATER UTILITY

Project Title	2021	2022	2023	2024	Total
Well #3 - Construction & SCADA Upgrade	$ 2,300,000.00	$ -	$ -	$ -	$ 2,300,000.00
The needs assessment for Well #3 is currently being conducted by Town and Country Engineering. A third well would provide a third water source to ensure raw water capacity adequate to serve customers and comply with DNR Sanitary Survey requirements. The additional cost from the previous year's CIP include $200,000 for the SCADA upgrade and $600,000 to bring in 3phase power for the the well moter and generator.	Safe Water Drinking Loan				
Well 1 & 2 Rehab	$ -	$ 1,700,000.00	$ -	$ -	$ 1,700,000.00
Rehabilition of Well #1 and Well #2 to be code compliant based on study of the current water system long range plan.		Safe Water Drinking Loan			
Paint Existing Resivior	$ -	$ -	$ 500,000.00	$ -	$ 500,000.00
Clean, sand, prime and paint interior and exterior of the south resivior as required by the Wisconsin Department of Natural Resources.			Safe Water Drinking Loan		
	$ 2,300,000.00	$ 1,700,000.00	$ 500,000.00	$ -	$ 4,500,000.00

LIBRARY

Project Title	2021	2022	2023	2024	2025	Total
Steel Shelving Unit Replacement		$ 29,000.00	$ 24,000.00	$ -	$ -	$ 53,000.00
Add new shelving units to the adult and teen areas. Add additional sections to the DVD/CD storage unit. Purchase and installation will be done in phases (2022 & 2023). The current library facility was designed for 10-years of growth. Fourteen years later, shelves are becoming tight due to collection growth. Even with an annual systematic program of collection weeding, space is becoming limited. This project is given a priority 2 rating due to safety issues that will arise if library materials exceed shelving capacity.		Borrow	Borrow			
	$ -	$ 29,000.00	$ 24,000.00	$ -	$ -	$ 53,000.00

EMERGENCY MEDICAL SERVICES DISTRICT

Project Title	2021	2022	2023	2024	2025	Total
Ambulance Replacement	$ -	$ -	$ -	$ -	$ 145,000.00	$ 145,000.00
Six year ambulance replacement cycle. Projected total cost is at $250,000. The 2020 Village split is 58%					Borrow	
	$ -	$ -	$ -	$ -	$ 145,000.00	$ 145,000.00

FIRE DISTRICT

Project Title	2021	2022	2023	2024	2025	Total
Rapid Response Vehicle	$ 137,500.00	$ -	$ -	$ -	$ -	$ 137,500.00
This vehicle will be used to respond to all types of incidents and has water/pump equipped. The total estimated cost of the vehicle and equipment is $250,000. The Village's share is 55% or $137,000.	Borrow					
Command Vehicle Replacment	$ -	$ 41,250.00	$ -	$ -	$ -	$ 41,250.00
This purchase will replace the current 2004 vehicle. This is the first vehicle out to all incidents and used to transport the command staff. Similar units cost approximately $75,000 of which $41,250 will be the Village's share.		Borrow				
	$ 137,500.00	$ 41,250.00	$ -	$ -	$ -	$ 178,750.00

Village of Cross Plains

Capital Improvement Plan

2021-2025

Instructions for Major Capital Expenditures / Construction Planning Worksheet

General Purpose

The purpose of this worksheet is to provide Department Heads and the Village Board the opportunity to plan ahead for major capital expenditures. The annual Capital Improvement Plan (CIP) is intended to aid in the decision-making process for the annual budget and ensure adequate acquisition, construction, maintenance, and improvements of capital assets. This planning form and the CIP document serves as a tool for determining the schedule of capital improvements and related financing.

Capital Project Definition

For the purpose of the Village budget and CIP, a major capital improvement is defined as: the purchase, construction, major repair, reconstruction or replacement of capital items such as: buildings, equipment, vehicles, roadways, bridges, storm sewers, or parks. The projects are usually of high cost (valued at $5,000 or greater) and have a useful life of several years. Project expenditures include all costs related to a project including, but not limited to, planning, engineering, legal, construction, inspection, and land acquisition expenses. Expenditures not meeting these criteria, or which have a useful like of less than the payback period of the funds to be borrowed, shall be included in the Village's annual operative budget.

