

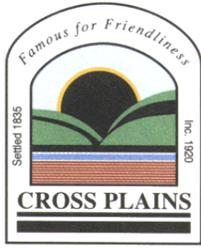
Committee of the Whole
Regular Meeting Notice and Agenda

Village of Cross Plains
2417 Brewery Road, PO Box 97
Cross Plains, WI 53528
(608) 798-3241

Monday, February 9, 2015
7:00 pm

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment – This is an opportunity for anyone to address the Committee on any issue NOT on the current agenda. *Please observe the time limit of 3 minutes.* While the Committee encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. Consent Agenda – Upon request of any Committee Member, any item may be removed from the Consent Agenda for separate consideration under Committee Discussion.
 1. Approval of the regular meeting minutes of January 12, 2015.
 2. Referral to the Village Board for approval regarding Policy 2015-01 Recycling Compliance Assurance Plan.
- IV. Reports
 1. Village Officers
 - a. Village President
 - b. Village Trustees
 2. Village Departments
- V. Committee Discussion
 1. Discussion regarding electrical services for Main Street as part of the Highway 14 Reconstruction Project.
 2. Review of the 2015 Borrowing Plan for capital projects.
 3. Discussion regarding a Request for Proposals for a Stormwater Quality Management Plan to meet requirements of WPDES MS4 General Permit No. WI-S050181-1.
 4. Discussion regarding plan to develop Committee Meeting System.
- VI. 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 matt@cross-plains.wi.us.



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

Memorandum

To: Committee of the Whole
From: Matthew G. Schuenke, Village Administrator/Clerk-Treasurer
Date: February 6, 2015
Re: Committee of the Whole meeting – **February 9, 2015**

III. Consent Agenda

1. Approval of the regular meeting minutes of January 12, 2015 – For approval.

2. Referral to the Village Board for approval regarding Policy 2015-01 Recycling Compliance Assurance Plan – The Village was required to enact a Recycling Compliance Assurance Plan (CAP) in 2008 as part of DNR requirements to be eligible for state funds. The Recycling Coordinator for the Village's region stated that a CAP needs to be adopted by the Village Board in order to remain compliant. The CAP formerly outlines the steps in place when there is a violation of the current recycling ordinance. Violations are determined on a complaint basis. Attached is the policy 2015-01 Recycling Compliance Assurance Plan. Presented for approval.

V. Committee Discussion

1. Discussion regarding electrical services for Main Street as part of the Highway 14 Reconstruction Project – MGE Electric has requested the Village consider assisting properties on Main Street with the conversion of their services from overhead to underground. The utility will be reconstructing their electrical infrastructure this year with the reconstruction of Highway 14, but is not able to assist the property owners in the conversion of their services as most are currently overhead. MGE Electric has to provide a connection and will do so with a riser pole on private property if the property owner does not do the work to convert the service to underground. The Village could provide a stipend up to \$1,500 to the property owner as an incentive to make the conversion to avoid having as many as two dozen riser poles installed with the project. This would be paid for within the TID and already has some funds available through one of our grant programs. Village Staff recommends approving the stipend.

2. Review of the 2015 Borrowing Plan for capital projects – Included in your packet is a list of the 2015 capital borrowing needs that were approved as part of the budget process. Some of these items have changed as further analysis and review is conducted on each item. Notably the sewer main work is projected as a significant reduction now as compared to when it was estimated in the Fall of 2014. Regardless of these estimates to forecast the cost, bids for the highway project will be opened on Tuesday and then we will know what the true cost of the work will be. Jim Mann from Ehlers will be here for the board meeting on February 23rd to review our borrowing alternatives and we'll adjust the spreadsheet one final time at that point based on the bids received and other available information.

3. Discussion regarding a Request for Proposals for a Stormwater Quality Management Plan to meet requirements of WPDES MS4 General Permit No. WI-S050181-1 –The Village will be required to develop a Stormwater Quality Management Plan as part of the requirements of a WPDES MS4 General Permit No. WI-S050181-1. The Village worked with Strand and Associates to apply for grant funding and received \$55,638 in funding. The Village issued a request for proposals with responses due on February 17th. The proposals submitted at that time will be brought to the Village Board for consideration.

4. Discussion regarding plan to develop Committee Meeting System – At its December 2014 meeting, the Board discussed the idea of transitioning back to a Committee Meeting System versus the current Committee of the Whole system. Included within your packets is a list of mandated (existing) and non-mandated (new) committees for consideration. The mandated committees would continue as they are currently formatted with very little change, if any. Several different formatting issues are listed in the packet helping to detail the various standards the board could consider if it decides to pursue this system. An organization chart has been prepared as well to help give a visual representation of the Village as a whole with this process. No action is needed this first time reviewing the enclosures, but the Committee will want to provide input on what has been prepared and direction on how to move forward.

Committee of the Whole

Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, January 12, 2015

I. Call to Order and Roll Call – **6:00 pm**

President Andreoni called the regular Committee of the Whole meeting to order at 6:02 pm.

Present: Trustees William Brosius, Doug Brunner, Judy Ketelboeter, Steve Schunk, Lee Sorensen, and President Pat Andreoni.

Not-Present: Trustee Jay Lengfeld.

II. Closed Session

1. A motion was made by Trustee Sorensen, seconded by Trustee Brunner, for the Committee of the Whole to meet in Closed Session at 6:03 pm pursuant to 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding an appeal(s) of compensation for property acquired for the Lagoon Street Reconstruction Project – A roll call vote is required. Yes – Andreoni, Brosius, Brunner, Ketelboeter, Schunk, and Sorensen. No – None. Motion carried 6 – 0.

2. Return to Open Session – A motion was made by Trustee Schunk, seconded by Trustee Brunner, and unanimously carried by the Committee of the Whole to return to Open Session at 6:59 pm.

III. Pledge of Allegiance – **7:00 pm**

President Andreoni led the Pledge of Allegiance beginning at 7:03 pm.

IV. Public Comment – None.

V. Reports

1. Village Officers

a. Village President

- Stated that there are 2-3 openings on the Zoning Board of Appeals that need to be filled by Village Residents.

b. Village Trustees

- Trustee Brosius commented that he took a tour of the Police Department and noted the deficiencies he saw when reviewing their offices.

2. Village Departments – Presentations of the Department Monthly Report were provided during the budget discussion.

V. Committee Discussion

1. Discussion and action regarding the minutes of the regular meeting held on November 10, 2014 – A motion was made by Trustee Brunner, seconded by Trustee Brosius, and unanimously carried by the Committee of the Whole to approve the minutes of the regular meeting held on November 10, 2014.

2. Discussion regarding a contract for project management services from Town and Country Engineering for the 2015 US Highway 14 (Main Street) Utility Reconstruction Project – Following discussion, a motion was made by Trustee Brunner, seconded by Trustee Schunk, and unanimously carried by the Committee of the Whole to recommend to the Village Board consideration of a contract for project management services from Town and Country Engineering for the 2015 US Highway 14 (Main Street) Utility Reconstruction Project.

3. Discussion regarding an Ordinance to repeal Section 83.19 of the Village Code regarding development in designated water quality corridor areas – Following discussion, a motion was made by Trustee Brunner, seconded by Trustee Brosius, and unanimously carried by the Committee of the Whole to recommend to the Village Board consideration of an Ordinance to repeal Section 83.19 of the Village Code regarding development in designated water quality corridor areas.

4. Discussion regarding a Request for Proposals for conceptual trail design services – Staff provided an update regarding the RFP advertised for conceptual trail design services, and stated that proposals received would be considered by the Village Board at their next meeting.

VII. Adjournment

A motion was made by Trustee Brunner, seconded by Trustee Brosius, and unanimously carried by the Committee of the Whole to adjourn at 8:04 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

Recycling Compliance Assurance Policy 2015-01

Purpose

The Village is a Responsible Unit and required to develop and maintain a Compliance Assurance Plan (CAP) in order to stay in compliance with DNR recycling requirements. The CAP describes the procedures a Responsible Unit will follow in order to assure the Village’s local recycling ordinance is being complied with. The response plan to recycling violations is provided through stepped measures and penalties.

Application

The Public Facilities Director or his/her designee is responsible for enforcing the Village of Cross Plains recycling ordinance in Chapter 63 of the Village Code. This plan is intended to meet the requirements of s. NR 544.04(9g), Wis. Adm. Code. Example of problems requiring response:

- Property found to have no methods of recycling in place;
- Unacceptable materials found mixed with recyclables; and/or
- Recyclable materials found in trash.

After complaint of noncompliance has been investigated and confirmed the Village will follow the procedures below:

- 1st response: Public Facilities Director or designee will contact property owner found to be in violation. Property owner will be informed of that compliance with the Village’s Recycling Ordinance must be met.
- 2nd response: Public Facilities Director or designee will send a letter to property owner giving them 14 days to comply.
- 3rd response: Public Facilities Director or designee will inspect property to ensure compliance has been met. If found to be non-compliant, then citation and penalties will be assessed as outlined in Chapter 63 of the Village Code.

Compliance Assurance Plan Policy #2015-01 will take effect immediately upon adoption by the Village Board for the Village of Cross Plains.

Dated this 23rd day of February, 2015.

Village of Cross Plains:

Attest:

By: _____
J. Patrick Andreoni
Village President

By: _____
Matthew G. Schuenke
Village Administrator/Clerk-Treasurer



Village of Cross Plains

Monthly Staff Report

Employee Information	
Employee Name: <u> Matt Schuenke </u>	Date: <u> 2/6/2015 </u>
Department: <u> Administration </u>	
Report Number: <u> 01-2015 </u>	Month: <u> January </u>
Routine Responsibilities/Tasks	
January 6 – Deadline for Local Candidate Paperwork filing	January 29 – Fire meeting (did not attend)
January 12 – Committee of the Whole meeting	January 30 – Meeting with Electrician and MGE on Electrical Services.
January 21 – WisDOT Utility Coordination meeting	
January 26 – Village Board meeting	
January 27 – EMS meeting (did not attend)	
January 29 – Zoning Board of Appeals meeting	
Special Projects	Extraordinary Circumstances
Committee Meeting System – Format drafted, scheduled for Staff and Committee meeting discussion in February.	January 1 and 2 – Offices closed for New Year's Holiday.
Main Street Streetscape – Working on Park Street, mail boxes, garbage collection, amenities. Next meeting Feb 26	
Tax Bills – January export completed, finished collection on first installment payments.	
Trail RFP – Review proposals, received board approval, working on contract.	
Upcoming Issues	Employee Acknowledgements/Accomplishments
NWDSS Cond Use – Completed application review, referred to Plan Commission for consideration in February.	
Compensation/Classification – Finish job descriptions, develop review process.	
2015 Borrowing – Met with Financial Adviser, begin process in February, finish in March.	
Website Improvements – Added content, email distribution, online bill pay, general design improvement.	
Recommended Items for Village Board Action	
Main Street Electrical Conversion	2015 Borrowing Plan
Stormwater Management Plan	Committee Meeting System



Village of Cross Plains

Monthly Staff Report

Employee Information	
Employee Name: <u>Tom Malone</u>	Date: <u>February 5, 2015</u>
Department: <u>Administration</u>	
Report Number: <u>1-2015</u>	Month: <u>January</u>
Routine Responsibilities/Tasks	
Processed 3 payrolls for the month. Paid federal & state taxes.	
Coordinated w/s complaints and followed up with issues. Processed w/s payments and final read requests	
Assisted residents in person or on the phone with various requests and questions	Coordinated monthly Streetscape Workgroup meeting
Monthly reconciliation of previous month	Assisted in preparing packet materials for Board
Processed monthly payments for retirement, deferred comp., life insurance, income continuation and dental	
Entered in monthly receipts to accounting software	
Special Projects	Extraordinary Circumstances
Audit field work conducted	<<< Prepare information for audit
Workers comp audit conducted	<< Assisted with completion of storm water ITA application
File annual reports for payroll, unemployment, etc	
Prepare and distribute W2s and 1099s	
Quarterly fed tax paperwork and unemployment reports submitted	
Upcoming Issues	Employee Acknowledgements/Accomplishments
Continue to assist with Streetscape Workgroup	<<< Complete a Compliance Assurance Plan for recycling as directed by the DNR
Continue to provide information to auditors	
Change out forms and binders for 2015	
Storm water intent to apply form	
Recommended Items for Village Board Action	
Compliance Assurance Plan	



Village of Cross Plains

Monthly Staff Report

Employee Information		
Employee Name: <u>Chief Thomas Janssen</u>	Date: <u>January, 2015</u>	
Department: <u>Cross Plains Police Department</u>		
Report Number: <u>2015-1</u>	Month: <u>January</u>	
Routine Responsibilities/Tasks		
	Finished all Employee Evaluations	
See attached for routine monthly activities		
Extraordinary Circumstances		
Had first squad camera installed, working through having new video server installed. Hopefully will have all three squads outfitted with the cameras and system operational mid to late Feb.	We received two applications for Cross Guard. Husband and wife, Husband started with first shift on Feb. 02.	
Myself and Lt. Davis attended a meeting with Matt and Jerry, discussion on safety related issues pertaining to Park St. during the Hwy 14 construction..		
Lt. Davis and Officer Kosharek attended a train the trainer training for ALERRT CRASE. (Citizen Response to Active Shooter Events.) Will look at putting together a training for some of our local businesses.		
Upcoming Issues		
Possibly look at making no parking area on Market St. from Main St. to bridge during construction of Hwy 14. Road narrows down there and we have received several complaints about traffic flow.	Employee Acknowledgements/Accomplishments	
	Officer Kosharek did a Child Safety seat event along with several other agencies involved. Held on Jan. 24. Very successful, see attached email from Officer Kosharek.	
After speaking with Mike Axon and Chief Lochner it was decided to cancel the Family Fun and Safety Day for this year, in August, due to safety concerns for the kids with the increased traffic during construction. Will coordinate again for next year.		



