FINAL MEETING AGENDA 07.24.2020

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, July 27, 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. Discussion with County Executive Joe Parisi

V. 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.

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. PDF 5-19

2. Total Disbursements from 06/11/2020 through 07/10/2020 in the amount of $153,959.66 as follows: PDF 20-40

- 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 No Exhibits
   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. PDF 41

5. Approval to Pay a Portion of the US HWY 14 Reconstruction Invoice for the Water and Sewer Allocated Costs. PDF 42

VII. Report of Village Officers

1. Village President
   A. 2020 Census Update
   B. Update on Police in Schools Leadership Meeting

2. Village Vice President

3. Other Trustee Reports
   A. Trustee Brosius – Report from the Library Board
   B. Trustee Pomykalski – Report from the Sustainability Committee

4. Village Administrator/Clerk
   A. Relocation of the Polling Place to the Rosemary Garfoot Public Library
   B. Update on Tax Increment District #3 and Annual Report
   C. Update on the Capital Area Regional Planning Commission Green Infrastructure Program
   D. Update from the Dane Counties Cities' and Villages' Association Membership Meeting
   E. Update on the Glacial Valley Playground

5. Other Reports
   A. Police Chief Tony Ruesga – Department Report to the Village Board

B. Terra Morris, CPACC Director – Update Report from the Cross Plains Area Chamber of Commerce

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. PDF 43

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. PDF 44-50

3. Discussion and Possible Action on an Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control. PDF 51-53

4. Discussion and Possible Action on an Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets. PDF 54-55

5. Discussion and Possible Action to Extend the Cross Plains Pool Season. PDF 56-60

6. Discussion and Possible Action Regarding a Policy on Naming Rights for Parkland, Conservation Land, Regional Trails and/or Facilities. PDF 61-62

7. Discussion and Possible Action to Approve the 2019 Compliance Maintenance Annual Report. PDF 63-89

8. Discussion and Possible Action on the Planning and Pubic Involvement for Well #3. PDF 90-94

9. Discussion and Possible Action on Budgeting Recommendations from the Finance Subcommittee. PDF 95

10. Discussion and Possible Action Regarding the 2020 Capital Improvement Projects: PDF 96-97
    A. Aerial Lift Equipment Trailer PDF 98-99
    B. Street Repaving PDF 100
    C. Library Roof PDF 101-102
    D. Water System Infrastructure Assessment PDF 103
    E. Well #3 Test Well Drilling PDF 104-105

11. Presentation of the 2nd Quarter Fiscal Analysis. PDF 106-107

12. Discussion and Possible Action on Resolution 10-2020: Budget Amendment 2020-01. PDF 108-109

13. Transmittal of the Proposed 2021-2025 Capital Improvement Plan

IX. Future Agenda Items

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.

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, June 22, 2020
6:00 pm

I. Call to Order

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

President Lengfeld suspended Robert's Rules of Order.

II. Roll Call

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

Also Present: Village Administrator/Clerk Bill Chang, Park and Recreation Director Mike Axon and Stacey Berends.

Present by teleconference and/or web meeting: Finance Director Bobbi Zauner, Public Facilities Director Jerry Gray, Police Chief Tony Ruesga, Charlene Meier, Jessica Sexton, Pam Born, Casey FitzRandolph, Amanda Faessler, Sandy Stoecker, Vicky Fohl, Brian Berquist, Noa Prieve, Matt Hassler, and Becky Ward.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Discussion with Dane County Executive Joe Parisi

President Lengfeld announced that Executive Parisi was not able to join the meeting.

V. Public Comment –

Charlene Meir Peter Benson, 3111 Bollenbeck St., questioned why regulations were not included in the resident letter. Chang provided a response stating the procedure.

Casey FitzRandolph, 1246 **Gil's Way**, submitted questioned the location of Well #3 and its potential impact on his property.

Peter Benson, 1746 Tubbs Ct., submitted written comment requesting that the dog leash ordinance be referred back to the Public Safety Committee to better define the use of electronic shock collars, consideration of a distance requirement of the leash, and higher fines for dog owners for not picking up after their animals.

PDF 5

VI. <u>Consent Agenda</u> – 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 May 26, 2020.**

2. **Total Disbursements from 05/15/2020 through 06/10/2020 in the amount of $163,807.18 as follows:**

- **110 – General Fund: $82,776.35**
- **120 – Capital Fund: $1,779.50**
- **130 – Library Fund: $8,467.24**
- **140 – Parks/Rec Fund: $14,811.48**
- **150 – Debt Service Fund: $0.00**
- **310 – TID Fund: $0.00**
- **660 – Water Fund: $29,400.61**
- **670 – Sewer Fund: $26,622.00**

3. **Appointment to Village Committees**
   A. **Trustee Kevin Thusius – Sustainability Committee (Resident Appointment)**
   B. **Jennifer FitzRandolph – Library Board (School Representative, Resident Appointment)**

4. **Approval of the Special Event Permit Application for Brats N Burgers Sale held by the Cross Plains Lions on July 4, 2020.**

A motion was made by Trustee Ketelboeter, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the Consent Agenda.

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

1. **Village President**
   a. President Lengfeld reported that the Finance Subcommittee has been meeting every Tuesday and making good progress.

2. **Village Vice President**
   a. Trustee Ketelboeter reported that the Lions Club is will be selling brats and burgers over the July 4th weekend at Piggly Wiggly.
   b. Trustee Ketelboeter reported that currently the Spike Rhett event is currently scheduled.

3. **Other Trustee Report**
   a. Trustee Brosius reported that the Library is open according the Forward Dane Phase 2 parameters.
   b. Trustee Thusius reported that the subcommittee on downtown Parking is moving along and will have something to report in the near future.
   c. Trustee Zander reported that "No diving" sign have been posted at the eastern pedestrian bridge in Zander Park.

4. **Village Administrator/Clerk**
    a. Chang reported that Village Hall is now open to the public with restrictions on how many people can be in the lobby at one time. No public is allowed in the office area and plexiglass barriers have been installed.
    b. Chang reported that staff has started processing absentee ballots for the Partisan Primary Election on August 11th. So far there have been 506 absentee ballots requested.
    c. Chang reported that he and Director of Public Facilities, Jerry Gray met with the Town of Berry Board to discuss the jurisdictional transfer of Brewery Road and a portion of N. Hill Point Rd. Chang will have the village attorney draft an agreement and provide a summary on the impact to town residents as requested by the town board.
    d. Chang reported that Scenic Valley had its second preconstruction meeting and that the start of construction is expected soon.
    e. Chang reported that there has been a delay to the Creek Crossing at St. Francis Residential Development because of a change in development leadership and that the developer is now re-evaluating the concept plan and layout.
    f. Chang reported that a subcommittee on emergency management met to discuss the Village's Emergency Operations Plan.
    g. Chang reported that in a few months, the US Census will start it follow up to residents that have submitted a response. People can still submit their survey through www.my2020census.gov. As part of the census effort, Chang is participating in the local redistricting effort.
    h. Upcoming meeting:
        i. TID#3 annual meeting on June 23rd.
        ii. Special Village Board meeting on June 30th.

5. **Other Staff Reports**
    a. Mike Axon, Park and Recreation Director, reported that the department has adjusted according to Forward Dane and have adopted hygiene, cleaning, and protective measure policy. There are currently two full active recreation programs running; full day summer camp and karate. Axon recognized and thanked staff Andrea Fullerton and Katarena Ketelboeter on the job well done making sure the programs are successful. The dance team will be starting within the week.

VIII. General Business

1. **Discussion and Possible Action Regarding a Residential Chicken Coop License Application from Aaron Faessler at 3102 Spring Street.**
   A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to approve the Residential Chicken Coop License from Aaron Faessler at 3102 Spring Street.

2. **Discussion and Possible Action Regarding Opening of the Swimming Pool.**
   A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and

unanimously carried by the Village Board to approve the following revised criteria for reopening the pool on July 1st.

- Open July 1 – August 23, 2020
- Resident Individuals ($50), Resident Family ($100)
- Non-Resident Individuals ($115), Non-Resident Family ($155)
- Capacity maximum (75 participants – allow for social distancing during emergency and/or fecal incident
- Scheduling as determined by the Park and Recreation Director

3. **Discussion and Possible Approval on a Facility Use Agreement with the Madison Aquatics Club.**
   A motion was made by Trustee Pomykalski, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Facility Use Agreement with the Madison Aquatics Club.

4. **Discussion and Possible Action on a Facility Use Agreement with the Stingrays Swim Team.**
   A motion was made by Trustee Pomykalski, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Facility Use Agreement with the Stingrays Swim Team.

5. **Discussion and Possible Action on Ordinance No. 05-2020: Repeal and Recreate Chapter 2: Meetings.**
   Following discussion, a motion was made by Trustee Brosius, to pass Ordinance No. 05-2020: Repeal and Recreate Chapter 2: Meetings. Motion fails due to a lack of a second.

   A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and carried by the Village Board, to table a motion on Chapter 2 until the next meeting. Trustee Brosius opposed.

6. **Discussion and Possible Action on Ordinance No. 06-2020: 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 approve Ordinance No. 06-2020: Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the exception of a dog park under subsection b. Roll call vote requested. YES – Trustees Thusius, Zander and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion fails, 3-3.

   This issue was referred back to the Public Safety Committee.

7. **Discussion and Possible Action on Ordinance No. 07-2020: Approving the Detachment of Certain Lands Within the Village of Cross Plains – Brunner Property.**
   A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, to approve ordinance No. 07-2020: Approving the detachment of certain lands within the Village of Cross Plains for the Brunner property. Roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 6-0.

8. **Discussion and Possible Action Regarding Water Capital Improvement Projects.**
   A. **Water System Assessment.**
   B. **Well #3 Test Well.**
      After discussion, the Village Board referred a decision on the water system assessment and well #3 test well to the June 30th meeting.

9. **Discussion and Possible Action Regarding 2021 Budget Goals and Objectives.**
   After discussion, it was suggested for the Village to provide a dashboard showing where resident taxes and fees are going.

10. **Discussion and Possible Action to Relocate the Village of Cross Plains Polling Place.**
    A motion was made by President Lengfeld, seconded by Trustee Brosius, and unanimously carried by the Village Board, to allow Village Administrator/Clerk the option of relocating the Village of Cross Plains Polling Place to the public library or Freedom Hall.

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

- Chapter 2
- Pet fecal fine increase
- Allowance of dogs/pets only in certain parks
- Water loss report

X. <u>Closed Session</u>

1. **The Village Board will meet in Closed Session pursuant to 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the 2019 Performance Evaluation of the Village Administrator/Clerk.**
   A motion was made by Trustee Ketelboeter and seconded by Trustee Zander, to meet in Closed Session pursuant to 19.85(1)(c) of the Wisconsin Statutes to consider

employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the 2019 Performance Evaluation of the Village Administrator/Clerk. Roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 6-0.

2. **Reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.**
   A motion was made by Trustee Ketelboeter, seconded by Trustee Thusius, and unanimously approved by the Village Board, to reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.

3. **Discussion and Possible Action Regarding the 2019 Performance Evaluation of the Village Administrator/Clerk.**
   A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously approved by the Village Board, to accept the performance evaluation for Village Administrator/Clerk Bill Chang.

XI. Adjournment

A motion was made by Trustee Brosius, second by President Lengfeld, and unanimously carried by the Village Board, to adjourn. Meeting ended at 9:43 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

Tuesday, June 30, 2020
6:00 pm

I. Call to Order

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

President Lengfeld suspended Robert's Rules of Order.

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, Public Facilities Director Jerry Gray, Ben Heidemann from Town & Country Engineering, Bob Green, Jeff Wissink, Andy Hartman, and Marnie Cowling.

Present by teleconference and/or web meeting: Police Chief Tony Ruesga, Finance Director Bobbi Zauner, Julie Carbon, Lee Sorensen, Sean Hyland, Yoko Kohmoto, Heidi Ropa, JoEllen Pauls, Kevin Murphy, Peter Opitz, Sam Ropa, Stephen Kolison, Annett Ashley, Dana Monogue, Melissa Murphy, Lauren Dahler, Danny Van Mol, Shiela Schultz, Akash Pattnaik, Jodi Green, Katarena Ketelboeter, Jada Thompson, and Melissa Murphy.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Public Comment –

Andrew Hartman, 2716 S. Elmwood Cir. E., requested that the Village Board reject the school resource officer agreement with the Middleton-Cross Plains Area School District due to negative impacts on students of color.

Heidi Ropa, 4508 Oak Valley Rd, expressed her concerns about the renewal of the school resource officer agreement, citing the need for more social services over a police presence.

Sam Ropa, 4508 Oak Valley Rd, spoke on behalf of group of district students and an administrator, asking for the Village to reject all school resource officer agreements with the

school district due to the limited positive impact for safety and negative impact to color students and disrupts the educational environment for all students.

Jeff Wissink, 7014 Laufenberg Blvd, asked that the Village reject the school resource officer agreement because law enforcement has become a dumping ground for all issues including school issues and that school issues should be solved by another means.

Sean Hyland, 4435 Gil's Way, supports the school resource officer in the schools referencing the safety components and positive relationships built.

Bob Green, 3094 Creek Side Way, commented on the positive community impacts of the school resource officer and encouraged the Village Board to have the school district discuss issues within the school.

Sheila Schultz, 2107 Lewis St., requested that a street light be added to the swimming pool parking lot to provide light for during the winter for the ice rink if it continues to be used.

Lee Sorensen, 1269 Gil's Way, supports the school resource officer because of the positive impact of the officer as a friend to students and supporter of the students.

Marnie Cowling, requested that if the school resource officer is dropped, the school district should fill with social workers. Further that the school resource officer does not enforce school policy but his presence has helped with order at the school.

Jodi Green, 2914 Brewery Rd, has noticed a significant difference in schools with the school resource officer and agrees that it is important to keep the school resource officer in the schools.

V. Report of Village Officers

1. Village President

a. President Lengfeld provided an update regarding the Finance Subcommittee.

2. Village Vice President

a. Trustee Ketelboeter reported that pool opens July 1st.
b. Trustee Ketelboeter reported that chamber of commerce fees are due.

3. Other Trustee Reports

a. Trustee Francois reported that the Park and Recreation Committee and the Public Safety Committee will meeting on July 20th at the pool shelter.

4. Village Administrator/Clerk

a. Chang reported that St. Francis Freedom Hall is not an option for a polling place and that staff will continue to pursue the library as the future polling place.

5. **Other Staff Reports**
    a. No other staff report.

VI. General Business

4. A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to move Item #4; "Discussion and Possible Action Regarding the School Resource Officer Agreement with the Middleton-Cross Plains Areas School District" of General Business to the front of the section.

5. Discussion and Possible Action Regarding the School Resource Officer Agreement with the Middleton-Cross Plains Areas School District.
A motion was made by Trustee Brosius and seconded by Trustee Francois, to approve the School Resource Officer Agreement with the Middleton-Cross Plains Area School District, with a review of the agreement at 6 months. Roll call vote requested. YES – Trustees Francois, Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 7-0.

1. Discussion and Possible Action Regarding the Approval/Renewal of the Following License Classes for the Period of July 1, 2020 Through June 30, 2021:

i. Cigarette & Tobacco Products Retail License
A motion was made by Trustee Pomykalski, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the Cigarette and Tobacco Products Retail Licenses.

ii. "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverages
A motion was made by Trustee Pomykalski, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverages.

iii. "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages
A motion was made by Trustee Francois, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages.

iv. Operator's (Bartender's) Licenses
A motion was made by Trustee Francois, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Operator's Licenses.

2. Discussion and Possible Action Regarding Water Capital Improvement Projects.

i. Water System Assessment.

ii. Well #3 Test Well.

A motion was made by Trustee Thusius to approve the water capital improvement projects as proposed. Motion fails due to a lack of second.

Trustee Thusius left the meeting at 7:56 PM.

A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to approve the engineering for the Test Well, Water System Plan, Impact Fee Study, Complete Well 3 Preliminary Design not to exceed $80,000 and the Well 3 Test Well Construction not to exceed $60,000.

3. Discussion and Possible Action Regarding an Ordinance to Repeal and Recreate Chapter 2.

A motion was made by Trustee Brosius and seconded by Trustee Ketelboeter to approve the ordinance to repeal and recreate Chapter 2. Roll call vote requested. YES – Trustees Francois, Zander, Pomykalski, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 7-0.

VII. Future Agenda Items

There were no future agenda items requested.

VIII. Adjournment

A motion was made by Trustee Zander, second by Trustee Brosius, and unanimously carried by the Village Board, to adjourn. Meeting ended at 8:16 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

Tuesday, July 14, 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, David Montag, Candice Montag, Mary Jo Diebold, Kim Molnar, and Pat Andreoni.

Present by teleconference and/or web meeting: Nicole Schaefer.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Public Comment –

Mary Jo Diebold, 1814 Park St., spoke in regards to the1821 Main St. She requested that the lighting comply with the Village's ordinance and that a privacy fence be constructed between her property and Montag's Pub and Grill and that the fence should not be dependent on expansion of the parking lot.

V. Report of Village Officers

1. Village President

a. President Lengfeld reported the most recent US Census response for the Village of Cross Plains is at 79%.
b. President Lengfeld reported that the motion to reconsider requires all members voting "yes" to be at the current meeting in order to reconsider a vote from a previous meeting.
c. President Lengfeld reported that he has asked for department heads to hold their operating budgets to a one percent increase over the 2020 expenses and that capital items be held to mandatory or high priority projects.

2. **Village Vice President**
   a. Trustee Ketelboeter reported that St. Francis is holding a picnic on the weekend of July 20th.
   b. Trustee Ketelboeter reported that the Spike Rhett event is currently still scheduled to take place on July 31st and August 1st.

3. **Other Trustee Reports**
   There were no other trustee reports.

4. **Village Administrator/Clerk**
   a. Chang reported that the public library is now the official Village Polling Place.
   b. Chang reported that construction on the Scenic Valley Residential Subdivision will start on July 20th.

5. **Other Staff Reports**
   There were no other staff reports.