Capital Improvement Plan 2021 Timeline

- June 19, 2020: CIP Worksheets distributed
- July 17, 2020: CIP Worksheets due to Administrator
- July 27, 2020: CIP Spreadsheet and Worksheets due to Village Board for Review
- August 24, 2020: Village Board/ Staff Discussion and Review
- September 28, 2020: Preliminary Draft CIP Completed and Transmitted to Village Board
- September 28, 2020: Village Board approval of CIP.

Worksheet Sections & Directions

Please use one worksheet for each project you believe will be required over the next 5 years that will have a significant impact on future Village budgets.

Project Title: Provide a simple title that will be used for future reference to the project.

Project Priority: Capital project requests and available needs typically exceed available financing, and therefore have to be prioritized. Provide a project priority reflecting the scale below. Please note that your priority number will be considered and could be altered when the Village Board makes its decision on what projects will receive available funding in 2020.

- 1 – Mandatory: The project is mandated by Federal or State law, regulation, court order, municipal agreement, or contract or it is an immediate health and safety issue that must be addressed.
- 2 – High Priority: Project is likely health and safety issue or may significantly affect operations or services that the Village must address, at a minimum, within the next two to three years.
- 3 – Average Priority: Project is highly desired, but is likely not a health or safety issue. The Village should address this project at least within the next five years.
- 4 – Fairy Low Priority: Project is more desirable than necessary and could be deferred several years before becoming an average or high priority.
- 5 – Future Consideration: Project is clearly a long-term request, which is not necessary within the five-year planning period.

Project Description: Briefly describe the nature of the project, including size, location, the age of the item (if the project is a replacement or major repair project), and any other pertinent information.

Reason for Improvement/Replacement: Briefly describe the justification for the project. Be sure to describe concerns you have about the public health/safety, legal requirements, extremely high maintenance costs, public support, and relation to other projects. Please note if the proposed project was identified as a need or requirement in a Village plan, policy, or code.

Cost of Project & Basis for Cost Estimate: Present an estimated cost of the project and briefly describe how the cost estimate was generated. For example: is it the result of a preliminary engineering study, or is it a ballpark estimate based on knowledge and expertise?

Source of Funds: Explain your expectation of where the funding will come from for this project. You may not know, which is fine, or you may have some good ideas about where to look. Funding sources could include: property tax levy, user fees and charges, donations, fund balance or reserves, tax increment financing, intergovernmental funding (county, state, federal), impact fees, special assessments, debt issuance, and grants. If you are expecting grants for your project, please include the necessary match amount and timeline for application and awards.

Schedule of Expenditures: List the expected expenditures given the likely project schedule. Because project could be multi-year in nature, please use the codes at the bottom of the form if expenditures will stretch over two or three years. For example, planning and preliminary engineering may occur if 2018, but construction and completion won't occur until 2019.

Please feel free to attach any other supporting photos or maps as necessary.

Emphasis on Subsequent Year's Capital Improvement Budget

In 2020, the Village Board adopted the Village's Capital Improvement Financial Policy. The policy emphasized the approval of the following year's capital improvement budget through the capital improvement planning process and allows you the ability to implement capital project within the allowed budgeted amount. Support document, accurate cost estimates, and project details are necessary at this point if the project is proposed to be implemented in the following year's capital improvement budget.

In the situation where actual bids come in higher than the budgeted amount, or you would like to award a higher bid, you first obtain approval from the Village Board for the change. In the event that your cost comes in lower than budgeted, the remaining budgeted amount will remain in the Capital Improvement Budget's fund balance. You may petition the Village Board to use this amount to increase the budget of a separate budgeted capital item.

Village of Cross Plains

Capital Improvement Plan

Major Capital Expenditures / Construction Planning Worksheet

Project Title: _____

Proposed by: _____ **Department**: _____

Project Priority: _____

Project Description:

Reason for Improvement/Replacement:

Cost of Project & Basis for Cost Estimate:

Source of Funds:

Schedule of Expenditures:

	2021	2022	2023	2024	2025
Expense Code*					
Estimate Cost					

*If this is a multi-year project, please use the below expense codes to indicate expected funding needs and the timing of those needs:

PLNG – Planning
PE – Preliminary Engineering
CON – Construction
COM – Completion

Village of Cross Plains Meeting Instructions and Tips

Participation in Village Meetings

The public may participate in Village meetings in various ways.

Attending in Person

The Village Board currently hosts its Village Board and Plan Commission meetings in the Community Room at the Rosemary Garfoot Public Library. Due to space constraints the room is limited to the Board/Commission and an additional five (5) people. These spaces are reserved first for people with disabilities that may need accommodations in order to participate or monitor the meeting. Other participants are strongly encouraged to attend virtually or by phone. Comments made virtually or by phone will carry the same weight as those made in person. The Village Board may, from time to time, allow for participants who would like to speak in person to rotate in and out of the room depending on the spacing availability at that time.

