

VILLAGE OF SHOREWOOD HILLS

BOARD OF TRUSTEES

Meeting Announcement & Agenda at 7:00 p.m. Tuesday, April 21, 2020

To listen to the meeting live, dial (312) 626-6799 US (Chicago).

Meeting ID: 968 1638 2745

Login: 933789

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Procedures Orientation
5. Appearances and Communication
6. Board Matters
 - A. Payment of Bills
 - B. Consent Agenda
 - i) Board meeting minutes of March 16 and April 6, 2020
 - ii) Approve hire of Mr. Mike Meier as Department of Public Works Crew Chief effective May 16, 2020 per terms of employment offer letter dated March 17, 2020
 - iii) Approve promotion of Tary Handshke to Lead Crew Grade 11 step 7
 - iv) Approve promotion of Craig Steinle to Crew II Grade 10 Step 6
 - v) Dissolve Heiden Haus Ad hoc Committee
 - vi) Part-time police officer hires
 - C. Ordinances
 - D. New Business Resolutions and Motions
 - i) Elect Village President pro tem
 - ii) Consider bids and award of contract for 2020 Stormwater Improvements and Flood Repairs
 - iii) Consider MMSD sanitary sewer interceptor project
 - iv) Confirm essential operations of the Village government per Administrator memo of April 1 including consideration/discussion regarding future meetings of Village Boards, Commissions and Committees
 - v) Consider upcoming two elections and ways to encourage absentee voting
 - E. Appointments
 - i) Village President's Trustee Committee/Commission/Board appointments
 - ii) Nadeem Afghan to Public Health and Safety
7. Reports of Officials and Committees
 - A. Village President
 - B. Village Administrator
 - C. Personnel Committee

- D. Finance Committee
 - E. Plan Commission
 - F. Public Works Committee
 - G. Services Committee
 - H. Public Health & Safety Committee
 - I. Recreation Committee
 - J. Ad hoc Disaster Preparedness Committee
 - K. Ad hoc Stormwater Committee
 - L. Ad hoc Heiden Haus Committee
 - M. Parks Committee
 - N. Blackhawk Liaison Committee
 - O. Golf Committee
 - P. Pool Committee
 - Q. Waterfront Committee
 - R. Joint Campus Committee
8. Adjourn

Next meeting date May 19, 2020

Please Note:

- *Written comments on the agenda can be sent to info@shorewood-hills.org before 8:00 am on April 21, 2020.*
- *To register to speak on an agenda item, send an email to info@shorewood-hills.org before 8:00 am on April 21, 2020 detailing which item is of interest. Your comments may be limited to 3 minutes.*

PLEASE TAKE NOTICE, that any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 810 Shorewood Boulevard, or phone 267-2680, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Shorewood Hills who are not members of the above committee may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above meeting other than the committee identified in the caption of this notice.

NOTES TO THE AGENDA – APRIL 21, 2020

Administer oath of office to newly elected officials – The Village Clerk has administered the oaths remotely in advance of the meeting.

Board Matters

Payment of Bills – March \$26,854.31, April \$135,589.51 Total: \$162,443.82

Consent Agenda

Board meeting minutes of March 16 and April 6, 2020 – Draft minutes are enclosed in the packet.

Approve hire of Mr. Mike Meier as Department of Public Works Crew Chief effective May 16, 2020 per terms of employment offer letter dated March 1, 2020 – The process to hire a new crew chief has been completed following the guidelines developed by the Personnel Committee. An interview selection panel consisting of Village President David Benforado, Personnel Committee Chair and Trustee Cokie Albrecht, Personnel Committee member Erica Moeser, Village Engineer Brian Berquist and the Administrator interviewed four candidates that had been selected for interview by a previous panel of Personnel Committee members. The Interview Committee came to a unanimous consensus that Mr. Mike Meier be hired as Crew Chief. Mr. Meier's application package is attached as well as the accepted offer of employment. The Personnel Committee met on April 14 and recommends the hire. The Village salary schedule is also attached for reference.

Proposed action: Hire of Mr. Mike Meier as DPW Crew Chief effective May 16, 2020 per terms of employment letter dated March 17, 2020.

Approve promotion of Tary Handschke to Lead Crew Grade 11 step 7 – The Village pay plan (enclosed) consists of three grades for DPW Crew members. A lower starting grade was put in place several years ago when it became apparent the Village could attract entry-level applicants at a lesser pay rate to start and as they gained credentials such as a CDL license, they could be moved up. Mr. Handschke started employment here before the lower grade was put in place. The grade he is in presently is the grade he started in approximately eight years ago. The grade one above his current level is the grade that recently retired DPW Chief John Mitmoen was in before he became DPW Chief.

The position acts as a second in command when the crew chief is out and also represents development of higher skill levels in areas such as leadership, large and small engine mechanics, fabrication and pool mechanicals. With the hire of Mr. Meier as crew chief, it is also prudent to promote Mr. Handschke. He has worked hard to achieve this status, and is ready to assume the role as a critical member of our Village crew. The Personnel Committee met on April 14 and recommended the promotion.

Proposed action: Promotion of Tary Handschke to lead crew/mechanic from Grade 10 step 7 to Grade 11 step 7 effective April 12, 2020.

Approve promotion of Craig Steinle to Crew II Grade 10 step 6 – Similar to above, Mr. Steinle is ready to move into the grade that Mr. Handschke will vacate. Mr. Steinle has obtained his CDL license and is well versed in all elements of the crew's job responsibilities. He is an extremely hard worker with a contagious positive attitude. The Personnel Committee recommended this action at its April 14 meeting.

Proposed action: Promotion of Craig Steinle from Crew I Grade 9 step 6 to Crew II Grade 10 step 6 effective April 12, 2020.

Dissolve Ad hoc Heiden Haus Committee – This Committee has completed its charge to bring the Heiden Haus rehabilitation improvement project to plan completion and bid readiness. Fund raising as a private activity will now commence under the auspices of the League or Foundation. Once fund raising is completed, monies can be transferred to the Village and the project bid. There will be some work done with the school district relative to the recreational use easement the Village has in place with the district.

Part-time Police officer hires – The Personnel Committee is recommending two hires per the Police Chief's memo to the Committee that is enclosed.

New Business Resolutions and Motions

Elect Village President pro tem – The President Pro tem is able to assume duties of the Village President if that should ever become necessary. Trustee John Imes is the current President Pro tem. The Village code provides the President Pro tem be elected annually at the April meeting.

Consider bids and award of contract for 2020 Stormwater Improvements and Flood Repairs – This contract with Badgerland Excavating for \$187,681 includes repair projects associated with the 2018 flood that are 75% FEMA funded, 12.5% State and 12.5% Village funded. The Village levied \$24,051 outside of levy limits to fund the local share. Two other stormwater projects are also included, for which the Village obtained two grants. One is a bio infiltration facility on Edgehill Parkway in an area that has experienced repeated ponding that can be better utilized for a stormwater improvement. The adjoining property owner has been extremely cooperative. The other is to make repairs and improvements to an eroded area of the outfall at the marina. FEMA would not fund this area of repair because it was not considered an improved facility but was a very highly eroded area that needs significant repair through the placement of large rocks to prevent erosion, armoring of the area and routing of water. It was also a preexisting problem exasperated due to the flood. The storm water utility should also be in a position to cover the local share of those two projects. It ended last year with a \$40,000 fund balance and I anticipate similar results this year. A detailed memo from the Village Engineer is also enclosed and he will be present at the meeting.

Consider Madison Metropolitan Sanitary Sewer District (MMSD) interceptor project – We will be in a position to update the Board on MMSD preferred locations for the project in various locations and discuss our response and contingency plans.

Confirm essential operations of the Village government per Administrator memo of April 1 including consideration/discussion regarding future meetings of village boards, commissions and committees – As part of Governor Evers stay at home orders local governments are to articulate essential governmental functions. To the degree possible functions that can be performed remotely will be. The bullets below were contained in the April 1 memo (enclosed) but have been updated to reflect changes:

- Police and emergency services, except for office functions that can be performed remotely. (The governor's order also specifically exempts police and emergency services operations from the order.)
- Election work as mandated by the State of Wisconsin.
- Primary financial functions for payroll, accounts payable, utility billing, budget and cash management.
- Essential human resources management and hiring processes
- Public works/sewer/water staffing for service and emergencies but with rotating schedules to avoid as much contact among employees and the public as possible. This includes brush and leaf pickup, public property, facility and equipment maintenance, street sweeping and utilities maintenance operations.
- Village Board and other Board, Committee and Commission meetings deemed necessary, performed electronically and remotely per the Village Attorney's guidance to comply with the open meetings law.
- I.T. set up of remote work for departments as well as network management and security.
- Essential Building Inspections and plan and zoning review
- The Municipal Court as determined by the Municipal Judge
- Remote operations for all other functions.
- Garbage and recycling pick up

This list is subject to change deemed necessary by the Village President and Administrator with Board consideration as soon as practical as more information becomes available and the Stay at Home Order is revised.

Consider upcoming two elections and ways to encourage absentee voting – The Village Clerk will be working on processes to facilitate the above caption and an opportunity for discussion and input is provided. Over the course of the next several months, I expect the State of Wisconsin will also be considering new regulations and requirements for upcoming elections, which will impact our planning, and preferences.