Incident Analysis Report

Summary By Incident Type

Cross Plains
Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 02/05/2015 12:48
Login ID: cplmd
Incident Type: All
Call Source: All

From Date: 01/01/2015 00:00
To Date: 01/31/2015 23:59

Village of Cross Plains Police Department
ORI Number: WI0131300

Officer ID: All
Location: All

Incident Type	Number of Incidents
911 Abandoned Call	1
Accident Hit and Run	2
Alarm	8
Alarm Broadcast and File	1
Animal Complaint	2
Animal Complaint-Bite	1
Animal Complaint-Stray	2
Assist Citizen-Vehicle Lockout	4
Assist Citizen	6
Assist Dane County Sheriff	7
Assist Fire/Police	4
Assist Follow Up	2
Attempt to Locate Person	2
Attempted Suicide	1
Check Person	2
Check Property	9
Check Property/Vacation Check	57
Child Abuse	1
Damage to Property	1
Disturbance	2
Domestic Disturbance	3
Drug Investigation	2
EMS Assist	11
Explosives Investigation	1
Forgery	1
Found Property	3
Gas Drive Off	1
Information	6
Juvenile Complaint	2
Lost Property	1
Phone	2
PNB/AED Response	1
Preserve the Peace	1
Safety Hazard	3
Solicitors Complaint	1
ST-Assist Citizen Fingerprint	3
Suspicious Person	3
Suspicious Vehicle	5



Incident Analysis Report

Summary By Incident Type

Cross Plains
Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 02/05/2015 12:48
Login ID: cplmd
Incident Type: All
Call Source: All

From Date: 01/01/2015 00:00
To Date: 01/31/2015 23:59

Village of Cross Plains Police Department
ORI Number: WI0131300

Officer ID: All
Location: All

Incident Type	Number of Incidents
Theft from Auto	1
Traffic Arrest	9
Traffic Incident	2
Traffic Stop	16
Traffic/Citizen Complaint	4
Unwanted Person	1
Voided Case/Incident Number	1
Worthless Checks	1
Total:	200

Hello everyone,

I just wanted to say thank you for helping to spread the word about the child car seat check event we held this past Saturday (January 24th). With your assistance we had the most successful event to date.

We had four Child Passenger Safety Technicians volunteering their time. We also had one senior checker (verifies correct installation/use) and one instructor from Safe Kids – Madison Area Coalition (an instructor verifies correct installation/use for a technician's recertification).

During the four hours that the event occurred we were able to assist 19 families and 22 children. These are wonderful numbers considering that each family's education takes approximately 30 – 45 minutes. In a nutshell, this means that your assistance helped ensure that 22 more children are given the best protection that we and their families can offer them while on the roadways.

Once again, I thank you for your assistance. I truly appreciate your willingness to spread the word about our events, as well as, the desire to keep children safe on the roadways.

Take care and have a great week,

--Greg

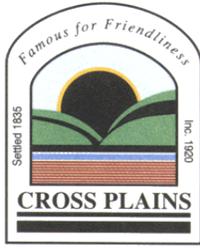
*Gregory Kosharek
Police Officer
Cross Plains Police Department*



Village of Cross Plains

Monthly Staff Report

Employee Information	
Employee Name: <u>Jerry Gray</u>	Date: <u>February 2, 2014</u>
Department: <u>Public Facilities</u>	
Report Number: <u>2015-1</u>	Month: <u>January</u>
Routine Responsibilities/Tasks	
Snow and Ice control	
Building and equipment maintenance.	
Winter maintenance carried over from past summer and prep for next summer	
Work with utility customers on consumption complaints.	
Special Projects	Extraordinary Circumstances
Working with Village Staff and Consultants on: Zander Redevelopment	Note – Water main breaks – only 4 this winter season to date.
HWY 14 – Ongoing – Begin finalizing plans to accommodate construction start in April.	Note – Smaller snow events and temperature fluctuation are requiring numerous salting events.
Lagoon St/Mill Creek Parkway – On hold till spring	
Working with Town and Country Engineering, Montgomery and Assoc and DNR regulatory on dewatering permit for Hwy 14 Project – completed. Wrapping up final plans for handling contaminated groundwater.	
Working with Town and Country Engineering, USGS, DNR Fisheries and DNR Regulatory on upcoming Phosphorus removal requirements for the WWTP. Monitoring has started.	
WWTP permit application submitted.	
Upcoming Issues	Employee Acknowledgements/Accomplishments
Prepping for 2015 Hwy 14 Project	
Recommended Items for Village Board Action	



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

Memorandum

To: Committee of the Whole
From: Matthew G. Schuenke, Village Administrator/Clerk-Treasurer
Date: February 6, 2015
Re: **Main Street Electrical Service Conversion Proposal**

Executive Summary

Beginning in April, Main Street (US Highway 14) will be completely reconstructed including the road, curb/gutter, sidewalks, street lighting, water, sewer, storm sewer, and utilities. The utility reconstruction consists of MGE Electric, MGE Gas, Charter, and TDS. All four will be completely reconstructing their mainline infrastructure underground which is a conversion from the above ground system that is currently in place with the exception of MGE Gas that can only be located underground. Charter and TDS work with MGE Electric to share their infrastructure and avoid having to dig their own trenches or put up their own poles. While MGE Electric will be converting their main line infrastructure to underground with Charter and TDS to follow, they will not be converting the overhead services at each property to underground as well. They have instead opted to add riser poles to private property where needed in order to bring the underground wires out of the ground and hook up to each property's service connection as it is currently configured. This memorandum will summarize the project and offer an alternative to adding riser poles throughout Main Street.

Project Background

Each entity participating in the Highway 14 reconstruction is responsible for the preparation of their own set of plans. MGE Electric has been working on their plans to convert their entire main line infrastructure to underground as a replacement for what is currently above ground. This was reviewed at a meeting with WisDOT on January 21, 2015. The Village has identified 24 properties (single family residential, multi-family, and commercial) that currently have overhead service connections that MGE Electric will not convert as part of their planned improvement (Appendix A). Each service is located attached to the house and requires the meter to be modified in order for the wires to be connected below instead of above (Appendix B). Without the conversion, MGE will place a riser pole (Appendix C) on each property outside of the right-of-way that will allow for the wires (for all three users) to come underground, go up the pole, and then connect to house overhead as it is now. Some properties will be able to share poles and it is estimated that 21 riser poles would be installed as a result of this action. Where ever MGE Electric goes, Charter and TDS will have to follow. MGE Electric is asking if the Village wants to assist these property owners to convert their services to underground in order to avoid installation of the riser poles on their property. MGE Electric will connect the property from the meter to the new main line regardless if it is overhead or underground, but the conversion has to be made to allow for the switch if desired.

Proposal

The provision of power to the properties in question is a responsibility of MGE Electric and not the Village. *If we choose not to intervene, then they will proceed with their plan to use riser poles to provide power to these properties as they currently do.* If the Village decides to intervene, it would be for aesthetic value to limit the amount of riser poles added throughout the street and to help the property owner adjust to the conversion from overhead to underground. Please note the following proposal for Village assistance to the property owner to convert services from overhead to underground:

- Property Owner Responsibility – The property owner will have to coordinate the conversion if they desire to make the change. This will require them to hire an electrician to work with MGE Electric as well as contact Charter and TDS as applicable. Each of the utilities will likely have to enter into the house to do the work which makes the Property Owner the best person to be able to contact these different groups to get the work done. The electrician would have to get an inspection; however, the Village could waive the inspection fee which is \$50 for this type of work.
- \$1,500 Stipend – The Village will provide a payment up to \$1,500 for the work done to make the conversion from overhead to underground at the service. The Village received a \$900 estimate from an electrician who reviewed some of the properties. Each property may be higher or lower depending on the additional work needed to meet code requirements as some of these properties are very old. The estimated expense for the Charter and TDS conversion is unknown at this time but would be less since they have to follow MGE Electric. The Property Owner will have to demonstrate the expenses incurred by providing invoices or receipts of the work performed. This project is estimated to cost approximately \$36,000 and would be paid for through the TID Rehabilitation Grant program. A similar program was established in Middleton when Parmenter Street was reconstructed several years ago.
- MGE/Village Notification – MGE and the Village will provide joint notification to the property owner of the work planned and this offer to make them aware of their options. Everyone may not take advantage of this offer, but at least it gives them a chance to be consistent.

Recommendation

Village Staff recommends providing a stipend of \$1,500 to the property owners converting from overhead to underground services. If the proposal moves on to the Village Board February 23rd and is authorized, the property owner would have until April or May to get the work done depending on what they are able to work out with MGE.

■ Fire Hydrant
 ■ Mail box(s)
 ■ Over head Meter Location
 ■ Possible Risers Pole Location

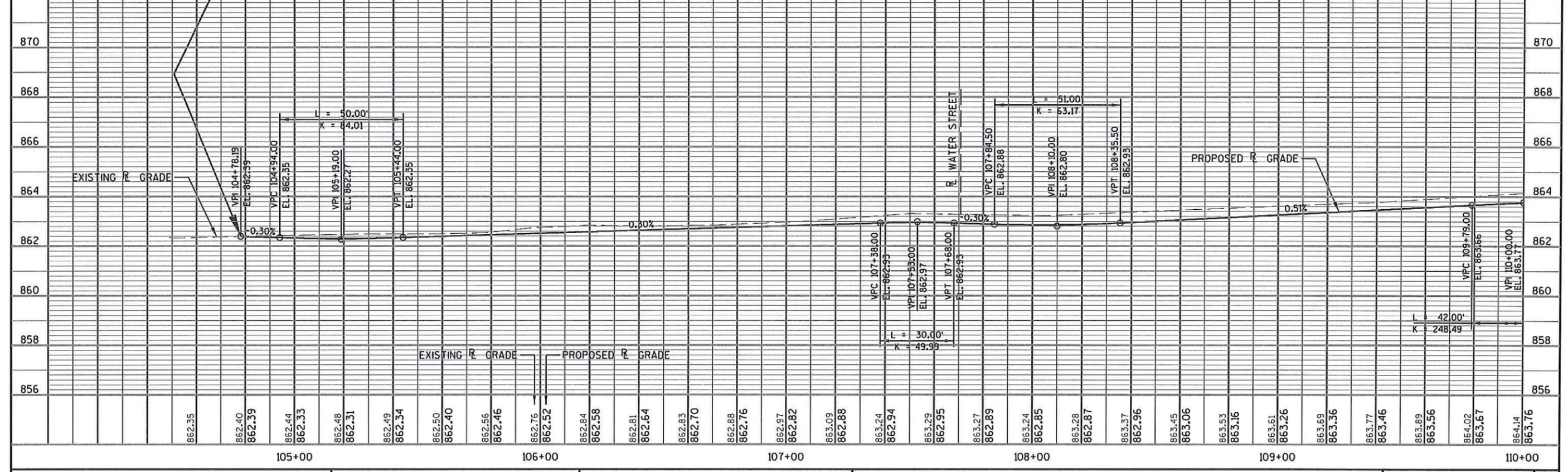
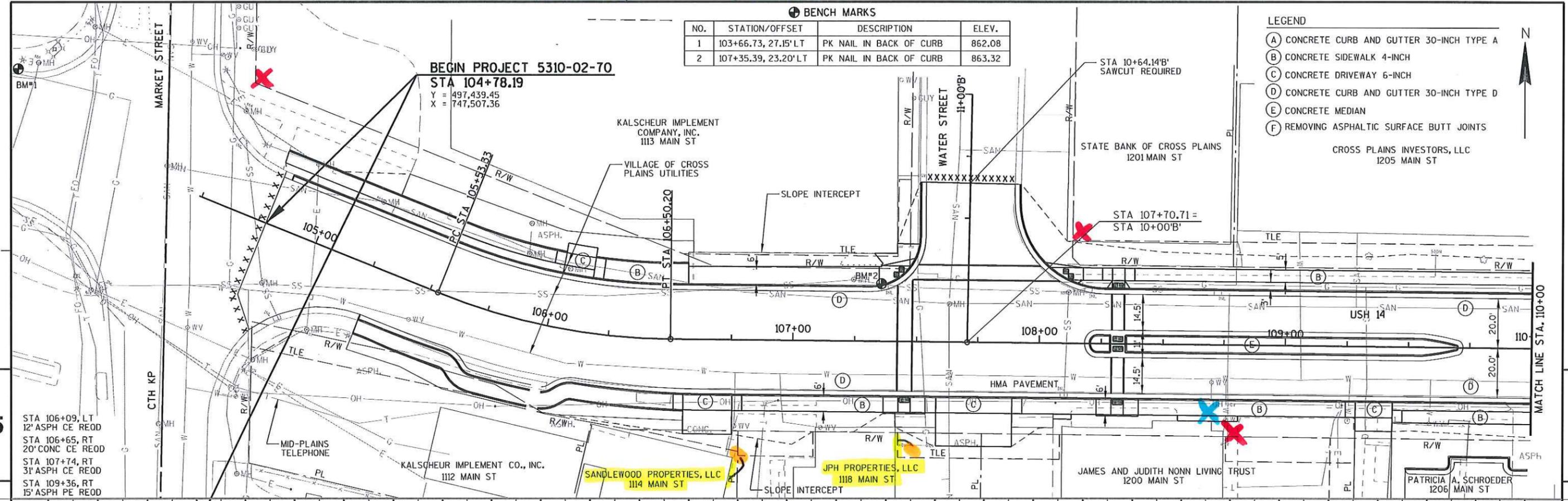
Appendix A