VI. General Business

1. **Discussion and Possible Action Regarding the General Development Plan for 1821 Main Street – Montag's Pub and Grill.**

2. **Discussion and Possible Action Regarding the Specific Implementation Plan for 1821 Main Street – Montag's Pub and Grill.**

   A motion was made by Trustee Francois and seconded by Trustee Brosius to approve the general development plan and the specific implementation plan for 1821 Main Street as follows:

   General Development Plan:

   - Provide outdoor activities, volleyball and games. Volleyball and outdoor games shall only run from 11:00 AM to dusk or 10:00 PM, whichever is earlier; Sunday through Saturday.
   - Provide outdoor eating and drinking.
   - No outdoor amplified sound.
   - The property is surveyed prior to any disturbance of land.
   - The paved area set-back for a future parking lot extension shall not be less than five (5) feet from the right-of-way along Mill Street.
   - The Village shall allow for no set back requirement for a fence along the current paved parking lot.
   - A stormwater management plan is in place and reviewed by the Village Staff.
   - This zoning approval is applicable only to Montag's Pub and Grill.

Specific Implementation Plan:

- A survey be required for the property.
- The Village Engineer shall approve the new and current parking lot stormwater management plan prior to expansion of the parking lot.
- A photometric plan and lighting shall be approved by staff prior to the expansion of the parking lot.
- Netting for the volleyball court shall be completely independent from the fences and shall extend to the ground.
- Owner/Developer shall remove the south volleyball court.
- Owner/Developer shall install a vegetative buffer between volleyball court and the west privacy fence.
- Owner/Developer shall install the remaining section of six (6) feet solid wood privacy fence along the north fence line to the existing parking lot.
- Owner/Developer shall also install a section of six (6) feet solid wood privacy fence from the north fence line northerly to the southernmost point of the house at 1814 Park Street by May 1, 2020. The fence shall be extended northerly to the Park Street right-of-way at time as agreed to by Owner/Developer and the adjoining property owner.

A roll call vote was requested. YES – Trustees Brosius, Ketelboeter, Thusius, Pomykalski, Zander, Francois, and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Brosius, seconded by Trustee Pomykalski, and unanimously carried by the Village Board, to amend the motion to include the following addition to the specific implementation plan.

- Owner/Developer may install a fifteen (15) feet by fifteen (15) feet composite deck for music events.

A motion was made by Trustee Pomykalski, seconded by Trustee Brosius, and unanimously carried by the Village Board, to reconsider the motion regarding the general development plan and specific implementation plan for 1821 Main Street.

A motion was made by Trustee Pomykalski, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to remove the following items from the general development plan for 1821 Main Street:

- No outdoor amplified sound.
- A stormwater management plan is in place and reviewed by the Village Staff.

A motion was made by President Lengfeld and seconded by Trustee Ketelboeter, to approve the general development plan and the specific implementation plan for 1821 Main Street as follows:

General Development Plan:

- Provide outdoor activities, volleyball and games. Volleyball and outdoor games shall only run from 11:00 AM to dusk or 10:00 PM, whichever is earlier; Sunday through Saturday.
- Provide outdoor eating and drinking.
- The property is surveyed prior to any disturbance of land.
- The paved area set-back for a future parking lot extension shall not be less than five (5) feet from the right-of-way along Mill Street.
- The Village shall allow for no set back requirement for a fence along the current paved parking lot.
- This zoning approval is applicable only to Montag's Pub and Grill.

Specific Implementation Plan:

- A survey be required for the property.
- The Village Engineer shall approve the new and current parking lot stormwater management plan prior to expansion of the parking lot.
- A photometric plan and lighting shall be approved by staff prior to the expansion of the parking lot.
- Netting for the volleyball court shall be completely independent from the fences and shall extend to the ground.
- Owner/Developer shall remove the south volleyball court.
- Owner/Developer shall install a vegetative buffer between volleyball court and the west privacy fence.
- Owner/Developer shall install the remaining section of six (6) feet solid wood privacy fence along the north fence line to the existing parking lot.
- Owner/Developer shall also install a section of six (6) feet solid wood privacy fence from the north fence line northerly to the southernmost point of the house at 1814 Park Street by May 1, 2020. The fence shall be extended northerly to the Park Street right-of-way at time as agreed to by Owner/Developer and the adjoining property owner.
- Owner/Developer may install a fifteen (15) feet by fifteen (15) feet composite deck for music events.

A roll call vote was requested. YES – Trustees Pomykalski, Francois, Zander, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 7-0.

3. Discussion and Possible Action Regarding the Approval of "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages Licenses for 1821 Main Street – Montag's Pub and Grill.

A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverages Licenses for 1821 Main Street – Montag's Pub and Grill.

4. **Discussion and Possible Action on Work Place Policies**

   A. **Hygiene and Employee Illness Policy**

   A motion was made by Trustee Francois, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Hygiene and Employee Illness Policy, with additional language for the policy's termination to coincide with the Dane County's emergency order.

   B. **Cleaning Policy**

   A motion was made by Trustee Thusius, seconded by Francois, and unanimously carried by the Village Board, to approve the Cleaning Policy, with additional language for the policy's termination to coincide with the Dane County's emergency order.

   C. **Protective Measures Policy**

   A motion was made by Trustee Brosius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the Protective Measures Policy.

VII. Future Agenda Items

- Dog leash
- Spike Rhett Waiver

VIII. Adjournment

A motion was made by Trustee Ketelboeter, second by Trustee Zander, and unanimously carried by the Village Board, to adjourn. Meeting ended at 8:06 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
48751								
06/20	06/19/2020	Mebulbs	4136413-01	130-51600-305-000	MAINTENANCE	300.41-	300.41-	48751 V
Total 48751:							300.41-	
48781								
06/20	06/26/2020	Amalia Hicks	6.20	140-46725-000-000	COVID19 - REFUND	100.00	100.00	48781
Total 48781:							100.00	
48782								
06/20	06/26/2020	AMAZON	60457 8781 010	130-55110-304-104	SUPPLIES AUDIOVISUAL	72.52	72.52	48782
06/20	06/26/2020	AMAZON	60457 8781 010	130-55110-304-105	COVID SUPPLIES	49.20	49.20	48782
Total 48782:							121.72	
48783								
06/20	06/26/2020	BAKER & TAYLOR INC.	2035284471	130-55110-304-104	SUPPLIES BOOKS	250.92	250.92	48783
Total 48783:							250.92	
48784								
06/20	06/26/2020	Boardman & Clark LLP	221589	110-51410-208-000	LEGAL FEES - GENERAL	1,972.00	1,972.00	48784
06/20	06/26/2020	Boardman & Clark LLP	221589	110-56400-207-101	LEGAL FEES	1,221.95	1,221.95	48784
06/20	06/26/2020	Boardman & Clark LLP	221589	110-56400-207-101	LEGAL FEES - SCENIC VALLEY	374.00	374.00	48784
06/20	06/26/2020	Boardman & Clark LLP	221589	110-56400-207-101	LEGAL FEES - CREEKSIDE CROSSING	72.00	72.00	48784
Total 48784:							3,639.95	
48785								
06/20	06/26/2020	Capital Area RPC	522	110-56400-207-101	USA AMENDMENT FEE	7,542.64	7,542.64	48785
Total 48785:							7,542.64	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48786								
06/20	06/26/2020	Charter Communications	0012105060720	110-52100-202-000	INTERNET PD	114.98	114.98	48786
Total 48786:							114.98	
48787								
06/20	06/26/2020	Complete Office of Wisconsin	689577	110-51410-304-000	COPY PAPER	369.20	369.20	48787
Total 48787:							369.20	
48788								
06/20	06/26/2020	CONNEY SAFETY PRODUCTS	05873132	670-53610-301-000	SAFETY EQUIPMENT	51.67	51.67	48788
Total 48788:							51.67	
48789								
06/20	06/26/2020	Cristie Fredrickson	6.20	140-46725-000-000	COVID19 - REFUND	50.00	50.00	48789
Total 48789:							50.00	
48790								
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	130-51600-203-000	WATER/SEWER - LIBRARY	169.30	169.30	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	110-51600-203-000	WATER/SEWER - LIBRARY COMMUNITY ROOM	56.43	56.43	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	140-55200-203-000	WATER/SEWER - MARY'S PLACE	108.29	108.29	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	110-52100-203-000	WATER/SEWER - POLICE	23.24	23.24	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	140-55420-203-000	WATER/SEWER - POOL	242.44	242.44	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	670-51600-203-000	WATER/SEWER - SEWER PLANT	1,568.01	1,568.01	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	110-53300-203-000	WATER/SEWER - SHOP	376.00	376.00	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	110-51600-203-000	WATER/SEWER - VILLAGE OFFICE	46.33	46.33	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	110-51600-203-000	WATER/SEWER - WAREHOUSE	45.25	45.25	48790
06/20	06/26/2020	CROSS PLAINS WATER-SEWER UTILI	6.20	140-55200-203-000	WATER/SEWER - BAER PARK SHELTER	111.33	111.33	48790
Total 48790:							2,746.62	
48791								
06/20	06/26/2020	DANE-IOWA WASTEWATER	2439	670-53630-207-000	BIOSOLIDS DISPOSAL	9,483.88	9,483.88	48791
06/20	06/26/2020	DANE-IOWA WASTEWATER	2440	670-53610-207-000	SAMPLING	367.25	367.25	48791

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48791:							9,851.13	
48792								
06/20	06/26/2020	D'Onofrio, Kottke & Associates Inc.	1901101-06	120-57300-805-104	CTH P CROSS PLAINS RIGHT-A-WAY	1,696.75	1,696.75	48792
Total 48792:							1,696.75	
48793								
06/20	06/26/2020	Goth Plumbing	6.20	140-55420-305-000	POOL MAINTENANCE	166.00	166.00	48793
Total 48793:							166.00	
48794								
06/20	06/26/2020	H.J. Pertzborn Plumbing & Fire Protectio	35808	130-51600-305-000	QUARTERLY SPRINKLER INSPECTION	100.00	100.00	48794
Total 48794:							100.00	
48795								
06/20	06/26/2020	Interstate All Battery Center	1905101015371	110-53300-305-102	BATTERY FOR JOHN DEERE	102.95	102.95	48795
Total 48795:							102.95	
48796								
06/20	06/26/2020	Jenni McCulloh	6.20	140-46725-000-000	COVID19- REFUND	65.00	65.00	48796
Total 48796:							65.00	
48797								
06/20	06/26/2020	Jennifer Shattuck	6.20	140-46725-000-000	COVID19 - REFUND	65.00	65.00	48797
Total 48797:							65.00	
48798								
06/20	06/26/2020	Joanna Cree	6.20	140-46725-000-000	COVID19- REFUND	35.00	35.00	48798
Total 48798:							35.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48799								
06/20	06/26/2020	JOHNSON, BLOCK & COMPANY, INC.	476331	670-51510-207-000	AUDIT	650.00	650.00	48799
06/20	06/26/2020	JOHNSON, BLOCK & COMPANY, INC.	476331	660-51400-923-000	AUDIT	650.00	650.00	48799
06/20	06/26/2020	JOHNSON, BLOCK & COMPANY, INC.	476331	110-51510-207-000	AUDIT	1,000.00	1,000.00	48799
06/20	06/26/2020	JOHNSON, BLOCK & COMPANY, INC.	476331	660-51400-923-000	IMPACT FEE ANALYSIS	1,900.00	1,900.00	48799
	Total 48799:						4,200.00	
48800								
06/20	06/26/2020	Junior Library Guild	513753	130-55110-304-101	SUPPLIES BOOKS	125.00	125.00	48800
	Total 48800:						125.00	
48801								
06/20	06/26/2020	Kassie Rizzo	6.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	48801
	Total 48801:						40.00	
48802								
06/20	06/26/2020	Lawns Unlimited LLC	15724	110-53300-207-000	MOWING SERVICES	7,723.00	7,723.00	48802
	Total 48802:						7,723.00	
48803								
06/20	06/26/2020	Leanne Medina	6.20	140-46725-000-000	COVID19 - REFUND	40.00	40.00	48803
	Total 48803:						40.00	
48804								
06/20	06/26/2020	Madison Gas & Electric	REFUND CRED	001-10005-000-000	Utility Refund	424.63	424.63	48804
	Total 48804:						424.63	
48805								
06/20	06/26/2020	MADISON GAS & ELECTRIC	10219731 - 6.20	140-55200-203-000	ELECTIRC - HICKORY HILL	23.49	23.49	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	29689114 - 6.20	110-51600-203-000	ELECTRIC - SPRINGFIELD RD SIGN	24.57	24.57	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-51600-203-000	ELECTRIC - 998 MAIN ST SIREN	73.84	73.84	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-51600-203-000	ELECTRIC - ENTRANCE SIGNS	103.53	103.53	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	140-55200-203-000	ELECTRIC - PARKS	140.92	140.92	48805

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-51600-203-000	GAS & ELECTRIC - 1309 BOURBON RD	122.64	122.64	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-52100-203-000	GAS & ELECTRIC - 2417 BREWERY RD- POLICE	129.96	129.96	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	130-51600-203-000	GAS & ELECTRIC - LIBRRY	1,006.12	1,006.12	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-53420-207-000	ELECTRIC - STREET LIGHTS	5,523.07	5,523.07	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	660-53700-623-000	GAS & ELECTRIC - WATER DEPT	2,233.63	2,233.63	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	670-51600-203-000	GAS & ELECTRIC - SEWER DEPT	3,330.56	3,330.56	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-53300-203-000	GAS & ELECTRIC - 1225 BOURBON RD SHOP	317.04	317.04	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-51600-203-000	GAS & ELECTRIC - 2417 BREWERY RD - OFFICE	259.14	259.14	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	110-51600-203-000	GAS & ELECTRIC - LIBRARY COMMUNITY ROOM	335.37	335.37	48805
06/20	06/26/2020	MADISON GAS & ELECTRIC	40687568	140-55420-203-000	GAS & ELECTRIC - POOL	318.14	318.14	48805
	Total 48805:						13,942.02	
48806								
06/20	06/26/2020	Mahoney Network Solutions, LLC	3720	110-51410-302-000	NEW ROUTER, REBUILD SURFACE	525.00	525.00	48806
	Total 48806:						525.00	
48807								
06/20	06/26/2020	Maintenance Services of Madison, Inc.	10895	130-51600-207-000	SUPPORT SERVICES	649.12	649.12	48807
06/20	06/26/2020	Maintenance Services of Madison, Inc.	10895 - 2	110-51600-207-000	CLEANING - LIBRARY COMMUNITY ROOM	216.38	216.38	48807
	Total 48807:						865.50	
48808								
06/20	06/26/2020	MARKS CHEMICAL, LLC	13573	660-53700-642-200	WATER TREATMENT CHEMICALS	801.00	801.00	48808
	Total 48808:						801.00	
48809								
06/20	06/26/2020	Middleton Cooperative	3163	110-53300-305-101	BULK ENGINE OIL	553.58	553.58	48809
	Total 48809:						553.58	
48810								
06/20	06/26/2020	Mounds Creek Farms LLC	6.20	120-57300-805-101	CURB REMOVAL	560.00	560.00	48810
	Total 48810:						560.00	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48811								
06/20	06/26/2020	NORTH CENTRAL LABORATORIES	440315	670-53610-304-000	SPADNS REAGENT, NITROGEN AMMONIA KIT	1,163.56	1,163.56	48811
Total 48811:							1,163.56	
48812								
06/20	06/26/2020	PITNEY BOWES, INC.	1015778719	110-51410-201-000	POSTAGE MACHINE LEASE	156.00	156.00	48812
06/20	06/26/2020	PITNEY BOWES, INC.	1015871891	110-51440-201-000	POSTAGE MACHINE TAPES - ABSENTEE ENVELOPES	178.47	178.47	48812
06/20	06/26/2020	PITNEY BOWES, INC.	1015871891	110-51410-304-000	INK CARTRIDGES - POSTAGE MACHINE	237.98	237.98	48812
Total 48812:							572.45	
48813								
06/20	06/26/2020	PKK Lighting, Inc.	0194752-IN	130-51600-305-000	MAINTENANCE	422.80	422.80	48813
Total 48813:							422.80	
48814								
06/20	06/26/2020	Ricoh Americas Corporation	33597571	110-51600-301-000	COPY MACHINE LEASE	211.96	211.96	48814
Total 48814:							211.96	
48815								
06/20	06/26/2020	Ricoh USA, Inc.	103798803	130-55110-301-000	EQUIPMENT	91.81	91.81	48815
Total 48815:							91.81	
48816								
06/20	06/26/2020	TDS TELECOM	0314 - 6.20	110-53300-202-000	608-798-0314	31.99	31.99	48816
06/20	06/26/2020	TDS TELECOM	1551 - 6.20	110-52100-202-000	TELEPHONE	31.99	31.99	48816
06/20	06/26/2020	TDS TELECOM	1830 - 6.20	670-51600-202-000	608-798-1830	207.76	207.76	48816
06/20	06/26/2020	TDS TELECOM	3241 - 6.20	110-51600-202-000	608-798-3241	264.13	264.13	48816
06/20	06/26/2020	TDS TELECOM	3881 - 6.20	130-51600-202-000	608-798-3881	136.16	136.16	48816
06/20	06/26/2020	TDS TELECOM	3881 - 6.20	110-51600-202-000	LIBRARY COURTESY PHONE	41.33	41.33	48816
06/20	06/26/2020	TDS TELECOM	3891 - 6.20	140-55420-203-000	608-798-3891	41.74	41.74	48816
06/20	06/26/2020	TDS TELECOM	4060 - 6.20	110-53300-202-000	608-798-4060	153.40	153.40	48816
06/20	06/26/2020	TDS TELECOM	4100 - 6.20	110-52100-202-000	TELEPHONE	116.83	116.83	48816
06/20	06/26/2020	TDS TELECOM	4100 - 6.20	110-51200-202-000	TELEPHONE	28.88	28.88	48816
06/20	06/26/2020	TDS TELECOM	4625 - 6.20	660-51400-923-000	608-798-4625	27.13	27.13	48816