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
100-211539 DENTAL INSURANCE - EMPLOYEE							
4213	DELTA DENTAL OF WISCONSIN	EMPLOYEE PREMIUM	3172020	03/17/2020	1,066.05	1,066.05	03/31/2020
Total 100-211539 DENTAL INSURANCE - EMPLOYEE:					1,066.05	1,066.05	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
4213	DELTA DENTAL OF WISCONSIN	ANNUITANT PREMIUM	3172020	03/17/2020	289.17	289.17	03/31/2020
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					289.17	289.17	
100-51-5112-310 COMMITTEES: SUP & EXPENSE							
217500	US BANK	ZOOM/VIDEO CONFRENCING	033120	03/31/2020	158.15	158.15	03/31/2020
217500	US BANK	CAPITAL NEWSPAPERS/INV PO	033120	03/31/2020	60.58	60.58	03/31/2020
217500	US BANK	WI MUNICIPLAE CLERKS/BROM	033120	03/31/2020	24.00	24.00	03/31/2020
217500	US BANK	PANARA BRD/INTERVIEWS	033120	03/31/2020	51.22	51.22	03/31/2020
217500	US BANK	WI MUNICIPLA CLERK	033120	03/31/2020	40.00	40.00	03/31/2020
Total 100-51-5112-310 COMMITTEES: SUP & EXPENSE:					333.95	333.95	
100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL							
217500	US BANK	STAFFORD/ROSENBAUM/SHOR	033120	03/31/2020	3,489.00	3,489.00	03/31/2020
Total 100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL:					3,489.00	3,489.00	
100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS							
217500	US BANK	STAFFORD & ROSENBAUM/OR	033120	03/31/2020	1,139.50	1,139.50	03/31/2020
Total 100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS:					1,139.50	1,139.50	
100-51-5141-380 ADMIN: STAFF SUNSHINE FUND							
217500	US BANK	HY-VEE/FLOWERS FOR C. AND	033120	03/31/2020	50.00	50.00	03/31/2020
217500	US BANK	PICK N SAVE/SODA POP	033120	03/31/2020	50.25	50.25	03/31/2020
217500	US BANK	GLASS NICKLE/LUNCHEON LT.	033120	03/31/2020	285.69	285.69	03/31/2020
Total 100-51-5141-380 ADMIN: STAFF SUNSHINE FUND:					385.94	385.94	
100-51-5142-310 CLERK: SUP & EXPENSES							
217500	US BANK	US CELLULAR/ADMIN PHONE	033120	03/31/2020	2.00	2.00	03/31/2020
217500	US BANK	STAPLES/11 X 17 PAPER	033120	03/31/2020	5.69	5.69	03/31/2020
217500	US BANK	USPS/8038 CP FORM	033120	03/31/2020	4.10	4.10	03/31/2020
217500	US BANK	GORDON FLESCH/PD	033120	03/31/2020	142.03	142.03	03/31/2020
217500	US BANK	STAPLES/KLEENEX	033120	03/31/2020	21.72	21.72	03/31/2020
217500	US BANK	AMZN/MOUSE FOR K ENDRES	033120	03/31/2020	10.53	10.53	03/31/2020
217500	US BANK	STAPLES/CLERK SUPPLIES	033120	03/31/2020	31.34	31.34	03/31/2020
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					217.41	217.41	
100-51-5144-340 ELECTIONS: OPERATING SUPPLIES							
217500	US BANK	STAPLS/BALLOT LABELS	033120	03/31/2020	121.86	121.86	03/31/2020
217500	US BANK	STAPLS/ELECTION SUPPLIES	033120	03/31/2020	12.22	12.22	03/31/2020
217500	US BANK	STAPLS/FINGERTIP MOISTENE	033120	03/31/2020	4.72	4.72	03/31/2020
217500	US BANK	STAPLS/BALLOT LABELS	033120	03/31/2020	40.62	40.62	03/31/2020
217500	US BANK	AMZN/ELECTION SUPPLIES	033120	03/31/2020	7.02	7.02	03/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
217500	US BANK	STAPLES/KLEENEX FOR ELECT	033120	03/31/2020	7.19	7.19	03/31/2020
217500	US BANK	AMZN/RETURN CORDDUCT/CI5	033120	03/31/2020	33.12-	33.12-	03/31/2020
Total 100-51-5144-340 ELECTIONS: OPERATING SUPPLIES:					160.51	160.51	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
217500	US BANK	GOOGLE/CLOUD SUITE	033120	03/31/2020	246.00	246.00	03/31/2020
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					246.00	246.00	
100-51-5145-340 D.P.: OPERATIONS EXPENSE							
217500	US BANK	AT&T BUS/PHONE SERVICE	033120	03/31/2020	519.20	519.20	03/31/2020
217500	US BANK	SPECTRUM/TV	033120	03/31/2020	106.06	106.06	03/31/2020
Total 100-51-5145-340 D.P.: OPERATIONS EXPENSE:					625.26	625.26	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
217500	US BANK	SPECTRUM/TIME WARNER CA	033120	03/31/2020	420.95	420.95	03/31/2020
217500	US BANK	SPECTRUM/INTERNET	033120	03/31/2020	394.57	394.57	03/31/2020
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					815.52	815.52	
100-51-5160-240 BLDGS & PLANT: CONTRACTUAL							
217500	US BANK	BAYTOWEL/MATS/MOPS/TOWE	033120	03/31/2020	77.45	77.45	03/31/2020
217500	US BANK	BAY TOWEL/MATS/MOPS/TOWE	033120	03/31/2020	77.45	77.45	03/31/2020
217500	US BANK	SCHINDLER/ELEVATOR INSPEC	033120	03/31/2020	1,257.48	1,257.48	03/31/2020
Total 100-51-5160-240 BLDGS & PLANT: CONTRACTUAL:					1,412.38	1,412.38	
100-52-5210-210 POLICE: CONTRACTUAL SERVICES							
217500	US BANK	HEALTHYMINDS/EAP PROGRA	033120	03/31/2020	588.00	588.00	03/31/2020
217500	US BANK	POWERDMS/ANNUAL SER AGR	033120	03/31/2020	2,032.25	2,032.25	03/31/2020
Total 100-52-5210-210 POLICE: CONTRACTUAL SERVICES:					2,620.25	2,620.25	
100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP							
217500	US BANK	GORDON FLESCHE/PD COPIES	033120	03/31/2020	58.17	58.17	03/31/2020
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					58.17	58.17	
100-52-5210-321 POLICE: DUES & SEMINARS							
217500	US BANK	MONONA PD/DCCOPA CHIEF &	033120	03/31/2020	83.75	83.75	03/31/2020
Total 100-52-5210-321 POLICE: DUES & SEMINARS:					83.75	83.75	
100-52-5210-340 POLICE: OPERATING EXPENSE							
217500	US BANK	AMAZON/BACKDROP/SHADOW	033120	03/31/2020	71.78	71.78	03/31/2020
217500	US BANK	STAPLES/LAPTOP BAG	033120	03/31/2020	27.79	27.79	03/31/2020
217500	US BANK	MISTER CAR WASH/2013	033120	03/31/2020	7.00	7.00	03/31/2020
217500	US BANK	US CELLULAR/PD PHONES	033120	03/31/2020	375.02	375.02	03/31/2020
217500	US BANK	STAPLES/KLEENEX	033120	03/31/2020	21.57	21.57	03/31/2020
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					503.16	503.16	
100-52-5210-350 POLICE: VEHICLE REPAIR & MAINT							
217500	US BANK	KAYSER/2015/SUSPENSION	033120	03/31/2020	827.28	827.28	03/31/2020
217500	US BANK	KAYSER/2013 WINDSHLD WAS	033120	03/31/2020	127.09	127.09	03/31/2020
217500	US BANK	FARM/FLLET/WINDSHIELD WIP	033120	03/31/2020	46.96	46.96	03/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-52-5210-350 POLICE: VEHICLE REPAIR & MAINT:					1,001.33	1,001.33	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
217500	US BANK	SHOE BOX/TARY BOOTS	033120	03/31/2020	185.00	185.00	03/31/2020
217500	US BANK	FARM/FLLET/TARY WORKCLOT	033120	03/31/2020	66.74	66.74	03/31/2020
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					251.74	251.74	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
217500	US BANK	FARM & FLEET/SHOP SUP/BAT	033120	03/31/2020	153.96	153.96	03/31/2020
217500	US BANK	ARNESON'S/BRAKES TRK #2	033120	03/31/2020	1,003.17	1,003.17	03/31/2020
217500	US BANK	POMPS/FIX TIRE/SKID LOADER	033120	03/31/2020	33.50	33.50	03/31/2020
217500	US BANK	FARM & FLEET/TOOLS FOR SH	033120	03/31/2020	35.82	35.82	03/31/2020
217500	US BANK	MENARDS/CLEANING SUPPLIE	033120	03/31/2020	15.75	15.75	03/31/2020
217500	US BANK	ACE/LIGHT BULBS/SHOP PART	033120	03/31/2020	76.45	76.45	03/31/2020
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					1,318.65	1,318.65	
100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC							
217500	US BANK	PELLITTERI/FEB TRASH PICKU	033120	03/31/2020	8,251.39	8,251.39	03/31/2020
Total 100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC:					8,251.39	8,251.39	
100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP							
217500	US BANK	M & J TRK/FIX FAN BELT TRK#5	033120	03/31/2020	409.53	409.53	03/31/2020
217500	US BANK	MIDDLETON PWR CNTR/REPAI	033120	03/31/2020	83.95	83.95	03/31/2020
Total 100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP:					493.48	493.48	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
217500	US BANK	CLEAN RITE/CLEAN SUPPLIES	033120	03/31/2020	68.64	68.64	03/31/2020
217500	US BANK	MENARDS/4 CORNERS BUS ST	033120	03/31/2020	131.60	131.60	03/31/2020
217500	US BANK	DOC BSI PAPER TOWELS	033120	03/31/2020	39.36	39.36	03/31/2020
217500	US BANK	CLEAN RITE SUP	033120	03/31/2020	68.64	68.64	03/31/2020
217500	US BANK	SCHILLING SUPPLY/CLEANING	033120	03/31/2020	38.27	38.27	03/31/2020
217500	US BANK	KRANZ/CLEANING SUPPLIES	033120	03/31/2020	176.62	176.62	03/31/2020
217500	US BANK	MENARDS/MISC SUPPLIES/GO	033120	03/31/2020	65.82	65.82	03/31/2020
217500	US BANK	ACE/BATTERY	033120	03/31/2020	8.59	8.59	03/31/2020
217500	US BANK	STOPPLEWORTH PLMB/WOMA	033120	03/31/2020	102.92	102.92	03/31/2020
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					700.46	700.46	
100-55-5520-340 PARKS:OPERATING EXPENSE							
217500	US BANK	US CELLULAR/FORESTER PHO	033120	03/31/2020	44.51	44.51	03/31/2020
217500	US BANK	ACE/WORK GLOVES	033120	03/31/2020	26.98	26.98	03/31/2020
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					71.49	71.49	
100-56-5630-150 PLANNER							
217500	US BANK	STAFFORD/ROSENBAUM/MSA	033120	03/31/2020	294.00	294.00	03/31/2020
Total 100-56-5630-150 PLANNER:					294.00	294.00	
200-53-5361-340 OPERATING SUPPLIES EXPENSE							
217500	US BANK	US CELLULAR/DPW SEWER/PH	033120	03/31/2020	50.78	50.78	03/31/2020
217500	US BANK	AT&T/SEWER PHONE	033120	03/31/2020	298.61	298.61	03/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 200-53-5361-340 OPERATING SUPPLIES EXPENSE:					349.39	349.39	
210-51-5160-222 BLDG/PLANT: TELEPHONE							
217500	US BANK	MAILCHIMP/EMAIL	033120	03/31/2020	34.99	34.99	03/31/2020
217500	US BANK	AT&T POOL INTERNET	033120	03/31/2020	59.92	59.92	03/31/2020
Total 210-51-5160-222 BLDG/PLANT: TELEPHONE:					94.91	94.91	
210-55-5542-340 POOL: OPERATING SUPPLY & EXP.							
217500	US BANK	SHOPKEEP/POS FRNT DESK	033120	03/31/2020	89.68	89.68	03/31/2020
217500	US BANK	MENARDS/POOL SUPPLIES	033120	03/31/2020	27.96	27.96	03/31/2020
217500	US BANK	WHENIWORK/STAFF SCHEDULI	033120	03/31/2020	99.00	99.00	03/31/2020
217500	US BANK	AUDIBLE/TO BE REFUNDED	033120	03/31/2020	15.77	15.77	03/31/2020
Total 210-55-5542-340 POOL: OPERATING SUPPLY & EXP.:					232.41	232.41	
210-55-5542-343 CONCESSIONS EXPENSE							
217500	US BANK	SHOPKEEP/CONCESSION POS	033120	03/31/2020	89.68	89.68	03/31/2020
Total 210-55-5542-343 CONCESSIONS EXPENSE:					89.68	89.68	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
217500	US BANK	STAFFORD & ROSENBAUM/RO	033120	03/31/2020	54.00	54.00	03/31/2020
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					54.00	54.00	
600-53-0630-340 SUPPLIES AND EXPENSE							
217500	US BANK	US CELLULAR/DPW H2O PHON	033120	03/31/2020	50.78	50.78	03/31/2020
217500	US BANK	ACE/SUPPLIES FOR H2O METE	033120	03/31/2020	9.58	9.58	03/31/2020
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					60.36	60.36	
600-53-0682-210 OUTSIDE SERVICES							
217500	US BANK	STOPPLEWORTH PLMB/INSTAL	033120	03/31/2020	145.00	145.00	03/31/2020
Total 600-53-0682-210 OUTSIDE SERVICES:					145.00	145.00	
Grand Totals:					26,854.31	26,854.31	

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

Fully paid invoices included.

Inv No	Seq No	Description	Type	Inv Date	Due Date	Input Date	Inv Amount	Check Amt	GL Account No
1045 ABT MAILCOM INC									
36372	1	BILL PROCESSING-MARCH	Invoice	04/01/2020	04/22/2020	04/21/2020	413.39	413.39	600-53-0630-340
Total 1045 ABT MAILCOM INC:							413.39	413.39	
1210 AFLAC									
4102020	1	INSURANCE PREMIUMS	Invoice	04/10/2020	04/22/2020	04/21/2020	494.04	494.04	100-211535
4102020		Chk No: 4102020 (1)	Manual	04/22/2020		04/21/2020		494.04-	100-211100
Total 1210 AFLAC:							494.04	.00	
1730 ASSOCIATED APPRAISAL CONSULTANTS INC									
147699	1	PROF ASSESSMENT/INTERNET POST	Invoice	04/01/2020	04/22/2020	04/21/2020	678.60	678.60	100-51-5153-210
Total 1730 ASSOCIATED APPRAISAL CONSULTANTS INC:							678.60	678.60	
2002 BACHMAN CONSTRUCTION CO									
04072	1	4 CORNERS RESTROOM REMODEL	Invoice	04/08/2020	04/22/2020	04/21/2020	26,956.25	26,956.25	400-53-5330-820
Total 2002 BACHMAN CONSTRUCTION CO:							26,956.25	26,956.25	
2202 BEAR GRAPHICS INC									
843521	1	TALLY SLIPS	Invoice	03/11/2020	04/22/2020	04/21/2020	69.76	69.76	100-51-5144-340
Total 2202 BEAR GRAPHICS INC:							69.76	69.76	
3220 CENTURY LINK									
14892205	1	CENTREX LINES	Invoice	03/31/2020	04/22/2020	04/21/2020	12.64	12.64	100-51-5160-222
Total 3220 CENTURY LINK:							12.64	12.64	
4017 DANE CO HWY & TRANS DEPT									
28211	1	SALT & SALT BRINE	Invoice	02/29/2020	04/22/2020	04/21/2020	3,361.75	3,361.75	100-53-5300-340
Total 4017 DANE CO HWY & TRANS DEPT:							3,361.75	3,361.75	
4038 DANE CO TREASURER									
33020	1	SHARED COURT FINES	Invoice	03/30/2020	04/22/2020	04/21/2020	496.00	496.00	100-45-4511-000
Total 4038 DANE CO TREASURER:							496.00	496.00	
4040 DANE COUNTY TREASURER									
2019	1	INFO/EDU/OUTREACH COORDINATO	Invoice	04/08/2020	04/22/2020	04/21/2020	2,093.00	2,093.00	500-51-5142-390
Total 4040 DANE COUNTY TREASURER:							2,093.00	2,093.00	
7625 GOOD OAK LLC									
2079	1	INVASIVE BRUSH REMOVAL/4 CORNE	Invoice	03/20/2020	04/22/2020	04/21/2020	372.00	372.00	100-55-5520-320
2079	2	BRUSH REMOVAL QUARRY/POST FAR	Invoice	03/20/2020	04/22/2020	04/21/2020	186.00	186.00	100-55-5520-320
2092	1	HERICIDE TREATMENT OF INV SPEC.	Invoice	03/25/2020	04/22/2020	04/21/2020	998.00	998.00	100-55-5520-320
Total 7625 GOOD OAK LLC:							1,556.00	1,556.00	

Inv No	Seq No	Description	Type	Inv Date	Due Date	Input Date	Inv Amount	Check Amt	GL Account No
8950 HYDROCORP									
0056791-	1	CROSSCONNECTION	Invoice	03/31/2020	04/22/2020	04/21/2020	122.00	122.00	600-53-0682-210
Total 8950 HYDROCORP:							122.00	122.00	
9592 INTERSTATE POWER SYSTEMS INC									
RO410247	1	FIX GENERATOR /FIRE HOUSE	Invoice	04/06/2020	04/22/2020	04/21/2020	2,857.83	2,857.83	100-51-5160-240
RO410245	1	OIL SAMPLE ON GENERATORS	Invoice	03/30/2020	04/22/2020	04/21/2020	600.00	600.00	100-55-5500-340
RO410247	1	FIX GENERATOR/TALLY HO BOOSTER	Invoice	04/06/2020	04/22/2020	04/21/2020	2,855.32	2,855.32	600-53-0682-210
Total 9592 INTERSTATE POWER SYSTEMS INC:							6,313.15	6,313.15	
9830 ITRON INC									
552911	1	HARDWARE & SOFTWARE MAINT	Invoice	04/11/2020	04/22/2020	04/21/2020	472.61	472.61	600-53-0630-340
Total 9830 ITRON INC:							472.61	472.61	
13031 MARCO TECHNOLOGIES LLC									
7439852	1	REVIEW WITH ENDRES AND SYKES	Invoice	03/18/2020	04/22/2020	04/21/2020	187.50	187.50	400-57-5714-810
Total 13031 MARCO TECHNOLOGIES LLC:							187.50	187.50	
13040 MADISON GAS & ELECTRIC									
4672834	1	810 SHOREWOOD BLVD AND 1008 SH	Invoice	04/08/2020	04/22/2020	04/21/2020	3,207.09	3,207.09	100-51-5160-220
4672834	2	4502 OLD MIDDLETON	Invoice	04/08/2020	04/22/2020	04/21/2020	123.45	123.45	100-53-5300-340
4672834	3	900 SHOREWOOD BLVD	Invoice	04/08/2020	04/22/2020	04/21/2020	42.54	42.54	100-53-5342-220
4672834	4	STREET LIGHTING	Invoice	04/08/2020	04/22/2020	04/21/2020	1,474.10	1,474.10	100-53-5342-220
4672834	5	3302 BLACKHAWK/3100 HARVARD	Invoice	04/08/2020	04/22/2020	04/21/2020	118.73	118.73	100-55-5500-340
4672834	6	901 SWARTHMORE CT	Invoice	04/08/2020	04/22/2020	04/21/2020	720.07	720.07	100-55-5514-220
4672834	7	3336 LMD	Invoice	04/08/2020	04/22/2020	04/21/2020	158.12	158.12	200-51-5160-220
4672834	8	901 SWARTHMORE CT	Invoice	04/08/2020	04/22/2020	04/21/2020	182.12	182.12	210-51-5160-220
4672834	9	3400/3700 LMD	Invoice	04/08/2020	04/22/2020	04/21/2020	71.07	71.07	220-51-5160-220
4672834	10	3302 BLACKHAWK/3561 TALLY HO	Invoice	04/08/2020	04/22/2020	04/21/2020	1,081.23	1,081.23	600-53-0620-220
Total 13040 MADISON GAS & ELECTRIC:							7,178.52	7,178.52	
13045 MADISON METRO SCHOOL DISTRICT									
302201B4	1	SOCCER GYM RENTAL	Invoice	04/07/2020	04/22/2020	04/21/2020	11.97	11.97	100-55-5538-340
Total 13045 MADISON METRO SCHOOL DISTRICT:							11.97	11.97	
13085 MADISON TREASURER, CITY OF									
032720	3	STORM H2O	Invoice	03/27/2020	04/22/2020	04/21/2020	20.99	20.99	100-53-5344-350
032720	1	FIRE PROTECTION H2O	Invoice	03/27/2020	04/22/2020	04/21/2020	39.03	39.03	100-55-5500-340
032720	2	PIT LAKE MENDOTA DR.	Invoice	03/27/2020	04/22/2020	04/21/2020	145.16	145.16	600-53-0610-601
032720	4	FLAT RATE H2O	Invoice	03/27/2020	04/22/2020	04/21/2020	1,326.17	1,326.17	600-53-0610-601
032720	5	PIT SW BLVD @ RR TRACKS	Invoice	03/27/2020	04/22/2020	04/21/2020	5,235.79	5,235.79	600-53-0610-601
032720	6	PIT UBD & TRACKS	Invoice	03/27/2020	04/22/2020	04/21/2020	1,379.59	1,379.59	600-53-0610-601
Total 13085 MADISON TREASURER, CITY OF:							8,146.73	8,146.73	
13105 MC CANN'S SEWER & DRAIN SERV									
17114	1	CLEAN & VIDEO SEWER LMD&SUMAC	Invoice	03/18/2020	04/22/2020	04/21/2020	2,542.50	2,542.50	200-53-5361-350
Total 13105 MC CANN'S SEWER & DRAIN SERV:							2,542.50	2,542.50	
13384 MIDWEST POOL SUPPLY COMPANY									
85959	1	CPO MANUAL	Invoice	03/17/2020	04/22/2020	04/21/2020	40.00	40.00	210-55-5542-340