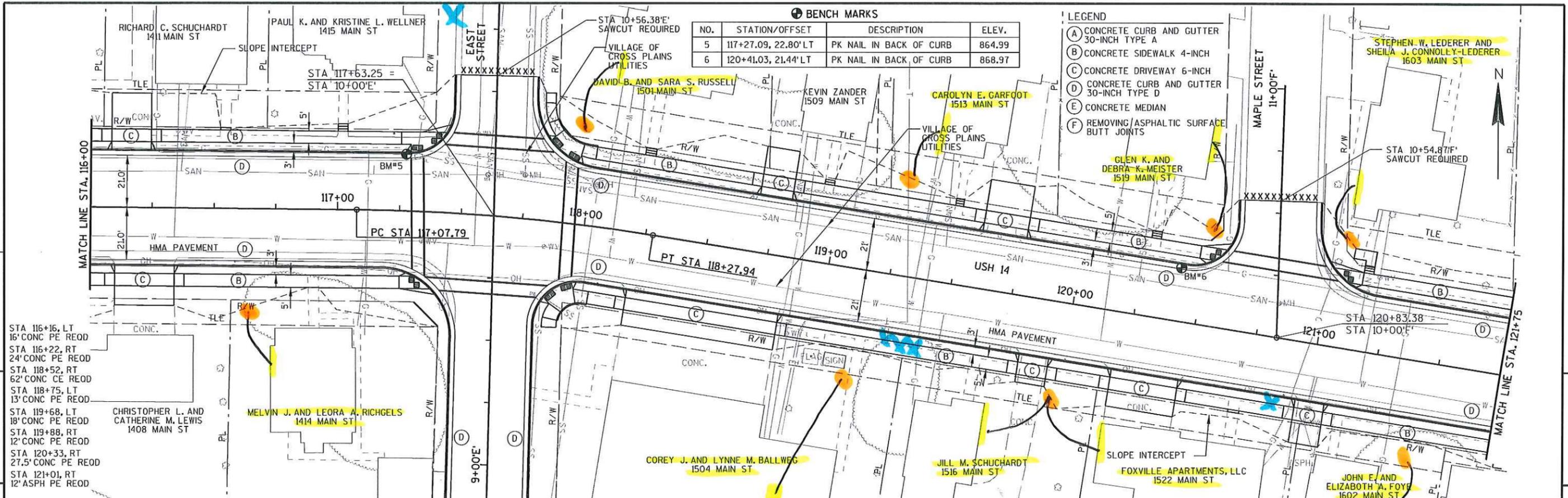
⊕ BENCH MARKS

NO.	STATION/OFFSET	DESCRIPTION	ELEV.
1	103+66.73, 27.15' LT	PK NAIL IN BACK OF CURB	862.08
2	107+35.39, 23.20' LT	PK NAIL IN BACK OF CURB	863.32

LEGEND

- (A) CONCRETE CURB AND GUTTER 30-INCH TYPE A
- (B) CONCRETE SIDEWALK 4-INCH
- (C) CONCRETE DRIVEWAY 6-INCH
- (D) CONCRETE CURB AND GUTTER 30-INCH TYPE D
- (E) CONCRETE MEDIAN
- (F) REMOVING ASPHALTIC SURFACE BUTT JOINTS





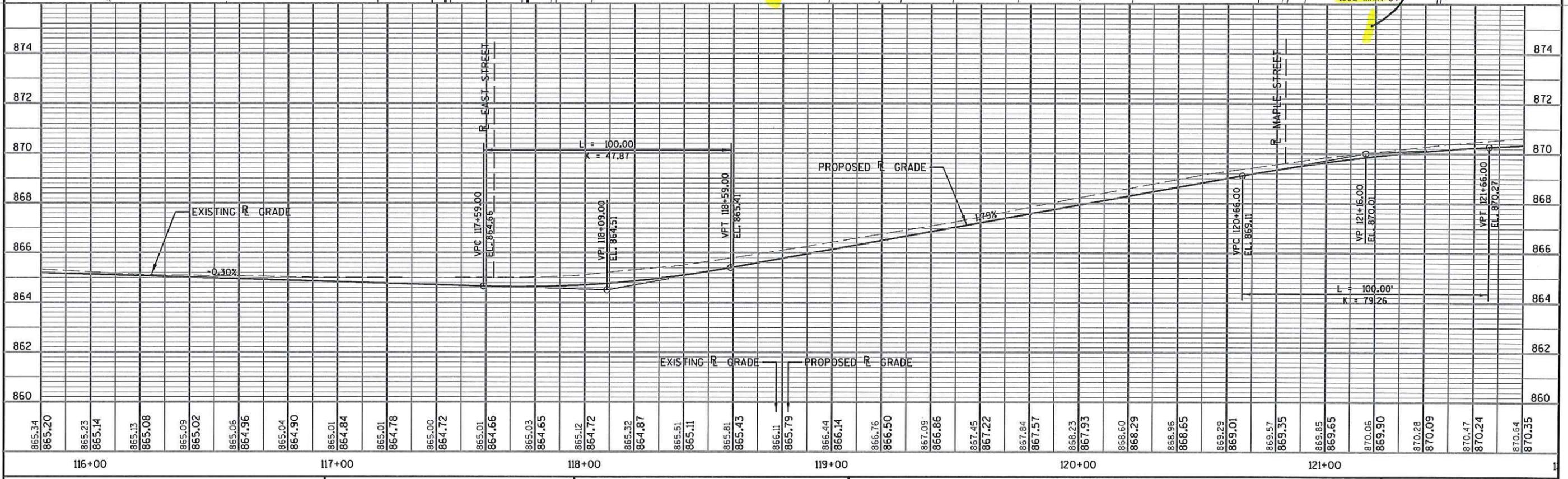
BENCH MARKS

NO.	STATION/OFFSET	DESCRIPTION	ELEV.
5	117+27.09, 22.80' LT	PK NAIL IN BACK OF CURB	864.99
6	120+41.03, 21.44' LT	PK NAIL IN BACK OF CURB	868.97

- LEGEND**
- (A) CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - (B) CONCRETE SIDEWALK 4-INCH
 - (C) CONCRETE DRIVEWAY 6-INCH
 - (D) CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - (E) CONCRETE MEDIAN
 - (F) REMOVING ASPHALTIC SURFACE BUTT JOINTS

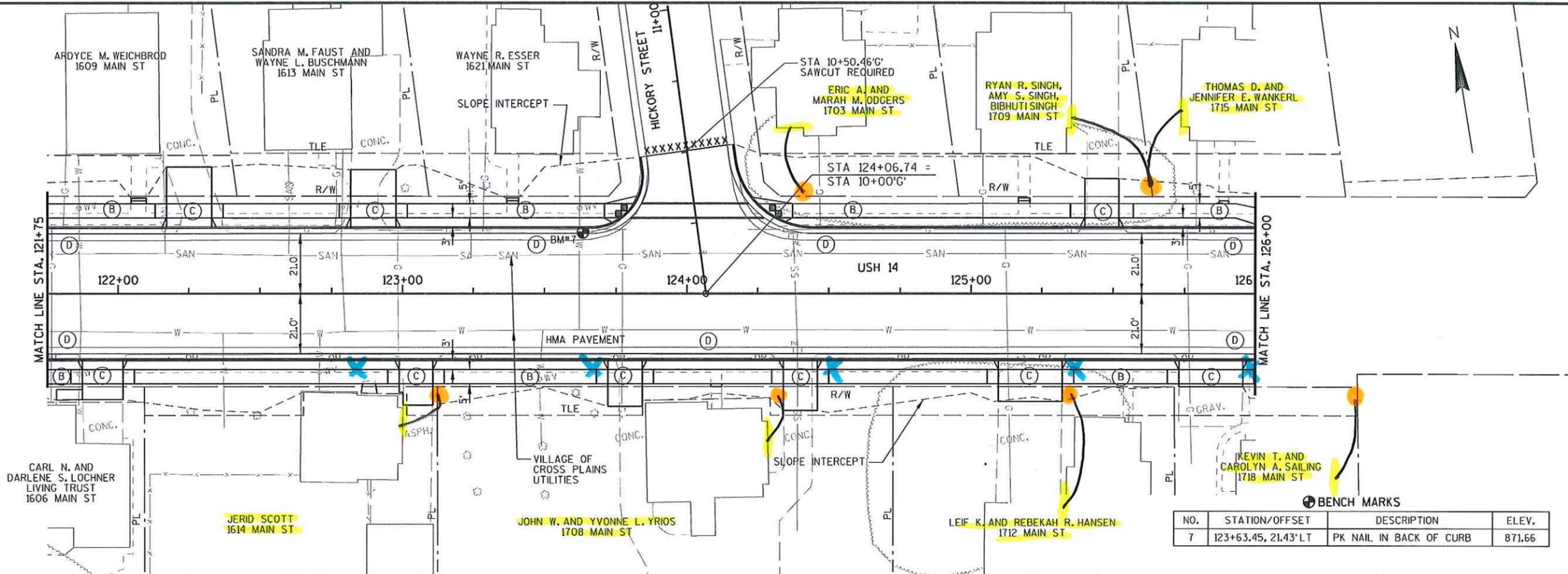
5

5



PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN AND PROFILE: USH 14 SHEET PRE_255 E