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48816:							1,081.34	
48817								
06/20	06/26/2020	THE PRINTING PLACE	38552	110-51410-304-000	WINDOW ENVELOPES	150.92	150.92	48817
Total 48817:							150.92	
48818								
06/20	06/26/2020	Top Pack Defense LLC	4315	110-52100-178-000	UNIFORMS	596.91	596.91	48818
Total 48818:							596.91	
48819								
06/20	06/26/2020	UNITED LABORATORIES	INV290913	670-53610-307-000	FOG AWAY PRETREAT FOR WW	6,288.58	6,288.58	48819
Total 48819:							6,288.58	
48820								
06/20	06/26/2020	WEAVER AUTO PARTS	06IN052129	110-53300-305-101	SUPPLIES	11.50	11.50	48820
06/20	06/26/2020	WEAVER AUTO PARTS	06IN052166	110-53300-305-101	FILTER	8.33	8.33	48820
06/20	06/26/2020	WEAVER AUTO PARTS	06IN052202	110-53300-305-101	MASTER CYLINDER	133.20	133.20	48820
Total 48820:							153.03	
48821								
07/20	07/01/2020	DANE COUNTY TREASURER	JUNE 2020	110-45110-000-000	Court Fines & Assessments	50.00	50.00	48821
Total 48821:							50.00	
48822								
07/20	07/01/2020	State of Wis.-Court Fines & Surcharges	JUNE 2020	110-45110-000-000	Court Fines & Assessments	136.80	136.80	48822
Total 48822:							136.80	
48833								
07/20	07/09/2020	Agsource Cooperative Services	2020061211603	670-53610-207-000	WASTEWATER TESTING	1,667.00	1,667.00	48833

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48833:							1,667.00	
48834								
07/20	07/09/2020	Associated Appraisal Consultants Inc.	149048	110-51530-207-000	ASSESSOR SERVICES	788.92	788.92	48834
Total 48834:							788.92	
48835								
07/20	07/09/2020	BAKER & TAYLOR INC.	2035312248	130-55110-304-104	SUPPLIES BOOKS	1,116.22	1,116.22	48835
07/20	07/09/2020	BAKER & TAYLOR INC.	2035327145	130-55110-304-104	SUPPLIES BOOKS	317.73	317.73	48835
Total 48835:							1,433.95	
48836								
07/20	07/09/2020	Boehnen Inc.	29272	120-57300-805-101	STORM SEWER REPAIR	91.00	91.00	48836
Total 48836:							91.00	
48837								
07/20	07/09/2020	Carrico Aquatic Resources, Inc.	7.20	140-55420-304-000	POOL SUPPLIES	4,096.89	4,096.89	48837
Total 48837:							4,096.89	
48838								
07/20	07/09/2020	Charter Communications	0001108062620	110-53300-203-000	INTERNET/TV - SHOP	207.36	207.36	48838
07/20	07/09/2020	Charter Communications	0018482070120	110-51600-202-000	INTERNET/TV - VILLAGE HALL	185.30	185.30	48838
Total 48838:							392.66	
48839								
07/20	07/09/2020	Chris Foss Contractors, Inc.	205557	660-53700-675-000	WATER SERVICE REPAIR	2,105.41	2,105.41	48839
07/20	07/09/2020	Chris Foss Contractors, Inc.	205557	660-53700-678-000	HYDRANT REPLACEMENT	2,105.41	2,105.41	48839
07/20	07/09/2020	Chris Foss Contractors, Inc.	205557	120-57300-805-101	MISC CONCRETE REPLACEMENT	16,843.28	16,843.28	48839
Total 48839:							21,054.10	
48840								
07/20	07/09/2020	Christina Wipperfurth	6.20	140-46734-101-000	COVID19 - NO LESSONS	47.00	47.00	48840

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48840:							47.00	
48841								
07/20	07/09/2020	Civic Plus	199336	110-51410-302-000	CIVIC PLUS WEBSITE SETUP FEES	1,730.00	1,730.00	48841
07/20	07/09/2020	Civic Plus	199336	110-51410-302-000	CIVIC PLUS ANNUAL SUPPORT FEES	3,525.00	3,525.00	48841
07/20	07/09/2020	Civic Plus	199336	110-51410-302-000	CIVIC PLUS VIRTUAL TRAINING PACKAGE	1,250.00	1,250.00	48841
Total 48841:							6,505.00	
48842								
07/20	07/09/2020	Civic Systems, LLC	CVC19351	670-51510-207-000	SEMI-ANNUAL SOFTWARE SUPPORT FEES	2,200.00	2,200.00	48842
07/20	07/09/2020	Civic Systems, LLC	CVC19351	660-51400-923-000	SEMI-ANNUAL SOFTWARE SUPPORT FEES	2,200.00	2,200.00	48842
07/20	07/09/2020	Civic Systems, LLC	CVC19351	110-51510-207-000	SEMI-ANNUAL SOFTWARE SUPPORT FEES	2,200.00	2,200.00	48842
07/20	07/09/2020	Civic Systems, LLC	CVC19351	670-51510-207-000	MIVIEWPOINT HOSTING	100.00	100.00	48842
07/20	07/09/2020	Civic Systems, LLC	CVC19351	660-51400-923-000	MIVIEWPOINT HOSTING	100.00	100.00	48842
07/20	07/09/2020	Civic Systems, LLC	CVC19351	110-51510-207-000	MIVIEWPOINT HOSTING	100.00	100.00	48842
Total 48842:							6,900.00	
48843								
07/20	07/09/2020	CONNEY SAFETY PRODUCTS	05873039	140-55420-304-000	POOL SUPPLIES	10.76	10.76	48843
07/20	07/09/2020	CONNEY SAFETY PRODUCTS	05875719	140-55420-304-000	POOL SUPPLIES	135.12	135.12	48843
Total 48843:							145.88	
48844								
07/20	07/09/2020	Crescent Electric Supply Co.	S507919264.00	140-55420-305-000	POOL MAINTENANCE	53.33	53.33	48844
07/20	07/09/2020	Crescent Electric Supply Co.	S507973012.00	140-55420-305-000	POOL MAINTENANCE	262.13	262.13	48844
Total 48844:							315.46	
48845								
07/20	07/09/2020	DANE COUNTY SHERIFFS OFFICE	CROSSPLAINS	110-51200-207-000	JAIL BOARD	241.35	241.35	48845
Total 48845:							241.35	
48846								
07/20	07/09/2020	Department of Workforce Development	00010174707	140-55200-104-000	UNEMPLOYMENT BENEFITS	27.38	27.38	48846

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48846:							27.38	
48847								
07/20	07/09/2020	Environmental Systems Research Institut	25959244	670-53610-302-000	ESRI MAINTENANCE	422.00	422.00	48847
Total 48847:							422.00	
48848								
07/20	07/09/2020	Eric Sutter	6.20	140-46725-000-000	COVID19 - REFUND	50.00	50.00	48848
Total 48848:							50.00	
48849								
07/20	07/09/2020	Goth Plumbing	6.23.2020	670-51600-305-000	REPAIR AT SEWER PLANT	895.00	895.00	48849
Total 48849:							895.00	
48850								
07/20	07/09/2020	Immaculate Cleaning, Inc.	8520	110-51600-207-000	CLEANING SERVICES	300.00	300.00	48850
Total 48850:							300.00	
48851								
07/20	07/09/2020	JanWay Company USA, Inc.	135731	130-55110-304-105	SUPPLIES GENERAL	202.68	202.68	48851
Total 48851:							202.68	
48852								
07/20	07/09/2020	Joe Pertzborn	7.20	670-53610-301-000	REIM. FOR WORK BOOTS	75.00	75.00	48852
Total 48852:							75.00	
48853								
07/20	07/09/2020	John Deere Financial	K83096	110-53300-305-102	OIL AND FILTER	107.07	107.07	48853
Total 48853:							107.07	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48854								
07/20	07/09/2020	Johnson Inspection LLC	230	110-52400-207-000	BUILDING INSPECTION SERVICE	2,590.20	2,590.20	48854
Total 48854:							2,590.20	
48855								
07/20	07/09/2020	KALSCHEUR IMPLEMENT CO.	IN54733	110-53300-305-102	EQUIPMENT PARTS	349.63	349.63	48855
07/20	07/09/2020	KALSCHEUR IMPLEMENT CO.	RE01425	120-57300-805-101	CURB REMOVAL	125.00	125.00	48855
07/20	07/09/2020	KALSCHEUR IMPLEMENT CO.	WO49976	110-53300-305-102	CHIPPER MAINTENACNCE	154.90	154.90	48855
Total 48855:							629.53	
48856								
07/20	07/09/2020	Kimball Midwest	8041784	110-53300-304-101	SUPPLIES	390.55	390.55	48856
Total 48856:							390.55	
48857								
07/20	07/09/2020	L.W. ALLEN, LLC	103542	660-53700-614-200	WATER SCADA REPAIR	70.40	70.40	48857
07/20	07/09/2020	L.W. ALLEN, LLC	103543	660-53700-614-200	WATER SCADA REPAIR	2,185.28	2,185.28	48857
Total 48857:							2,255.68	
48858								
07/20	07/09/2020	Maintenance Services of Madison, Inc.	10808	110-51600-207-000	CLEANING - LIBRARY COMMUNITY ROOM	216.38	216.38	48858
07/20	07/09/2020	Maintenance Services of Madison, Inc.	10808 - 6.20	130-51600-207-000	SUPPORT SERVICES	649.12	649.12	48858
Total 48858:							865.50	
48859								
07/20	07/09/2020	Middleton Cooperative	170070 - 6.30.2	110-53300-303-000	FUEL	301.60	301.60	48859
Total 48859:							301.60	
48860								
07/20	07/09/2020	MIDWEST POOL SUPPLY	87227	140-55420-305-000	POOL MAINTENANCE, INVOICE #80978	103.93	103.93	48860
Total 48860:							103.93	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48861								
07/20	07/09/2020	MIDWEST RADAR & EQUIPMENT	167452	110-52100-305-000	RADAR CERTIFICATION	120.00	120.00	48861
	Total 48861:						120.00	
48862								
07/20	07/09/2020	Mikes Automotive	86106	110-52100-305-000	OIL CHANGES	46.95	46.95	48862
	Total 48862:						46.95	
48863								
07/20	07/09/2020	Nate Glynn	7.20	130-55110-399-000	LAWN SERVICES	200.00	200.00	48863
	Total 48863:						200.00	
48864								
07/20	07/09/2020	News Publishing Company	99101876 - 7.20	310-51410-399-000	NOTICE/AFFIDAVIT FOR JRB	31.00	31.00	48864
07/20	07/09/2020	News Publishing Company	99101876 - 7.20	660-51400-930-000	NOTICE/AFFIDAVIT FOR CCR	254.13	254.13	48864
07/20	07/09/2020	News Publishing Company	99101876 - 7.20	110-51410-206-000	NOTICE/AFFIDAVIT - LICENSE RENEWALS	53.50	53.50	48864
	Total 48864:						338.63	
48865								
07/20	07/09/2020	NORTH CENTRAL LABORATORIES	440684	670-53610-304-000	SPADNS REAGENT, NITROGEN AMMONIA KIT	122.06	122.06	48865
	Total 48865:						122.06	
48866								
07/20	07/09/2020	PKK Lighting, Inc.	0194885-IN	110-53300-305-103	LIGHT BULBS	9.59	9.59	48866
	Total 48866:						9.59	
48867								
07/20	07/09/2020	R & R DOOR SERVICES L.L.C.	65294	110-53300-305-102	REPLACE DOORS ON SALT SHED	2,782.00	2,782.00	48867
	Total 48867:						2,782.00	
48868								
07/20	07/09/2020	Randi Hormig	6.20	140-46734-101-000	COVID19 - NO LESSON	80.00	80.00	48868

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48868:							80.00	
48869								
07/20	07/09/2020	Ricoh Americas Corporation	5059899782	110-51600-301-000	COPY MACHINE OVERAGE	214.25	214.25	48869
Total 48869:							214.25	
48870								
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-590263	110-53300-304-101	SUPPLIES	1.15	1.15	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-590275	130-51600-304-000	SUPPLIES	4.75	4.75	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-590769	130-51600-304-000	SUPPLIES	4.71	4.71	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-590959	110-53300-305-103	GUARD RAIL REPAIR	83.60	83.60	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591006	110-51200-304-000	COURT SNEEZE GUARD	9.81	9.81	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591006	110-53300-305-103	GUARD RAIL REPAIR	83.60	83.60	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591008	110-53300-305-103	GUARD RAIL REPAIR	17.42	17.42	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591025	110-53300-305-103	GUARD RAIL REPAIR	28.64	28.64	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591154	110-53300-305-103	GUARD RAIL REPAIR	14.32	14.32	48870
07/20	07/09/2020	SAEMAN LUMBER CO.	2006-591240	110-53300-301-000	TOOL	1.69	1.69	48870
Total 48870:							249.69	
48871								
07/20	07/09/2020	SAUK PLAINS PLUMBING & PUMPS IN	24111	140-55420-305-000	POOL MAINTENANCE	6.90	6.90	48871
Total 48871:							6.90	
48872								
07/20	07/09/2020	Schilling Supply Company	776850-01	130-55110-304-105	SANITIZING WIPES	45.00	45.00	48872
Total 48872:							45.00	
48873								
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-21347-000-000	LIFE INSURANCE - SPOUSE	26.25	26.25	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-21346-000-000	LIFE INSURANCE-SUPPLEMENTAL	140.30	140.30	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	130-51430-176-000	LIFE INSURANCE-LIBRARY	93.11	93.11	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-53300-176-000	LIFE INSURANCE-PF	71.07	71.07	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-52100-176-000	LIFE INSURANCE-POLICE	86.77	86.77	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	140-51430-176-000	LIFE INSURANCE-REC	15.96	15.96	48873

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	670-53610-176-000	LIFE INSURANCE-SEWER	42.17	42.17	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	660-51400-926-176	LIFE INSURANCE-WATER	27.84	27.84	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-21345-000-000	LIFE INSURANCE - ADD'L	413.73	413.73	48873
07/20	07/09/2020	Securian Financial Group, Inc.	002832L - 7.20	110-51430-176-000	LIFE INSURANCE-ADMIN	24.16	24.16	48873
Total 48873:							941.36	
48874								
07/20	07/09/2020	Stacy McMillan	7.20	140-46725-000-000	COVID19 - REFUND	70.00	70.00	48874
Total 48874:							70.00	
48875								
07/20	07/09/2020	State Bank of Cross Plains1	0293 - 7.20	130-55110-304-105	SUPPLIES GENERAL	12.99	12.99	48875
07/20	07/09/2020	State Bank of Cross Plains1	2016 - 7.20	110-52100-178-000	UNIFORM-CHIEF	82.93	82.93	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51410-304-000	INK CARTRIDGES, FILE JACKETS	246.68	246.68	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51410-304-000	LAMINATING SHEETS	29.52	29.52	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51440-304-000	MAILING LABELS - ABSENTEE BALLOTS	88.40	88.40	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51410-302-000	CLOUD BACK UP	19.98	19.98	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51100-302-000	MICROSOFT CHARGES	35.00	35.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51410-302-000	MICROSOFT CHARGES	10.00	10.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-51600-302-000	MICROSOFT CHARGES	15.00	15.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	110-53300-302-000	MICROSOFT CHARGES	20.19	20.19	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	140-55300-302-000	MICROSOFT CHARGES	20.00	20.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	660-51400-921-000	MICROSOFT CHARGES	20.00	20.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	2553 - 7.20	670-53610-302-000	MICROSOFT CHARGES	20.00	20.00	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-304-000	COVID19- POOL SUPPLIES	163.80	163.80	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-304-000	POOL SUPPLIES	112.27	112.27	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-304-000	PARK SUPPLIES	275.37	275.37	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55300-306-101	RECREATION PROGRAM	10.54	10.54	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-304-000	PARK SUPPLIES	124.99	124.99	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-304-000	POOL SUPPLIES	76.38	76.38	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-304-000	PARKS - DOG BAGS	119.97	119.97	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55300-306-101	PROGRAM SUPPLIES	64.44	64.44	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-305-000	POOL MAINTENANCE	139.80	139.80	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-304-000	POOL SUPPLIES	165.87	165.87	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-304-000	PARK SUPPLIES	142.44	142.44	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-304-000	POOL SUPPLIES	19.98	19.98	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55300-306-101	RECREATION PROGRAMS - DANCE	25.95	25.95	48875

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55300-306-101	RECREATION PROGRAMS - DANCE	107.50	107.50	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55300-205-000	POOL - STAFF TRAINING	20.99	20.99	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-305-000	PARKS MAINTENANCE	82.16	82.16	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-305-000	POOL MAINTENANCE	33.95	33.95	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55420-305-000	POOL MAINTENANCE	24.95	24.95	48875
07/20	07/09/2020	State Bank of Cross Plains1	3230 - 7.20	140-55200-305-000	PARKS MAINTENANCE	29.97	29.97	48875
07/20	07/09/2020	State Bank of Cross Plains1	5912 - 7.20	110-53300-302-000	ADOBE ACCROBAT	26.36	26.36	48875
07/20	07/09/2020	State Bank of Cross Plains1	5912 - 7.20	110-53300-304-101	SUPPLIES	228.32	228.32	48875
07/20	07/09/2020	State Bank of Cross Plains1	6224 - 7.20	110-52100-201-000	POSTAGE	12.05	12.05	48875
07/20	07/09/2020	State Bank of Cross Plains1	6224 - 7.20	110-51200-304-000	SUPPLIES	35.73	35.73	48875
07/20	07/09/2020	State Bank of Cross Plains1	6240 - 7.20	110-52100-303-000	FUEL	140.21	140.21	48875
07/20	07/09/2020	State Bank of Cross Plains1	6257 - 7.20	110-52100-303-000	FUEL	56.30	56.30	48875
	Total 48875:						2,860.98	
48876								
07/20	07/09/2020	STATE LABORATORY OF HYGIENE	638589	660-53700-642-100	FLUORIDE TEST	86.00	86.00	48876
	Total 48876:						86.00	
48877								
07/20	07/09/2020	TAPCO	I672603	140-55200-305-000	PARK SIGNAGE	249.11	249.11	48877
	Total 48877:						249.11	
48878								
07/20	07/09/2020	TEAM LABORATORY CHEMICAL LLC	INV0021359	670-53610-307-000	SUPER BUGS, INVOICE #INV0014598	1,225.00	1,225.00	48878
	Total 48878:						1,225.00	
48879								
07/20	07/09/2020	TERRYS PIGGLY WIGGLY	0177	110-52100-304-000	SOFTENER SALT	15.93	15.93	48879
07/20	07/09/2020	TERRYS PIGGLY WIGGLY	1895 & 1497	110-52100-304-000	SANITIZER WIPES	24.32	24.32	48879
07/20	07/09/2020	TERRYS PIGGLY WIGGLY	455 - 6.20	130-55110-304-105	SUPPLIES GENERAL	6.99	6.99	48879
07/20	07/09/2020	TERRYS PIGGLY WIGGLY	9958	310-51410-399-000	SUPPLIES - JRB MEETING	45.21	45.21	48879
	Total 48879:						92.45	