Inv No	Seq No	Description	Type	Inv Date	Due Date	Input Date	Inv Amount	Check Amt	GL Account No
Total 13384 MIDWEST POOL SUPPLY COMPANY:							40.00	40.00	
13397 SECURIAN FINANCIAL GROUP INC.									
41020	1	PREMIUM	Invoice	04/10/2020	04/22/2020	04/21/2020	516.47	516.47	100-211532
Total 13397 SECURIAN FINANCIAL GROUP INC.:							516.47	516.47	
13950 MY TREE GUY LLC									
32020	1	TREE MAINTENANCE @HUNTER HILL	Invoice	03/20/2020	04/22/2020	04/21/2020	1,500.00	1,500.00	100-55-5523-600
4920	1	WOOD PICKUP	Invoice	04/01/2020	04/22/2020	04/21/2020	1,000.00	1,000.00	100-55-5523-600
31320	1	TREE REMOVALS/POST FARM/4 COR	Invoice	03/01/2020	04/22/2020	04/21/2020	4,500.00	4,500.00	100-55-5523-650
Total 13950 MY TREE GUY LLC:							7,000.00	7,000.00	
19337 SHOREWOOD HILLS WATER & SEWER									
3312020	2	1058000 1008/H2O/SJWD	Invoice	03/31/2020	04/22/2020	04/21/2020	101.65	101.65	100-51-5160-221
3312020	3	910100 W/S 810 SHWD BLVD	Invoice	03/31/2020	04/22/2020	04/21/2020	10.81	10.81	100-51-5160-221
3312020	4	3403200 H2O/GARDENS	Invoice	03/31/2020	04/22/2020	04/21/2020	17.71	17.71	100-51-5160-221
3312020	6	3589000 W/S HEIDEN HOUS	Invoice	03/31/2020	04/22/2020	04/21/2020	39.15	39.15	100-51-5160-221
3312020	8	1058300 W/S RINK	Invoice	03/31/2020	04/22/2020	04/21/2020	147.61	147.61	100-51-5160-221
3312020	11	3403000 W/S COM CNTR/POOL	Invoice	03/31/2020	04/22/2020	04/21/2020	404.96	404.96	100-51-5160-221
3312020	1	1058500/SW/ 1008 SHWD LOT	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	5	3403200 SW/GARDENS	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	7	3589000 SW/HEIDEN HOUS	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	13	2331400 SW/MCKENNA PARK	Invoice	03/31/2020	04/22/2020	04/21/2020	52.00	52.00	100-51-5160-223
3312020	14	1112500 SW/1001 EDGHIL LOT	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	15	3477500 SW/ 2700 OXFORD	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	16	1128500 SW/OAK WAY LOTS	Invoice	03/31/2020	04/22/2020	04/21/2020	39.00	39.00	100-51-5160-223
3312020	17	3378500 SW/BRADLEY PARK	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	18	2285500 SW/KOVAL WOODS	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	19	2303000 SW /BIG FOOT PARK	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	20	1058500 SW/1008 SHWD LOT	Invoice	03/31/2020	04/22/2020	04/21/2020	72.80	72.80	100-51-5160-223
3312020	21	2237500 SW/4 CORNERS LOTS	Invoice	03/31/2020	04/22/2020	04/21/2020	26.00	26.00	100-51-5160-223
3312020	22	3403100/SW/POST FARM LOT	Invoice	03/31/2020	04/22/2020	04/21/2020	430.30	430.30	100-51-5160-223
3312020	23	910200/SW/810 SHOREWOOD BLVD	Invoice	03/31/2020	04/22/2020	04/21/2020	109.20	109.20	100-51-5160-223
3312020	24	910300 SW/810 SHRWD/LOT 2	Invoice	03/31/2020	04/22/2020	04/21/2020	19.50	19.50	100-51-5160-223
3312020	25	1030500 S/W TALLY HO BOOSTER	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	26	1056500/SW/ENTRY WAY PARKS	Invoice	03/31/2020	04/22/2020	04/21/2020	26.00	26.00	100-51-5160-223
3312020	27	908700 SW/3264UNIV AVE LOT	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	100-51-5160-223
3312020	28	1126300 SW QUARRY	Invoice	03/31/2020	04/22/2020	04/21/2020	78.00	78.00	100-51-5160-223
3312020	9	3402900 W/S CONCESSIONS	Invoice	03/31/2020	04/22/2020	04/21/2020	34.83	34.83	210-51-5160-221
3312020	10	3402900 SW/CONCESSIONS	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	210-51-5160-223
3312020	12	3403000 SW/COM CNTR/POOL	Invoice	03/31/2020	04/22/2020	04/21/2020	13.00	13.00	210-51-5160-223
Total 19337 SHOREWOOD HILLS WATER & SEWER:							1,765.52	1,765.52	
20670 TOWN & COUNTRY ENGINEERING INC									
21464	3	BELOIT COURT (FEMA)	Invoice	04/02/2020	04/22/2020	04/21/2020	294.30	294.30	100-55-5510-340
21464	4	RAILROAD SWALE (FEMA)	Invoice	04/02/2020	04/22/2020	04/21/2020	719.56	719.56	100-55-5510-340
21464	5	MARINA (FEMA)	Invoice	04/02/2020	04/22/2020	04/21/2020	1,124.18	1,124.18	100-55-5510-340
21464	6	MCKENNA PARK (FEMA)	Invoice	04/02/2020	04/22/2020	04/21/2020	137.64	137.64	100-55-5510-340
21464	7	SAM ROTH PARK (FEMA)	Invoice	04/02/2020	04/22/2020	04/21/2020	189.62	189.62	100-55-5510-340
21465	1	2020 GIS MAPPING	Invoice	04/02/2020	04/22/2020	04/21/2020	193.75	193.75	100-56-5640-210
21466	1	MISC SUPPORT	Invoice	04/02/2020	04/22/2020	04/21/2020	809.00	809.00	100-56-5640-210
21463	1	4 CORNERS RESTROOMS	Invoice	04/02/2020	04/22/2020	04/21/2020	1,076.25	1,076.25	400-53-5330-820
21460	1	RONALD MCDONALD HOUSE	Invoice	04/02/2020	04/22/2020	04/21/2020	140.00	140.00	450-53-5320-230
21461	1	2019 MARSHALL COURT STREET/UTIL	Invoice	04/02/2020	04/22/2020	04/21/2020	227.25	227.25	450-53-5320-230

Inv No	Seq No	Description	Type	Inv Date	Due Date	Input Date	Inv Amount	Check Amt	GL Account No
21462	1	2019 MARSHALL COURT STREET/UTIL	Invoice	04/02/2020	04/22/2020	04/21/2020	605.00	605.00	450-53-5320-230
21467	1	MIS STORM H2O	Invoice	04/02/2020	04/22/2020	04/21/2020	1,030.00	1,030.00	500-56-5620-210
21464	1	2018 FLOOD H2O & STORM H2O NON	Invoice	04/02/2020	04/22/2020	04/21/2020	2,155.86	2,155.86	500-57-5740-820
21464	2	BASE BID EDGEHILL PARKWAY (NON	Invoice	04/02/2020	04/22/2020	04/21/2020	2,976.51	2,976.51	500-57-5740-820
Total 20670 TOWN & COUNTRY ENGINEERING INC:							11,678.92	11,678.92	
21720 URBAN TREE MANAGEMENT									
032420	1	TREE REMOVALS/HARVARD/TALLY H	Invoice	03/24/2020	04/22/2020	04/21/2020	2,200.00	2,200.00	100-55-5523-650
Total 21720 URBAN TREE MANAGEMENT:							2,200.00	2,200.00	
22040 VANDEWALLE & ASSOCIATES INC									
20190906	1	PLANNING SERVICES	Invoice	09/20/2019	04/22/2020	04/21/2020	1,979.45	1,979.45	470-51-5141-119
20200306	1	PLANNING SERVICES	Invoice	03/18/2020	04/22/2020	04/21/2020	218.75	218.75	470-51-5141-119
Total 22040 VANDEWALLE & ASSOCIATES INC:							2,198.20	2,198.20	
22360 VIERBICHER ASSOCIATES INC									
00013	1	TID 5	Invoice	04/01/2020	04/22/2020	04/21/2020	1,020.00	1,020.00	480-51-5141-120
Total 22360 VIERBICHER ASSOCIATES INC:							1,020.00	1,020.00	
22370 BAKER TILLY VIRCHOW KRAUSE LLP									
BT157825	1	PROFESSIONAL AUDIT SERVIC	Invoice	03/28/2020	04/22/2020	04/21/2020	8,513.00	8,513.00	100-51-5151-210
Total 22370 BAKER TILLY VIRCHOW KRAUSE LLP:							8,513.00	8,513.00	
23342 WI PROFESSIONAL POLICE ASSOCIATION									
33020	1	UNION DUES-APRIL	Invoice	03/30/2020	04/22/2020	04/21/2020	168.00	168.00	100-211534
Total 23342 WI PROFESSIONAL POLICE ASSOCIATION:							168.00	168.00	
23350 WI DEPT ADMINISTRATION: COURT									
033120	1	SHARED COURT FINES	Invoice	03/31/2020	04/22/2020	04/21/2020	1,044.63	1,044.63	100-45-4511-000
Total 23350 WI DEPT ADMINISTRATION: COURT :							1,044.63	1,044.63	
23353 WHITNEY TREE SERVICE LLC									
9336	1	PRUNING TREES/HARVARD DR.	Invoice	03/13/2020	04/22/2020	04/21/2020	5,285.00	5,285.00	100-55-5523-600
9336	2	PRUNING TREES/OXFORD RD	Invoice	03/13/2020	04/22/2020	04/21/2020	3,625.00	3,625.00	100-55-5523-600
9343	1	TREE MAINT/AMHERST/COLUMBIA/B	Invoice	03/26/2020	04/22/2020	04/21/2020	2,245.00	2,245.00	100-55-5523-600
Total 23353 WHITNEY TREE SERVICE LLC:							11,155.00	11,155.00	
23370 WI DEPT OF EMPLOYE TRUST FUND									
41020	1	HEALTH CARE PREMIUM	Invoice	04/10/2020	04/22/2020	04/21/2020	14,710.80	14,710.80	100-211531
41020	2	ANNUITANT PREMIUM	Invoice	04/10/2020	04/22/2020	04/21/2020	712.64	712.64	100-51-5143-300
41020		Chk No: 41020 (2)	Manual	04/22/2020		04/21/2020		15,423.44	100-211100
Total 23370 WI DEPT OF EMPLOYE TRUST FUND:							15,423.44	.00	
42030 DESTREE DESIGN ARCHITECTS INC									
10120	1	PROFESSIONAL DESIGN SERVICES	Invoice	04/06/2020	04/22/2020	04/21/2020	2,860.00	2,860.00	400-53-5330-818
Total 42030 DESTREE DESIGN ARCHITECTS INC:							2,860.00	2,860.00	

Inv No	Seq No	Description	Type	Inv Date	Due Date	Input Date	Inv Amount	Check Amt	GL Account No
232040 WEX BANK									
033120	1	FUEL PD	Invoice	03/31/2020	04/22/2020	04/21/2020	484.13	484.13	100-52-5210-370
033120	2	DPW FUEL	Invoice	03/31/2020	04/22/2020	04/21/2020	1,059.55	1,059.55	100-53-5320-370
033120		Chk No: 4200 (2)	Manual	04/22/2020		04/21/2020		1,543.68-	100-211100
Total 232040 WEX BANK:							1,543.68	.00	
999511 POSTAL SOURCE, INC.									
52882	1	POSTAGE LABELS	Invoice	04/08/2020	04/22/2020	04/21/2020	52.85	52.85	100-51-5142-340
Total 999511 POSTAL SOURCE, INC.:							52.85	52.85	
1000114 DEWITT, DAVID									
31520	1	DB AND CLOUD	Invoice	03/15/2020	04/22/2020	04/21/2020	117.68	117.68	210-55-5542-350
Total 1000114 DEWITT, DAVID:							117.68	117.68	
1000688 COMPUTER MAGIC INC									
4927	1	SERVER MANAGED SUPPORT PLAN	Invoice	03/31/2020	04/22/2020	04/21/2020	600.00	600.00	100-51-5145-210
4927	2	WORKSTATION MANAGEMENT PLAN	Invoice	03/31/2020	04/22/2020	04/21/2020	2,077.00	2,077.00	100-51-5145-210
4927	3	BACKUP SERV W/CLOUD RETENTION	Invoice	03/31/2020	04/22/2020	04/21/2020	331.00	331.00	100-51-5145-210
AAAQ128	1	SQL SERVER	Invoice	01/23/2020	04/22/2020	04/21/2020	926.71	926.71	400-54-5440-800
Total 1000688 COMPUTER MAGIC INC:							3,934.71	3,934.71	
2000125 DOUNDRINS DISTILLING									
0019	1	HAND SANITIZER	Invoice	04/09/2020	04/22/2020	04/21/2020	3,251.00	3,251.00	100-52-5210-340
Total 2000125 DOUNDRINS DISTILLING:							3,251.00	3,251.00	
Total :							135,589.51	118,128.35	
Grand Totals:							135,589.51	118,128.35	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-211100	.00	17,461.16-	17,461.16-
100-211531	14,710.80	.00	14,710.80
100-211532	516.47	.00	516.47
100-211534	168.00	.00	168.00
100-211535	494.04	.00	494.04
100-45-4511-000	1,540.63	.00	1,540.63
100-51-5142-340	52.85	.00	52.85
100-51-5143-300	712.64	.00	712.64
100-51-5144-340	69.76	.00	69.76
100-51-5145-210	3,008.00	.00	3,008.00
100-51-5151-210	8,513.00	.00	8,513.00
100-51-5153-210	678.60	.00	678.60
100-51-5160-220	3,207.09	.00	3,207.09
100-51-5160-221	721.89	.00	721.89
100-51-5160-222	12.64	.00	12.64
100-51-5160-223	982.80	.00	982.80
100-51-5160-240	2,857.83	.00	2,857.83

