

# City of Abbotsford

PO Box 589, 203 N. First Street, Abbotsford, WI 54405

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**ABBOTSFORD CITY COUNCIL**  
**TO BE HELD WEDNESDAY June 17, 2020 at 6:00 P.M.**  
**AT THE ABBOTSFORD COUNCIL CHAMBER**

1. Call the regular meeting to order
  - a. Roll call
  - b. Pledge of Allegiance
2. Establish Order of the Day
3. Special Order of Business – Presentation by Eric Anderson of West Central Regional Planning Commission re: Comprehensive Plan
4. Comments by the Mayor
5. Administrator's Update
6. Comments by the Public – 2 MINUTE TIME LIMIT
7. Minutes from the Council held May 14, 2020
  - a. Waive the reading and approve the minutes
8. Minutes from May 14, 2020 Plan Commission
9. Minutes from June 9, 2020 Plan Commission
10. Appointment of Paul Erickson to the Plan Commission to fill the seat vacated by Marcia Hochholter. (term expiring April 2021)
11. Incidents, Accidents, and Training
12. Library Update
13. Fire Department Update
14. Police Department Bills and Update
15. Resolution 2020-9 Approving Amendments and Budget Transfers to the 2020 Budget
16. Public Works Update
17. Discussion of Sale of Recycling Building
18. MSA
  - a. MSA Update
  - b. Amendment 1 – Industrial Park Drive (Opportunity Drive)
  - c. Amendment 2 – Wetlands Work for Opportunity Drive
  - d. \$0 Change Order for 1<sup>st</sup> Street – Haas Sons, Inc.
  - e. 1<sup>st</sup> Street Final Payment Application – Haas Sons, Inc.
  - f. Bid Opening and Award for Safe Routes to School
  - g. Bid Opening and Award for Spruce Street Resurfacing
19. Water/Wastewater Update

- a. Well 6 Repair
- b. Utility Camera Repair
- 20. Discussion: Enforcing Speed Limits in the City
- 21. Discussion: ATV's on City Streets
- 22. Resolution 2020-10 Creation of A Committee on Inspections
- 23. Approve/Disapprove Plan Commission Recommendation for Progressive Discounts on Lot Sales in the Schilling Subdivision.
- 24. Approve/Disapprove Listing Agreement for Schilling Housing Lots
- 25. Approve/Disapprove Conditional Use Permit for Mykhail, LLC.
- 26. Approve/Disapprove New Office Copier Purchase/Lease Agreement
- 27. Approve/Disapprove Continuing the Use of GoToMeeting
- 28. Operator's Licenses
- 29. Approve/Disapprove July 2020 Bills
- 30. Items for Future Agendas - No Action Will Be Taken
- 31. Next Meetings: City Council July 6, 2020, Committee of the Whole July 16, 2020
- 32. Adjourn

June 17, 2020 City Council  
Wed, Jun 17, 2020 6:00 PM - 9:00 PM (CDT)

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City of Abbotsford  
Comprehensive Plan Update  
June 17, 2020

West Central Wisconsin  
Regional Planning Commission  
Eric Anderson

# Abbotsford Comprehensive Plan

## What is a Comprehensive Plan

## What is a Comprehensive Plan

- Living document and tool that should be used and reviewed by the Plan Commission and City Council.
- Planning process successfully identifies issues, needs, and opportunities in the City.
- Strategies help guide community priorities, local development, and public financial resources.
- Nine required elements/chapters.
- Future Land Use Map (10-year life).



# Abbotsford Comprehensive Plan

## Timeline and Work Group

### Timeline

- 11-13 months

### Work Group

- Abbotsford City Plan Commission

### Facilitation

- WCWRPC

# Abbotsford Comprehensive Plan

## Process

### Document

- WCWRPC completes the document

### Adoption

- City Council adopts the Plan

### Implementation

- WCWRPC helps set up a plan to help City implement the new plan

# Abbotsford Comprehensive Plan

## Process

### Meetings

- 6-8 meetings with Plan Commission
- Public Hearing

### Public Participation

- Open House
- Community Survey
- Option: offer opportunities for both English and Spanish languages

# Abbotsford Comprehensive Plan

## Cost and Funding

### Project Cost

- \$23,000

### Project Funding

- Abbotsford's Low/Moderate Income rate is 56%. This qualifies the City for CDBG program.
- CDBG Planning grants are available. They provide 2/3 funding of project cost. City cost would then be approximately \$7,700.
- WCWRPC could apply for CDBG funding at no cost.