All other committee meetings are currently only being held virtually.

Attending Virtually

Participants may observe and participate in Village meetings remotely.

Direct link – Web meeting

Participants may click on the **ZOOM Virtual Meeting Link** (see image below) at the top the Village Board Agenda or in the email sent by the Village Administrator. The meeting link on the agenda will take you to the Zoom website or it will open the Zoom Application. Participants may choose to download the Zoom Application or access Zoom through the web browser. Alternatively, participants may also type in the link into the URL address bar to bring the participant to the meeting. All participants should check their computer's capacity prior to the meeting.

NOTE THAT THE MEETING ID LINK WILL CHANGE FOR EACH TYPE OF MEETING. THEREFORE, THE MEETING LINK MAY CHANGE. PARTICIPANTS SHOULD MAKE SURE THAT THE THEY ARE USING THE LINK ON CURRENT AGENDA TO ACCESS THE CORRECT MEETING.

Village of Cross Plains Board of Trustee Meeting

Regular Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Tuesday, May 26, 2020
6:00 pm

Please note that due to current spacing requirements concerning COVID-19, the facility will have limited seating. The Village of Cross Plains will provide opportunities for, and encourage that the public participate virtually or by calling in. The log in information is as follows:

Zoom Virtual Meeting Link:
https://us02web.zoom.us/j/81392456725

Conference telephone line:
+1 312 626 6799

Meeting ID: 813 9245 6725

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Telephone

The public may also join by teleconference. To do so, participants should dial the **Conference Telephone Line** provided. Participants will then need to enter the specific **Meeting ID Number** (see image below). Follow the prompts to be let in the room. If you need accommodations for toll free access, please contact the Village Hall prior to the meeting.

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Conference telephone line:
+1 312 626 6799

Meeting ID: 813 9245 6725

Public Participation Process

Generally, the agenda will have a public comment section (see below). Due to the logistical challenges for commenting during a virtual public meeting, the following process will be adopted to ensure that the public can participate in the meeting and that the governing body can run an effective and efficient meeting.

II. Public Comment – This is an opportunity for anyone to address the Village Board on **ANY** issue **EITHER ON OR NOT ON THE** current agenda. *Please observe the time limit of 3 minutes.* While the Village Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.

THOSE WISHING TO SPEAK DURING THE VIRTUAL MEETING MUST REGISTER PRIOR THE START TIME OF THE CURRENT MEETING. YOU ARE ENCOURAGED REGISTER YOUR COMMENT BY SENDING AN EMAIL TO BCHANG@CROSS-PLAINS.WI.US AHEAD OF THE MEETING. YOU MAY ALSO CALL THE VILLAGE HALL DURING REGULAR BUSINESS HOURS. THE MEETING ROOM WILL BE OPENED 30 MINUTES BEFORE THE MEETING TO COLLECT REGISTRATIONS. TO REGISTER A PUBLIC COMMENT AT THIS TIME YOU WILL NEED TO RAISE YOUR HAND VIRTUALLY TO BE UNMUTED. TELEPHONE PARTICIPANTS WILL ALSO BE UNMUTED ONE AT A TIME DURING THIS PERIOD TO ENSURE THAT NO ONE IS MISSED.

Registration of Comments

The public comment section has been revised to allow public comment in any topic **ON OR NOT ON THE AGENDA.** Those wishing to speak must register before the meeting to do so. Participants can register to speak by notifying the Village Administrator ahead of the meeting. Please see the following methods:

Written Comments

At any time, anyone who is interested in submitting a written comment may do so by emailing the Village Administrator at bchang@cross-plains.wi.us or in writing to Village Board, P.O. Box 97, Cross Plains, WI 53528. The written comment will be read to the Village Board at the corresponding meeting.

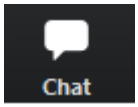
Public Comments

Anyone wishing to make a public comment at a particular meeting must register to do so prior to the start time of the meeting. Those wishing to speak are encouraged register their comment by sending an email to bchang@cross-plains.wi.us ahead of the meeting. Registration by phone may also be done during business hours prior to the meeting.

In addition, the meeting room will be opened 30 minutes before the meeting to collect registrations only. To register a public comment during this time, the participant will need to raise their hand virtually to be unmuted (see instructions below). Telephone participants will then be unmuted one at a time during this period to ensure that no one is missed. Those participating by phone will need to identify themselves and the issue for which they would like to speak on.