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-52-5210-340	3,251.00	.00	3,251.00
100-52-5210-370	484.13	.00	484.13
100-53-5300-340	3,485.20	.00	3,485.20
100-53-5320-370	1,059.55	.00	1,059.55
100-53-5342-220	1,516.64	.00	1,516.64
100-53-5344-350	20.99	.00	20.99
100-55-5500-340	757.76	.00	757.76
100-55-5510-340	2,465.30	.00	2,465.30
100-55-5514-220	720.07	.00	720.07
100-55-5520-320	1,556.00	.00	1,556.00
100-55-5523-600	13,655.00	.00	13,655.00
100-55-5523-650	6,700.00	.00	6,700.00
100-55-5538-340	11.97	.00	11.97
100-56-5640-210	1,002.75	.00	1,002.75
200-51-5160-220	158.12	.00	158.12
200-53-5361-350	2,542.50	.00	2,542.50
210-51-5160-220	182.12	.00	182.12
210-51-5160-221	34.83	.00	34.83
210-51-5160-223	26.00	.00	26.00
210-55-5542-340	40.00	.00	40.00
210-55-5542-350	117.68	.00	117.68
220-51-5160-220	71.07	.00	71.07
400-53-5330-818	2,860.00	.00	2,860.00
400-53-5330-820	28,032.50	.00	28,032.50
400-54-5440-800	926.71	.00	926.71
400-57-5714-810	187.50	.00	187.50
450-53-5320-230	972.25	.00	972.25
470-51-5141-119	2,198.20	.00	2,198.20
480-51-5141-120	1,020.00	.00	1,020.00
500-51-5142-390	2,093.00	.00	2,093.00
500-56-5620-210	1,030.00	.00	1,030.00
500-57-5740-820	5,132.37	.00	5,132.37
600-53-0610-601	8,086.71	.00	8,086.71
600-53-0620-220	1,081.23	.00	1,081.23
600-53-0630-340	886.00	.00	886.00
600-53-0682-210	2,977.32	.00	2,977.32
Grand Totals:	<u>135,589.51</u>	<u>17,461.16-</u>	<u>118,128.35</u>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
04/20	<u>135,589.51</u>	<u>17,461.16-</u>	<u>118,128.35</u>
Grand Totals:	<u>135,589.51</u>	<u>17,461.16-</u>	<u>118,128.35</u>

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
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Report Criteria:

Fully paid invoices included.