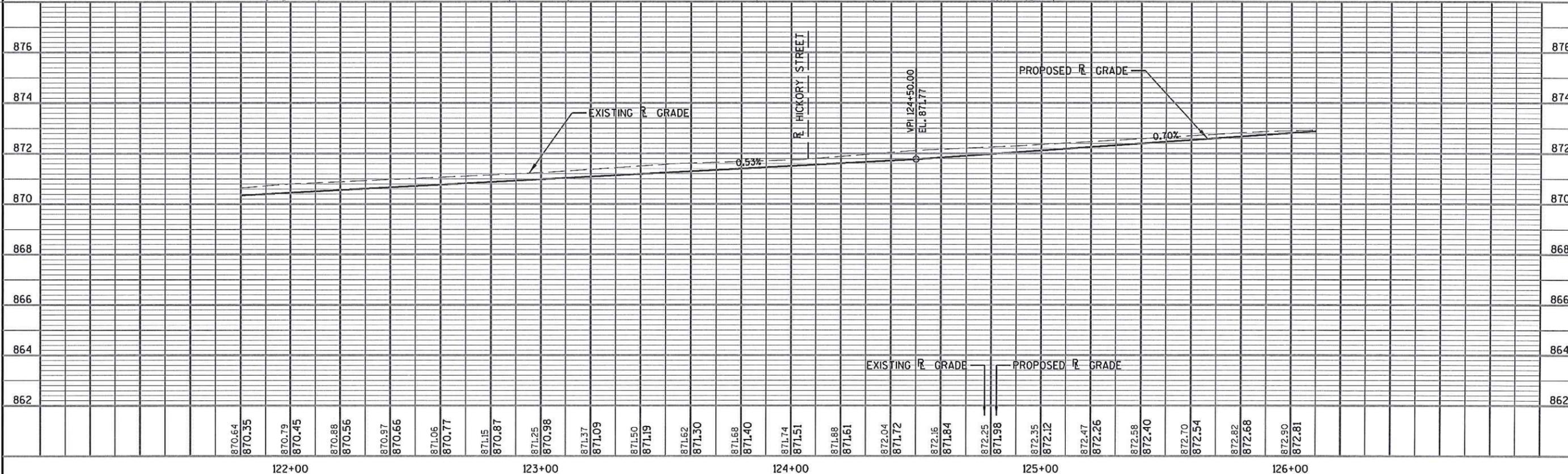
- LEGEND**
- (A) CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - (B) CONCRETE SIDEWALK 4-INCH
 - (C) CONCRETE DRIVEWAY 6-INCH
 - (D) CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - (E) CONCRETE MEDIAN
 - (F) REMOVING ASPHALTIC SURFACE BUTT JOINTS



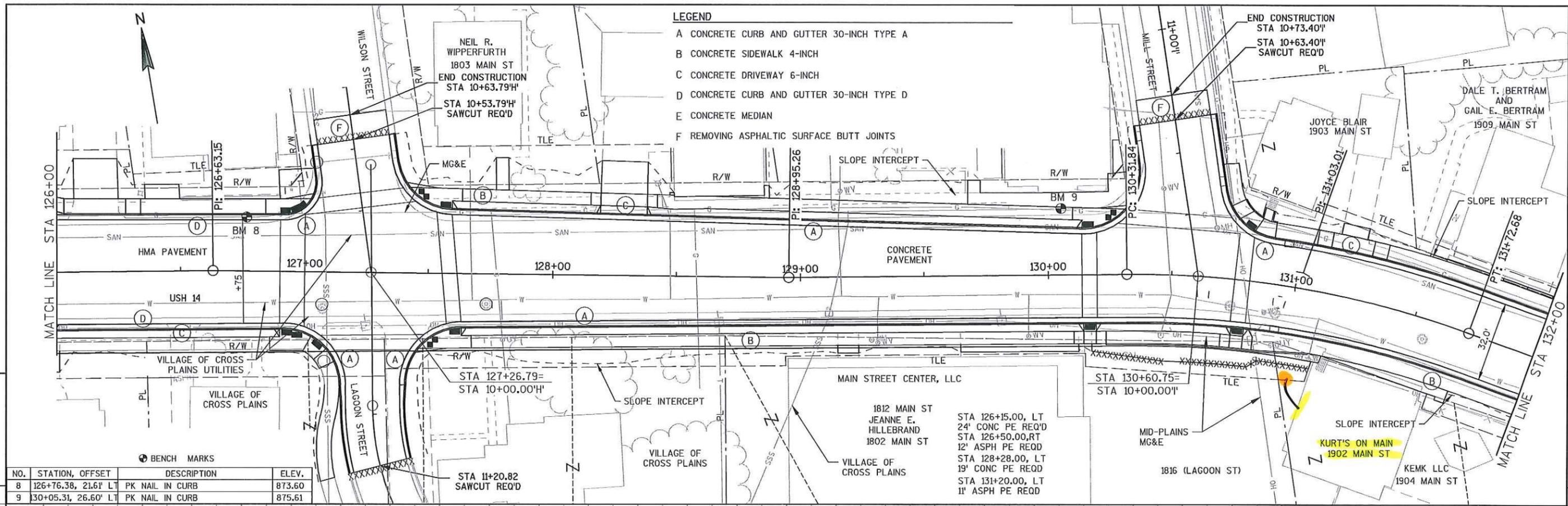
- STA 121+95, RT 14.5' CONC PE REOD
- STA 122+25, LT 16' CONC PE REOD
- STA 122+90, LT 16' CONC PE REOD
- STA 123+05, RT 12' ASPH PE REOD
- STA 123+78, RT 12' CONC PE REOD
- STA 124+40, RT 12' CONC PE REOD
- STA 125+21, RT 22.5' CONC PE REOD
- STA 125+46, LT 12' CONC PE REOD
- STA 125+84, RT 22.5' CONC PE REOD

BENCH MARKS

NO.	STATION/OFFSET	DESCRIPTION	ELEV.
7	123+63.45, 21.43' LT	PK NAIL IN BACK OF CURB	871.66



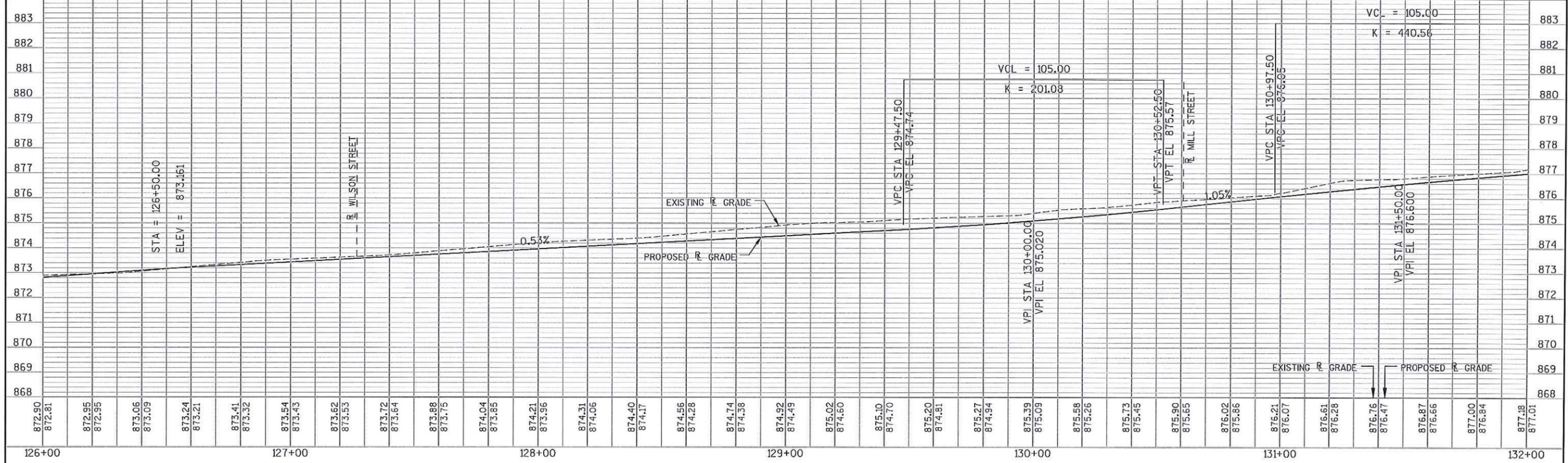
PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN AND PROFILE: USH 14 SHEET PRE_256 E



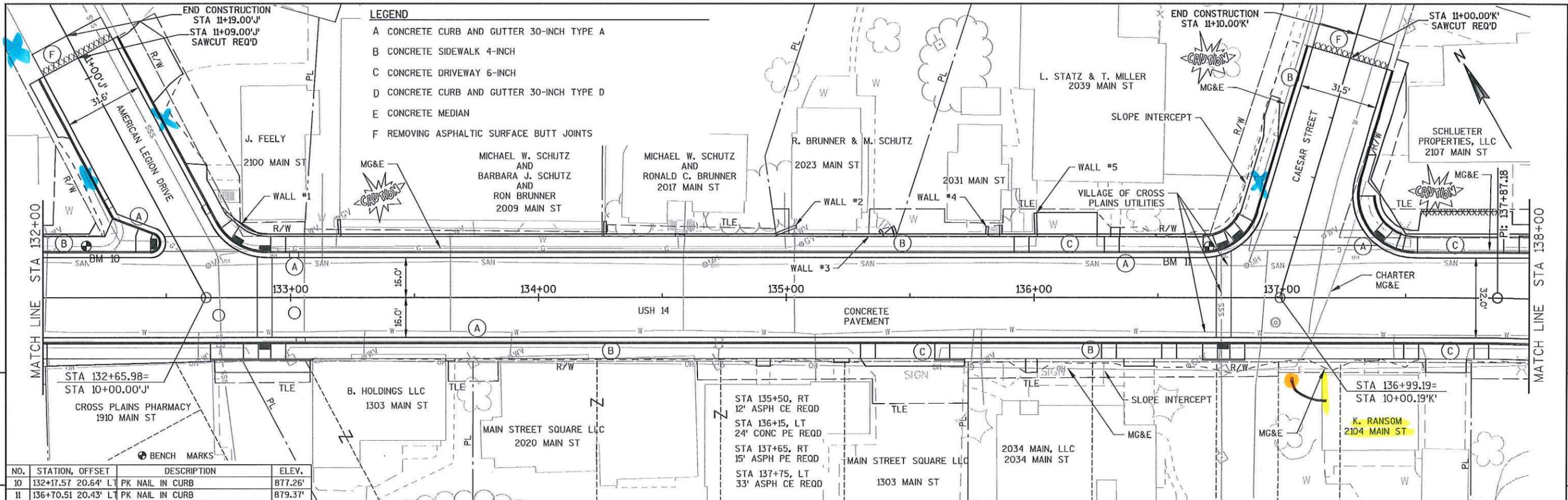
- LEGEND**
- A CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - B CONCRETE SIDEWALK 4-INCH
 - C CONCRETE DRIVEWAY 6-INCH
 - D CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - E CONCRETE MEDIAN
 - F REMOVING ASPHALTIC SURFACE BUTT JOINTS

BENCH MARKS

NO.	STATION, OFFSET	DESCRIPTION	ELEV.
8	126+76.38, 21.6' LT	PK NAIL IN CURB	873.60
9	130+05.31, 26.60' LT	PK NAIL IN CURB	875.61