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
48880								
07/20	07/09/2020	Teryl Russell	6.20	140-46734-101-000	COVID19- NO LESSONS	180.00	180.00	48880
	Total 48880:						180.00	
48881								
07/20	07/09/2020	THE PRINTING PLACE	38575	110-52100-206-000	STALKING LETTER	22.00	22.00	48881
	Total 48881:						22.00	
48882								
07/20	07/09/2020	Thomas Kuester	7.20	110-44100-000-000	REFUND OF BEER/LIQUOR LICENSE FEES	570.00	570.00	48882
	Total 48882:						570.00	
48883								
07/20	07/09/2020	Top Pack Defense LLC	4421	110-52100-178-000	UNIFORMS	197.84	197.84	48883
	Total 48883:						197.84	
48884								
07/20	07/09/2020	TOWN & COUNTRY ENGINEERING, IN	21780	110-56400-207-101	GLACIER RIDGE DEVELOPMENT	1,106.50	1,106.50	48884
07/20	07/09/2020	TOWN & COUNTRY ENGINEERING, IN	21781	110-56400-207-101	SCHOEPP PROPERTY DEVELOPMENT	481.00	481.00	48884
07/20	07/09/2020	TOWN & COUNTRY ENGINEERING, IN	21782	660-57000-207-000	WELL SITE STUDY	1,133.10	1,133.10	48884
	Total 48884:						2,720.60	
48885								
07/20	07/09/2020	TOWN & COUNTRY SANITATION	4176 - 7.20	110-53620-207-001	GARBAGE SERVICE	9,420.00	9,420.00	48885
07/20	07/09/2020	TOWN & COUNTRY SANITATION	4176 - 7.20	110-53620-207-002	RECYCLING SERVICE	4,082.00	4,082.00	48885
	Total 48885:						13,502.00	
48886								
07/20	07/09/2020	US CELLULAR	0378976112	110-52100-202-000	CELL PHONE	120.99	120.99	48886
07/20	07/09/2020	US CELLULAR	0381110989	110-52100-202-000	CELLULAR PHONE SERVICE	41.20	41.20	48886
07/20	07/09/2020	US CELLULAR	0381419870	110-51410-202-000	CELL PHONE - ADMINISTRATOR	45.00	45.00	48886
07/20	07/09/2020	US CELLULAR	0381419870	140-55200-202-000	CELL PHONE - PARKS	55.00	55.00	48886
07/20	07/09/2020	US CELLULAR	0381419870	140-55300-202-000	CELL PHONE - REC	155.00	155.00	48886

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
07/20	07/09/2020	US CELLULAR	0381419870	110-53300-202-000	CELL PHONES - PF	187.70	187.70	48886
07/20	07/09/2020	US CELLULAR	0381419870	670-51600-202-000	CELL PHONES - SEWER	187.70	187.70	48886
07/20	07/09/2020	US CELLULAR	0381419870	660-53700-601-200	CELL PHONES - WATER	187.70	187.70	48886
	Total 48886:						980.29	
48887								
07/20	07/09/2020	US Postal Service	7.20	110-51410-399-000	PO BOX FEE	120.00	120.00	48887
	Total 48887:						120.00	
48888								
07/20	07/09/2020	USA Blue Book	265794	670-53610-304-000	SUPPLIES	117.03	117.03	48888
07/20	07/09/2020	USA Blue Book	277058	660-53700-652-200	GEAGEND REFILL TABLETS,GAUGE,NITRILE	285.96	285.96	48888
	Total 48888:						402.99	
48889								
07/20	07/09/2020	Vandewalle & Associates, Inc.	202006006	110-56400-207-101	CURRENT PLANNING - SCENIC VALLEY	560.00	560.00	48889
07/20	07/09/2020	Vandewalle & Associates, Inc.	202006006	110-56400-207-101	CURRENT PLANNING - CREEKSIDE CROSSING USA	45.00	45.00	48889
07/20	07/09/2020	Vandewalle & Associates, Inc.	202006006	110-56400-207-101	CURRENT PLANNING - CREEKSIDE CROSSING	105.00	105.00	48889
07/20	07/09/2020	Vandewalle & Associates, Inc.	202006006	660-57000-207-000	CURRENT PLANNING - WELL SITE	2,183.38	2,183.38	48889
07/20	07/09/2020	Vandewalle & Associates, Inc.	202006006	110-56400-207-101	CURRENT PLANNING	1,311.25	1,311.25	48889
	Total 48889:						4,204.63	
48890								
07/20	07/09/2020	WEAVER AUTO PARTS	06IN052472	110-53300-305-101	VEHICLE REPAIR	31.34	31.34	48890
07/20	07/09/2020	WEAVER AUTO PARTS	06IN052738	110-53300-305-101	VEHICLE REPAIR	84.31	84.31	48890
	Total 48890:						115.65	
48891								
07/20	07/09/2020	WISCONSIN PROFESSIONAL POLICE	55 - 7.20	110-21350-000-000	UNION DUES	168.00	168.00	48891
	Total 48891:						168.00	
48892								
07/20	07/09/2020	WISCONSIN RURAL WATER ASSOCIA	3965	670-53610-205-000	SAFTEY TRAINING	651.35	651.35	48892

GL Period	Check Issue Date	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount	Check Number
Total 48892:							651.35	
Grand Totals:							153,959.66	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-10005-000-000	424.63	.00	424.63
001-21211-000-000	.00	424.63-	424.63-
110-21211-000-000	.00	70,417.82-	70,417.82-
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
110-44100-000-000	570.00	.00	570.00
110-45110-000-000	186.80	.00	186.80
110-51100-302-000	35.00	.00	35.00
110-51200-202-000	28.88	.00	28.88
110-51200-207-000	241.35	.00	241.35
110-51200-304-000	45.54	.00	45.54
110-51410-201-000	156.00	.00	156.00
110-51410-202-000	45.00	.00	45.00
110-51410-206-000	53.50	.00	53.50
110-51410-208-000	1,972.00	.00	1,972.00
110-51410-302-000	7,059.98	.00	7,059.98
110-51410-304-000	1,034.30	.00	1,034.30
110-51410-399-000	120.00	.00	120.00
110-51430-176-000	24.16	.00	24.16
110-51440-201-000	178.47	.00	178.47
110-51440-304-000	88.40	.00	88.40
110-51510-207-000	3,300.00	.00	3,300.00
110-51530-207-000	788.92	.00	788.92
110-51600-202-000	490.76	.00	490.76
110-51600-203-000	1,067.10	.00	1,067.10
110-51600-207-000	732.76	.00	732.76

GL Account	Debit	Credit	Proof
110-51600-301-000	426.21	.00	426.21
110-51600-302-000	15.00	.00	15.00
110-52100-176-000	86.77	.00	86.77
110-52100-178-000	877.68	.00	877.68
110-52100-201-000	12.05	.00	12.05
110-52100-202-000	425.99	.00	425.99
110-52100-203-000	153.20	.00	153.20
110-52100-206-000	22.00	.00	22.00
110-52100-303-000	196.51	.00	196.51
110-52100-304-000	40.25	.00	40.25
110-52100-305-000	166.95	.00	166.95
110-52400-207-000	2,590.20	.00	2,590.20
110-53300-176-000	71.07	.00	71.07
110-53300-202-000	373.09	.00	373.09
110-53300-203-000	900.40	.00	900.40
110-53300-207-000	7,723.00	.00	7,723.00
110-53300-301-000	1.69	.00	1.69
110-53300-302-000	46.55	.00	46.55
110-53300-303-000	301.60	.00	301.60
110-53300-304-101	620.02	.00	620.02
110-53300-305-101	822.26	.00	822.26
110-53300-305-102	3,496.55	.00	3,496.55
110-53300-305-103	237.17	.00	237.17
110-53420-207-000	5,523.07	.00	5,523.07
110-53620-207-001	9,420.00	.00	9,420.00
110-53620-207-002	4,082.00	.00	4,082.00
110-56400-207-101	12,819.34	.00	12,819.34
120-21211-000-000	.00	19,316.03-	19,316.03-
120-57300-805-101	17,619.28	.00	17,619.28
120-57300-805-104	1,696.75	.00	1,696.75
130-21211-000-000	300.41	5,726.25-	5,425.84-
130-51430-176-000	93.11	.00	93.11
130-51600-202-000	136.16	.00	136.16
130-51600-203-000	1,175.42	.00	1,175.42
130-51600-207-000	1,298.24	.00	1,298.24
130-51600-304-000	9.46	.00	9.46
130-51600-305-000	522.80	300.41-	222.39
130-55110-301-000	91.81	.00	91.81
130-55110-304-101	125.00	.00	125.00
130-55110-304-104	1,757.39	.00	1,757.39

GL Account	Debit	Credit	Proof
130-55110-304-105	316.86	.00	316.86
130-55110-399-000	200.00	.00	200.00
140-21211-000-000	.00	8,907.18-	8,907.18-
140-46725-000-000	515.00	.00	515.00
140-46734-101-000	307.00	.00	307.00
140-51430-176-000	15.96	.00	15.96
140-55200-104-000	27.38	.00	27.38
140-55200-202-000	55.00	.00	55.00
140-55200-203-000	384.03	.00	384.03
140-55200-304-000	662.77	.00	662.77
140-55200-305-000	361.24	.00	361.24
140-55300-202-000	155.00	.00	155.00
140-55300-205-000	20.99	.00	20.99
140-55300-302-000	20.00	.00	20.00
140-55300-306-101	208.43	.00	208.43
140-55420-203-000	602.32	.00	602.32
140-55420-304-000	4,781.07	.00	4,781.07
140-55420-305-000	790.99	.00	790.99
310-21211-000-000	.00	76.21-	76.21-
310-51410-399-000	76.21	.00	76.21
660-21211-000-000	.00	18,556.37-	18,556.37-
660-51400-921-000	20.00	.00	20.00
660-51400-923-000	4,877.13	.00	4,877.13
660-51400-926-176	27.84	.00	27.84
660-51400-930-000	254.13	.00	254.13
660-53700-601-200	187.70	.00	187.70
660-53700-614-200	2,255.68	.00	2,255.68
660-53700-623-000	2,233.63	.00	2,233.63
660-53700-642-100	86.00	.00	86.00
660-53700-642-200	801.00	.00	801.00
660-53700-652-200	285.96	.00	285.96
660-53700-675-000	2,105.41	.00	2,105.41
660-53700-678-000	2,105.41	.00	2,105.41
660-57000-207-000	3,316.48	.00	3,316.48
670-21211-000-000	.00	30,835.58-	30,835.58-
670-51510-207-000	2,950.00	.00	2,950.00
670-51600-202-000	395.46	.00	395.46
670-51600-203-000	4,898.57	.00	4,898.57
670-51600-305-000	895.00	.00	895.00
670-53610-176-000	42.17	.00	42.17

GL Account	Debit	Credit	Proof
670-53610-205-000	651.35	.00	651.35
670-53610-207-000	2,034.25	.00	2,034.25
670-53610-301-000	126.67	.00	126.67
670-53610-302-000	442.00	.00	442.00
670-53610-304-000	1,402.65	.00	1,402.65
670-53610-307-000	7,513.58	.00	7,513.58
670-53630-207-000	9,483.88	.00	9,483.88
Grand Totals:	154,560.48	154,560.48-	.00

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

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

Fee $50.00

Village of Cross Plains

License #:_____

CHICKEN & OTHER FOWL APPLICATION

Any person who keeps chickens in the Village shall obtain an annual license prior to January 1 of each year or within 30 days of first acquiring the chickens. The keeping of chickens is governed by Ordinance 21.11 of the Village Code.

APPLICANT INFORMATION

Applicant Name:	Lindsey Martin				
Address:	2426 Brewery Rd Cross Plains WI 53528				
Primary Phone #:	608 577 1985	**Mobile Phone #:**		**Secondary Phone #:**	
Email:	Lindsey.J.Strattan@gmail.com				

General Limitations	
The Village Board finds that the keeping of chickens within the Village of Cross Plains may detract from and may be detrimental to healthful and comfortable life in the Village. The keeping of more than four chickens is declared a public nuisance if the following conditions are not maintained (Village Ordinance 21.11(a)). **Please initial next to each duty to signify agreement.**	
1. No more than 4 chickens may harbored or kept upon any lot within the Village.	LM
2. No roosters shall be permitted.	LM
3. No chickens shall be slaughtered.	LM
4. The chickens shall be provided and will remain within a covered and fenced enclosure at all times.	LM
5. The covered and fenced enclosure area for any chickens shall conform to any and all regulations regarding accessory buildings for the zoning district in which the covered and fenced enclosure is situated.	LM

The applicant is solely responsible for the well-being of the chickens, condition of enclosures, and full compliance with Village Ordinance 21.11. The license is subject to all municipal codes in addition to all rules governing animal control. The applicant agrees to indemnify, defend and hold harmless the Village of Cross Plains and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as authorized by the license, caused in whole or in part by any acts, negligent or otherwise, or any omission of the applicant, anyone directly or indirectly employed by the applicant or anyone whose acts on behalf of the applicant may be liable, except where caused by the sole negligence or willful misconduct of the Village.

Applicant Signature _____ Date 5/29/20

For Office Use Only:

Date Received: 5/29/2020 Notifications Mailed: (Yes) No 6/26/20

Committee Meeting: 7/27/20 Written Complaints: Yes (No) _____

Board Meeting: 7/27/20 Approved Denied

Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: Hwy 14 Construction Invoice
Meeting Date: July 27, 2020
Referral History: N/A

Executive Summary:

Staff is requesting approval to pay 1/3 of an outstanding invoice to WIDOT from the HWY 14 reconstruction project in the amount of $61,573. This payment will be made from unspent sewer funds and sewer fund bond proceeds.

Project Background:

The Village had a cost split with WIDOT for costs associated with the HWY 14 reconstruction project. As the project concluded, the Village held payment on a portion of the water and sewer cost pending more information from WIDOT. The information has since been provided and WIDOT would like to close out the file. The total outstanding amount is $184,718.98. Of this cost the amount remaining to sewer is $135,747.47 and $58,276.19 to water.

Code/Policy Review:

N/A

Fiscal Impact:

$61,573.00

Recommendation:

Approve

Appendices:

Invoices can be provided upon request.

STATE OF WISCONSIN: DANE COUNTY: VILLAGE OF CROSS PLAINS

RESOLUTION NO. 08-2020

A resolution of commendation recognizing Capital Off-Road Pathfinders, Cross Plains Trail Boss Michael Cliff and Cross Plains Trail Boss Ron Knutowski for their foresight, dedication and implementation in creating the Driftless Downs Mixed-Use Mountain Biking Trail in the Village of Cross Plains Cedar Hill and Cedar Glen Conservancies.

The Board of Trustees of the Village of Cross Plains adopts the following Resolution:

WHEREAS, Michael Cliff and Ron Knutoski are residents of the Village of Cross Plains and have served as model citizens in helping provide recreational opportunities for our youth and adults by volunteering to plan, engineer and construct "Driftless Downs Mixed-Use Mountain Biking Trail; and

WHEREAS, Michael Cliff and Ron Knotwski have provided outstanding leadership and guidance to fellow volunteers and staff over the last three years, planning, engineering and constructing the Driftless Downs Mixed-Use Mountain Biking Trail; and

WHEREAS, Michael Cliff and Ron Knutowski faithfully and with honor, integrity and great distinction served as the Representatives for Capital Off-Road Pathfinders (CORP) – Cross Plains Trail Steward;

NOW, THEREFORE BE IT RESOLVED, that the Village Board of the Village of Cross Plains, formally acknowledges and extends profound appreciation to Capital Off-Road Pathfinders, Trail Boss Michael Cliff and Trail Boss Ron Knutowski for their service to the community and to the cause of enhancing recreational opportunities in the form of a Mixed-Use Mountain Biking Trail.

This resolution shall take effect upon its passage and publication or posting as provided by Law.

Dated this 27th day of July, 2020.

Village of Cross Plains:

By:_____

Jay Lengfeld
Village President

Attest:

By:_____

Bill Chang
Village Administrator/Clerk-Treasurer

RESOLUTION NO. 09-2020

A Resolution authorizing execution of a memorandum of understanding between the Village of Cross Plains and the Capital Off Road Pathfinders, Inc for off road bicycle trails in the Cedar Hill and Cedar Glen Conservancies

The Board of Trustees of the Village of Cross Plains adopts the following Resolution:

WHEREAS, the Village of Cross Plains is interested in providing its citizens with a wide variety of recreational activities; and

WHEREAS, the Capital Off Road Pathfinders Inc., a Dane County Chapter of the International Mountain Bicycling Association, has proposed a plan to build and maintain a network of off-road trails in the Cedar Glen and Cedar Hill Conservancy with all oversight and approval from the Village of Cross Plains Parks and Recreation Department; and

WHEREAS, the Village of Cross Plains has reviewed this proposal and finds this project to be consistent with its overall planning goals and staff planning guidelines; and

WHEREAS, the Village of Cross Plains Attorney has reviewed the memorandum and finds the agreement to be in order.