All lines will be muted at the start of the meeting. During the Public Comment Section, each registered participant will be called upon, unmuted, and shall have 3 minutes to speak. Once the Public Comment section of the meeting has concluded, all participants will be muted for the remainder of the meeting so that the governing body may continue with its meeting. The governing body may call on a presenter or participant for clarification at any time during the meeting.

"Chat" function

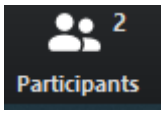


The "Chat" function will be monitored for technical and logistical issues. Discussion on the "Chat" function is public record. Comments made to the board through the "Chat" function may not be acknowledged or addressed by the board. Official comment shall be made through Public Comment.

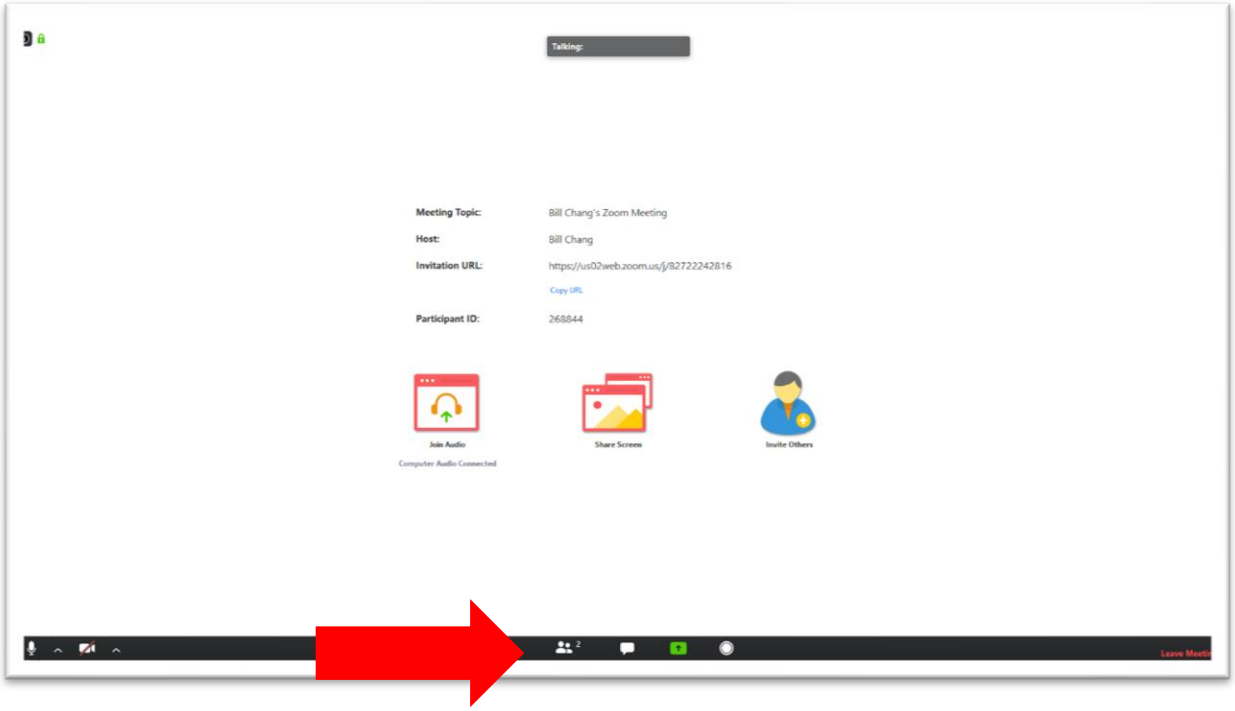
ZOOM Tips

Raising your hand

Zoom provides an option for participants to raise their hand to be called upon. To do so, please follow the instructions below.