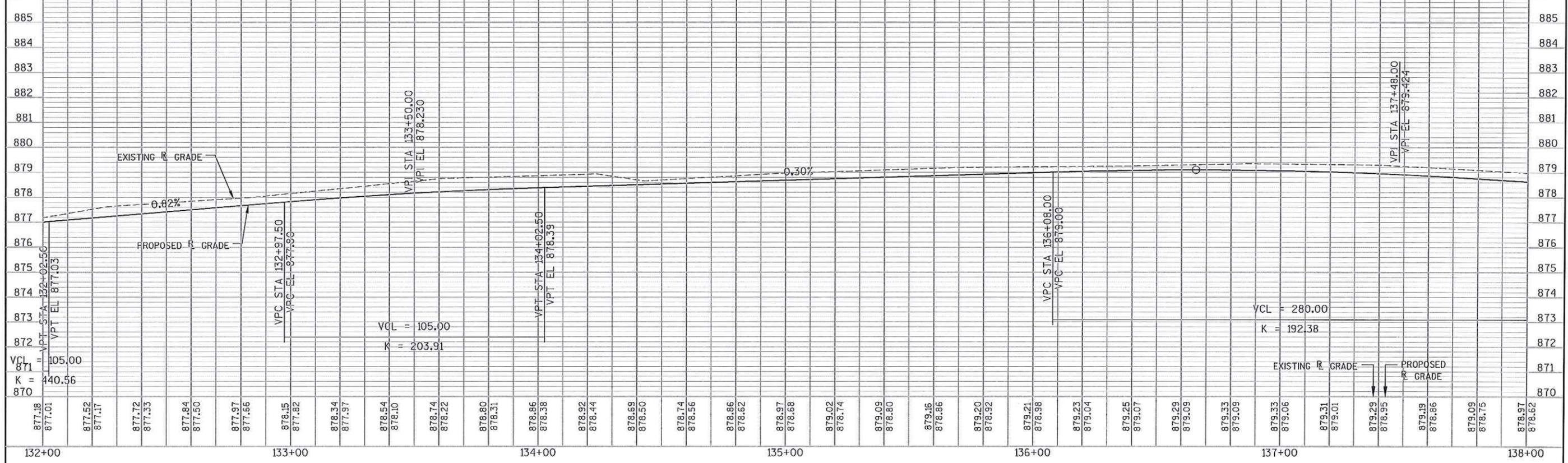


PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE 257 E

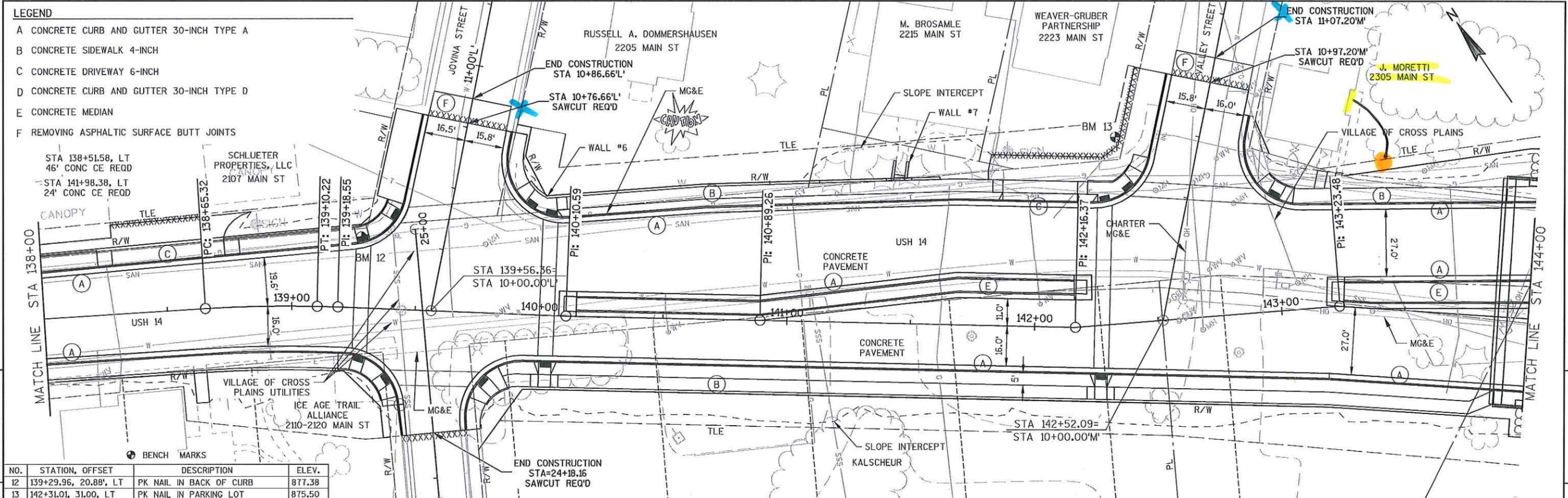


- LEGEND**
- A CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - B CONCRETE SIDEWALK 4-INCH
 - C CONCRETE DRIVEWAY 6-INCH
 - D CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - E CONCRETE MEDIAN
 - F REMOVING ASPHALTIC SURFACE BUTT JOINTS

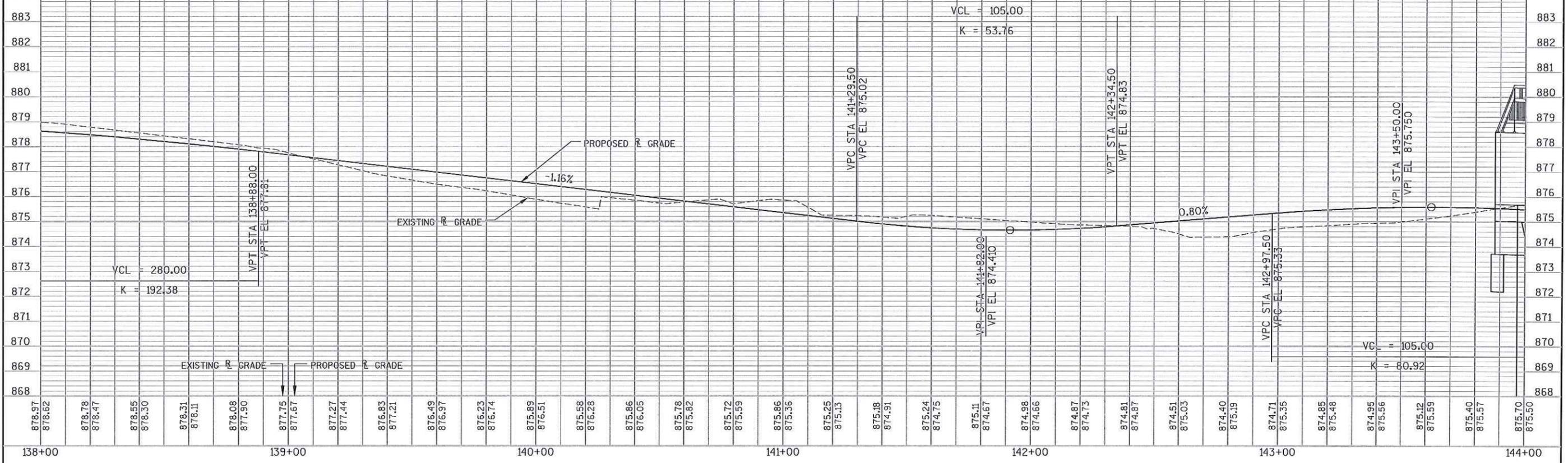
NO.	STATION, OFFSET	DESCRIPTION	ELEV.
10	132+17.57 20.64' LT	PK NAIL IN CURB	877.26'
11	136+70.51 20.43' LT	PK NAIL IN CURB	879.37'



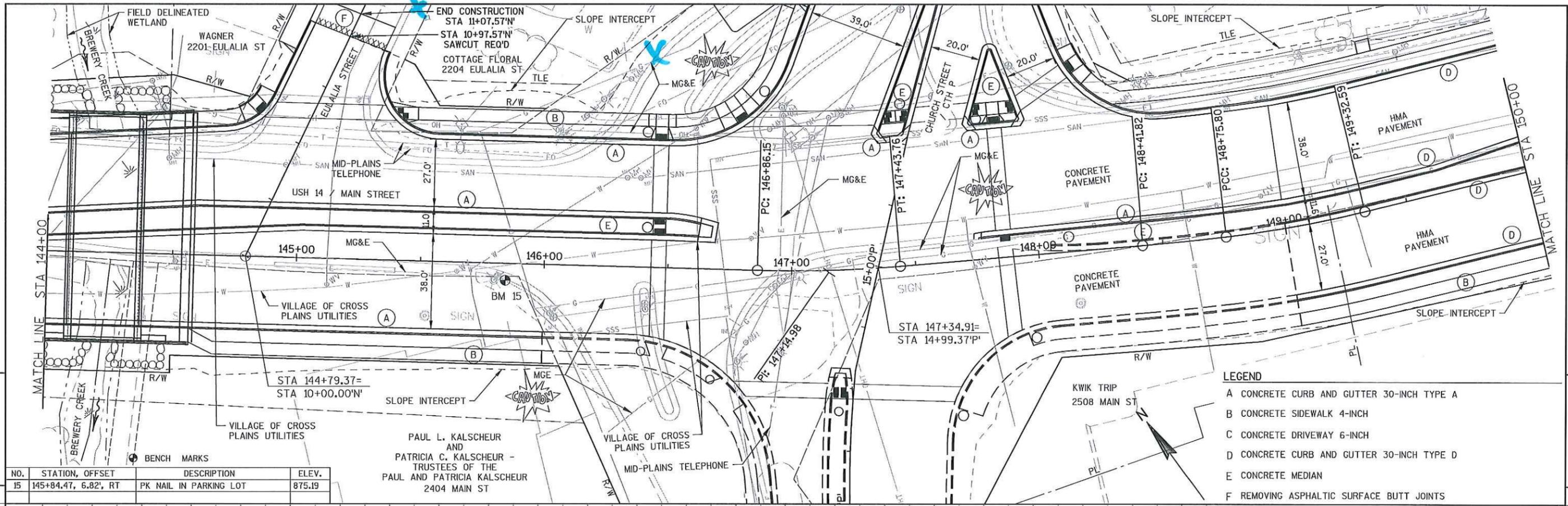
PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE_258 E



NO.	STATION, OFFSET	DESCRIPTION	ELEV.
12	139+29.96, 20.88', LT	PK NAIL IN BACK OF CURB	877.38
13	142+31.01, 31.00, LT	PK NAIL IN PARKING LOT	875.50

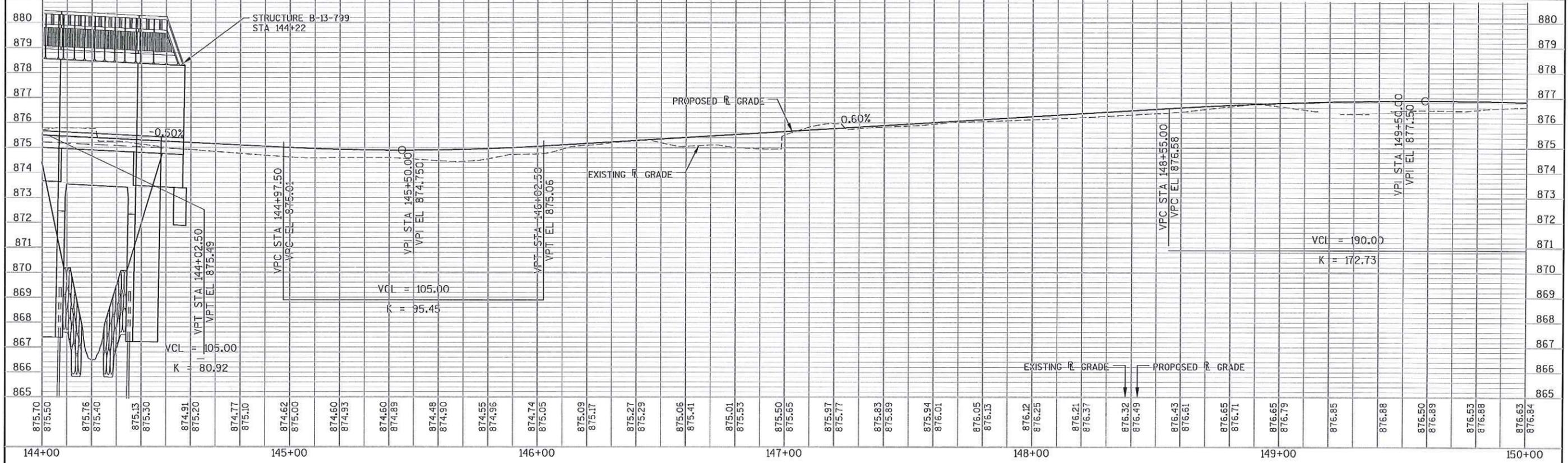


PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE 259 E

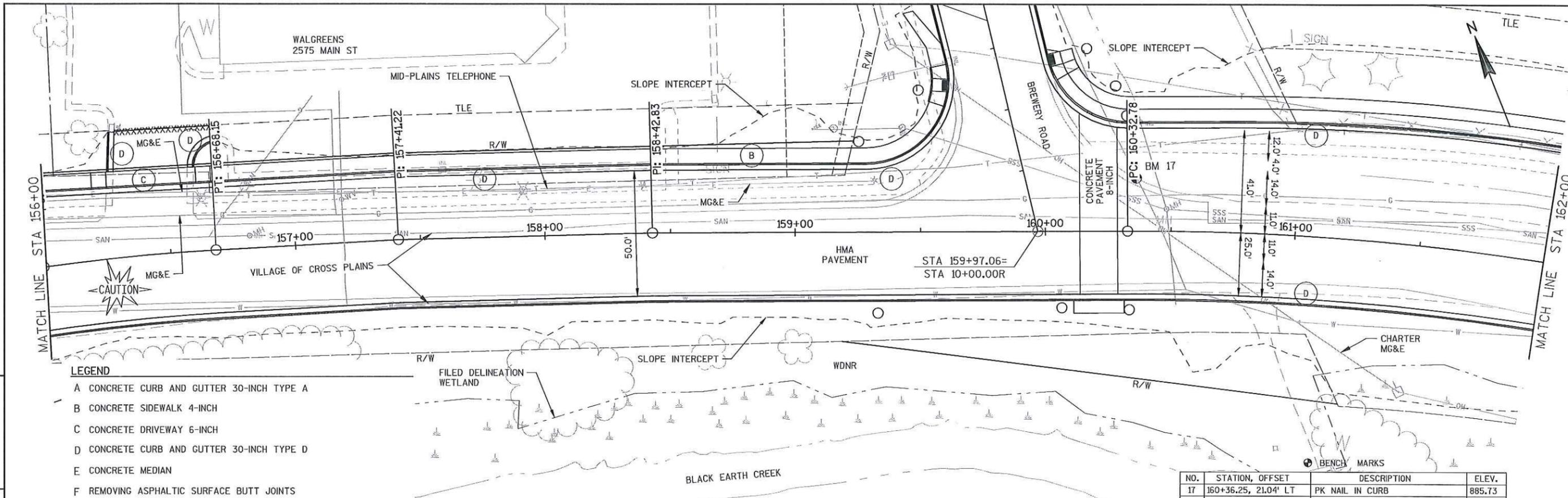


- LEGEND**
- A CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - B CONCRETE SIDEWALK 4-INCH
 - C CONCRETE DRIVEWAY 6-INCH
 - D CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - E CONCRETE MEDIAN
 - F REMOVING ASPHALTIC SURFACE BUTT JOINTS