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
REVENUES								
TAXES								
100-41-4111-000	GENERAL PROPERTY TAXES	0	2,977,507	(2,977,507)	0.00%	0	2,840,159	0.00%
100-41-4131-000	PAYMENTS IN LIEU OF TAX	0	62,000	(62,000)	0.00%	0	62,000	0.00%
100-41-4181-000	INTEREST & PENALTIES ON TAXES	3	50	(47)	5.44%	149	20	743.30%
INTERGOVERNMENTAL REVENUE								
100-43-4330-000	FED/STATE DISASTER RELIEF	0	38,042	(38,042)	0.00%	0	0	0.00%
100-43-4341-000	STATE SHARED REVENUE	0	30,370	(30,370)	0.00%	0	20,888	0.00%
100-43-4342-000	FIRE INSURANCE PREMIUM-2% DUES	0	22,500	(22,500)	0.00%	0	20,773	0.00%
100-43-4351-000	STATE AID: EXEMPT COMPUTERS	0	18,055	(18,055)	0.00%	0	20,000	0.00%
100-43-4352-100	LAW ENFORCEMENT TRAINING AIDS	0	1,600	(1,600)	0.00%	0	1,920	0.00%
100-43-4352-105	PUBLIC SAFETY EQUIPMENT AIDS	0	0	0	0.00%	0	0	0.00%
100-43-4352-110	GRANTS TO POLICE DEPARTMENT	4,000	0	4,000	0.00%	0	1,000	0.00%
100-43-4353-000	STATE AID: HIGHWAY	0	293,925	(293,925)	0.00%	73,482	294,065	24.99%
100-43-4353-100	LOCAL ROADS GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4353-300	STATE FEMA GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4358-000	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-43-4360-000	DANE CTY GRANT: LAND CONS DEPT	0	0	0	0.00%	0	0	0.00%
LICENSES & PERMITS								
100-44-4411-000	LICENSES: LIQUOR/MALT BEVERAGE	10,077	5,450	4,627	184.89%	0	5,450	0.00%
100-44-4412-000	LICENSES: OTHER BUS/OCCUPATION	150	2,600	(2,450)	5.77%	260	2,700	9.63%
100-44-4421-000	LICENSES: BICYCLE	0	0	0	0.00%	0	0	0.00%
100-44-4422-000	LICENSES: DOG & CAT	2,630	4,500	(1,870)	58.44%	3,290	3,600	91.39%
100-44-4423-000	LICENSES: MISC	70	1,300	(1,230)	5.38%	250	1,150	21.74%
100-44-4431-000	PERMIT/INSPCTN FEES: BUILDINGS	3,300	17,000	(13,700)	19.41%	1,697	16,500	10.28%
100-44-4432-000	PERMIT/INSPCTN FEES: HVAC	1,283	6,300	(5,017)	20.37%	710	6,300	11.27%
100-44-4433-000	PERMIT/INSPCTN FEES: ELECTRICAL	2,190	6,500	(4,310)	33.69%	2,019	6,400	31.55%
100-44-4434-000	PERMIT/INSPCTN FEES: PLUMBING	2,657	6,000	(3,343)	44.29%	1,470	5,200	28.27%
100-44-4435-000	PERMIT/INSPCTN FEES: SIGNS	0	800	(800)	0.00%	1,578	800	197.19%
100-44-4436-000	PERMIT/INSPCTN FEES: SPRNK/FIRE	0	0	0	0.00%	0	0	0.00%
100-44-4439-000	PERMIT/INSPCTN FEES: MISC.	20	1,000	(980)	2.00%	278	1,315	21.15%
100-44-4441-000	ZONING FEES	1,325	3,100	(1,775)	42.74%	700	3,600	19.44%
100-44-4491-000	CABLE TV FRANCHISE FEES	7,096	26,000	(18,904)	27.29%	7,225	29,000	24.92%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-44-4492-000	% SURCHARGE FOR RECREATION	0	9,000	(9,000)	0.00%	0	9,200	0.00%
FINES, FOREITS & PENALTIES								
100-45-4511-000	COURT FINES	9,136	32,000	(22,864)	28.55%	9,804	29,000	33.81%
100-45-4513-000	PARKING VIOLATIONS	8,638	50,000	(41,362)	17.28%	17,699	50,000	35.40%
100-45-4514-000	POLICE DONATIONS/MISC REVENUES	459	1,000	(541)	45.88%	889	2,200	40.39%
PUBLIC CHARGES FOR SERVICE								
100-46-4611-000	CLERK: MATERIAL & SUPPLY SALES	24	30	(6)	78.73%	85	0	0.00%
100-46-4612-000	CLERK: EMPLOYEE SUNSHINE FUND	0	500	(500)	0.00%	0	400	0.00%
100-46-4613-000	CLERK: PARKING PERMITS	240	600	(360)	40.00%	140	600	23.33%
100-46-4621-000	LAW ENFORCEMENT FEES	75	500	(425)	14.93%	179	500	35.78%
100-46-4642-000	WIS MUNICIPAL RECYCLING GRANT	0	14,912	(14,912)	0.00%	0	14,885	0.00%
100-46-4642-100	RECYCLING PROCEEDS	0	0	0	0.00%	0	0	0.00%
100-46-4645-000	DISPOSAL REPAIR FEES	0	0	0	0.00%	0	0	0.00%
100-46-4670-000	BOOK PUBLISHING REVENUES	0	32	(32)	0.00%	0	60	0.00%
100-46-4670-100	RESALE BOOK PUBLISHING REVENUE	0	0	0	0.00%	0	0	0.00%
100-46-4671-000	BOOK SHIPPING INCOME	0	0	0	0.00%	0	0	0.00%
100-46-4672-000	CONTRIBUTIONS: PARKS & FORESTRY	900	2,500	(1,600)	36.00%	0	5,000	-
100-46-4672-100	GARDEN PLOT REVENUES	310	3,000	(2,690)	10.33%	1,190	2,750	43.27%
100-46-4672-110	CONTRIBUTIONS: GARDEN CLUB	0	3,000	(3,000)	0.00%	3,000	2,500	120.00%
100-46-4672-130	CONTRIBUTIONS: HORT CONSULTANT	0	0	0	0.00%	0	0	0.00%
100-46-4673-100	RECREATION: FOUR CORNERS	9,700	22,100	(12,400)	43.89%	16,900	19,000	88.95%
100-46-4673-200	RECREATION: LAND REC	7,550	25,000	(17,450)	30.20%	17,375	26,500	65.57%
100-46-4673-210	RECREATION: LAND REC GRANT	0	0	0	0.00%	0	0	0.00%
100-46-4673-300	RECREATION: TENNIS	0	28,500	(28,500)	0.00%	3,960	23,135	17.12%
100-46-4673-400	RECREATION: BASEBALL	0	0	0	0.00%	0	0	0.00%
100-46-4673-500	RECREATION: BASKETBALL	0	2,010	(2,010)	0.00%	0	2,760	0.00%
100-46-4673-600	RECREATION: GOLF	0	5,066	(5,066)	0.00%	158	4,000	3.94%
100-46-4673-700	RECREATION: KAYAK/CANOE	0	525	(525)	0.00%	35	560	6.25%
100-46-4673-800	RECREATION: INDOOR SOCCER	0	0	0	0.00%	0	0	0.00%
100-46-4673-900	RECREATION: OUTDOOR SOCCER	70	10,346	(10,276)	0.68%	1,418	10,346	13.70%
100-46-4674-100	COMMUNITY CENTER RENTALS	0	500	(500)	0.00%	2,153	2,400	89.71%
100-46-4674-210	JULY 4th FAMILY PICNIC	0	1,000	(1,000)	0.00%	0	1,200	0.00%
100-46-4674-220	JULY 4th FIREWORKS	0	9,500	(9,500)	0.00%	0	9,500	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
INTERGOVERNMENTAL SERVICE CHARGES								
100-47-4741-000	WATER DEPT: REIMB FOR SERVICES	0	14,040	(14,040)	0.00%	0	13,764	0.00%
100-47-4742-000	SEWER DIV: REIMB FOR SERVICES	0	11,365	(11,365)	0.00%	0	11,142	0.00%
100-47-4743-000	WATERFRONT: REIMB FOR SERVICES	0	17,723	(17,723)	0.00%	0	17,375	0.00%
100-47-4744-000	STORMWATER:REIMB FOR SERVICES	0	9,552	(9,552)	0.00%	0	9,364	0.00%
MISCELLANEOUS REVENUE								
100-48-4810-000	INTEREST ON INVESTMENTS	0	80,000	(80,000)	0.00%	23,429	18,000	130.16%
100-48-4810-100	BUILD AMERICA BOND SUBSIDY	0	0	0	0.00%	0	7,500	0.00%
100-48-4812-000	CAPITAL PROJECT BOND INTEREST	0	0	0	0.00%	0	0	0.00%
100-48-4815-000	REPAYMENT: WATER UTILTY ADVANC	0	0	0	0.00%	0	0	0.00%
100-48-4821-000	RENT: DUE FROM POOL	0	39,500	(39,500)	0.00%	0	38,500	0.00%
100-48-4822-000	RENT: BLACKHAWK C.C.	24,999	100,000	(75,001)	25.00%	24,999	100,000	25.00%
100-48-4823-000	BCC INSURANCE REIMBURSEMENT	0	0	0	0.00%	0	0	0.00%
100-48-4825-000	RENT: PARKING SPACES	0	0	0	0.00%	0	0	0.00%
100-48-4827-000	DEVELPR SHARE MAD FIRE EXPENSE	0	55,771	(55,771)	0.00%	56,068	60,000	93.45%
100-48-4830-000	MISCELLANEOUS SALES	0	0	0	0.00%	0	0	0.00%
100-48-4831-000	POLICE/ FIRE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4833-000	VILLAGE TREE SALES	0	5,000	(5,000)	0.00%	0	5,000	0.00%
100-48-4836-000	DPW VEHICLE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4838-000	DANE CTY CALENDARS	0	0	0	0.00%	0	700	0.00%
100-48-4840-000	INSURANCE DIVIDENDS	0	0	0	0.00%	0	0	0.00%
100-48-4845-000	INSURANCE PREMIUM REFUNDS	0	0	0	0.00%	0	0	0.00%
100-48-4850-000	INSURANCE CLAIMS	0	0	0	0.00%	6,242	0	0.00%
100-48-4851-000	2018 FLOOD INSURANCE REIMB	0	0	0	0.00%	447,500	0	0.00%
100-48-4855-000	SHWD LEAGUE/FOUNDATN RECEIPTS	0	0	0	0.00%	0	0	0.00%
100-48-4895-000	REPAYMENT: TIF ADVANCE	0	0	0	0.00%	0	42,038	0.00%
OTHER FINANCING SOURCES								
100-49-4941-000	MISCELLANEOUS REVENUES	1,240	17,000	(15,760)	7.30%	3,270	17,000	19.24%
100-49-4944-000	FUND BALANCE APPLIED	0	0	0	0.00%	0	0	0.00%
EXPENSES								
VILLAGE BOARD								
100-51-5111-310	VILLAGE BOARD: SUP & EXPENSE	2,790	1,500	1,290	185.98%	1,111	3,200	34.72%
100-51-5111-720	VILLAGE BOARD: DONATIONS	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-51-5112-310	COMMITTEES: SUP & EXPENSE	143	500	(357)	28.69%	338	300	112.66%
100-51-5120-110	JUDICIAL: SALARY & ALLOWANCES	980	3,600	(2,620)	27.22%	684	3,054	22.40%
100-51-5120-120	JUDICIAL: COURT CLERK WAGES	5,506	24,539	(19,033)	22.44%	5,668	23,319	24.31%
100-51-5120-150	JUDICIAL: BENEFITS	1,668	6,880	(5,212)	24.25%	1,649	6,596	25.01%
100-51-5120-310	JUDICIAL: OFFC. SUP & EXPENSE	167	1,700	(1,533)	9.84%	658	1,700	38.68%
100-51-5120-321	JUDICIAL: DUES	190	190	0	100.00%	145	140	103.57%
100-51-5120-322	JUDICIAL: SEMINARS & TRAINING	700	1,800	(1,100)	38.89%	919	1,800	51.03%
100-51-5130-210	LEGAL: GEN. ADVICE & COUNSEL	959	15,000	(14,041)	6.39%	3,103	17,000	18.25%
100-51-5130-211	LEGAL: ORDINANCE PROSECUTIONS	10,043	25,000	(14,957)	40.17%	8,865	29,000	30.57%
100-51-5141-120	ADMIN: WAGES	21,363	92,172	(70,809)	23.18%	24,472	89,176	27.44%
100-51-5141-150	ADMIN: BENEFITS	6,985	26,281	(19,296)	26.58%	7,319	25,592	28.60%
100-51-5141-320	ADMIN: DUES & SEMINARS	1,334	1,800	(466)	74.09%	1,251	1,700	73.59%
100-51-5141-340	ADMIN: MONTHLY BULLETIN	0	0	0	0.00%	0	0	0.00%
100-51-5141-380	ADMIN: STAFF SUNSHINE FUND	482	750	(268)	64.29%	398	400	99.52%
100-51-5142-120	CLERK: WAGES	13,605	77,387	(63,782)	17.58%	13,686	74,329	18.41%
100-51-5142-130	EXTRA OFFICE HELP	3,234	19,386	(16,152)	16.68%	4,486	19,011	23.59%
100-51-5142-150	CLERK: BENEFITS	4,132	27,440	(23,308)	15.06%	4,290	26,430	16.23%
100-51-5142-310	CLERK: SUP & EXPENSES	1,100	2,800	(1,700)	39.28%	1,558	3,500	44.51%
100-51-5142-322	CLERK: TRAINING/SEMINARS	158	2,300	(2,142)	6.87%	0	2,200	0.00%
100-51-5142-340	CLERK: POSTAL EXPENSES	480	2,100	(1,620)	22.86%	1,823	2,100	86.81%
100-51-5142-500	CLERK: DANE CTY CALENDARS	0	0	0	0.00%	0	600	0.00%
100-51-5142-700	CLERK: LICENSE COSTS	10,000	0	10,000	0.00%	0	0	0.00%
100-51-5143-158	PERSONNEL: UNEMPLOYMENT COMP	0	0	0	0.00%	0	0	0.00%
100-51-5143-160	PERSONNEL: WORKMAN'S COMP INS	33,121	71,738	(38,617)	46.17%	13,928	44,000	31.65%
100-51-5143-190	PERSONNEL: PROVIDED FOR EVALS	250	0	250	0.00%	0	0	0.00%
100-51-5143-200	PERSONNEL: RECRUITMENT	0	0	0	0.00%	0	200	0.00%
100-51-5143-210	PERSONNEL: MEDICAL EVALUATIONS	0	300	(300)	0.00%	0	300	0.00%
100-51-5143-300	PERSONNEL: RETIREES INS PREM	1,811	10,381	(8,570)	17.44%	7,652	29,131	26.27%
100-51-5144-140	ELECTIONS: PER DIEM WAGES	1,515	5,760	(4,245)	26.30%	733	2,750	26.64%
100-51-5144-340	ELECTIONS: OPERATING SUPPLIES	5,761	1,600	4,161	360.05%	30	8,100	0.37%
100-51-5145-210	D.P.: CONTRACTUAL SERVICES	17,227	53,000	(35,774)	32.50%	15,299	51,200	29.88%
100-51-5145-340	D.P.: OPERATIONS EXPENSE	1,240	8,400	(7,160)	14.76%	1,801	8,400	21.44%
100-51-5145-350	WEBSITE COSTS	0	670	(670)	0.00%	0	620	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-51-5151-210	FINANCE: AUDIT SERVICES	37,006	31,000	6,006	119.37%	6,220	26,000	23.92%
100-51-5151-290	LIFE QUEST FEES/OTHER PAYMENTS	0	0	0	0.00%	0	0	0.00%
100-51-5151-300	BOND ISSUE EXPENSES	475	3,425	(2,950)	13.87%	325	3,425	9.49%
100-51-5152-340	TREASURY: OPERATIONS	0	0	0	0.00%	0	0	0.00%
100-51-5152-390	TREASURY: WRITE-OFF EXPENSE	0	0	0	0.00%	0	0	0.00%
100-51-5153-210	ASSESSOR: CONTRACTUAL EXPENSE	4,226	10,190	(5,964)	41.47%	4,226	10,190	41.47%
100-51-5154-511	LIABILITY INS (LEAGUE)	23,566	47,000	(23,434)	50.14%	23,252	44,609	52.12%
100-51-5154-512	PROPERTY INS (LGPIF)	20,479	20,094	385	101.92%	18,579	14,163	131.18%
100-51-5160-220	BLDGS & PLANT: GAS & ELECTRIC	10,638	53,647	(43,009)	19.83%	7,724	42,000	18.39%
100-51-5160-221	BLDGS & PLANT: WATER	1,481	6,000	(4,519)	24.68%	1,668	6,000	27.79%
100-51-5160-222	BLDGS & PLANT: TELEPHONE	1,647	9,000	(7,353)	18.30%	2,334	0	0.00%
100-51-5160-223	BLDGS & PLANT:STORMWATER CHRG	1,992	7,500	(5,508)	26.55%	1,406	6,560	21.44%
100-51-5160-240	BLDGS & PLANT: CONTRACTUAL	4,297	5,000	(703)	85.95%	2,199	5,000	43.99%
100-51-5160-530	BLDGS & PLANT: RENTAL EXPENSE	0	0	0	0.00%	0	0	0.00%
PUBLIC SERVICES								
100-52-5210-110	POLICE: SALARIES & ALLOWANCES	22,008	100,811	(78,803)	21.83%	22,638	98,654	22.95%
100-52-5210-120	POLICE: CLERICAL WAGES	16,129	76,021	(59,892)	21.22%	14,784	73,210	20.19%
100-52-5210-121	POLICE: OFFICER WAGE & HOLIDAY	82,554	376,208	(293,654)	21.94%	81,068	369,913	21.92%
100-52-5210-122	POLICE: OVERTIME WAGES	5,578	9,000	(3,422)	61.98%	2,635	9,000	29.28%
100-52-5210-124	POLICE: PART-TIME DUTY WAGES	6,229	25,000	(18,772)	24.91%	15,780	23,000	68.61%
100-52-5210-125	POLICE: DIFFERENTIAL	581	2,000	(1,419)	29.07%	555	2,000	27.77%
100-52-5210-128	POLICE: COM SERVICE OFFICERS	0	4,400	(4,400)	0.00%	0	4,400	0.00%
100-52-5210-129	POLICE: CROSSING GUARD WAG	2,210	6,000	(3,790)	36.83%	1,916	6,000	31.93%
100-52-5210-130	POLICE: EMPLOYMENT BONUS	0	0	0	0.00%	0	0	0.00%
100-52-5210-150	POLICE: BENEFITS	49,331	208,842	(159,511)	23.62%	46,347	190,976	24.27%
100-52-5210-170	POLICE: EDUCATION REIMB	0	0	0	0.00%	0	0	0.00%
100-52-5210-210	POLICE: CONTRACTUAL SERVICES	4,512	15,000	(10,488)	30.08%	2,982	15,000	19.88%
100-52-5210-310	POLICE: OFFICE SUPPLIES & EXP	239	3,000	(2,761)	7.98%	1,053	3,000	35.11%
100-52-5210-321	POLICE: DUES & SEMINARS	520	3,000	(2,480)	17.33%	576	2,500	23.04%
100-52-5210-322	POLICE: TRAINING EXPENSES	2,463	10,000	(7,537)	24.63%	4,317	9,000	47.96%
100-52-5210-340	POLICE: OPERATING EXPENSE	2,240	16,000	(13,760)	14.00%	3,618	16,000	22.61%
100-52-5210-341	POLICE: UNIFORM EXPENSE	5,459	7,500	(2,041)	72.79%	6,849	6,000	114.16%
100-52-5210-345	POLICE: PROMOTION	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-52-5210-350	POLICE: VEHICLE REPAIR & MAINT	250	7,000	(6,750)	3.57%	2,626	5,000	52.53%
100-52-5210-370	POLICE: FUEL & OIL	1,650	8,000	(6,350)	20.62%	1,983	10,000	19.83%
100-52-5210-380	POLICE: DRUG PREVENTION	0	1,000	(1,000)	0.00%	0	1,000	0.00%
100-52-5210-390	POLICE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-52-5220-210	FIRE: CONTRACTUAL EXPENSE	0	553,322	(553,322)	0.00%	0	575,475	0.00%
100-52-5220-215	FIRE: 2% DUES TO MAD FIRE DEPT	0	22,500	(22,500)	0.00%	0	20,773	0.00%
100-52-5220-590	FIRE: HYDRANT RENTAL	0	0	0	0.00%	0	0	0.00%
100-52-5240-150	INSPECTIONS: BENEFITS	434	2,012	(1,578)	21.58%	539	2,303	23.40%
100-52-5240-211	INSPECTIONS: BUILDINGS	2,585	13,000	(10,415)	19.89%	3,247	14,500	22.39%
100-52-5240-212	INSPECTIONS: HVAC	1,087	5,000	(3,913)	21.73%	1,249	5,500	22.71%
100-52-5240-213	INSPECTIONS: ELECTRICAL	1,403	6,000	(4,597)	23.38%	2,123	7,500	28.31%
100-52-5240-214	INSPECTIONS: PLUMBING	466	2,300	(1,834)	20.27%	375	2,600	14.41%
100-52-5240-340	INSPECTIONS: OPERATIONS	0	340	(340)	0.00%	205	100	205.00%
100-52-5260-290	DANE COUNTY RADIO CONTRACT	1,302	7,928	(6,626)	16.42%	1,411	6,061	23.28%
PUBLIC WORKS								
100-53-5300-121	AIDABLE WORK: LABOR	14,290	73,385	(59,095)	19.47%	22,851	70,214	32.54%
100-53-5300-150	AIDABLE WORK: BENEFITS	2,731	14,391	(11,660)	18.98%	4,532	12,084	37.51%
100-53-5300-340	AIDABLE WORK: OPERATING EXP.	15,786	18,000	(2,214)	87.70%	2,096	18,000	11.64%
100-53-5300-450	SCHOOL SAFE ZONE	0	0	0	0.00%	0	0	0.00%
100-53-5300-600	AIDABLE: INSURANCE REPAIRS	0	0	0	0.00%	0	0	0.00%
100-53-5320-350	GARAGE: VEHICLE REPAIR & MAINT	1,586	15,000	(13,414)	10.57%	3,109	15,000	20.73%
100-53-5320-370	GARAGE: FUEL & OIL	4,827	13,000	(8,173)	37.13%	2,728	12,000	22.73%
100-53-5330-210	STR MAINT/REPAIR: ENGINEERING	0	0	0	0.00%	0	0	0.00%
100-53-5330-230	STR MAINT/REPAIR: ANNUAL CNTCT	0	0	0	0.00%	850	0	0.00%
100-53-5342-220	STREET LIGHTING: POWER	5,387	18,000	(12,613)	29.93%	3,107	18,000	17.26%
100-53-5342-340	STREET LIGHTING: CONTRACTUAL	0	5,000	(5,000)	0.00%	1,131	15,000	7.54%
100-53-5344-350	STORM SEWERS: DISCHARGE PERMIT	60	235	(175)	25.35%	38	175	21.60%
100-53-5352-300	BUS SERVICE	0	30,000	(30,000)	0.00%	0	30,000	0.00%
100-53-5362-290	REFUSE COLL: CONTRACTUAL SERVC	16,602	99,000	(82,398)	16.77%	24,473	96,289	25.42%
100-53-5363-290	METRO LANDFILL EXPENSE	4,980	9,960	(4,980)	50.00%	5,125	10,250	50.00%
100-53-5365-121	RECYCLING/YARDWASTE:LABOR	7,216	41,117	(33,901)	17.55%	6,322	45,115	14.01%
100-53-5365-150	RECYCLING/YARDWASTE:BENEFITS	1,240	8,098	(6,858)	15.32%	1,229	7,764	15.83%
100-53-5365-340	RECYCLING/YARDWASTE: SUP EXP	795	4,100	(3,305)	19.39%	131	4,100	3.19%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-53-5365-370	RECYCLING/YARDWASTE:FUEL & OIL	0	3,000	(3,000)	0.00%	661	2,800	23.62%
VILLAGE HALL								
100-54-5400-130	VILLAGE HALL: CLEANING	1,096	4,782	(3,686)	22.92%	970	4,819	20.12%
100-54-5400-150	VILLAGE HALL: BENEFITS	313	1,490	(1,177)	21.02%	320	829	38.60%
NON-AIDABLE SERVICES								
100-55-5500-121	NON-AIDABLE WORK: LABOR	22,953	118,163	(95,210)	19.43%	27,991	105,700	26.48%
100-55-5500-150	NON-AIDABLE WORK: BENEFITS	4,586	23,172	(18,586)	19.79%	5,990	18,191	32.93%
100-55-5500-340	NON-AIDABLE: OPERATING EXPENSE	12,529	25,000	(12,471)	50.11%	6,874	25,000	27.49%
100-55-5500-600	NON-AIDABLE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-55-5500-700	COMMUNITY GARDENS	0	500	(500)	0.00%	90	500	18.00%
100-55-5510-340	2018 FLOOD EXPENSES	0	0	0	0.00%	326,370	0	0.00%
100-55-5514-121	COMMUNITY CTR: WAGES	149	1,403	(1,254)	10.62%	0	811	0.00%
100-55-5514-150	COMMUNITY CTR: WAGE BENEFITS	47	275	(228)	17.11%	0	140	0.00%
100-55-5514-220	COMMUNITY CTR: GAS & ELECTRIC	2,275	5,000	(2,725)	45.50%	1,357	7,400	18.34%
100-55-5520-121	FORESTER: WAGES	13,515	64,988	(51,473)	20.80%	13,899	64,191	21.65%
100-55-5520-122	GRANT FUNDED HORT WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5520-125	HORT ASSISTANT WAGES	2,521	16,000	(13,479)	15.76%	893	23,000	3.88%
100-55-5520-150	FORESTER: WAGE BENEFITS	3,914	18,008	(14,093)	21.74%	3,880	17,581	22.07%
100-55-5520-320	PARKS:PROJECTS	969	12,500	(11,531)	7.75%	723	12,500	5.78%
100-55-5520-340	PARKS:OPERATING EXPENSE	1,096	4,800	(3,704)	22.82%	1,157	4,800	24.11%
100-55-5520-342	VILLAGE TREE SALES COSTS	0	5,000	(5,000)	0.00%	0	5,000	0.00%
100-55-5520-350	McKENNA PARK	0	0	0	0.00%	0	0	0.00%
100-55-5520-370	FORESTER: FUEL & OIL	0	0	0	0.00%	0	0	0.00%
100-55-5523-341	HORTICULTURE: CONSULTANT	0	500	(500)	0.00%	0	0	0.00%
100-55-5523-343	HORTICULTURE: REFORESTATION	0	0	0	0.00%	0	14,000	0.00%
100-55-5523-350	HORTICULTURE:PLANTINGS	0	2,500	(2,500)	0.00%	0	3,000	0.00%
100-55-5523-550	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-55-5523-600	TREE MAINTENANCE	21,740	35,000	(13,260)	62.11%	11,122	40,000	27.81%
100-55-5523-650	TREE REMOVALS	7,450	35,000	(27,550)	21.29%	8,825	30,000	29.42%
100-55-5531-121	FOUR CORNERS: WAGES	0	11,000	(11,000)	0.00%	0	13,000	0.00%
100-55-5531-150	FOUR-CORNERS: BENEFITS	0	900	(900)	0.00%	0	1,000	0.00%
100-55-5531-340	FOUR CORNERS: OPERATING EXPNSE	0	1,000	(1,000)	0.00%	0	1,500	0.00%
100-55-5532-121	LAND RECREATION: WAGES	0	11,000	(11,000)	0.00%	0	12,500	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-55-5532-150	LAND RECREATION: BENEFITS	0	1,000	(1,000)	0.00%	0	1,000	0.00%
100-55-5532-340	LAND RECREATION: OPERATING EXP	0	1,200	(1,200)	0.00%	0	1,700	0.00%
100-55-5533-121	TENNIS: WAGES	0	16,000	(16,000)	0.00%	0	18,000	0.00%
100-55-5533-150	TENNIS: BENEFITS	0	1,300	(1,300)	0.00%	0	1,400	0.00%
100-55-5533-340	TENNIS: OPERATING EXPENSES	0	4,000	(4,000)	0.00%	0	3,000	0.00%
100-55-5534-140	BASEBALL: UMPIRE PER DIEM EXP	0	0	0	0.00%	0	0	0.00%
100-55-5534-340	BASEBALL: OPERATING EXPENSES	0	0	0	0.00%	0	0	0.00%
100-55-5535-121	BASKETBALL: WAGES	0	1,200	(1,200)	0.00%	0	1,300	0.00%
100-55-5535-150	BASKETBALL: BENEFITS	0	125	(125)	0.00%	0	100	0.00%
100-55-5535-340	BASKETBALL: OPERATING EXPENSE	0	750	(750)	0.00%	0	750	0.00%
100-55-5536-121	INDOOR SOCCER: WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5536-150	INDOOR SOCCER: BENEFITS	0	0	0	0.00%	0	0	0.00%
100-55-5536-340	INDOOR SOCCER: OPERATING EXPEN	0	0	0	0.00%	0	0	0.00%
100-55-5537-340	SPEC EVENTS: JULY 4th EXPENSE	0	1,400	(1,400)	0.00%	0	1,350	0.00%
100-55-5537-341	SPEC EVENTS: FIREWORKS EXPENSE	0	9,500	(9,500)	0.00%	0	9,000	0.00%
100-55-5537-342	SPEC EVENTS: RECOGNITION NIGHT	6,501	5,000	1,501	130.01%	4,970	4,750	104.62%
100-55-5538-340	OUTDOOR SOCCER: OPERATNG EXPEN	1,961	7,000	(5,040)	28.01%	1,524	7,000	21.77%
100-55-5540-340	GOLF: OPERATING EXPENSES	0	4,500	(4,500)	0.00%	0	4,500	0.00%
100-55-5550-390	KAYAK/CANOE RENTAL EXPENSES	0	550	(550)	0.00%	0	550	0.00%
CONSERVATION & DEVELOPMENT								
100-56-5630-150	PLANNER	1,848	11,000	(9,152)	16.80%	0	800	0.00%
100-56-5640-210	PROF CONSULTANT:PLAN REVIEW	303	1,000	(697)	30.30%	1,169	800	146.16%
CAPITAL OUTLAY: GENERAL								
100-57-5735-775	CAP OUTLAY: CREW MOWER UNIT	0	0	0	0.00%	0	0	0.00%
100-57-5751-800	CAP OUTLAY: COMPUTERS	9,330	5,000	4,330	186.60%	787	10,000	7.87%
100-57-5751-810	CAP OUTLAY: GEN ADM EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5751-825	CAP OUTLAY: ADMIN DP SOFTWARE	0	0	0	0.00%	0	0	0.00%
100-57-5751-850	CAP OUTLAY:DPW CAPITAL EQUIPMT	0	0	0	0.00%	0	0	0.00%
100-57-5752-811	CAP OUTLAY: PD COMMNCTNS EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-813	CAP OUTLAY: PD VEHICLE REPL	0	0	0	0.00%	0	0	0.00%
100-57-5752-815	CAP OUTLAY: PD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-817	CAP OUTLAY: PD EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5752-821	CAP OUTLAY: FD COMMNCTNS EQPT	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 25.00%		March 31, 2020				March 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-57-5752-825	CAP OUTLAY: FD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
	*** DELETED A FEW EXTINCT CAPITAL OUTLAY ACCOUNTS							
OTHER FINANCING USES								
100-59-5910-900	CONTINGENT ACCOUNT	0	0	0	0.00%	0	0	0.00%
100-59-5920-900	DUE TO DEBT SERVICE	(3,855)	1,015,814	(1,019,669)	-0.38%	59,492	958,205	6.21%
	TOTAL REVENUES	98,141	4,096,171	(3,998,030)	2.40%	729,599	3,899,719	18.71%
	TOTAL EXPENSES	648,724	4,005,619	(3,356,896)	16.20%	965,460	3,899,719	24.76%
LGIP General Acct. Interest Rate		Mar-20	1.14%					
LGIP Tax Acct. Interest Rate		Mar-20	1.14%					
Park Bank Tax Acct. Interest Rate		Mar-20	1.63%					