1. Click on the "Participants" 

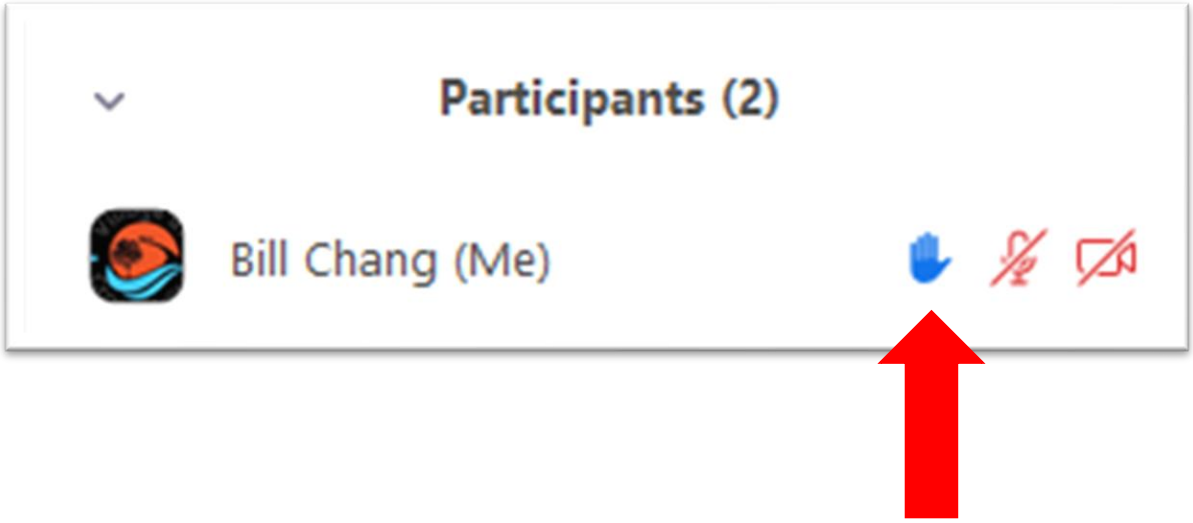
icon at the bottom of the screen.



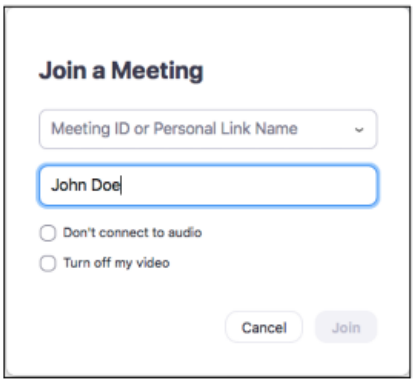
2. Click on “Raise Hand”.

3.

4. Confirm that your hand is raised.



How to Participate in a Zoom Meeting

Using computer: https://zoom.us *Depending on your browser, you may have to download the zoom application, once complete, it will open on your screen.* Using Smartphone or Tablet: Download zoom app	Open Zoom Application Open the zoom application on your electronic device. If you wish to speak during the meeting you will need to have a microphone otherwise you will need to call in with a phone.
	Join a Meeting via Electronic Device **Using computer:** https://zoom.us/join **Using Smartphone or Tablet:** Open app, Click **Join meeting** • Enter Meeting ID (nine digits) • Enter Meeting Password (six digits) • Click **Join** • Enter your name (not phone number) *If you do not want to join with audio or video, check those options before joining (you can add your video and audio again after you've joined the meeting).*
	Join a Meeting via Telephone • Call **1-312-626-6799** (long distance charges may apply) • Enter Meeting ID (nine digits) • Enter Meeting Password (six digits)
	Waiting Room After you have joined the meeting you are in the waiting room, waiting for the host to join and to provide you access. After being granted entry, make sure you **click the green "Join with Computer Audio"** to join the meeting with audio automatically (you can mute this once you're on the meeting).

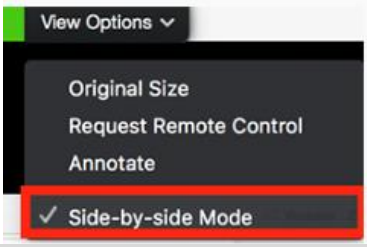
Zoom Menu Bar

- Mute/Unmute your audio
- Start/stop your video
- Invite others to join the meeting
- Participants- View list of participants, raise hand to speak or change your name.
- Share your screen (with meeting host permission)
- Chat with all/other participants
- Public meetings will be recorded and saved.
- Leave or end the meeting

Side by Side Mode

Allows you to view participants to the right of the shared screen (rather than above host's shared screen)

You can modify your view by choosing Gallery (everybody) or Speaker View at the top of the participatnt video panel (drag the gray vertical separator to enlarge or reduce the size of this panel)



Committee members are expected to participate in discussion freely.
Motions: When making or seconding a motion, Committee members are asked to state their name first so everybody will know who is speaking.
Votes: Unless votes are clearly unanimous, staff will take a roll call vote.

Technical difficulties? *If you experience difficulties while trying to connect to the meeting, please see the help center resources at zoom.us, or call or text the Zoom help line at: +1 (888) 799-9666 ext. 2.*