NOW, THEREFORE BE IT RESOLVED, that the Village Board of the Village of Cross Plains hereby approves the attached Memorandum of Understanding between the Village of Cross Plains and the Capital Off-Road Pathfinders, Inc. and authorizes the Village President and Village Administrator to execute the Memorandum of Understanding.

This resolution shall take effect upon its passage and publication or posting as provided by Law.

Dated this 27 day of July 2020

Village of Cross Plains:

By:_____
Jay Lengfeld, Village President

Attest:

By:_____
Bill Chang, Village Administrator

MEMORANDUM OF UNDERSTANDING
BETWEEN CAPITAL OFFROAD PATHFINDERS, INC. AND
VILLAGE OF CROSS PLAINS

THIS MEMORANDUM OF UNDERSTANDING ("MOU") effective this _____, 2020 (the "Effective Date") is made and entered into between the Village of Cross Plains, a Wisconsin Municipal Corporation having an address of 2417 Brewery Road, Cross Plains, WI 53528 (the "Village"), and the Capital Off-Road Pathfinders, Inc a Wisconsin nonprofit non-stock corporation ("CORP") having an address of PO Box 44572, Madison, WI 53744, in connection with the International Mountain Bicycling Association (IMBA). A copy of the CORP bylaws may be obtained at: http://www.madcitydirt.com/index.php?topic=1283.msg9317#msg9317 upon request.

Introduction

The Village is interested in planning, creating, maintaining, and managing off road bicycle trails in the Cedar Hill and Cedar Glen Conservancies (the "Conservancies"). CORP is interested in assisting in the planning, construction, and acting as steward of the multi-use mountain bike trails located in the Conservancies.

Description of the Property

The Cedar Hill Conservancy is more particularly described on the attached Exhibit A. The Cedar Glen Conservancy is more particularly described on the attached Exhibit B. Both exhibits are hereby incorporated by reference.

NOW, THEREFORE, in consideration of the mutual covenants and obligations set forth herein, the Village and CORP agree as follows:

DRAFT

AGREEMENT

I. Permission to Enter Onto and Use the Conservancies for Recreational Activities:
The Village hereby agrees to permit CORP and its members to enter upon and use the Conservancies for the construction and maintenance of off road mountain bike trails. These rights are granted only during the time periods listed in this MOU as set forth Paragraph II below and subject to the remaining terms and conditions of this MOU.

This MOU is entered into in accordance with Wis. Stat. § 895.52.

II. Term:

This MOU shall be in effect for a 5 year period. After 5 years, this MOU may be renewed or a new MOU with similar terms and conditions may be executed with the mutual agreement of the Village and CORP, provided that CORP has complied with all of the terms and conditions of this MOU.

III. Termination:

1. Either party may terminate this MOU for cause, by giving notice in writing thereof to the other party at least 30 days prior to the date on which termination is to take effect. At the end of the 30-day period, all Uses of the property under this MOU shall be immediately revoked.
2. Before providing written notice to terminate as set forth in Paragraph III(1), the terminating party shall provide the other party with a 30-day opportunity to cure any non-compliance with any provision herein or any condition within the Conservancies within its control. If the terminating party determines, in its sole discretion, that such conditions have not been satisfied within 30 days of providing the right to cure, it may terminate the MOU in accordance with Paragraph III(1).
3. The Village may additionally terminate this MOU in the event the Village determines that the continued use of the Trails would be inconsistent with the management needs or objectives of the Village. In exercising its termination rights under Paragraph III(3), the Village shall give CORP 180 days' notice of termination.

IV. Obligations of the Village:

The Village Shall**:**

1. At no charge to CORP for the entire duration of this MOU, the Village conveys by this MOU the right to CORP to use the Conservancies for the purpose of constructing and maintaining a year-round single-track mountain bike trail system for non-motorized use by the public for recreational purposes and for no other use. It is understood that "constructing and maintaining a trail system" may include: , "cutting or removing wood", "harvesting products of nature", or "operating a utility terrain vehicle"
2. Maintain trailheads and related park facilities as they come to fruition.
3. Publicly acknowledge CORP contribution to the construction and maintenance of the trail(s).
4. With sufficient advance notice, publicize CORP/IMBA workdays on Village media; (email, social media, website)
5. Consult with CORP on the development of new mountain biking trails within the Conservancies.
6. Work with CORP to develop and review placement of proposed signage, including trailhead entrances, property boundaries, crossings, information kiosks, and interpretive signage.
7. The Department may allow temporary on property storage for maintenance equipment on a year by year basis;
8. Meet with CORP annually to discuss conditions and seasonal needs of the Trails, and discuss the potential for new trails within the Conservancies.

V. Obligations of CORP

Capital Off-Road Pathfinders, Inc Shall**:**

1. Work with the Village Parks and Recreation Director to review the placement of proposed signage, including trailhead entrances, boundary markers, crossings, information kiosks, donation tubes, and interpretive signage.
2. CORP shall comply with all Village volunteer requirements for land management activities, safety, reporting, required trainings, and safety equipment. The Village Parks and Recreation Director will provide CORP with all required forms and documents.
3. Inspect and maintain the Trails including checking for erosion, obstacles, overhanging branches or brush, downed trees or any other potential hazards and report to the Village Parks and Recreation Director
4. Meet with the Village Parks and Recreation Director annually to discuss conditions and seasonal needs of the Trails, and discuss the potential for new trails within the Conservancies;
5. Not develop any new trails without gaining approval from the Village and shall not modify existing trails without approval from the Village Parks and Recreation Director;

DRAFT

6. Submit a written report on CORP's trail building activities and maintenance of the Trails to the Village, including where the work was done, what was done, number of volunteers, hours worked, and any other recommendations CORP or the volunteers may have;
7. No cutting of any tree exceeding ten inches (10 in) in diameter at breast height (DBH) in the Conservancies without permission from the Village Parks and Recreation Director nor cut any oak trees or roots between April 15th and October 1st.
8. CORP shall hold no races or competitive, events within Conservancies.
9. Promote the Village of Cross Plains and Parks and Recreation Department in printed materials and electronic publications.
10. Restrict the use of chain saw and other power equipment to trained volunteers working within the scope of approved trail maintenance and construction.
11. All pruning and tree removal shall be done pursuant to Village standards.
12. Corp will assist with the control of invasive and non-native plants.

VI. Mutual Hold Harmless

1. CORP agrees to release, indemnify, defend, and hold harmless the Village, their officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, resulting from or arising out of the negligent acts or omissions of CORP, its officers, officials, employees, agents or assigns while carrying out this MOU.
2. Subject to the provisions of Chapters 893 and 895 of the Wisconsin Statutes, the Village agrees to release, indemnify defend and hold harmless CORP, their officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability resulting from or arising out of the intentional acts or negligent acts or omissions of the Village, its officers, officials, employees agents or assigns. The Village does not waive, and specifically reserves, its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapters 893 and 895 and related statutes

VII. General

1. CORP shall not assign, sell, or otherwise transfer or encumber in any manner whatsoever, any of the rights, duties, or obligations under this agreement. Any such transfer or encumbrance shall be null and void.
2. This MOU and Exhibits attached hereto constitute the full and complete understanding of the parties regarding the subject matter thereof. This MOU replaces, supersedes and invalidates all prior agreements by and between the parties herein concerning use of the Property described in this MOU.
3. All the terms, conditions and covenants of this MOU shall be binding and shall inure to the benefit of the successors of the parties hereto for which appropriate documentation shall be provided to the other party.
4. This MOU may be amended only by written amendment duly signed by both parties.
5. This MOU shall be construed in accordance with and governed by the laws of the State of Wisconsin.
6. This MOU may be executed in one or more counterparts, which may be transmitted by facsimile or electronic mail, and each of which will be deemed to be an original copy of this MOU and all of which, when taken together, will be deemed to constitute one and the same agreement.

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7. If any provision of this MOU is declared invalid by a court of competent jurisdiction, the remaining provisions of the MOU continue in full force and effect.
8. This MOU in no way restricts the Department from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals.
9. The principal contacts for this MOU are:

The Village
Michael Axon
Parks and Recreation Director
2417 Brewery Road
Cross Plains, WI 53528
608-798-3241
maxon@cross-plains.wi.us

CORP
Michael Cliff
CORP Trail Steward
Capital Off Road Pathfinders Inc.
PO Box 44572
Madison, WI 53744
Michael.Cliff@madcitydirt.com

Either Party may change its address or contact information by providing written notice to the other party.

IN WITNESS WHEREOF, Village and CORP have caused this MOU to be executed in their respective names by their respective duly authorized representatives.

_____ _____
Jay Lengfeld, Village President Date

_____ _____
Bill Chang, Village Administrator Date

_____ _____
Jon Augspurger, CORP President Date

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Exhibit A - Cedar Hill Conservancy

As-Built Single Track Mountain Bike Trails
June 24, 2020

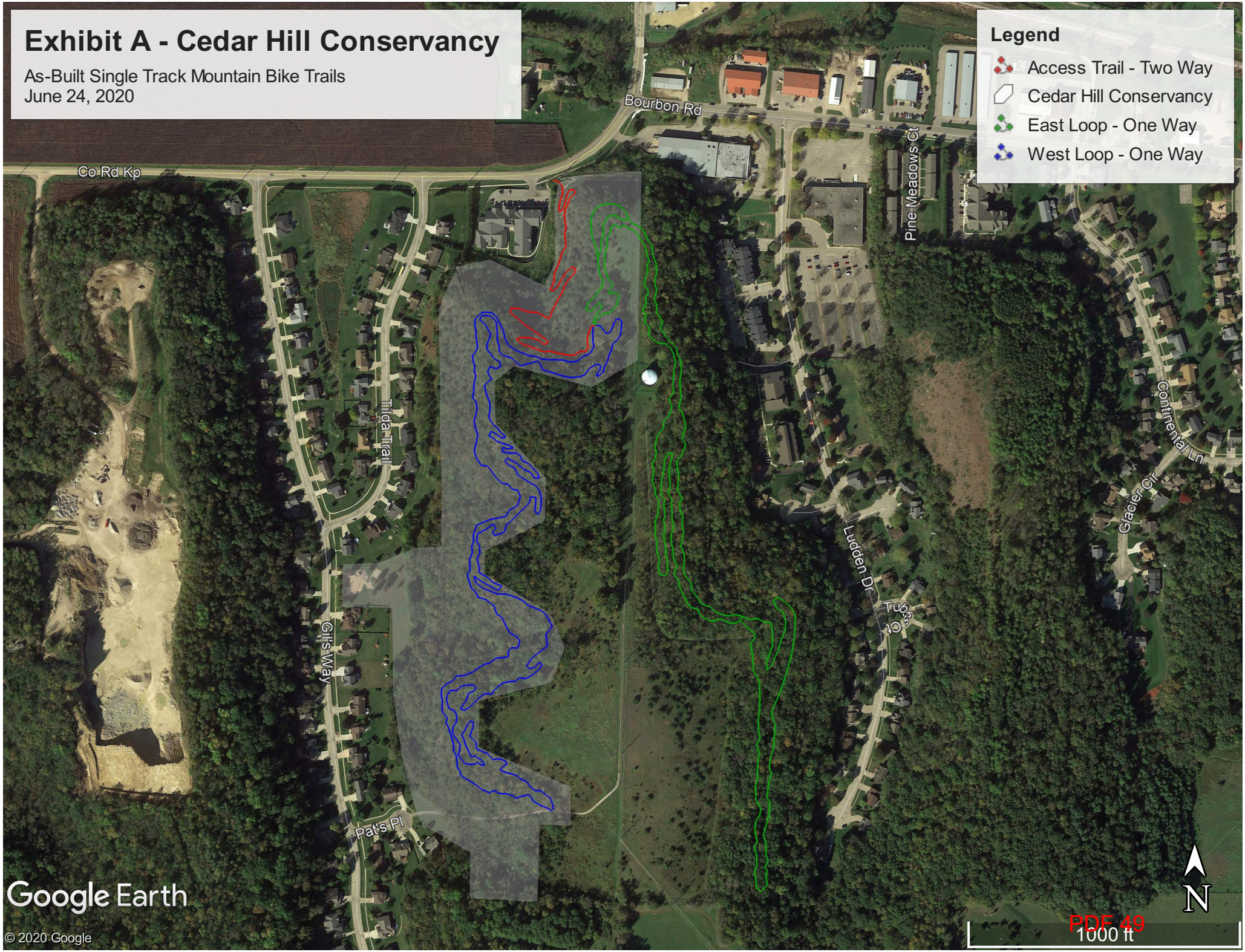
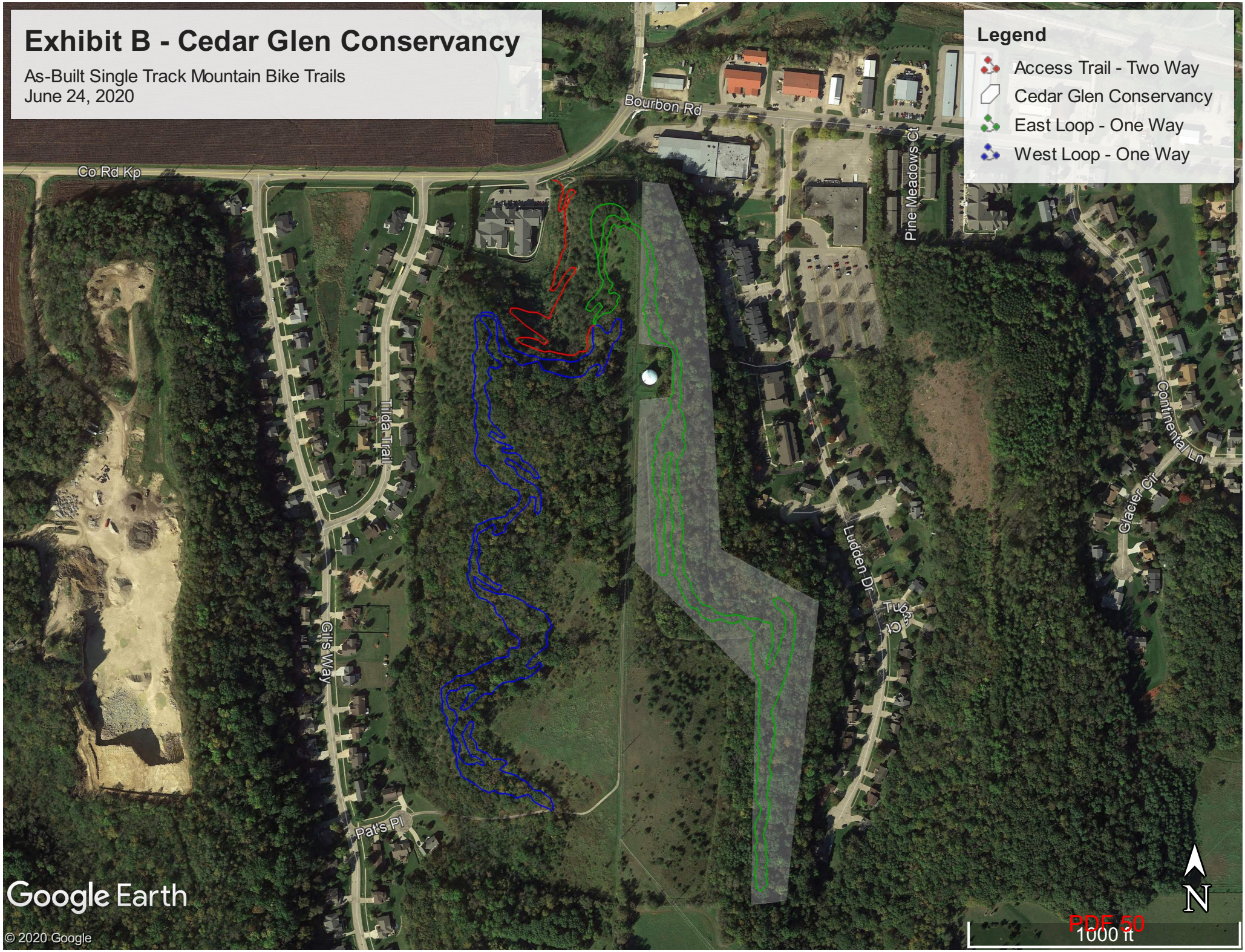


Exhibit B - Cedar Glen Conservancy

As-Built Single Track Mountain Bike Trails
June 24, 2020



Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: Animal Control – Dog Leash Ordinance
Meeting Date: July 27, 2020
Referral History: PSC-05.05.2020; VB-06.22.2020; PSC/PARC-07.20.2020

Executive Summary:

This ordinance cleans up language in Section 21.09 and now requires that any "domestic animal, chicken, or livestock" be on a leash and under the owner's control when brought into a public building, sidewalk, street, right-of-way, or other public area. The ordinance now also adds the exception of a dog park.

Project Background:

The Village currently does not have a Village wide leash law. Recent complaints have expressed concern over control safety of dogs and other animals not in the owner's control.

This matter was referred from the Village Board to the Public Safety Committee. On May 5, 2020. The Public Safety Committee voted to recommend a village wide leash law. They also believe that control of such animals would reduce the harassment of wildlife.

The draft went to Village Board on June 22nd and failed. It was referred back to the Public Safety Committee and Park and Recreation Committee to decide on a length for the leash.

The Public Safety Committee and Park and Recreation Committee met on July 20th to discuss the matter. Below is there recommendation.

Code/Policy Review:

Chapter 21 of the Village Municipal Code regulates Animal Control.

Fiscal Impact:

None

Recommendation:

The Public Safety Committee and Park and Recreation Committee recommends amending the draft language removing a length required on a leash. The language shall reflect that the animal must be on a leash and in the owner's control.

Appendices:

Draft ordinance to repeal and recreate section 21.09 (a) and (b) of the Village Municipal Code.

VILLAGE OF CROSS PLAINS

ORDINANCE NO. ____-2020

AN ORDINANCE TO REPEAL AND RECREATE SECTION 21.09(a) AND (b) CONCERNING ANIMAL CONTROL

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

1. **SECTION 21.09(a) Animals Running at Large Prohibited**, is repealed in its entirety and replaced with the following:

   (a) **Animals Running at Large Prohibited.** No domestic animal, chicken or livestock shall be permitted by its owner to run at large in any area within the Village except on the private property of the owner of the animal or on other private property with the consent of the property owner, tenant or person in charge of the premises.