Interest on Investments (2020) Rates/Amounts

Account	Month	Interest Rate	Amount
LGIP General	January	1.61%	3,189.52
	February	1.62%	3,015.72
	March	1.14%	2,266.41
	April		
	May		
	June		
	July		
	August		
	September		
	October		
	November		
	December		
	TOTAL		8,471.65

LGIP Tax	January	1.61%	721.78
	February	1.62%	679.01
	March	1.14%	510.30
	April		
	May		
	June		
	July		
	August		
	September		
	October		
	November		
	December		
	TOTAL		1,911.09

Park Bank Tax	January	1.73%	5,672.33
	February	1.73%	5,851.81
	March	1.63%	3,644.62
	April		
	May		
	June		
	July		
	August		
	September		
	October		
	November		
	December		
	TOTAL		15,168.76

	GRAND TOTAL		25,551.50
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**Village of Shorewood Hills
Board of Trustees Minutes
Monday, March 16, 2020**

1. Called to Order Village President David Benforado called the meeting to order at 7:02 pm.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees Scott Friedman (by telephone), John Imes, Tracy Bailey, Mark Lederer, Cokie Albrecht (by telephone) and Shabnam Lotfi. Village Treasurer Sean Cote was excused. Also in attendance were Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes and Village Clerk Karla Endres.

3. Statement of Public Notice Karl Frantz stated the meeting has been properly noticed.

4. Procedures Orientation Mr. Benforado explained that future meetings might be held by conference call instead of in person. Committees should not meet in person for the near future.

5. Appearances and Communications None.

6. Board Matters

Consent Agenda

Mr. Imes moved and Ms. Bailey seconded a motion to approve the consent agenda including bills in the amount of \$2,024,653.35, February 21 meeting minutes, Refer request for privilege to occupy street right of way for parking pad at 3414 Lake Mendota Drive to Public Works Committee, Transient merchant permit- Fabian Seafood, Resolution R-2020-3 Consider adoption of public participation plan as a required component of the comprehensive plan update, Consider approval of Municipal Separate Storm Sewer System (MS4) report and permit application, Consider approval of Heiden Haus plans (recommended by Ad hoc Heiden Haus Committee), Consider approval of special exception permit for a roof height exception 3334 Lake Mendota Drive (recommended by the Plan Commission), Consider approval of conditional use permit for a deck and stairwell 3334 Lake Mendota Drive (recommended by the Plan Commission), Appoint Mark Lederer as regular member of the Board of Review, Appoint Poll Workers-Charles Field, Betsy Kramer. Item xii to Appoint Plan Commission removed.
Motion passed 7-0.

Mr. Benforado recommended that the Board re-appoint the current Plan Commission

Ms. Bailey would like it noted that the Plan Commissions should be more diverse with members that have young families/school age kids in the demographics.

Mr. Imes moved and Ms. Albrecht seconded a motion to approve the re-appointment of the Plan Commission.
Motion passed 7-0.

B. New Business Resolutions and Motions

i. Resolution R-2020-1 Recognizing Police Lieutenant Courtland Martens for sixteen years of dedicated service to the Village.

Mr. Lederer moved and Mr. Imes seconded a motion to approve Resolution R-2020-1 Recognizing Police Lieutenant Courtland Martens for sixteen years of dedicated service to the Village.
Motion passed 7-0.

ii. Resolution R-2020-2 Declaring a local state of emergency

Mr. Frantz gave a brief summary of the communications with the County staff with regards to the COVID-19. The County declared a state of emergency and is urging municipalities to do the same.

Mr. Lederer stated he has concerns with open meeting law, payment of bills, contingency fund, and that the Administrator should report back to the Board periodically.

Mr. Frantz stated that the open meetings could happen as long as the Public can dial in to a phone call or meeting and have the meetings documents available to them for their viewing on a website or other resource. At this time, we do not have the proper resources to do this. We could in the near future with a contracted service. Mr. Frantz would be asking for authority to approve the regular bills within budgetary constraint.

Mr. Frantz stated that the contingency funds would be an item that could be removed as it was written for neighboring communities and that is not an item that the Village would need.

Mr. Benforado is deleting item “i- To authorize the expenditure of contingency funds.” in the resolution and will add “within budgeted amounts” to “h”.

Mr. Lederer would like item “2” to state: “That the following powers are delegated to the Village of Shorewood Hills Village Administrator, who will report back at least monthly to the Village Board with electronic updates as needed.

Mr. Lederer moved and Ms. Bailey seconded a motion to approve the amended resolution R-2020-2. Motion passed 7-0.

C. Appointments-None.

7. Reports of Officials and Committees

A. Village President-Nothing to report.

B. Village Administrator

i. Update on COVID-19 preparation-Briefly updated the Board on the planning and communications between the Village departments and plans for continuity of operations.

C. Personnel Committee-The Board will be updated by an email due to the sensitive nature of the matter.

D. Finance Committee-Did not meet.

E. Plan Commission-Discussed neighborhood plan and special exception permit for Lake Mendota drive.

i. Distribution of Stakeholder Questionnaire-Proceed forward with the questionnaire.

F. Public Works Committee-Did not meet.

G. Services Committee-Did not meet.

H. Public Health & Safety Committee-Did not meet.

I. Recreation Committee-Met and discussed the dog park and registration software for recreation programs.

J. Ad hoc Recognition Committee-Did not meet.

K. Ad hoc Disaster Preparedness Committee-Did not meet.

L. Ad hoc Stormwater Committee-Did not meet.

M. Ad hoc Heiden Haus Committee-Did not meet.

N. Parks Committee-Met and approved installation of a wild bee hive in community gardens.

O. Blackhawk Liaison Committee-Did not meet. Blackhawk Country Club has canceled all banquets and meetings and have no income coming in.

P. Pool Committee-Still do not have a Pool Manager but will continue with the hiring process.

Q. Waterfront Committee-Did not meet.

8. Next meeting date: April 21

9. Adjourn

Meeting was adjourned at 8:28 pm.

Respectfully submitted,

Karla Endres
Village Clerk

**Village of Shorewood Hills
Board of Trustees Minutes
Monday, April 6, 2020**

1. Called to Order Village President David Benforado called the meeting to order at 9:01 am.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees Mark Lederer, John Imes, Cokie Albrecht, Scott Friedman, Tracy Bailey and Shabnam Lotfi. Village Treasurer Sean Cote was excused. Also in attendance were Administrative Services Manager/Deputy Clerk David Sykes, Village Administrator Karl Frantz and Village Clerk Karla Endres.

3. Statement of Public Notice Karl Frantz stated the meeting has been properly noticed.

4. Procedures Orientation – Mr. Benforado briefly explained the procedure for a virtual meeting.

5. Appearances and Communications – None.

6. Board Matters

A. Consider Hire of Pool Manager

Mr. Lederer explained there were two applicants for the Pool Manger position. One applicant has been a long time participant in the pool and the other applicant resided in Idaho. There was uncertainty as to when the Idaho applicant would be relocating to the Madison area to be closer to family and that opportunity quickly arose. There is an urgency to get this position filled to assist with the interview process of the seasonal pool staff. The hiring committee recommendation is that the Village Board hires Elaena Noffsinger as the Pool Manager.

Mr. Lederer moved and Ms. Lotfi seconded a motion to hire Eleana Noffsinger as the Pool Manager on the basis of the Administrator's offer of hire letter dated April 2, 2020.

Ms. Bailey asked if there is no recreation programs and no pool this summer, if there is enough work to have assist at the Village Hall this summer.

Mr. Benforado said that the hiring committee felt strongly that the Village still hires Eleana Noffsinger.

Mr. Lederer stated there is a learning curve for the candidate to take over the culture of the Shorewood Pool and this would be supported either way if there was a pool season or not.

Ms. Albrecht stated the Pool Committee felt they could still afford to keep Eleana Noffsinger and pay her salary with the healthy pool fund balance.

Mr. Benforado stated the Pool Manager position is one that has potential to morph into a larger position that would share some administration responsibility as well as the pool and recreation programs.

Motion passed 7-0.

7. Adjourn

Meeting was adjourned at 9:49 am.