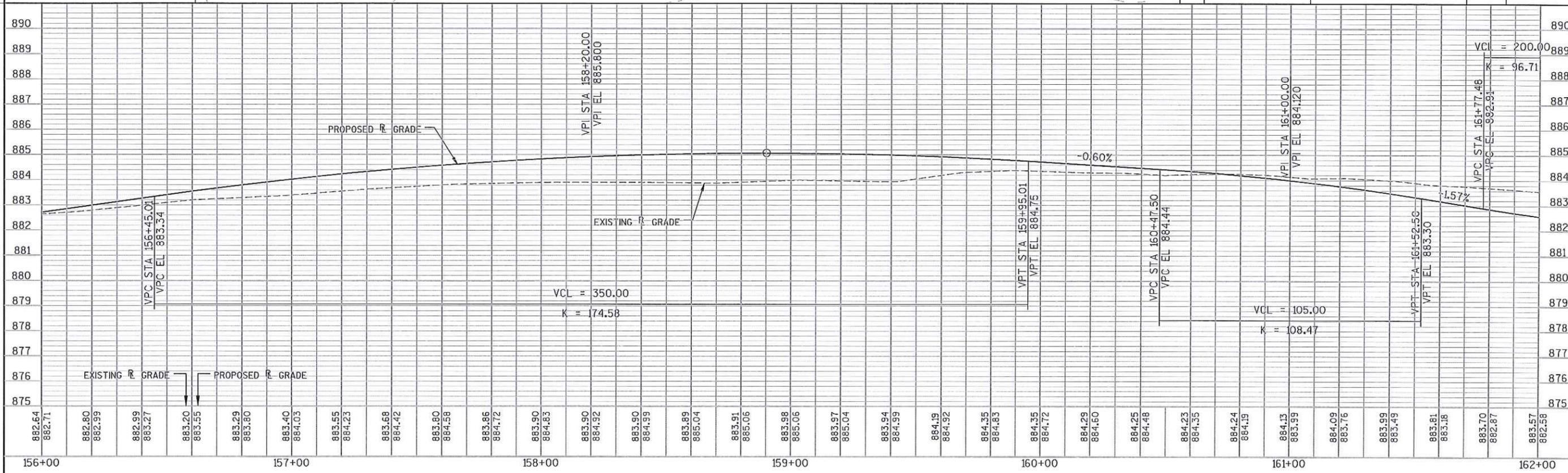
NO.	STATION, OFFSET	DESCRIPTION	ELEV.
15	145+84.47, 6.82', RT	PK NAIL IN PARKING LOT	875.19



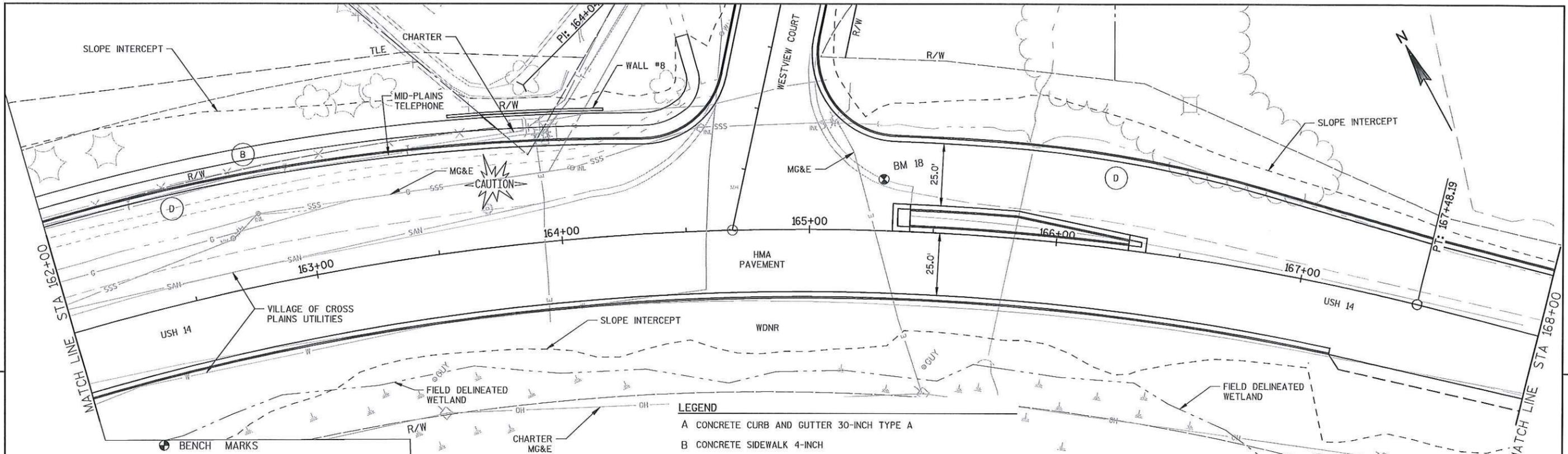
PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE_260 E



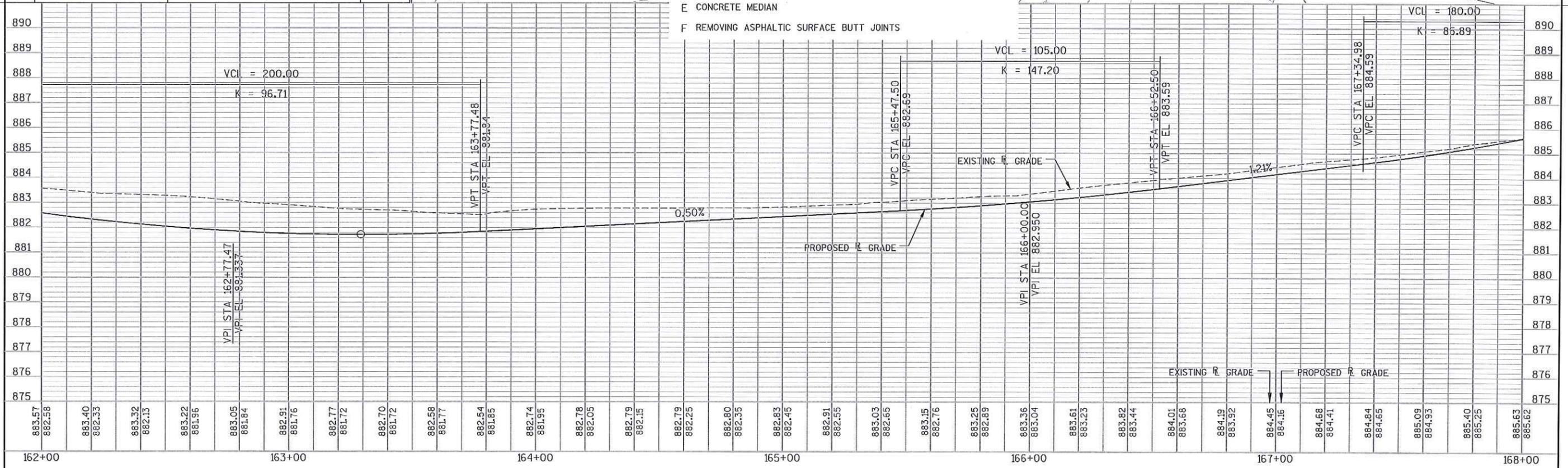
NO.	STATION, OFFSET	DESCRIPTION	ELEV.
17	160+36.25, 21.04' LT	PK NAIL IN CURB	885.73



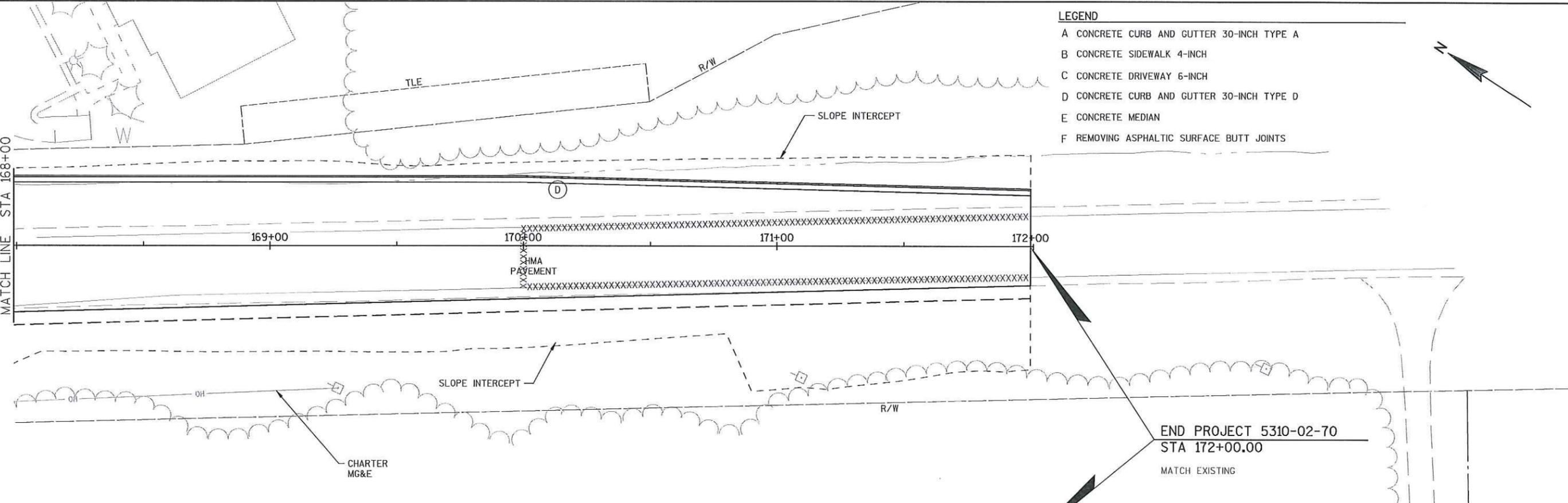
PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE_262 E



NO.	STATION, OFFSET	DESCRIPTION	ELEV.
18	162+70.10, 55.68' RT	PK NAIL IN CURB	884.25



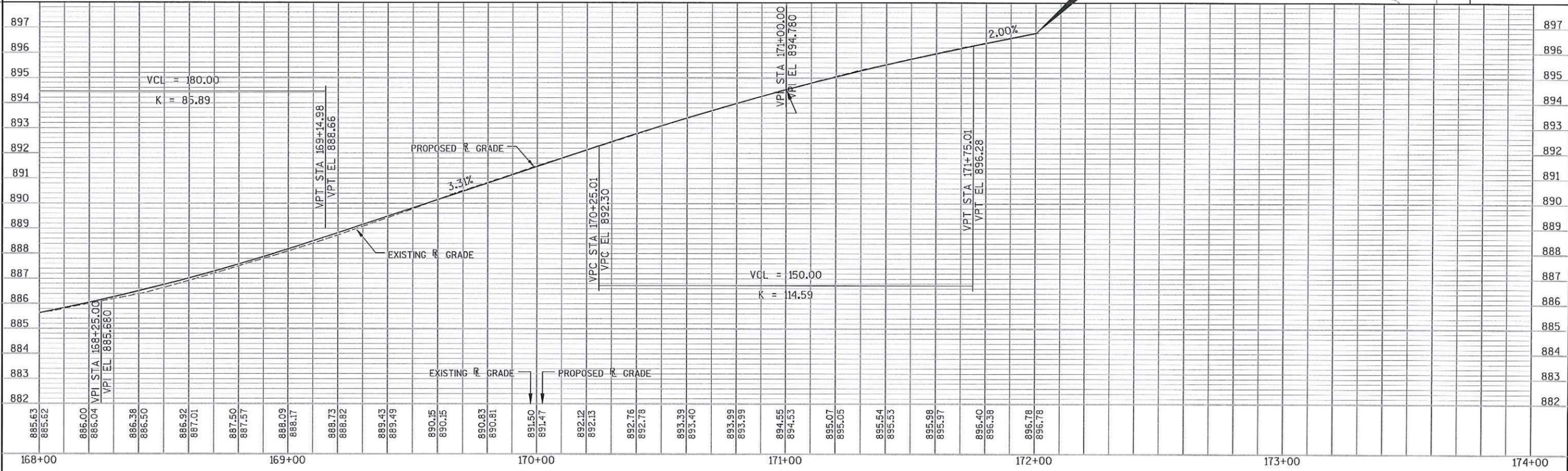
STATION	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890
162+00	883.57	882.58	883.40	882.33	883.32	882.13	883.22	881.96	883.05	881.84	882.91	881.76	882.77	881.72	882.70	881.72
163+00																
164+00																
165+00																
166+00																
167+00																
168+00																