2. **SECTION 21.09(b) Animals Prohibited in Certain Areas**, is repealed in its entirety and replaced with the following language:

   (b) **Animals Prohibited in Certain Areas.** No domestic animal, chicken or livestock shall be permitted by its owner to enter or remain in any public building unless the area is official posted as permitting such animals. All persons bringing a domestic animal, chicken or livestock into a public building, or on to any sidewalk, street, right-of-way or other public area shall secure their animal on a leash ~~6 feet in length or shorter~~ and maintain their animals under control, meaning connected to a leash held by a person at all times. All animals in public areas must display current rabies tags and current registration tags. All persons bringing an animal into a public area shall be responsible for immediately picking up and disposing of all animal waste. This paragraph shall not apply to certified guide dogs or service animals that are under control by use of a harness or leash with special cape and are accompanying blind, deaf or mobility-impaired persons. This paragraph shall also not apply to any public dog park or to any police work dog that is assisting the Cross Plains Police Department or other law enforcement agency.

3. **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.

4. **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: Pets in Parks – Dog Leash Ordinance
Meeting Date: July 27, 2020
Referral History: VB-06.22.2020; PSC/PARC-07.20.2020

Executive Summary:

This ordinance cleans up language in Section 72.03(r) to coincide with Section 21.09(b) by removing a "six feet" leash length and requiring that dogs be on a leash and within the person's control.

Project Background:

The Village currently does not have a Village wide leash law. Recent complaints have expressed concern over control safety of dogs and other animals not in the owner's control.

This matter was referred from the Village Board to the Public Safety Committee. On May 5, 2020. The Public Safety Committee voted to recommend a village wide leash law. They also believe that control of such animals would reduce the harassment of wildlife.

The draft went to Village Board on June 22nd and failed. It was referred back to the Public Safety Committee and Park and Recreation Committee to decide on a length for the leash.

The Public Safety Committee and Park and Recreation Committee met on July 20th to discuss the matter. Below is there recommendation.

Code/Policy Review:

Section 72.03 of the Village Municipal Code regulates Pets within Village parks.

Fiscal Impact:

None

Recommendation:

The Park and Recreation Committee recommends amending the draft language removing a length required on a leash. The language shall reflect that the animal must be on a leash and in the owner's control.

Appendices:

Draft ordinance to repeal and recreate section 72.0(r)(3) of the Village Municipal Code.

VILLAGE OF CROSS PLAINS

ORDINANCE NO. ____-2020

AN ORDINANCE TO REPEAL AND RECREATE SECTION 72.03(r)(3) CONCERNING PETS

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

1. **SECTION 72.03(r)(3) Pets**, is repealed in its entirety and replaced with the following:

   (3) All persons bringing a pet into a Village park shall secure their pet(s) on a leash ~~6 feet or shorter in length~~ and maintain their pet(s) under control, meaning connected to a leash held by a person at all times.

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: _____ By: _____

Jay Lengfeld, President Bill Chang, Administrator/Clerk

Agenda Memorandum

Staff/Department: **Michael Axon, Parks and Recreation**
Subject Matter: **Pool Season Extension**
Meeting Date: **July 27, 2020**
Referral History: **PRC Meeting – May 2020**

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 August 23, 2020.

Project Background:

Staff has received several requests to extend the Cross Plains Swimming Pool season as the decision for Fall sports and the start up of school (in person) has been delayed. Following discussion with staff and confirming staff availability, I've provided a fiscal budget for the operation of the Cross Plain Swimming Pool. The three separate budgets include: **2020 Operating Budget, July 1-August 23 Operating Budget and July 1- - September 7 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). Due to COVID19, the opening of the Cross Plains Swimming Pool was delayed, calling for a projected need of $47,872.00. If the Village Board decided to stay open until September 7, the Cross Plains Swimming Pool would have a projected need of $58,418.00

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 September 7, 2020 pending staff availability and providing it falls in line with the Village Board's fiscal budget plans for 2020.

Other discussion on this topic could include:

- Hours of Operation
  - Current Schedule:
    - Adult Lap Swim 5:00 am – 5:45 am; 6:00 am – 6:45 am (M-F); 7:00 am-9:00 am (Sat/Sun)
    - Private Club Practice 7:00 am – 11:00 am; 7:00 pm – 9:30 pm (M-F)
    - Open Swim 12:00 pm-2:00 pm; 2:30 pm-4:30 pm; 5:00 pm-7:00 pm (M-F)

Agenda Memorandum

recommendation Continue:

- Madison Aquatic Club would also like to continue their usage and are open to more hours (up to 8 total) if time is available.
  - 7:00 am – 11:00 am (Current Schedule) (M-F)
- Cross Plains Stingrays would possibly do a stroke clinic but they don't have plans to continue their current usage.
  - 11:00 am – 11:45 am; 7:00 pm – 9:45 pm (M-F)
  - 9:30 am -11:30 (Saturday-Sundays)

Recreation Activity Revenue/Expense Report

Cross Plains Parks & Recreation Department

Title of Activity: Swimming Pool Operations (May 25 - August 23)

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

Income Category					Expense Category	Budget
Membership	**# of Participants**		**Cost**	**Revenue**	**Operating Expense (personnel)**	
Membership				**$18,500.00**	Director	$23,500.00
Daily Fees				**$5,500.00**	Pool Managers (Projected)	$13,500.00
Lessons				**$20,000.00**	Lifeguards/BR	$52,000.00
Concession				**$4,500.00**	Swim Team	$18,000
			Subtotal - Registration Fees	**$48,500.00**	**Subtotal - Staff**	**$107,000.00**
Commercial Support					**Operating Expense**	
Private Swim Practice Rental						
					Utilities	$12,500.00
Swim Team				**$3,650.00**	Uniform	$500.00
Reimbursement				**$18,000.00**	Dues	$1,250.00
					Support	$500.00
					Equipment	$3,000.00
					Technology	$500.00
					Supplies	$8,000.00
					Maintenance	$6,250.00
			Subtotal - Commercial Support	**$21,650**	**Subtotal - Equipment**	**$32,500.00**
Total Income				**$70,150**	**Total Expenses**	$139,500.00

NET GAIN OR (LOSS) = Subsidy	**-$69,350.00**

Recreation Activity Revenue/Expense Report

Cross Plains Parks & Recreation Department

Title of Activity: Swimming Pool Operations (July 1-August 23)

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	$10,500.00
					Lifeguards/BR	$19,000.00
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**	**$53,000.00**
Commercial Support					**Operating Expense**	
Private Swim Practice Rental						
MAC - Projected (Hours)	152		$59.00	**$8,968.00**	Utilities	$5,000.00
					Uniform	$500.00
					Dues	$1,250.00
					Support	$500.00
					Equipment	$3,000.00
					Technology	$500.00
					Supplies	$6,000.00
					Maintenance	$6,250.00
			Subtotal - Commercial Support	**$8,968.00**	**Subtotal - Equipment**	**$23,000.00**
Total Income				**$28,128**	**Total Expenses**	$76,000.00

NET GAIN OR (LOSS)	**-$47,872.00**

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**

Village of Cross Plains

Parks and Recreation Department

March 10, 2020

Re: Park, Conservation Land and Facility Naming Policy

Parks, Conservation Land and/or Facility Naming Policy

I. PURPOSE

The purpose of the policy is to establish standard procedures and guidelines for the naming of public parkland, conservation land, regional trail and/or facilities operated by the Village of Cross Plains.

II. AUTHORIZATION

The naming of sites shall be the function of the Parks, Recreation and Conservation Committee. Through this group, diversity, balance and creativity will be sought during the adoption of names. These names will be recommended to the Village of Cross Plains Board of Trustees for final approval.

III. OBJECTIVES

A. Provide name identification for parks, conservation and/or facilities.
B. Provide criteria for citizen input into the process of naming parks, conservation land and/or facilities.
C. Ensure that the naming of parks, conservation land and/or facilities is controlled by the Village of Cross Plains Board of Trustees through recommendations from the Parks, Recreation and Conservancy Committee with advice from staff.

IV. QUALIFYING NAMES

Names submitted for consideration should provide some form of individual identity in relation to the following:

A. The geographic location of the space or facility.
B. An outstanding feature of the space or facility.
C. An adjoining subdivision, street, school or natural feature.
D. A commonly recognized historical event, group, organization or individual (living or deceased)
E. An individual or organization that contributed significantly to the acquisition or development of the space or facility to be named. This can include either a deed or substantial monetary contribution, or contribution toward acquisition and/or development of the park or facility (typically not less than 50 percent of the value of the property or improvements).
F. Outstanding accomplishments by an individual for the good of the community. Quality of the contribution should be considered along with the length of service by the individual- this to be fully substantiated by person making recommendation.
G. An individual who provided exceptional service in the interest of the park system as a whole. Typically, while serving in public office; public officials should not be considered as a candidate for naming.

V. OTHER NAMING ALTERNATIVES

DRAFT

A. Parks, Conservation Land and/or Facilities that are donated to the Village, outside of the land dedication, can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the Village Board.
B. Facilities within a park can be named separately from the park, conservation land, regional trail and/or facility in which are located, subject to the general guidelines outlined in this policy.

VI. NAMING PROCESS – EXISTING UN-NAMED FACILITIES

A. Individuals, groups and/or organizations interested in proposing a name for an existing un-named park area or facility must do so in writing, presented to the Parks and Recreation Director, for consideration by the Parks, Recreation and Conservancy Committee.
B. The Parks, Recreation and Conservancy Committee will conduct a public meeting on the request and allow 30 days following the public meeting for public comment.
C. The Parks, Recreation and Conservancy Committee will recommend to the Village of Cross Plains Board of Trustees action on the request following appropriate publication and discussion.

VII. NAMING PROCESS – NEW FACILITIES

A. A temporary name will be designated by Village Staff for identification during acquisition and/or development of the parkland, conservation land and/or facility.
B. Individuals, group and/or organization may suggest names for the parkland, conservation land and/or facility in writing, presented to the Parks and Recreation Director, for consideration by the Parks, Recreation and Conservancy Committee.
C. The Parks, Recreation and Conservancy Committee will conduct a public meeting on the suggested name and allow a minimum, 20 days following the public meeting for public comment.
D. The Parks, Recreation and Conservancy Committee will recommend to the Village of Cross Plains Board of Trustees action on the request following the 20 days for public comment.

VII. PARK RENAMING

Critical examination will be conducted to ensure that renaming parkland, conservation land and/or facilities will not diminish the original justification for the name or the prior contribution. Renaming will follow the same procedures as naming the park.

A. Parkland, Conservation land, regional trails and/or facilities named after individuals shall not be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community.

IX. PLAQUES, MARKERS AND MEMORIALS

The Parks, Recreation and Conservancy Committee, or its designee, must approve any plaques or markers, not currently part of the Parks Memorial Bench and Tree Program. All parties involved must agree upon a written maintenance agreement for each plaque or marker before they're installed.

All plaques and markers must be designed to blend with and complement the existing parks and Recreation Department signs, plaques, markers and memorials.

DRAFT

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: July 23, 2020

To: Cross Plains Village Board

From: Jerry Gray – DPF

Re: 2019 Compliance Maintenance Annual Report (CMAR) Summation

The 2019 CMAR to the DNR is attached for your review. Historically the Village has received "A" grades in all sections of the CMAR (see the Grading Summary Page) however for 2019 the Village received a "C" grade in the Influent Section of the CMAR. This lower grade was expected by Staff and was predicted in my summary for the 2018 CMAR.

Report Summary

This "C" grade requires that the Village provide a response to the DNR as to what is or will be done to rectify any issues causing this lower grade. I have inserted a response in the Influent Section of the Resolution or Owners Statement Page as is required.

During the months of January, March, April, May, June, July, August, September, October and November of 2019, the influent flow volume received at the Wastewater Treatment Plant (WWTP) exceeded 90% of the design capacity of the WWTP.

During the months of March, April, May, July, September and October of 2019, the influent flow volume received at the WWTP exceeded 100% of the design capacity of the WWTP.

I do want to note here that, due to operator diligence of the WWTP, no violations of discharge limits occurred during the months of high influent occurrence.

Action Response

The response I have provided the DNR regarding the high influent volume is that the Village will undertake an Inflow (I) and Influent (I) Study during 2021 in an effort to locate the source(s) of the clear water entering the wastewater collection system and follow that up with repairs to economically feasible found sources of clear water I and I

in 2022 and 2023. In conjunction with this response I have included line items in the 2021, 2022 and 2023 Capital Improvement Plan for Village Board review.

I and I Study Definition

An I and I Study will be a comprehensive inspection of the wastewater collection system utilizing flowmeters, smoke testing, video inspection and visual observation of the wastewater collection system to locate areas where the flow of water exceeds what would normally be expected. Once the data is collected (a large portion of the data collection and inspections will take place at night during low customer usage times) the Village Engineer will determine areas or locations in need of repairs to the collection system, evaluate repair methods and technology for said repair, then create a report for the Village Board to review, adopt and approve prior to any repairs being made.

Justification for I and I Abatement

In addition to compliance with DNR Code requirement to minimize I and I to the wastewater treatment plant for environmental reasons, there are several long term financial incentives for the Village to make the investment to minimize the I and I flow as well.

1. Excess flow to WWTP incurs higher electrical costs for pumping, aerating, disinfecting, and biosolids treatment.
2. Excess flows create larger amounts of biosolids which incurs a larger bill for disposal of biosolids.
3. Exceeding WWTP Design flows in the long term will curtail new development, WWTP loading is factor reviewed by CARPC and DNR when approving new annexations and developments
4. Pumps and electric motors wear out faster because they have to run more to handle excess flows.

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings
 1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.5613	x	290	x	8.34	=	1,357
February	0.5231	x	166	x	8.34	=	723
March	0.7253	x	138	x	8.34	=	834
April	0.6164	x	144	x	8.34	=	739
May	0.6763	x	150	x	8.34	=	844
June	0.5796	x	250	x	8.34	=	1,210
July	0.6715	x	155	x	8.34	=	867
August	0.5667	x	162	x	8.34	=	767
September	0.6488	x	190	x	8.34	=	1,028
October	0.7535	x	169	x	8.34	=	1,062
November	0.5504	x	240	x	8.34	=	1,099
December	0.4815	x	300	x	8.34	=	1,206

2. Maximum Monthly Design Flow and Design BOD Loading
 2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	.593	x	90	=	0.5337
		x	100	=	.593
Design BOD, lbs/day	1386	x	90	=	1247.4
		x	100	=	1386

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

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	1	0	1	0
February	1	0	0	0	0
March	1	1	1	0	0
April	1	1	1	0	0
May	1	1	1	0	0
June	1	1	0	0	0
July	1	1	1	0	0
August	1	1	0	0	0
September	1	1	1	0	0
October	1	1	1	0	0
November	1	1	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		10	6	1	0
Points		20	6	3	0
Total Number of Points					**29**

29

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

3. Flow Meter

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

● Yes Enter last calibration date (MM/DD/YYYY) 2019-04-24

○ No

If No, please explain:

4. Sewer Use Ordinance

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

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

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

Septic Tanks	Holding Tanks	Grease Traps
○ Yes	○ Yes	○ Yes
● No	● No	● No

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

Septic Tanks

○ Yes gallons

● No

Holding Tanks

○ Yes gallons

● No

Grease Traps

○ Yes gallons

● No

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

6. Pretreatment

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

○ Yes

● No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

○ Yes

● No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Total Points Generated	29
Score (100 - Total Points Generated)	71
Section Grade	**C**

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

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

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	7	1	0	0
February	30	27	7	1	0	0
March	30	27	7	1	0	0
April	30	27	8	1	0	0
May	23	20.7	6	1	0	0
June	23	20.7	8	1	0	0
July	23	20.7	8	1	0	0
August	23	20.7	5	1	0	0
September	23	20.7	4	1	0	0
October	23	20.7	4	1	0	0
November	30	27	5	1	0	0
December	30	27	4	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total number of points						**0**

0

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

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

2. Flow Meter Calibration

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

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

2019-04-24

○ No

If No, please explain:

3. Treatment Problems

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

High volumes of I and I due to rainfall and groundwater levels

4. Other Monitoring and Limits

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

○ Yes

● No

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- ○ Yes
- ● No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- ○ Yes
- ● No
- ○ N/A

Please explain unless not applicable:

No violations so no steps were taken

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

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

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	4	1	0	0
February	30	27	5	1	0	0
March	30	27	4	1	0	0
April	30	27	4	1	0	0
May	23	20.7	4	1	0	0
June	23	20.7	5	1	0	0
July	23	20.7	5	1	0	0
August	23	20.7	5	1	0	0
September	23	20.7	4	1	0	0
October	23	20.7	4	1	0	0
November	30	27	3	1	0	0
December	30	27	4	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					**7**	**3**
Exceedances					0	0
Points					0	0
Total Number of Points						**0**

0

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

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

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

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

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

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1.4	0.404	1	0
February	1.4	0.434	1	0
March	1.4	0.393	1	0
April	1.4	0.258	1	0
May	1.4	0.235	1	0
June	1.4	0.278	1	0
July	1.4	0.293	1	0
August	1.4	0.230	1	0
September	1.4	0.321	1	0
October	1.4	0.346	1	0
November	1.4	0.548	1	0
December	1.4	0.808	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				**10**
Exceedances				0
Total Number of Points				**0**

0

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

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

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

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Biosolids Quality and Management

1. Biosolids Use/Disposal

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

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

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

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

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

Outfall No. 002 - HAULED SLUDGE

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

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

Exceedence Points

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

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

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

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

Exceedence Points

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

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- ○ Yes (20 Points)
- ● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?	**0**
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ● >= 180 days (0 Points) ○ 150 - 179 days (10 Points) ○ 120 - 149 days (20 Points) ○ 90 - 119 days (30 Points) ○ < 90 days (40 Points) ○ N/A (0 Points) 6.2 If you checked N/A above, explain why.	**0**
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management:	

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- ● Yes
- ○ No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- ● Yes
- ○ No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- ● Yes (Continue with question 2) ☐☐
- ○ No (40 points)☐☐

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- ● Yes
- ○ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- ● Yes
  - ○ Paper file system
  - ○ Computer system
  - ● Both paper and computer system
- ○ No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- ● Yes
- ○ No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- ○ Excellent
- ● Very good
- ○ Good
- ○ Fair
- ○ Poor

Describe your rating:

Plant is showing some age

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020

Reporting For: **2019**

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Operator Certification and Education

1. Operator-In-Charge

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

- ● Yes (0 points)
- ○ No (20 points)

Name: GERALD L GRAY

Certification No: 12352

0

2. Certification Requirements

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

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

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2019; subclass SS is basic level only.)