Respectfully submitted,

Karla Endres
Village Clerk

Mike Meier

██████████
Waunakee, WI 53597
██████████
████████████████████

January 19, 2020

Karla Endres
Village Clerk
the Village of Shorewood Hills
810 Shorewood Boulevard
Madison WI 53705

Dear Karla Endres:

Attached you will find my resume and application regarding the open Crew Chief position with the Village of Shorewood Hills . My certifications in water, playground safety, fire and heavy equipment operation, along with my professional experience, have provided me the opportunity to be an excellent candidate for this position.

As you will see from the enclosed resume, I have more than fifteen years of experience in the field of public works. My resume shows that I have been consistently rewarded for hard work thru increased responsibilities. This experience has prepared me to take on the leadership role of Public Works Crew Chief.

If you have questions, please contact me at ██████████ I look forward to meeting you to further discuss this employment opportunity with the Village of Shorewood Hills .

Thank you,



Mike Meier

Enclosures

Michael J. Meier



Objective

Utilizing my variety of skills, experience and leadership my hope is to lead the Village of Shorewood Hills Public Works Department as Crew Chief. I feel my experience in the water department, streets department, parks department, firefighting, and welding would be an asset to your municipality.

Experience

2004- Present City of Middleton Middleton, WI

Parks Crewman and Water Utility Crewman

- Water main and water valve construction and maintenance
- Fluoride and Chlorine chemical testing and monitoring
- Well and Sewer pump maintenance
- Water main break repairs including road repair and excavation
- Welding and fabricating
- Snow removal, landscaping and mowing
- Forestry work to include the Ash Tree Removal Project
- Heavy Equipment operation
- Playground and Pool maintenance and assembly

2002 - Present Waunakee Fire Department Waunakee, WI

Volunteer

- Volunteer Firefighter
- Pumper / Tender Operator
- ATV Operation
- ICS and CPR Certified

1998-2000 Village of Waunakee Waunakee, WI

Streets Crew

- Painting Road repair
- Brush pickup and chipping
- Creek maintenance

Education

2000 Waunakee High School Waunakee, WI

2001-2004 Madison Area Technical College Madison, WI

General Studies

Fire Fighter Certifications

Skills

Welding, Water/Utility Operator Certifications, Chainsaw Certification, Forklift Certification, CDL, Fire Certifications, CPSI (Certified Playground Safety Inspector), AFO (Aquatics Facility Operator) and Computer experience.

VILLAGE OF SHOREWOOD HILLS APPLICATION FOR EMPLOYMENT

We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Position(s) applied for: PUBLIC WORKS CREW CHIEF		Date of application: JANUARY, 18 2020	
How did you learn about this opening?			
<input type="checkbox"/> Advertisement	<input checked="" type="checkbox"/> Friend	<input type="checkbox"/> Walk-in	
<input type="checkbox"/> School (MATC / UW)	<input type="checkbox"/> Relative	<input type="checkbox"/> Other	
Name: Last MEIER	First MICHAEL	Middle Initial J	
Address: Number Street 102 WINSTON WAY		City WAUNAKEE	State Zip Code WI 53597
Telephone Number(s): Home: [REDACTED] Work: [REDACTED] Cell Phone: [REDACTED]	WI Driver's License Number: [REDACTED]		
e-mail Address: [REDACTED]			

- Will you be 18 years old or older when your Village employment starts? Yes No
- If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No
- Have you ever filed and application with us before? Yes No
If yes, give date(s) _____
- Have you ever been employed with us before? Yes No
If yes, give date(s) _____
- Are you currently employed? Yes No
- May we contact your current employer? Yes No
- Are you prevented from lawfully becoming employed in this country because of VISA or immigration status? Yes No
- Are you available to work: Full-Time? Part-Time? Shift Work? Temporary?
- Are you currently on "lay-off" status and subject to recall? Yes No
- Can you travel if the job requires it? Yes No
- Have you been convicted of any offense (including civil forfeiture, misdemeanor or felony) or are subject of any pending charges? Yes No
If yes, please identify the nature the conviction and the circumstances surrounding it:

The existence of a conviction or pending charges will not necessarily disqualify an applicant from employment

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT EXPERIENCE

Start with your most recent job. Include any job related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

1.	Employer CITY OF MIDDLETON	Dates Employed		Work Performed
		From	To	
	Address 4330 PARMENTER ST.	4/2004 —		WATER MAIN BREAKS, PLUMBING
	Telephone Number(s) (608)-877-1086	Hourly Rate / Salary		LEAF & BRUSH COLLECTION, MOWING
		Starting	Final	
	Job Title CREWMAN Parks Dept. Supervisor KURT MEINHOLZ	\$19.50/100		ASH TREE REMOVAL, WINTERIZING
	Reason for Leaving ADVANCEMENT OPPORTUNITY	PER HR.		PLUMBING, ELECTRICAL
2.	Employer WAUNAKEE FIRE DEPT.	Dates Employed		Work Performed
		From	To	
	Address 401 WEST 2ND ST	3/2002 —		TREASURER, FIRE FIGHTING
	Telephone Number(s) (608)-849-5488	Hourly Rate / Salary		EXTRICATION, MOP-UP
		Starting	Final	
	Job Title TREASURER/FIRE FIGHTER Supervisor DAVE KOPP	\$8.00/100	\$13.75/100	TRAINING, EDUCATOR
	Reason for Leaving N/A	PER HR.	PER HR.	ENGINE & LADDER OPERATIONS
3.	Employer ULTRAGENYX	Dates Employed		Work Performed
		From	To	
	Address 25 RECREATION PARK DR. SUITE 200 HINGHAM, MA 02043	5/2019 —		PAID SPEAKER,
	Telephone Number(s) (773)-818-7439	Hourly Rate / Salary		AMBASSADOR FOR XLH
		Starting	Final	
	Job Title AMBASSADOR Supervisor DANIELLE DIORICKSON	VARIES PER SPEAKING ENGAGEMENT		
	Reason for Leaving N/A			
4.	Employer SPRINGFIELD WELDING	Dates Employed		Work Performed
		From	To	
	Address 7265 WI-19 WAUNAKEE, WI 53597	1999	3/2004	WELDING, GRINDING,
	Telephone Number(s) (608) 849-7077	Hourly Rate / Salary		MEASURING, CUTTING,
		Starting	Final	
	Job Title WELDER Supervisor GARY ACKER	\$10.00/100	\$14.00/100	FORKLIFT, DRILLING, BILGING
	Reason for Leaving NEW OPPORTUNITY	PER HR.	PER HR.	SAND BLASTING, INVENTORY

Please continue on a separate piece of paper, if necessary

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EDUCATIONAL HISTORY

	Name and Address of School	Course of Study	Years Completed	Diploma / Degree
Grade School (Middle School)	WAUNAKEE MIDDLE SCHOOL 1001 SOUTH ST. WAUNAKEE, WI 53597		3	8TH GRADE DIPLOMA
High School	WAUNAKEE HIGH SCHOOL 301 COMMUNITY DR. WAUNAKEE, WI 53597		4	DIPLOMA
Undergraduate College / Technical	MADISON COLLEGE 1701 WRIGHT ST. MADISON, WI 53704	GENERAL / FIRE		CERTIFICATES
Graduate Professional				
Other (Specify)				

SPECIALIZED TRAINING

Describe any specialized training, apprenticeship, skills and extra-curricular activities:

WATER LICENSE (OPERATOR) # 33572, AQUATIC FACILITIES OPERATOR (A.F.O.),
 CERTIFIED PLAYGROUND SAFETY INSPECTOR (C.P.S.I.), CHAINSAW CERTIFICATION, BUCKET TRUCK
 OPERATION, FORK LIFT OPERATION, CONFINED SPACE OPERATION, C.D.L., BLOOD BORN PATHOGENS

ADDITIONAL INFORMATION

List professional, trade, business or civic activities and offices held. You may exclude memberships which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

OWNED / MANAGED STORAGE BUSINESS AS AN L.L.C.
 HEALTH & WELLNESS COMMITTEE WITH CITY OF MIDDLETON
 CURRENT TREASURER FOR WAUNAKEE FIRE DEPT.

JOB RELATED SKILLS

Summarize special job-related skills and qualifications acquired from employment or other experience:

EXPERIENCE IN ALL 3 DEPARTMENTS (UTILITIES, PARKS & STREETS) AT THE CITY OF MIDDLETON
 THIS HAS PREPARED ME FOR THE ROLE OF CREW CHIEF AND THE ROLE
 IT PLAYS IN ALL THESE AREAS

REFERENCES

1.	Bill FREDERICK (Name)	117 SIMON CRESTWAY (Address)	WAUNAKEE, WI 53597 (Phone #)
2.	BRAD HORWOOD (Name)	1601 SAPPHIRE WAY (Address)	SUN PRAIRIE, WI 53590 (Phone #)
3.	JESSICA RIPP (Name)	5411 RIPP ROAD (Address)	MIDDLETON, WI 53562 (Phone #)
4.	BRIAN ADLER (Name)	1019 S. HOLIDAY DR. (Address)	WAUNAKEE, WI 53597 (Phone #)

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized party of the Village of Shorewood Hills.

I understand that any false or misleading information given in my application or interview(s) may result in me not being considered for the position or, if hired, termination of my employment. I understand, also, that I am required to abide by all rules and regulations of the Employer.

Mel Q. Min
Signature of Applicant

11/19/2020
Date

Please return the completed form to:

Village of Shorewood Hills
810 Shorewood Boulevard
Madison, WI 53705-2115

Phone: 608-267-2680
Fax: 608-266-5929



Print Form

(Revised 7-12-12)

WE ARE AN EQUAL OPPORTUNITY EMPLOYER



Village of
Shorewood Hills

March 17, 2020

Mr. Mike Meier
102 Winston Way
Waunakee, WI 53597

RE: Conditional offer of employment – Village of Shorewood Hills Crew Chief

Dear Mr. Meier

Congratulations! The Village is pleased to present you with a conditional offer of employment as Department of Public Works Crew Chief. Details of employee benefits and work rules are expressed in the Village's Personnel Policy Manual. Please read through it carefully, and if you have questions be sure to ask me. Except as otherwise provided in this letter, that manual will govern the terms of your employment. This conditional offer of employment is contingent on satisfactory results of a background check, physical, drug test and Village Board approval.

Compensation Package. Your starting salary will be \$65,000 per year per year payable as earned according to the Village's normal payroll process. This is Grade 18 Step 2 in the Village compensation plan (\$31.25 per hour based on 2080 hours). The job is classified as a salaried exempt from overtime position. In 2021 you will be eligible to receive a two-step increase. Currently this is Step 4, \$32.99 per hour or \$68,619 per year. Should the Village make an across the Board adjustment to the pay plan that step amount will change. Thereafter beginning in 2022 you will be eligible and considered for an annual one step adjustment at the same time as other employees. Your salary is based on the hourly rate in the pay plan multiplied by 2080 hours.

Vacation. Commencing on your date of employment you will be credited with 23 days of vacation. After your first year of employment you will continue to receive 23 days of vacation each year and will accrue one day additional for each year of employment up to a maximum of 25 days per the Village Personnel Manual.

Sick Leave. You will be credited with fifty days of sick leave upon commencing employment and then will accrue additional sick leave in accordance with the Village Personnel Manual.

We discussed your involvement with Ultrageneyx and speaking engagements that may occur approximately once per month and require you to leave work by 11:00 a.m. on Fridays. That will not pose problems.

If you have any questions do not hesitate to contact me. I look forward to your response to this offer and to be working with you soon.

Sincerely,


Karl Frantz,
Village Administrator



TO: PERSONNEL COMMITTEE

FROM: AARON P. CHAPIN, CHIEF OF POLICE

RE: PART-TIME OFFICER HIRES

DATE: APRIL 13, 2020

The Village of Shorewood Hills Police Department has had some turn-over in staffing at the part-time ranks with staff taking full-time jobs and needing to prioritize their commitments. Because of these departures, it is necessary to add to the part-time ranks of the organization.

One individual I would like to offer a part-time position to is Courtland Martens. Courtland moved to Tennessee with his family for his wife to pursue a new career opportunity. He would be available to assist with long term gaps in coverage caused by full-time staff being on leave. I would envision him working multiple days in a row with advanced notice. The department would have to find creative ways from him to complete his training requirements, but it is not overly cumbersome to do so. This would allow Courtland to maintain his certification as a police officer in the State of Wisconsin and would assist the SHPD with some of the necessary coverage.

A second individual I would like to hire is Eric Daniels. Eric is a former Dane County Deputy. He has assisted SHPD with inservice training on several occasions and is known to some of the SHPD employees. Eric is bilingual with Spanish being his native language. Sgt. Weitzel and I interviewed Eric and believe he would be a good fit for the organization. He has successfully completed a background investigation and psychological assessment. Eric is currently working for his father's landscaping business and would have much flexibility to conduct field training and to be able to cover open shifts once training is complete.

###

Shorewood Hills Police Department
Chief Aaron P. Chapin
810 Shorewood Boulevard
Madison, WI 53705-2115
Phone: 608-267-1110 / Fax: 608-267-1155
www.shorewood-hills.org

April 15, 2020

Village of Shorewood Hills
810 Shorewood Boulevard
Madison, WI 53705

Attention: Mr. Karl Frantz, Village Administrator

Subject: Analysis of Bids and Recommendation for Award of Contracts; 2020
Flood Repair and Stormwater Improvements; Village of Shorewood Hills

Bid Deadline: March 19, 2020 at 1:00 P.M. local time

Ladies and Gentlemen:

The purpose of this letter is to analyze the bids received for the 2020 Flood Repair and Stormwater Improvements project and to recommend award of a contract. This project involves stormwater improvements, storm sewer installation, bioretention area construction, ditch regrading, and path reconstruction.

The pre-bid estimate for the base bid was \$184,223.00. Eleven general contractors, subcontractors, and material suppliers requested sets of the plans, specifications and bidding documents. Three contractors submitted bids.

A summary of the bids is as follows:

Contractor	Base Bid
Badgerland Excavating Corp.	\$187,681.00
Drax Inc.	\$189,690.00
Raymond P. Cattell Inc.	\$268,252.50

All of the bids were properly submitted.

The low bidder is Badgerland Excavating Corp. of Madison, Wisconsin, an experienced utility and street contractor that has completed similar projects for other Dane County communities. The bid prices are very close to the pre-bid estimate and are representative of current bid market pricing for this type of work. We recommend that Badgerland Excavating Corp. be awarded a contract for a total of \$187,681.00.

The work will be funded in part by three different grant programs summarized below:

Dane County Urban Water Quality Grant	\$36,763.50
DNR Urban Non-Point Source Grant	\$21,000.00
FEMA Flood Recovery	\$45,674.25
Total Funding Assistance	\$103,437.75

While the projected eventual Village contribution for construction will be just under \$130,000 (covering engineering and the unfunded construction costs), these programs are reimbursement-based so the Village will need to initially pay for the entire project up front.