- LEGEND**
- A CONCRETE CURB AND GUTTER 30-INCH TYPE A
 - B CONCRETE SIDEWALK 4-INCH
 - C CONCRETE DRIVEWAY 6-INCH
 - D CONCRETE CURB AND GUTTER 30-INCH TYPE D
 - E CONCRETE MEDIAN
 - F REMOVING ASPHALTIC SURFACE BUTT JOINTS

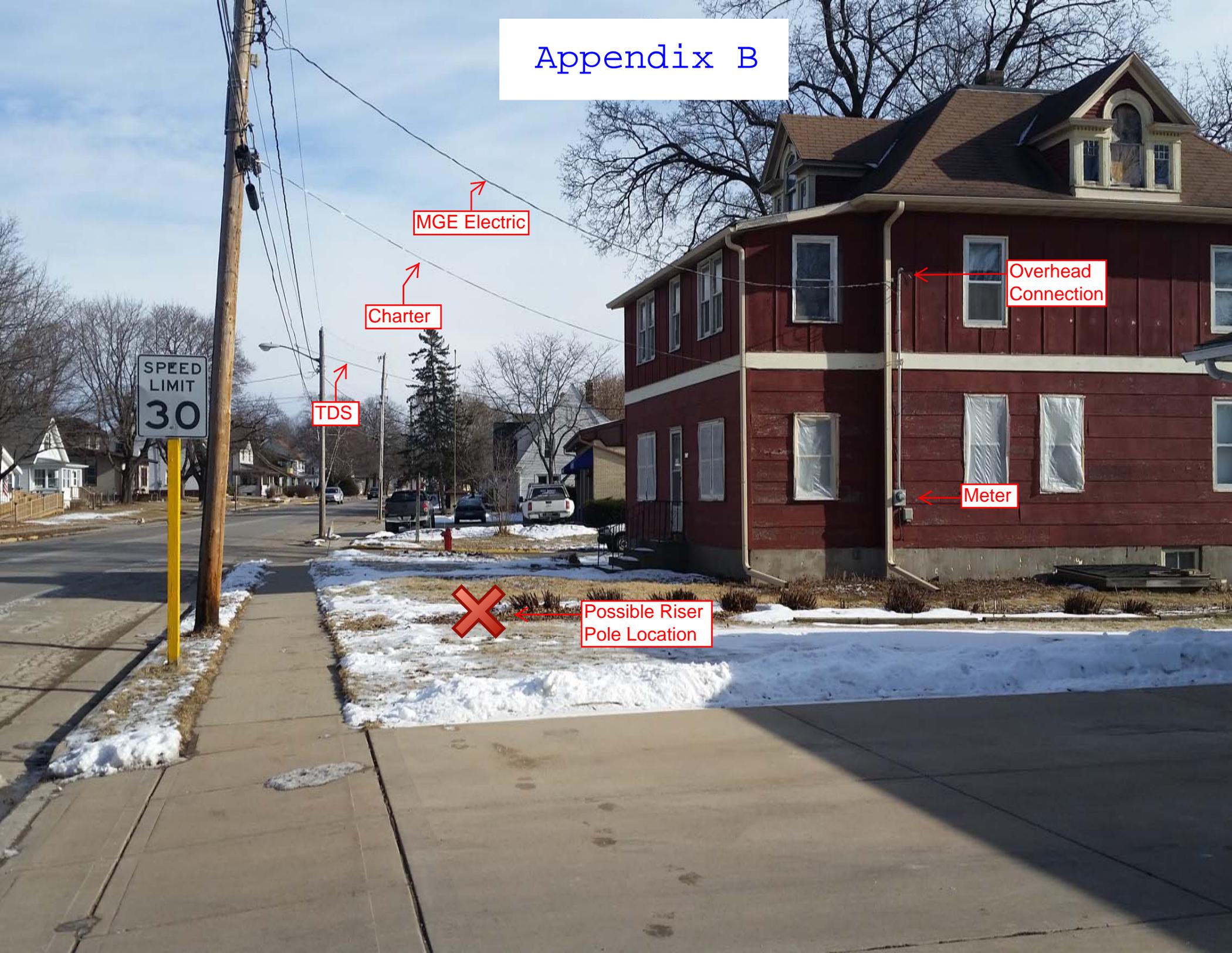
5

5



PROJECT NO: 5310-02-70 HWY: USH 14 COUNTY: DANE PLAN & PROFILE: USH 14 SHEET PRE_264 E

Appendix B



MGE Electric

Charter

TDS

Overhead Connection

Meter

Possible Riser Pole Location

SPEED
LIMIT
30

MGE Electric

Overhead
Connection

Charter

New Underground
Connection
Needed for
Conversion



Appendix C



Riser Pole

MGE Electric

TDS

Charter

2002 Main Street

Underground Lines

Mill Creek Parkway

2015 Anticipated Borrowing - Village of Cross Plains

Account Number	Fund	Account Name	Line Item	Description	2015 Budget	2015 Projected Borrowing					Budget vs. Projection	
						120 - Capital Fund	310 - TID	660 - Water	670 - Sewer	Other Revenue		Total Projection
120-57210-803	Capital	Police	Equipment	Video Recording Equipment	\$ 30,250	\$ 26,250				\$ 4,000	\$ 30,250	\$ -
120-57300-207-101	Capital	Public Facilities	Support Services	General - Lagoon, Hwy 14	\$ 50,000	\$ 50,000					\$ 50,000	\$ -
120-57300-207-102	Capital	Public Facilities	Support Services	Stormwater Management Plan	\$ 85,000	\$ 30,000				\$ 55,000	\$ 85,000	\$ -
120-57300-802	Capital	Public Facilities	Facility	Maint. for Bourbon Rd. Facilities	\$ 18,000	\$ 18,000					\$ 18,000	\$ -
120-57300-803	Capital	Public Facilities	Equipment	Skid Steer Replacement Equip.	\$ 19,800	\$ 19,800					\$ 19,800	\$ -
120-57300-805-101	Capital	Public Facilities	Infrastructure - Gen	Street Maintenance	\$ 160,000	\$ 160,000					\$ 160,000	\$ -
120-57300-805-102	Capital	Public Facilities	Infrastructure - Lag	Final Lagoon Street Restoration	\$ 25,000				\$ 25,000		\$ 25,000	\$ -
120-57300-805-103	Capital	Public Facilities	Infrastructure - Main	Streetscape, Aesthetics, Lighting	\$ 1,000,000	\$ 195,000	\$ 250,000		\$ 555,000		\$ 1,000,000	\$ -
120-57300-805-104	Capital	Public Facilities	Infrastructure - Church	Design Services paid by Epic, Bridge	\$ 140,000	\$ 35,000			\$ 105,000		\$ 140,000	\$ -
120-57620-207	Capital	Parks, Rec, Cons	Support Services	Conceptual Trail Design	\$ 50,000	\$ 50,000					\$ 50,000	\$ -
120-57620-803	Capital	Parks, Rec, Cons	Equipment	Small Tractor, Field Marker, Sprinkler	\$ 30,500	\$ 24,500			\$ 6,000		\$ 30,500	\$ -
120-57620-805	Capital	Parks, Rec, Cons	Infrastructure	New Basketball Court	\$ 10,000	\$ 10,000					\$ 10,000	\$ -
660-57000-207	Water	Capital Outlay	Support Services	Highway 14 Project Management	\$ 120,000			\$ 114,000			\$ 114,000	\$ (6,000)
660-57000-803	Water	Capital Outlay	Equipment	Well #2 Generator	\$ 69,000			\$ 69,000			\$ 69,000	\$ -
660-57000-805-103	Water	Capital Outlay	Infrastructure - Main	Main St Water Main Reconstruction	\$ 2,256,500		\$ 1,119,250	\$ 1,119,250			\$ 2,238,500	\$ (18,000)
670-57410-207	Sewer	Capital Outlay	Support Services	Highway 14 Project Management	\$ 180,000			\$ 171,000			\$ 171,000	\$ (9,000)
670-57410-803	Sewer	Capital Outlay	Equipment	SCADA Update, Sampling Equip	\$ 107,000			\$ 107,000			\$ 107,000	\$ -
670-57410-805-103	Sewer	Capital Outlay	Infrastructure - Main	Main St Sewer Main Reconstruction	\$ 3,463,500		\$ 1,540,250	\$ 700,250	\$ 840,000		\$ 3,080,500	\$ (383,000)
				Total Borrowing	\$ 7,814,550	\$ 618,550	\$ 2,909,500	\$ 1,302,250	\$ 978,250	\$ 1,590,000	\$ 7,398,550	\$ (416,000)

Notice: Pursuant to ss. 283.33 and 283.37, Wis. Stats., and chs. NR 151 and 216, Wis. Adm. Code, this form is used to apply for coverage under Wisconsin Pollutant Discharge Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050181-1. This form and any required attachments constitute the permit application. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Laws (ss. 19.31-19.39, Wis. Stats.).

Instructions: Complete all sections of this permit application. If additional space is needed to respond to a question, attach additional pages. Provide descriptions below that explain the program activities that you expect to develop and implement to comply with the MS4 general permit. Information on the MS4 general permit and the MS4 storm water program are available at: <http://dnr.wi.gov/topic/stormwater/municipal/>. Section 3 of the MS4 general permit contains the compliance schedule that directs when the individual program activities need to be developed and submitted to the Department for review. The detailed programs that are developed and submitted to the Department for review may deviate from the program activities described below if necessary. The descriptions provided below are necessary for the Department to verify that the municipality's program activities comply with the permit.

Section I: Applicant Information

Name of Municipality
 Village of Cross Plains

Mailing Address PO Box 97	City Cross Plains	State WI	ZIP Code 53528
County(s) in which Applicant is located Dane	Type of Municipality: (check one) <input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

Section II: Local Contact Information

Name of Municipal Contact Person Jerry Gray	Title Public Facilities Director		
Mailing Address PO Box 97	City Cross Plains	State WI	ZIP Code 53528
Email address jerry@cross-plains.wi.us	Phone Number (incl. area code) (608) 235-1054	Website address, if available www.cross-plains.wi.us	

Section III: Water Quality Concerns

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: http://dnr.wi.gov/topic/surfacewater/orwerw.html)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of Wisconsin impaired waterbodies may be found on the Department's Internet site at: http://dnr.wi.gov/topic/impairedwaters/)

Section IV: Potential Permit Exemption

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Section NR 216.023, Wis. Adm. Code, allows certain MS4s that have less than 1000 people residing in an urbanized area to be waived from municipal storm water permit coverage. Do you believe that the MS4 may be eligible for this potential exemption as described in s. NR 216.023, Wis. Adm. Code?

If yes, please provide documentation supporting a permit exemption including the following (Attach additional pages if necessary):

- Total municipal area in square miles
- Total municipal population (2010 U.S. census)
- MS4 service area within Urbanized Area in square miles
- Municipal population within Urbanized Area (2010 U.S. census)
- Additional information supporting an exemption under s. NR 216.023, Wis. Adm. Code

Note: Urbanized Area information is available from the USEPA at:
<http://water.epa.gov/polwaste/npdes/stormwater/Urbanized-Area-Maps-for-NPDES-MS4-Phase-II-Stormwater-Permits.cfm>

Section V: Summary of Municipal Storm Water Program Activities

Describe the programs or activities the municipality is doing or will do to comply with the requirements of the MS4 general permit. Attach additional pages if necessary.

A. Public Education and Outreach

Describe the public education and outreach program activities that the municipality will implement to comply with section 2.1 of the MS4 general permit.