- ● Yes (0 points)
- ○ No (20 points)

0

3. Succession Planning

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

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

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

0

4. Continuing Education Credits

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ○ Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ● Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Financial Management

1. Provider of Financial Information

Name: Jerry Gray

Telephone: 608-235-1054 (XXX) XXX-XXXX

E-Mail Address (optional): jerry@cross-plains.wi.us

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points) ☐☐
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2019

- ● 0-2 years ago (0 points) ☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2019

- ● 1-2 years ago (0 points)☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$ 1,024,724.62
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	-	$ 385,000.00
3.2.3 Adjusted January 1st Beginning Balance		$ 639,724.62
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 65,440.81

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 705,165.43

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

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

3.3 What amount should be in your Replacement Fund? $ 705,165.43 **0**

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

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

- ● Yes
- ○ No

If No, please explain.

4. Future Planning

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

- ● Yes - If Yes, please provide major project information, if not already listed below.☐☐
- ○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Scada Upgrade	200,000	2021
2	Phosphorus Chemical Equipment upgrade	50,000	2021
3	I and I Study	50,000	2021
4	I and I Rehab Work	200,000	2022
5	I and I Rehab Work	200,000	2023
6	Replace Brewery Rd Sewer Main from Laufenberg Blvd to Valley St	1,000,000	2024

5. Financial Management General Comments

Over all in good shape

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

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

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 1

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	593	
February	810	
March	745	
April	509	
May	270	
June	293	
July	252	
August	252	
September	275	
October	221	
November	262	
December	292	
Total	**4,774**	**0**
Average	**398**	**0**

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

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

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

6.2.2 Comments:

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

- ● No
- ○ Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

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

7. Treatment Facility

7.1 Energy Usage

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

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	40,503	17.40	2,328	42.07	963	532
February	48,716	14.65	3,325	20.24	2,407	741
March	43,261	22.48	1,924	25.85	1,674	499
April	36,629	18.49	1,981	22.17	1,652	190
May	36,006	20.97	1,717	26.16	1,376	104
June	39,067	17.39	2,247	36.30	1,076	21
July	32,868	20.82	1,579	26.88	1,223	0
August	34,401	17.57	1,958	23.78	1,447	1
September	37,229	19.46	1,913	30.84	1,207	0
October	32,830	23.36	1,405	32.92	997	0
November	38,706	16.51	2,344	32.97	1,174	109
December	43,482	14.93	2,912	37.39	1,163	393
Total	**463,698**	**224.03**		**357.57**		**2,590**
Average	**38,642**	**18.67**	**2,136**	**29.80**	**1,363**	**288**

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

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

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

7.2.2 Comments:

7.3 Future Energy Related Equipment

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

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

- ● No
- ○ Yes

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

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

9. Energy Efficiency Study

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

- ● No
- ○ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020

Reporting For: **2019**

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Sanitary Sewer Collection Systems

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

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

- ● Yes
- ○ No

If No, explain:

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

- ● Yes
- ○ No (30 points)
- ○ N/A

If No or N/A, explain:

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

☒ Goals [NR 210.23 (4)(a)]

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

Clean 30 percent of collection system

Did you accomplish them?

- ○ Yes
- ● No

If No, explain:

Not enough labor available

☒ Organization [NR 210.23 (4) (b)]☐☐

Does this chapter of your CMOM include:

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

☒ Legal Authority [NR 210.23 (4) (c)]

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

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-04-26

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

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

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

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

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

☒ A description of routine operation and maintenance activities (see question 2 below)
☒ Capacity assessment program
☒ Basement back assessment and correction
☒ Regular O&M training

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

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

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

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

Does your emergency response capability include:

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

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

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

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

0

2. Operation and Maintenance

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

Cleaning	30	% of system/year
Root removal	10	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	10	% of system/year
Manhole inspections	30	% of system/year
Lift station O&M	365	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

River or water crossings: 100 % of pipe crossings evaluated or maintained

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

3. Performance Indicators

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

58.54	Total actual amount of precipitation last year in inches
34.48	Annual average precipitation (for your location)
16.5	Miles of sanitary sewer
1	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
1	Number of basement backup occurrences
1	Number of complaints
.6129	Average daily flow in MGD (if available)
.7535	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.06	Basement backups (number/sewer mile)
0.06	Complaints (number/sewer mile)
1.2	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

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

	Date	Location	Cause	Estimated Volume (MG)
None reported				

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

5. Infiltration / Inflow (I/I)

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

- ● Yes
- ○ No

If Yes, please describe:

Estimated about 400,000 gallons per day of I and I

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

- ○ Yes
- ● No

If Yes, please describe:

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

Continues to increase

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

I and I study planned for 2021

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Grading Summary

WPDES No: 0020788

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	C	2	3	6
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**32**	**122**
GRADE POINT AVERAGE (GPA) = 3.81				

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

Compliance Maintenance Annual Report

Cross Plains Wastewater Treatment Facility

Last Updated: 7/23/2020 Reporting For: **2019**

Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

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

Influent Flow and Loadings: Grade = C

I and I Study will be undertaken in 2021 in an effort to locate sources of I and I. Remediation will take place in 2022 and 2023 of any locations found.

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.81

Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: Well #3 Public Meeting Discussion
Meeting Date: July 27, 2020
Referral History: VB-06.22.20, 06.30.20

Executive Summary:

The Village Board previously approved Town and Country Engineering to continue work on the water system assessment and test well planning for Well #3, with a drilling of the test well in later this year. If the test well confirms proper siting of the well location, the plan is to prepare financing and finish plans in 2021 with construction in 2022.

Staff is preparing a public meeting in coordination with the proposed timeline of well #3. Renderings of the exterior of the building have been provided as the first step. If approved by the Village Board, staff and engineering would like to schedule a public meeting date so that we can prepare. Below are some dates that we would propose:

Tuesday, August 18th
Thursday, August 20th
Monday, August 24th (Day meeting)
Thursday, August 27th

Project Background:

The Village identified Hollfelder Park as the location of a future well prior to the subdivision being developed. Construction of a new well has been in the Village's capital improvement plan because of the need for a new Well #3 is due primarily to "firm well" capacity - the ability to maintain service with your largest well removed.

Code/Policy Review:

Chapter 64 of the Village Municipal Code regulates water supply.
Chapter NR 811 Regulates the Operation and Design of Community Water Systems.

Fiscal Impact:

Well # 3 costs:

1) Preliminary Engineering - $100,000
2) Test well coordination, water system master plan, impact fee study, and preliminary Design services - $80,000
3) Test Well Construction - $60,000
4) SCADA Improvements $200,000
5) 3 Phase Electric Upgrade $600,000
6) Well #3 – $1,500,000

Agenda Memorandum

Recommendation:

Staff is seeking the Village Board's input on the renderings and a public meeting date.

Appendices:

Renderings

New Well Site
Hollfelder Park
Cross Plains, Wisconsin

Created: 6.25.20
VANDEWALLE & ASSOCIATES INC.
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View Looking Southeast

New Well Site
Hollfelder Park
Cross Plains, Wisconsin

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View Looking East

New Well Site
Hollfelder Park
Cross Plains, Wisconsin

Created: 6.25.20
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View Looking South

Agenda Memorandum

Staff/Department: **Bill Chang, Village Administrator**
Subject Matter: **Finance/Budget Recommendations**
Meeting Date: **July 27, 2020**
Referral History: **Finance Subcommittee – 07.07.20**

Executive Summary:

The Finance Subcommittee includes Village President Jay Lengfeld, Trustee Michael Pomykalski, Village Administrator/Clerk Bill Chang, and Finance Director Bobbi Zauner have met each week to review the Village's budgeting, financial planning, and account practiced. From the meetings, the subcommittee has the following recommendations for the upcoming budgeting cycle.

Project Background:

The purpose of the subcommittee is to simplify and understand the budgeting and accounting practices to help stream line the budgeting process.

Code/Policy Review:

Policy 2020-1 provides Guidance on the Village's Budgeting Process
Chapter 7.01 of the Village Municipal Code Regulates Municipal Budgets
Chapter 65 Wis. Stats. provides further regulation on Municipal Budget Systems

Fiscal Impact:

If approved, the recommended actions will provide some flexibility for capital projects in 2020 and provide a more efficient way to track revenues and expenses. Staff will also make adjustments to the budget worksheets to show this.

Recommendation:

The Finance Subcommittee recommends the following actions.

1) Maintain the Capital Improvement Fund's Fund Balance at $50,000.
2) Maintain the Debt Service Fund's Fund Balance to $0.
3) Move the Park and Recreation Fund into the General Fund.

Appendices:

N/A

Agenda Memorandum

Staff/Department: Bill Chang, Village Administrator
Subject Matter: 2020 CIP Financing
Meeting Date: July 27, 2020
Referral History: N/A

Executive Summary:

Since the approval of 2020 Capital Improvement Budget, there has been several changes impacting priority, funding, and cost. The current capital improvement fund (General Fund – GF) cash balance is approximately $381,000. The following items are being presented for the Village Board to determine financing options for the remaining 2020 capital projects.

Project Background:

1) The Village Board approved the 2020 Capital Improvement Budget of $585,000 for the General Fund. The following projects remain.

Acct #	Description	Budgeted Amt	Actual Amt	Difference
120-57140-802	Library roof	75,000.00		75,000.00
120-57220-803	Fire Dept equipment	25,500.00		25,500.00
120-57300-803	Bucket truck	35,000.00		35,000.00
120-57300-805-101	General infrastructure	100,000.00	34,079.28	65,920.72
120-57300-805-107	Gil's Way/Tilda Trail drainageway ditch	20,000.00		20,000.00
120-57620-805	Baer Park trail	5,000.00		5,000.00
		260,500.00	34,079.28	**226,420.72**

2) The Finance Subcommittee recommends a fund balance of $50,000
3) The Village Board approved approximately $140,000 for water infrastructure engineering and the Well #3 Test Well.

Code/Policy Review:

Policy 2020-3 provides guidance on Capital Improvement Planning

Agenda Memorandum

Fiscal Impact:

Description	Amt Needed to Complete Project
Library roof (GF)	75,000.00
Fire Dept equipment (GF)	25,500.00
Aerial Lift Equipment Trailer*(GF)	8,000.00
General infrastructure (GF)	107,500.00
Gil's Way/Tilda Trail drainageway ditch (GF)	20,000.00
Baer Park trail (GF)	5,000.00
	241,000.00
Water Infrastructure Engineering (WCO)	80,000
Test Well Drilling (WCO)	60,000
	140,000.00
	381,000.00

*Consideration should be given to increasing the general fund operating budget for rental of lift equipment if the Village Board decides to go this route.

Recommendation:

Staff recommends the following:

1) Finance the remaining general fund capital projects from the Capital Fund cash balance.
2) Maintain a $50,000 capital improvement fund balance to be used for overages.
3) Short term financing solution for Water Infrastructure Engineering and Test Well Drilling as follows:
    a. Intergovernmental loan from Capital Improvement Fund (GF) to Water Capital Outlay in the amount of $90,000 with no interest, to be paid back to the General Fund in 2022.
    b. Use unspent bond proceeds from water to cover the remaining cost of $50,000.

Appendices:

Project proposals: Public Facilities, Library, and Water.

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: July 18, 2020

To: Cross Plains Village Board

From: Jerry Gray – DPF

Re: 2020 Public Facilities Capitol Projects

Following is a revised approach to the 2020 Public Facilities Capitol expense plan. I am also including updated costs to determine the borrowing needs to complete this revised plan.

1. Account # 120-57300-803-00 Equipment – total budget – 80,000.00. Unexpended as of 6/30/2020 – 40,400. The unexpended amount was originally slated to purchase a used bucket truck to replace the one no longer available for use by the Village. While researching this purchase it was determined that a bucket truck would not meet the off-road needs of the Village. Going to the next step in research, an on or off road self-propelled aerial work platform has been determined to fit the Village needs better. However, for the following reasons I recommend delaying the purchase of this machine until 2023.
    a. There are several brands to chose from and I recommend the that various units be rented over the next 2 years as needed to determine the best machine for our applications.
    b. The industry is struggling with new safety guidelines and requirements for any type of aerial equipment. Over the next 2 years those issues should be resolved.
    c. The Covid-19 issue has reduced the current Village needs to have a machine available instantaneously.

    That being said, I would ask that the Village Board revise the 2020 Capitol Equipment plan to utilize $8,000.00 of the unexpended funds to be used for the purchase of a trailer that will transport the rented aerial lift work platform when one is rented and replace the existing trailer which is no longer viable due to its load rating and length.

2. Account # 120-57300-805-10 Infrastructure – General. Total Budget 100,000. Unexpended as of 6/30/2020 – 82,980.00. Additional expensed since 6/30/2020 – 24,000.00. Expected additional costs for this line item, NOT including repaving

Birchwood Pass, in 2020 is 15,000.00 All boiled down, this leaves 43,980.00 to be used for repaving Birchwood Pass and the intersection with Westview Ct. the lowest quote I have for paving Birchwood Pass and the intersection at Westview Ct is from Scott Construction in the amount of 92,322.00
To complete the Birchwood Pass project as well as other infrastructure needs for 2020 the total needed for that account number is 149,000.00 versus the 100,000 originally planned to be expended.

While this does cause this particular line item to exceed planned 2020 amounts, it does not cause the total overall PF Capital Expenses to exceed the 200,000.00 total budget. See below:

Revised total Equipment Expenses per above	47,600
Revised total Infrastructure – General	149,000
Revised total Infrastructure – Hwy P	4,000
Planned Infrastructure – 2018 Flood	20,000
Total Expenses –	220,600
Revenue from sale of replaced equipment	22,000
Net total needed funds for 2020 PF Capital	198,600

Total Budgeted for 2020 PF Capital Expenses – 200,000

I plan to be available during the Village Board meeting to answer any comments or questions. If you would like to discuss this prior to the meeting please give me a call at 608-235-1054.

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	May 19, 2020
CONTACT NAME: Jerry Gray		POSITION: DPW	
STREET: 2417 Brewery Rd		JOB NAME: Birchwood Pass & Westview	JOB NUMBER:
CITY AND STATE: Cross Plains, WI	ZIP CODE: 53528	JOB LOCATION: Same	

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

BIRCHWOOD PASS & WESTVIEW INTERSECTION:
Fine grade and compact 6,373 S.Y. of gravel base installed by others.
Pave 1.5" average compacted Hot Mix asphalt binder course type 3LT.
Pave 1.5" average compacted Hot Mix asphalt surface course type 4LT.
Pave behind new curb at driveway entrance.

LUMP SUM $92,322.00

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 21 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 # _____

SCOPE OF SERVICES
MEMORANDUM

Date: July 24, 2020

To: Board of Trustees
Village of Cross Plains

From: Brian Berquist, P.E. – President
Town and Country Engineering

Subject: Library Roof Repair and Replacement

The Village of Cross Plains has been experiencing several issues with the current roof at the Rosemary Garfoot Library. In addition to normal aging of the existing roof, library staff has noted that in certain rains water actively drips from several spots on the interior ceiling. We understand that the Village desires to replace the roof while also incorporating some design and detail changes to prevent water intrusion in the future.

The intent of this memo is to propose a scope of work to develop bidding documents (plans and specifications), provide bidding assistance, and project administration during construction. We would be working with Siebers Inc., a local structural engineer and building consultant.

Project Description

This will generally include architectural and structural professional services required to assemble a comprehensive set of bidding documents related to replacement and cure of original design/construction defects in roofing systems on the public library building located at 2107 Julius St., Cross Plains.

Age of library structure is approximately 15 years old. Water intrusion as apparent by observed interior ceiling panel staining can be classified as result of premature roof failure, root cause for which may be faulty materials, workmanship, or design detailing in original construction, or a combination thereof. Proposed roof replacement shall incorporate remedies, as necessary, to provide a roofing system suitable for 25-yr manufacturer warranty on materials, and five-year contractor warranty on constructed system covering all material, parts, labor, freight, equipment and mobilization.

Scope of proposed roof replacement construction

- Removal and replacement of existing roofing systems including asphalt shingles, roofing felt, metal and/or flexible flashings, ice & water shield, metal drip edges, fascia cladding, EPDM flexible roofing, rigid insulation and protection board below EPDM roofing
- Removal and replacement of water collection and conveyance systems including aluminum gutters & downspouts. Downspouts may be available for re-use depending on condition evaluation at time of removal
- Replacement roofing systems and flashing shall incorporate construction detailing to mitigate potential for repeating similar building envelope failures such as those observed at dormer interfaces
- Installation, equipment, materials, and workmanship shall be in strict accordance with Village standards and specifications and Building Code requirements.

Schedule is anticipated to include Fall bidding and construction with bid alternate (DEDUCT) for alternate Spring construction timeline.