This will be a unit price contract. That is, the contractor will be paid for the work actually performed on the basis on the unit prices bid. This means that the final line item costs could be either greater than or less than the bid totals. Also, unexpected conditions are sometimes encountered which result in increased project costs. Therefore, it would be wise to continue to carry the recommended 10% contingency.

If you have any questions with respect to our thoughts on this matter, I am available at your convenience to discuss them with you.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.

A handwritten signature in black ink, appearing to read "Brian Berquist".

Brian Berquist, P.E.
President

BRB:sai

BID TABULATION

Project: 2020 Flood Repair and Stormwater Improvements; Village of Shorewood Hills
 Engineer's Project Number: SH 92 Bid Deadline: March 19, 2020 at 1:00 P.M. local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		Badgerland Excavating Corp.		Drax Inc.		Raymond P. Cattell Inc.	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
Base Bid- Beloit Court (FEMA 80289)											
1.1	0.75" Crushed Aggregate Base Course	45	tons	\$ 18.00	\$ 810.00	\$ 40.00	\$ 1,800.00	\$ 30.00	\$ 1,350.00	\$ 40.00	\$ 1,800.00
1.2	Remove and Replace 3" Asphalt Surface Pavement, Type 5 LT	67	sq. yd.	\$ 45.00	\$ 3,015.00	\$ 50.00	\$ 3,350.00	\$ 50.00	\$ 3,350.00	\$ 70.00	\$ 4,690.00
1.3	Sawcutting Existing Concrete and Asphalt Pavements	70	lin. ft.	\$ 1.50	\$ 105.00	\$ 4.00	\$ 280.00	\$ 10.00	\$ 700.00	\$ 3.00	\$ 210.00
1.4	Rip-Rap Installation	7	cu. yd.	\$ 150.00	\$ 1,050.00	\$ 140.00	\$ 980.00	\$ 120.00	\$ 840.00	\$ 250.00	\$ 1,750.00
1.5	Topsoil Restoration, Seeding, Fertilizing & Mulching	18	sq. yd.	\$ 7.00	\$ 126.00	\$ 20.00	\$ 360.00	\$ 50.00	\$ 900.00	\$ 30.00	\$ 540.00
1.6	Erosion Control	1	lump sum	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 1,500.00	\$ 1,500.00
Base Bid- Railroad Bio-Swale (FEMA 80290)											
2.1	Grading, Clearing and Debris Removal	1	lump sum	\$ 7,500.00	\$ 7,500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00	\$ 32,500.00	\$ 32,500.00
2.2	Clean Existing 12" Storm Sewer	75	lin. ft.	\$ 15.00	\$ 1,125.00	\$ 25.00	\$ 1,875.00	\$ 30.00	\$ 2,250.00	\$ 20.00	\$ 1,500.00
2.3	Clean Existing 18" Storm Sewer	84	lin. ft.	\$ 20.00	\$ 1,680.00	\$ 20.00	\$ 1,680.00	\$ 30.00	\$ 2,520.00	\$ 25.00	\$ 2,100.00
2.4	Clean Existing 21" Storm Sewer	30	lin. ft.	\$ 25.00	\$ 750.00	\$ 30.00	\$ 900.00	\$ 30.00	\$ 900.00	\$ 25.00	\$ 750.00
2.5	Topsoil Restoration, Seeding, Fertilizing & Mulching	1,040	sq. yd.	\$ 7.00	\$ 7,280.00	\$ 8.00	\$ 8,320.00	\$ 7.00	\$ 7,280.00	\$ 15.00	\$ 15,600.00
2.6	Erosion Control	1	lump sum	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00
Base Bid- Lake Mendota Marina Park (FEMA 80291, Site 1)											
3.1	0.75" Crushed Aggregate Base Course	283	tons	\$ 18.00	\$ 5,094.00	\$ 40.00	\$ 11,320.00	\$ 30.00	\$ 8,490.00	\$ 30.00	\$ 8,490.00
3.2	Remove and Replace 3" Asphalt Surface Pavement, Type 5 LT	73	tons	\$ 190.00	\$ 13,870.00	\$ 150.00	\$ 10,950.00	\$ 115.00	\$ 8,395.00	\$ 100.00	\$ 7,300.00
3.3	Remove and Replace Treated Wood Railing	40	lin. ft.	\$ 150.00	\$ 6,000.00	\$ 100.00	\$ 4,000.00	\$ 80.00	\$ 3,200.00	\$ 120.00	\$ 4,800.00
3.4	Erosion Control	1	lump sum	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,800.00	\$ 2,800.00
Base Bid- Lake Mendota Marina Park (Non-FEMA Items)											
4.1	Grading, Clearing and Debris Removal	1	lump sum	\$ 15,000.00	\$ 15,000.00	\$ 3,000.00	\$ 3,000.00	\$ 22,000.00	\$ 22,000.00	\$ 31,500.00	\$ 31,500.00
4.2	0.75" Crushed Aggregate Base Course	314	tons	\$ 18.00	\$ 5,652.00	\$ 30.00	\$ 9,420.00	\$ 30.00	\$ 9,420.00	\$ 30.00	\$ 9,420.00
4.3	Remove and Replace 3" Asphalt Surface Pavement, Type 5 LT	97	tons	\$ 190.00	\$ 18,430.00	\$ 150.00	\$ 14,550.00	\$ 115.00	\$ 11,155.00	\$ 100.00	\$ 9,700.00

BID TABULATION

Project: 2020 Flood Repair and Stormwater Improvements; Village of Shorewood Hills
 Engineer's Project Number: SH 92 Bid Deadline: March 19, 2020 at 1:00 P.M. local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		Badgerland Excavating Corp.		Drax Inc.		Raymond P. Cattell Inc.	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
4.4	Rip-Rap Installation	160	cu. yd.	\$ 150.00	\$ 24,000.00	\$ 80.00	\$ 12,800.00	\$ 120.00	\$ 19,200.00	\$ 120.00	\$ 19,200.00
4.5	72" x 36" Concrete Box Culvert With Endwall	13	lin. ft.	\$ 350.00	\$ 4,550.00	\$ 800.00	\$ 10,400.00	\$ 1,500.00	\$ 19,500.00	\$ 1,100.00	\$ 14,300.00
4.6	Topsoil Restoration, Seeding, Fertilizing & Mulching	139	sq. yd.	\$ 7.00	\$ 973.00	\$ 15.00	\$ 2,085.00	\$ 15.00	\$ 2,085.00	\$ 20.00	\$ 2,780.00
4.7	Erosion Control	1	lump sum	\$ 750.00	\$ 750.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 4,800.00	\$ 4,800.00
Base Bid- John C. McKenna Park (FEMA 80291, Site 2)											
5.1	Grading, Clearing and Debris Removal	1	lump sum	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 2,250.00	\$ 2,250.00
5.2	Rip-Rap Installation	5	cu. yd.	\$ 150.00	\$ 750.00	\$ 200.00	\$ 1,000.00	\$ 120.00	\$ 600.00	\$ 300.00	\$ 1,500.00
5.3	Topsoil Restoration, Seeding, Fertilizing & Mulching	7	sq. yd.	\$ 7.00	\$ 49.00	\$ 100.00	\$ 700.00	\$ 50.00	\$ 350.00	\$ 40.00	\$ 280.00
5.4	Erosion Control	1	lump sum	\$ 500.00	\$ 500.00	\$ 200.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
Base Bid- Sam Roth Park (FEMA 80291, Site 3)											
6.1	Grading, Clearing and Debris Removal	1	lump sum	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 4,800.00	\$ 4,800.00
6.2	Topsoil Restoration, Seeding, Fertilizing & Mulching	223	sq. yd.	\$ 7.00	\$ 1,561.00	\$ 8.00	\$ 1,784.00	\$ 15.00	\$ 3,345.00	\$ 15.00	\$ 3,345.00
6.3	Erosion Control	1	lump sum	\$ 500.00	\$ 500.00	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Base Bid- Edgehill Parkway Bioretention Area (Non-EEMA Items)											
7.1	Grading, Clearing and Debris Removal	1	lump sum	\$ 1,500.00	\$ 1,500.00	\$ 18,000.00	\$ 18,000.00	\$ 13,000.00	\$ 13,000.00	\$ 24,800.00	\$ 24,800.00
7.2	Area Inlets, Including Castings	1	ea	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 350.00	\$ 350.00	\$ 2,750.00	\$ 2,750.00
7.3	12" RCP Storm Sewer	89	lin. ft.	\$ 85.00	\$ 7,565.00	\$ 80.00	\$ 7,120.00	\$ 105.00	\$ 9,345.00	\$ 80.00	\$ 7,120.00
7.4	12" RCP Apron Endwalls, Without Grates	1	ea	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00	\$ 1,100.00	\$ 675.00	\$ 675.00
7.5	Engineered Soil	233	cu.yd.	\$ 65.00	\$ 15,145.00	\$ 100.00	\$ 23,300.00	\$ 33.00	\$ 7,689.00	\$ 60.00	\$ 13,980.00
7.6	Granular Storage, Pea Gravel, and Sand Interface	233	cu.yd.	\$ 18.00	\$ 4,194.00	\$ 60.00	\$ 13,980.00	\$ 30.00	\$ 6,990.00	\$ 55.00	\$ 12,815.00
7.7	Hardwood Mulch Surface	233	sq. yd.	\$ 50.00	\$ 11,650.00	\$ 4.00	\$ 932.00	\$ 10.00	\$ 2,330.00	\$ 7.50	\$ 1,747.50
7.8	Bioretention Plug Plantings	233	sq. yd.	\$ 50.00	\$ 11,650.00	\$ 15.00	\$ 3,495.00	\$ 27.00	\$ 6,291.00	\$ 15.00	\$ 3,495.00
7.9	Topsoil Restoration, Seeding, Fertilizing & Mulching	67	sq. yd.	\$ 7.00	\$ 469.00	\$ 20.00	\$ 1,340.00	\$ 15.00	\$ 1,005.00	\$ 15.00	\$ 1,005.00
7.10	Erosion Control	1	lump sum	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 4,800.00	\$ 4,800.00
7.11	Sawcutting Existing Concrete and Asphalt Pavements	120	lin. ft.	\$ 1.50	\$ 180.00	\$ 3.00	\$ 360.00	\$ 8.00	\$ 960.00	\$ 3.00	\$ 360.00
TOTAL BASE BID					\$ 184,223.00		\$ 187,681.00		\$ 189,690.00		\$ 268,252.50

To: Village President Board of Trustees & Department Heads

From: Karl Frantz

Re: Essential Operations of the Village/COVID-19

Date: April 1, 2020

As you know, Governor Evers has released his order concerning “Safer at Home”. Based on that the following operations and their necessary support staff are essential per the Governor’s order:

- All Police services, except for office functions that can be performed remotely.
- Election work as mandated by the State of Wisconsin.
- Primary financial functions for payroll, accounts payable, utility billing and cash management.
- Essential human resources management and hiring processes
- Public works/sewer/water on hand for service and emergencies but with staggered schedules to avoid as much contact among employees and the public as possible.
- Village Board and potentially other meetings deemed necessary performed electronically and remotely per the Village Attorney’s guidance.
- I.T. set up of remote work for departments as well as network management and security.
- Certain elements of Building Inspections
- The Municipal Court as determined by the Municipal Judge
- Remote operations for all other functions.

This list is subject to change as more information becomes available and as circumstances evolve.

Assuming that we have a Board meeting on April 21, I will request the Board’s confirmation of this list.

Final List of 2020 - 2021 VOSH Committee Assignments

<u>Committee</u>	<u>Benforado</u>	<u>Imes</u>	<u>Lotfi</u>	<u>Albrecht</u>	<u>Friedman</u>	<u>Bailey</u>	<u>Valderamma</u>	<u>Cote</u>	<u>Other</u>
Ad Hoc Disaster						X Chair			
Ad Hoc Stormwater	X Chair								
BCC Liaison			X Chair						
Board of Review									Chair Doug Rahn
BZA					Alternate				Chair Gary Johnson
Finance		X Chair		X Member				X Member	
Golf									Chair Stineman
JCAC		X Member							and Karl Frantz
Joint Review Board	X Chair	X Member							
Parks							X Chair		
Personnel				X Chair					
Plan Commission	X Chair	X Member							
Pool							X Member		Chair Mark Lederer
Public Health & Safety					X Chair				
Public Works						X Chair	X Member		
Recreation						X Chair			
Services			X Chair						
Waterfront					X Member				Chair John Voegli

Rev 4/17/20

From: **Cokie Albrecht** <cokiealbrecht@shorewood-hills.org>

Date: Fri, Apr 17, 2020 at 7:51 AM

Subject: Committee appointment procedure

To: David Benforado <dbenforado@shorewood-hills.org>

Cc: Karl Frantz <kfrantz@shorewood-hills.org>

Hi Dave,

As I mentioned in our conversation a couple days ago, I would like the Trustees to consider revising the procedure for appointing new Village committee members. I think there would be a benefit in making the process more formal.

Trustees should strive to balance their committee membership, with the goal of representing the widest range of residents possible—by gender, race, age, location, etc. Also important is the knowledge and skills any proposed member brings to a committee. We know our community has a crazy amount of talent and expertise; the Village would be well served if its committees reflected this abundance.

Currently a prospective member is suggested for appointment by a Committee Chair. The Village President routinely approves the name presented, followed by perfunctory assent by the Trustees. I propose, instead, that when a Committee Chair desires to appoint a new member, he/she would provide the President and Trustees a brief written background about the candidate. This would include whatever relevant information the Trustee would think helpful, with details about the candidate's contribution to diversity, and also an emphasis on why that new member would be qualified/appropriate for the appointment to that committee. This written info would be included in the Board Packet for the Trustees' review prior to their action on the appointment.

I'm hopeful a more formal process such as this will help the Village populate its committees with the best and brightest in that field, while fostering diversity and a wider outreach to our community. A serious and informed consideration by the Board will make all of us thoughtful about why we believe a particular candidate would be the preferred choice to fill an opening in a committee.

(Aside: a route to find these qualified and diverse residents: periodically run an article in the Bulletin announcing the opportunity to serve on Village Committees. Also include a link to a form on the Village website that the volunteering resident would complete and submit. I envision the data provided by the candidate would include: date; committee name; applicant's name; applicant's address; contact info; and several lines on which the applicant would list his/her interest/background/qualifications to serve on that committee. Office staff would keep the original of the form but a copy would be forwarded to the relevant Committee Chair. Each Chair then would refer to these documents when looking to fill a committee vacancy).

I'd be happy to chat with you further about this if you think the Board might find this approach worth considering.

Thanks,

Cokie Albrecht
Village of Shorewood Hills Trustee