See attached.

B. Public Involvement and Participation

Describe the public involvement and participation program activities that the municipality will promote to comply with section 2.2 of the MS4 general permit.

See attached.

C. Illicit Discharge Detection & Elimination

Describe the illicit discharge detection and elimination program authority and activities that the municipality will develop and implement to comply with section 2.3 of the MS4 general permit.

See attached.

D. Construction Site Pollution Control

Describe the construction site pollutant control program authority and activities that the municipality will develop and implement to comply with section 2.4 of the MS4 general permit.

See attached.

E. Post-Construction Site Storm Water Management

Describe the post-construction storm water management program authority and activities that the municipality will develop and implement to comply with section 2.5 of the MS4 general permit.

See attached.

F. Pollution Prevention

Describe the pollution prevention program activities that the municipality will implement to comply with section 2.6 of the MS4 general permit.

See attached.

Section VI: Certification

I hereby certify that I am an authorized representative of the municipality that is the subject of this application for general permit coverage, and that the information provided is true and complete, to the best of my knowledge. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Name	Title
Matthew G. Schuenke	Village Administrator/Clerk-Treasurer
Signature	Date Signed
	1/20/2015
Email address	Phone Number (incl. area code)
matt@cross-plains.wi.us	(608) 798-3241 x 105

Return this completed form to: Wisconsin Department of Natural Resources
Storm Water Program – WT/3
PO Box 7921
Madison, WI 53707-7921

Section V: Summary of Municipal Storm Water Program Activities

A. Public Education & Outreach

The Village of Cross Plains will reach out to the public to educate them on the importance of storm water management. The Village website, quarterly village newsletters, local media, and social media will be used to reach out to all residents. Additionally information will be provided at public meetings, including Village Board and committee meetings. Public outreach and education will also be accomplished through the development of publications educating people on ways they can promote storm water management practices and highlight ordinances in effect that promote storm water management. Publications will be available at public places including Village Hall and Library. The Village will make information available to civic organizations such as the Lions and Optimist Clubs. Information will also be made available to youth groups including the Boy and Girl Scouts, and the St. Francis and public schools.

B. Public Involvement and Participation

The Village will work with community groups and members of the Village to develop a storm water management plan and implement practices to protect ground water, the Black Earth Creek and Brewery Creek. The Village will identify and partner with local entities to develop effective strategies to ensure proper storm water management. The Village plans to use a consultant to help develop a storm water management plan. As part of the process, the plan will pull in relevant stakeholders to assist. The Village will offer civic organizations, youth groups and schools opportunities to perform activities that improve stormwater treatment.

C. Illicit Discharge Detection & Elimination

The Village of Cross Plains will continue to focus monitoring efforts on the Black Earth Creek and Brewery Creek. There will be a focus on ongoing dry weather field screening for priority outfalls. The Village will use DNR guidance that is provided. The Village currently works with the United States Geographical Survey to monitor the creeks. The Village will also review current ordinances in place to regulate illicit discharge detection and elimination as part of the process of developing a storm water management plan. The Village will provide signage along the creeks that alert creek users to watch for suspicious discharges and provide contact information to report same.

D. Construction Site Pollution Control

The Village already has strong construction site pollution controls in place. As part of the storm water management plan the Village will continue to evaluate the erosion and sediment control ordinance in place, and ensure construction site performance standards are adequately addressed.

E. Post-Construction Site Storm Water Management

The Village will evaluate the current post construction site storm water management practices that are referenced in the zoning code and through Village ordinance. The Village will use DNR guidance, as it has in the past for post construction performance monitoring and enforcement, for post-construction storm water management. In the past, the Village has required construction projects to address bioretention and infiltration aspects of post construction. The Village is and will continue to address the total suspended solids, peak discharge, infiltration, protective areas as part of post construction performance standards.

F. Pollution Prevention

The Village will further develop and implement strategies to minimize and prevent pollution and ensure clean water ways and storm sewers in the Village. The Village will evaluate the current street sweeping practices and review ordinances that address pollution prevention. Deicing and snow/ice removal methods will be reviewed as well to evaluate the impact on the environment. Storm water prevention planning will be reviewed for each of the municipal facilities as well.



VILLAGE OF CROSS PLAINS

2417 Brewery Road, PO Box 97 • Cross Plains, WI 53528 • Phone (608) 798-3241 • Fax (608) 798-3817

January 27, 2015

Town and Country Engineering
Attn: Warren Myers
2912 Marketplace Drive, Suite 103
Madison, WI 53719

RE: WPDES MS4 General Permit Compliance Services Request for Proposals

Dear Mr. Warren Myers:

The Village of Cross Plains is seeking proposals from qualified firms to assist the Village in the preparation of plans to be in compliance with the requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) General Permit No. WI-S050181-1 as administered by the WDNR. The Village has submitted its Notice of Intent to Apply for Coverage for the general permit on January 20, 2015 (enclosed).

The services desired shall be for the Consultant to develop a Stormwater Quality Management Plan that will meet the requirements of the General Permit conditions established by the WDNR including but not limited to Section 2 Permit Conditions, Section 3 Compliance Schedule, and Section 4 Standard Conditions. More information about WPDES MS4 General Permit No. WI-S050181-1 can be found at <http://dnr.wi.gov/topic/StormWater/documents/WPDES-WI-S050181-1.pdf>.

If your firm is interested in this project, please respond as follows:

- 1) Cover letter.
- 2) Names and qualifications of key employees (please identify the lead individual) that will be involved with the project.
- 3) Scope of work your firm is proposing to complete the desired services above.
- 4) Proposed time frame for completion of the scope of work proposed.
- 5) Cost proposal for the services requested.
- 6) References and examples of work done in other communities.
- 7) Any additional information, which your firm feels, will be helpful.

Proposals will be accepted until 4 pm on Tuesday, February 17, 2015 at 2417 Brewery Road (PO Box 97), Cross Plains, WI 53528. Please provide ten written and one electronic copy of the proposal. It is the intention of Village Staff to recommend approval to the Village Board on February 23, 2015 of the proposal that best matches the design services needed with the most cost effective solution.

Please contact me at (608) 798-3241 at extension 105 or Jerry Gray, Public Facilities Director, at (608) 235-1054 with any questions regarding this proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matt Schuenke".

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

Cc: Jerry Gray, Director of Public Facilities

Village of Cross Plains

Committee Meeting System

Mandated Boards, Commissions, Committees

1. Village Board (Statute)
2. Board of Review (Statute)
3. EMS District (Intergovern. Agreement)
4. Fire District (Intergovern. Agreement)
5. Library Board (Statute)
6. Plan Commission (Statute)
7. Zoning Board of Appeals (Statute, Code)
8. Police Commission (Statute, Code)

Non-Mandated Committees

1. Finance & Personnel Committee (Malone)
2. Parks and Recreation Committee (Axon)
3. Public Facilities Committee (Gray)
4. Public Safety Committee (Janssen)

****No changes recommended to the formatting of existing mandated boards, commissions, and/or committees unless change is desired and allowed by statute, intergovernmental agreement, or Village code as applicable.****

Non-Mandated Committee Format:

- Membership – 5 Members
 - 2 Trustees – Appointment considered annually in May.
 - 3 Residents – Two year term that begins in May.
 - Chair selected by President (confirmed by Board) and must be Board member.

Committee	Type	Elected Official	Resident	Total
Board of Review	Mandated	7	0	7
EMS District	Mandated	1	0	1
Finance & Personnel	Non-Mandated	2	3	5
Fire District	Mandated	3	0	3
Library Board	Mandated	1	6	7
Parks & Recreation	Non-Mandated	2	3	5
Plan Commission	Mandated	3	4	7
Police Commission	Mandated	0	5	5
Public Facilities	Non-Mandated	2	3	5
Public Safety	Non-Mandated	2	3	5
Village Board	Mandated	7	0	7
Zoning Board of Appeals	Mandated	0	7	7
Total	Mandated	22	22	44
Total	Non-Mandated	8	12	20
Total	All	30	34	64

Elected Officials (i.e. – Village Board) would have to fill 8 additional seats created by the non-mandated Committees under this format. The current average for the board is just over 3 assignments per member, and the additional Committees would increase that over 4. This may require two meetings per week depending on Committee assignments between mandated and non-mandated seats. This would also require an additional 12 people from the Village to fill the remaining seats created by the non-mandated Committees under this format.

- Each Department Head shall be responsible for one Committee as follows:
 - Meeting Scheduling, Agenda Drafting
 - Meeting Notes and Recording
 - Preparing Packet Materials
 - Reporting to Administrator

- Administrative Assistant shall serve as “Secretary” to all Committees
 - Reports to Administrator
 - Trained to distribute packets, draft agendas, and minutes with oversight from Administrator.
 - Does not attend Committee meeting but coordinates responsibilities with Department Head.

- Switching monthly Staff Report to Committee meeting minutes
 - Each agenda will allow the Department Head to give a Staff Report
 - Whatever report is given in the meeting, will then be recorded in the minutes.
 - Chair, Department Head, or Both will have to decide how to make reports to the Board.

- Scheduling
 - All Committee meetings will be held the week of the 2nd Monday of each month.
 - Committee members may elect to meet at a day and time convenient for the group during that week.
 - All recommendations made will be presented to the Village Board in writing (minutes) for the Board’s meeting on the 4th Monday of each month.
 - Committees may not meet each month depending on the availability of agenda items. Committees will be required to meet at least quarterly.

- Agenda Items
 - Board will need to decide if all issues need to be referred to Committees.
 - Each item that requires “action” will be to:
 - Recommend Approval
 - Recommend Denial
 - Recommend Approval with conditions, modifications, or suggestions.
 - All Board decisions are final.
 - Committees will have 30 days to take “action” on an item from the date it first is placed on an agenda. Anything over 30 days will automatically go to the next Board meeting as “no action”.
 - Items receiving unanimous approval at the Committee level shall be placed on the Consent Agenda section of the Village Board.
 - Items not receiving unanimous approval at the Committee level shall be placed on the Committee Discuss section of the Village Board.

Village of Cross Plains
General Public

Village Board
President & 6 Trustees

Municipal Court
Judge

Lisa Davis
Court Clerk

Contracted Consultants

Administration
Matthew G. Schuenke
Administrator/Clerk-Treasurer

Boards,
Commissions, &
Committees

Attorney (General)
Paul Johnson
Boardman and Clark

Attorney (Labor)
Shana Lewis
Davis and Kueltheau

Assessor
Nick Laird
Associated Appraisal

Auditor
Carrie Leonard
Johnson Block & Co.

Financial Advisor
Jim Mann
Ehlers Associates

Building Inspection
Tracy Johnson
Johnson Inspections

Planning/Zoning
Mike Slavney
Vandewalle Associates

Village Engineer
Warren Myers
Town & Country Engineer

Admin Services/Finance
Tom Malone
Assistant Administrator

Community Development
Vacant
Specialist or Director

Police
Tom Janssen
Chief

Public Facilities
Jerry Gray
Director of Public Facilities

Parks/Recreation
Mike Axon
Director of Parks/Recreation

Renee Bratton
Deputy Clerk/Treasurer

Charity Kirch
Administrative Assistant

Jeff Davis
Lieutenant/Detective

Lisa Davis
Administrative Assistant

Scott Kroetz
Officer

Greg Kosharek
Officer

Roger Siver
Officer

Part-Time
Officer(s)

Aging
Part-Time
NWDSS

Parks
Part-Time &
Seasonal Staff

Recreation
Andrea Fullerton
Coordinator

Swimming
Seasonal
Manager

Seasonal (p/t)
Coordinator(s)

Contracted
Support Staff

Seasonal
Assistant
Manager

General
Services

Water
Utility

Sewer
Services

General
Staff

Lifeguards

Part-Time &
Seasonal Staff

Fran Tourdot
Public Facilities I

Randy Briske
Public Facilities II

Norm Esser
Public Facilities II

Joe Pertzborn
Public Facilities II

Vacant
Operator

Ted Pritchett
Treatment
Plant Operator

Board of Review

EMS District
Board

Fire District
Board

Special Commissions &
Committees

Library Board

Finance/Personnel
Committees

Plan
Commission

Zoning Board
of Appeals

Police
Commission

Police
Committee

Public Facilities
Committee

Parks/Recreation
Committee

Library
Pam Bosben
Library Director

Kris Loman
Assistant Director

Catherine Baer
Children's
Librarian

Holly Andres
Circulation
Supervisor (p/t)

Library Aide
Part-Time

Library
Assistants (5)
Part-Time