Engineering Services Scope

1.0 DESIGN, PERMITTING & BIDDING PHASE

- Anticipated scope includes architectural and structural engineering consultant services as required to accomplish cited construction scope
- Scope includes single concept re-roofing plan approved by Owner at early phase, and excludes multiple bid packages
- Architectural detailing review
- Allowance for (1) site visit existing conditions verification of and/or field measure as necessary
- Coordination meetings and/or board meetings provided by Town & Country Engineering
- Coordination with Owner by phone/email as necessary throughout design and bidding phases
- Coordination with other disciplines, as necessary, to include interaction with electrical, plumbing, HVAC and/or fire protection trades as those systems interface with roof via penetrations and support frames
- Project manual including technical specifications and drawings necessary to communicate proposed roofing replacement and upgrade: Technical specifications to include sections on Joint Sealants, Flashing and Sheet Metal, Thermal Insulation, Wood Roof Sheathing, Rough Carpentry, Asphalt Shingles, Gutters & Downspouts, and EPDM Roofing
- Permitting assistance, as may be necessary for construction facets falling outside classification of 'maintenance'

2.0 CONSTRUCTION ADMINISTRATION PHASE

- Bidder questions, RFI review & responses as necessary
- Shop drawing reviews, as applicable
- Coordination with Village staff and officials, as necessary
- Site visits not included in CA scope (ref. reimbursable expenses below for requested site visits)

Conclusion

The estimated engineering cost for the above scope will be billed on an hourly basis and **will not exceed $15,000.** It is anticipated these costs will occur through Fall/Winter 2020 and construction support expected in either Fall 2020 or Spring 2021.

The scope of services outlined above does not include the items listed below. It is possible that some of these items may be necessary depending on the conditions discovered during the construction. Proposals can be developed for these items as necessary.

- Mold testing or mitigation
- Structural analysis of building components below the roof structure that are found to be moisture compromised
- Regulatory agency permitting fees

We at Town & Country Engineering, Inc. wish to thank you for the opportunity to present this scope of services to the Village of Cross Plains and look forward to continuing to serve you. If you have any questions regarding the above scope, please feel free to call.

Village of Cross Plains
Water System Needs Assessment
Engineering and Planning Cost Summaries
6/25/2020

There are several decisions for the Village to make regarding the immediate and long-term water supply and storage system, as well as the most advantageous funding mechanisms. The need for a new Well #3 is due primarily to "firm well" capacity - the ability to maintain service with your largest well removed. The Village's population has grown while the reservoir capcity is constant (limiting the ability to store water) and production has fallen at Well 1 due to sand formations.

To make the most informed decisions about how to scope out the Well 3 project, and determine what (if any) improvements at the existing wells and reservoirs would be included (to maximize grant/loan opportunities), we recommend that the 4 work tasks in our June 20 memo be prioritized in light of the limited budget available.

We understand that the remaining 2020 budget for Well 3 preparations will be sufficient for some of the task items in the 6/15/20 memo to begin, but not to be completed. The chart below shows a potential priority order for Village consideration, focusing the remaining 2020 effort on providing detailed alternative scenarios to the Board and associated cost implications to allow for Board decisions to be made to best maximize access to funding programs and to fully take advantage of the impact fees available from pending developments. The remaining work would only proceed if included in the 2021 budget.

Item	June 15, 2020 Proposal	2020 Budget Remaining	Revised Scope
Town and Country 2020 Scope			
Test Well Coordination	$15,000		$9,000
Water System Master Plan	$30,000		$20,000
Impact Fee	$10,000		$4,900
Preliminary Design Services	$25,000		$0
Total Town and Country 2020 Scope	**$80,000**		**$33,900**
Well 3 Renderings (Vandewalle)			$3,100
Total		**$37,000**	**$37,000**

SCOPE OF SERVICES MEMORANDUM

Date:	June 15, 2020
To:	Board of Trustees Village of Cross Plains
From:	Brian Berquist, P.E. – President Town and Country Engineering
Subject:	Water System Improvements Study – Phase 2

The Village of Cross Plains has completed a Well Site Investigation report and begun preliminary design of a proposed new Well No. 3. The Well Site Investigation report has been approved by DNR, but the approval requested construction of a test well at the site of the new well to confirm aquifer assumptions for the final well construction and rule out the possibility of contaminants. As a part of the preliminary design, each of the Village's water well sites was visited and reviewed to identify potential improvements that may be necessary. This was also to follow up on needs identified in the Village's last sanitary survey completed by the Wisconsin DNR, which identified chemical containment as an issue. This review identified multiple areas needing improvement to bring these sites up to today's codes and standards. This scope of services will serve as a stepping stone for the Village to identify necessary future projects, the scope of improvements necessary, the cost of those improvements, and a potential timeline for those improvements.

The Scope of Services is anticipated to be broken up into 4 areas of consideration as follows, and summarized in a following table:

1. Test Well Coordination
   A test well approximately the same depth as the proposed final well will be constructed. Samples will be collected as drilling occurs to confirm geological formation assumptions. The well will be test pumped to confirm anticipated volume of water and aquifer characteristics. Water samples will be collected and analyzed for potential contaminants. The engineering scope of services will include:
   - Coordination with DNR as necessary for test well approvals.
   - Preparation of a simple specification for test well scope of construction.
   - Obtain quote(s) for test well construction services for Village approval.
   - Coordination with well driller throughout the course of test well construction, pumping, and testing.

2. Water System Master Plan
   Based upon the needs identified in reviewing the Village's water system sites, a water system master plan is recommended. This plan will identify a long term approach for the Villages existing and future water system components. The engineering scope of services will include:
   - Formalize current and future water needs.
   - Identify capacity restrictions in supply and storage.
   - Identify a range of potential approaches to current and future water system supply and storage.
   - Prepare capital cost estimates and a qualitative evaluation for each alternative.
   - Prepare a recommended approach.
   - Submit a report to the Village and DNR.

3. Impact Fee
    - Work with the Village's Accountant to prepare an impact fee assessment. This work has already begun under the previous scope and will continue as necessary based upon the findings of the Water System Master Plan.

4. Preliminary Design Services
   It is anticipated that the Water System Master Plan will recommend improvements to some or all of the Village's existing water system components. Preliminary designs will be prepared to expand upon the approach established in the water system master plan. Preliminary design will include:
    - Preparation of preliminary site and building improvement plans
    - Preliminary equipment sizing
    - Updated cost estimates
    - Development of a preliminary specification.

The estimated engineering cost for the above scope will be billed on an hourly basis and **will not exceed $80,000.** It is anticipated these costs will occur through December, 2020, after which time final design will be pursued. Costs for future phases can only be estimated at this time until the scope is better defined and a final project is determined by the Village.

Work Element	Estimated Engineering Costs	Estimated Construction Costs
Well 3 Site Study and Begin Preliminary Design	$42,000	N/A
Test Well, Water System Plan, Impact Fee Study, Complete Well 3 Preliminary Design	$80,000	$50K - $60K
Well 3 Final Design and Construction	$140K - $160K	$1.8M - $2.0M
Wells 1 & 2 Improvements	$75K - $85K	$900K - $1.0M

The scope of services outlined above does not include the items listed below. It is anticipated that many of these items will be necessary for completion of the projects identified in this approach. Proposals can be developed for these items as necessary.

- Final design of water system facilities
- Soil borings, environmental reviews, wetland delineations, etc.
- Construction services

We at Town & Country Engineering, Inc. wish to thank you for the opportunity to present this scope of services to the Village of Cross Plains and look forward to continuing to serve you. If you have any questions regarding the above scope, please feel free to call.

Village of Cross Plains

Finance Department

Memorandum

To: Village of Cross Plains Trustees
From: Bobbi Zauner, Village of Cross Plains Finance Director
Date: July 9, 2020
Re: Summary of April 1 – June 30, 2020 Finances

What a tumultuous time the past three months have been! With exception to the Parks & Recreation Fund, we have not yet seen any major financial hits on the Village finances due to COVID-19. 2020 Budget amendments will be presented to the board in July to reflect any known concerns. Election expenditures are predicted to increase due to a shift to voting absentee by mail. Parks & Recreation revenues will be decreased to show the impact from having to cancel programs, such as swim lessons and baseball. However, we should see a corresponding decline in expenditures for the canceled programs. Pool revenue will be much lower than past years due to the late opening and elimination of day passes and swim lessons.

General Fund

- Unassigned Fund Balance as of 12/31/19 was $456,698. The General Fund has not had to use any of these funds to cover 2020 operations YTD.
- The required fund balance per the Fund Balance policy is $433,610 (20% of budgeted operating expenditures).

Capital Project Fund

- Fund Balance as of 12/31/19 was $427,768. The Capital Fund has depleted $29,341 of this balance through June 30.
- FEMA reimbursements of $220,850 are included in the Capital Fund fund balance, and are not restricted for use on capital projects.
- Remaining budgeted capital projects should be able to be paid out of Fund Balance. Staff is not anticipating the need to borrow funds in 2020 (Water Utility projects not included).

Library Fund

- Fund balance as of 12/31/19 was $32,421. The Library Fund has not had to use any of these funds to cover 2020 operations YTD.

Parks & Recreation Fund

- Unassigned Fund Balance as of 12/31/19 was $168,668.
- It is predicted that the substantial loss of pool revenue will result in the need to use some of this fund balance to subsidize operations, possibly up to $50,000.
- Also, it has been approved to use Fund Balance to finance new equipment at the Glacial Valley Playground.
- As of 12/31/19, the P&R Fund has restricted funds of $37,496 for Glacier Ridge Park Impact fees, and committed funds of $45,267 for Baer Park improvements and $49,348 for Pool improvements.

Debt Service Fund

- Fund Balance as of 12/31/19 was $48,418. The Debt Service Fund has not had to use any of these funds to cover 2020 debt payments YTD.

Tax Increment District

- Fund balance as of 12/31/19 was $(582,763), with $484,390 being owed to the Sewer Utility Fund and $82,878 owed to the General Fund.
- TID is expected to generate positive cash flow in 2020, and will begin repaying the Sewer Utility Fund first.

Water Utility Fund

- Unassigned Fund Balance as of 12/31/19 was $263,791. The Water Utility Fund has used $81,714 of this balance through June 30.
- Restricted funds as of 12/31/19 include unspent bond proceeds of $90,389. This is money that was borrowed in 2019 for the well project that hadn't been spent as of 12/31. Through June 30, $26,616 has been spent out of these restricted funds. The remainder will be spent by year end.
- Water Utility fund also had $104,729 of restricted funds for the payment of principal and interest on the Safe Water Drinking fund loans.

Sewer Utility Fund

- Unassigned Fund Balance as of 12/31/19 was $1,073,620. This includes Connection Fees of $252,782 and $385,000 in the Equipment Replacement fund "support" account.
- $771,562 of the unassigned fund balance has been used as of June 30. Please note that a $500,000 water quality trading agreement payment was made in January 2020.
- Restricted funds as of 12/31/19 include unspent bond proceeds of $34,359. These funds will be used to make a partial payment on the outstanding invoice for the Highway 14 project.
- Other Restricted funds as of 12/31/19 include the Depreciation Fund $306,932; Equipment Replacement Fund $705,165; and $358,880 for the payment of principal and interest on the Clean Water Fund loans.

Village of Cross Plains
PO Box 97, 2417 Brewery Road
Cross Plains, WI 53528
Phone: (608) 798-3241 ext. 105
Fax: (608) 798-3817

Memorandum

To: Village Board of Trustees
From: Bobbi Zauner, Finance Director
Date: July 20, 2020
Re: 2020 Budget Amendment - 1

Recommendation

Staff recommends the Village Board adopt Resolution No. 09-2020 amending the Fiscal Year 2020 budget in accordance with Wisconsin Statute 65.90 Municipal Budgets.

Background

Resolution No. 09-2020 allows staff to realign revenues, expenditures, and reserves to maintain the proper balance in each fund. This budget amendment does not increase or decrease the total Village Budget.

Budget realignments include:

- $25,000 in Community Development Support Services for additional consulting services. These expenses will be reimbursed by developers, so the corresponding revenue Community Development also increases by $25,000. Net effect of $0.
- Increase Election postage expense from $250 to $8,250, and Election printing expense from $1,000 to $2,200 to pay for additional costs of absentee voting due to COVID-19. About $3,000 of this $9,200 may be reimbursed from the CARES Act (increase in Miscellaneous Revenues). Additionally, Village Administration Meetings expense will be reduced by $1,500 and Village Administration Printing expense will be reduced by $750. The remaining $2,200 will be taken from the Continency line item. Net effect of $0.
- The 2020 budget did not include the vacation payout of the retiring Police Chief. Therefore, the Police Chief line item should be increased by $7,450. This expense can be covered from excess revenues from Interest Income over the budgeted amount. Net effect of $0.
- TID #3 had to pay a tax refund settlement in the amount of $5,250 in 2020. This will be paid from TID cash generated in 2020.
- A decrease in Swimming Pool revenue of $34,000 and Pool concessions revenue of $4,500 due to COVID-19. At this time, savings in Lifeguard wages of $25,000, Swim Team coach wages of $6,000, and concession supplies of $3,000 will offset this reduction in revenue. Net effect of $0.

VILLAGE OF CROSS PLAINS
RESOLUTION No. 10-2020

RESOLUTION AMENDING THE 2020 BUDGET

WHEREAS, the Village Board of the Village of Cross Plains adopted Resolution No. 12-2019, setting the 2019 payable 2020 Tax Levy and Adopting the 2020 Budget on December 2, 2019; and

WHEREAS, the Village staff may need to make recommendations regarding changes to the adopted budget due to various issues and opportunities; and

WHEREAS, state statutes prohibit villages from spending more than has been budgeted; and

WHEREAS, the Village's budget shall be amended for any material changes to the expected expenditure and revenues as they come up through the year; and

WHEREAS, the Village Administrator is in support of the department request and recommends adoption by the Village Board; and

WHEREAS, pursuant to ch. 65.90(5)(a) Wis. Stats., the Village Board of the Village of Cross Plains shall have the power to increase any items in the budget or add new items to said budget on a two-thirds (2/3) affirmative vote of the entire membership of the Village Board;

NOW, THEREFORE, BE IT RESOLVED that the Village of Cross Plains Board of Trustees hereby authorize the attached budget appropriations in Attachment #1, hereby described as Budget Amendment 2020-01, for the budget year ending December 31, 2020.

BE IT FURTHER RESOVLED, that the Village of Cross Plains Clerk shall publish this resolution and Budget Amendment 2020-01 by either a class 1 notice, under ch. 985 Wis. Stats., within 15 days or post a notice on the municipality's website within 15 days.

Adopted by the Village Board of the Village of Cross Plains, Wisconsin, this 27th day of July, 2020.

APPROVED:

_____

Jay Lengfeld, Village President

ATTEST:

_____

Bill Chang, Village Administrator/Clerk

Village of Cross Plains Budget Amendment 2020-1

Date Proposed: 27-Jul-20

Date Adopted:

2020 Budget			2020 Amended Budget				
Item	**Description**	**Amount**	**Item**	**Description**	**Amount Adjusted**	**New Budget**	**NOTES:**
110-46800-000	Community Development	$30,000.00	110-46800-000	Community Development	$ 25,000.00	$55,000.00	Reimbursements from developers
110-48000-000	Miscellaneous Revenues	$5,000.00	110-48000-000	Miscellaneous Revenues	$ 3,000.00	$8,000.00	Projected Election cost reimb from Cares Act
110-48100-000	Interest income	$15,000.00	110-48100-000	Interest income	$ 7,450.00	$22,450.00	
			TOTAL REVENUE ADJUSTMENT		**$ 35,450.00**		
110-51100-206	Village Board - Printing	$1,250.00	110-51100-206	Village Board - Printing	$ (750.00)	$ 500.00	Printing very limited newsletters
110-51100-302	Village Board - Technology	$500.00	110-51100-302	Village Board - Technology	$ 750.00	$ 1,250.00	Zoom, equipment for virtual meetings
110-51410-205	V.A. Expenses - Meetings	$4,500.00	110-51410-205	V.A. Expenses - Meetings	$ (3,000.00)	$1,500.00	
110-51410-206	V.A. Expenses - Printing	$1,750.00	110-51410-206	V.A. Expenses - Printing	$ (1,000.00)	$750.00	
110-51440-201	Elections - Postage	$250.00	110-51440-201	Elections - Postage	$ 8,000.00	$8,250.00	Absentee Voting
110-51440-206	Elections - Printing	$1,000.00	110-51440-206	Elections - Printing	$ 1,200.00	$2,200.00	Printing of additional absentee envelopes
110-51900-000	Contingency	$20,000.00	110-51900-000	Contingency	$ (2,200.00)	$17,800.00	
110-52100-101	Police - Chief	$76,000.00	110-52100-101	Police - Chief	$ 7,450.00	$83,450.00	Former Chief vacation payout
110-56400-207-101	Community Dev-Support Svcs	$35,000.00	110-56400-207-101	Community Dev-Support Svcs	$ 25,000.00	$60,000.00	Development costs
		TOTAL EXPENDITURE ADJUSTMENT:			**$ 35,450.00**		

2020 Budget			2020 Amended Budget				
Item	**Description**	**Amount**	**Item**	**Description**	**Amount Adjusted**	**New Budget**	**NOTES:**
			TOTAL REVENUE ADJUSTMENT		**$ -**		
310-51410-399	TID - Miscellaneous	$500.00	310-51410-399	TID - Miscellaneous	$ 5,250.00	$ 5,750.00	Tax refund - disputed assessment
		TOTAL EXPENDITURE ADJUSTMENT:			**$ 5,250.00**		

2020 Budget			2020 Amended Budget				
Item	**Description**	**Amount**	**Item**	**Description**	**Amount Adjusted**	**New Budget**	**NOTES:**
140-4634-101	Pool General Revenue	$70,150.00	140-46734-101	Pool General Revenue	$ (34,000.00)	$36,150.00	Shortened season, no day passes
140-46734-103	Pool Concessions	$4,500.00	140-46734-103	Pool Concessions	$ (4,500.00)	$0.00	No concessions
			TOTAL REVENUE ADJUSTMENT		**$ (34,000.00)**		
140-55420-103	Lifeguards	$52,000.00	14055420-103	Lifeguards	$ (25,000.00)	$ 27,000.00	Decreased hours; no lessons
140-55420-104	Swim Team	$18,000.00	140-55420-104	Swim Team	$ (6,000.00)	$12,000.00	Fewer practices, no meets
140-55420-307	Concessions	$3,000.00	140-55420-103	Concessions	$ (3,000.00)	$0.00	No concessions
		TOTAL EXPENDITURE ADJUSTMENT:			**$ (34,000.00)**		