# Abbotsford Comprehensive Plan

## Additional Options

## Additional Options

- Update Zoning Map
- Downtown Development Plan
- Additional Chapters in Comprehensive Plan

Abbotsford  
Comprehensive  
Plan

Previous Work In  
Abbotsford

County Hazard Mitigation Plan

Will be adopted later in 2020

Safe Routes To School Plan

2015

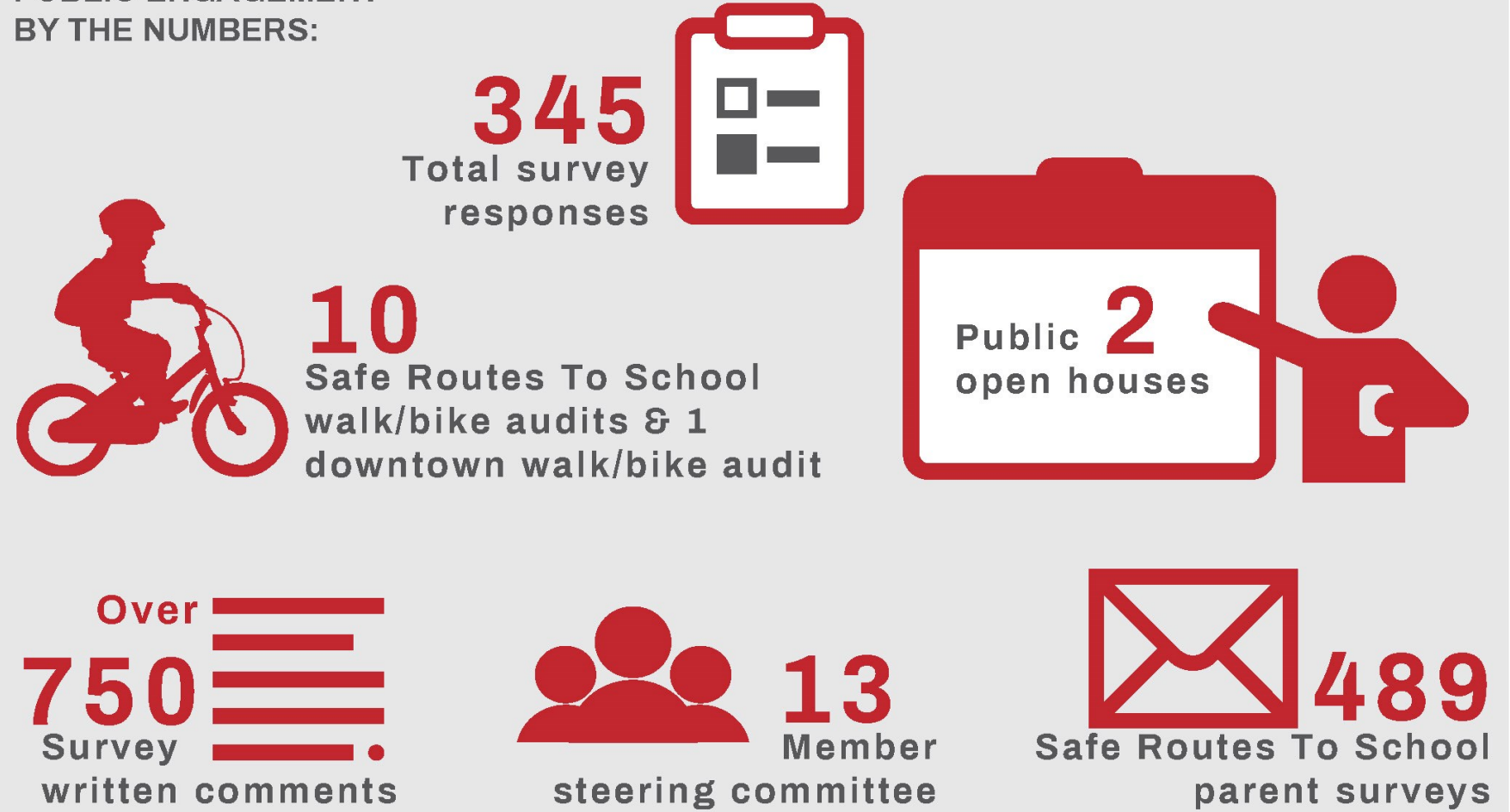
Abbotsford/Colby Area Chamber Branding

2013

# Abbotsford Comprehensive Plan

## Project Examples

### PUBLIC ENGAGEMENT BY THE NUMBERS:





# Existing Conditions

# Abbotsford Comprehensive Plan

# Project Examples

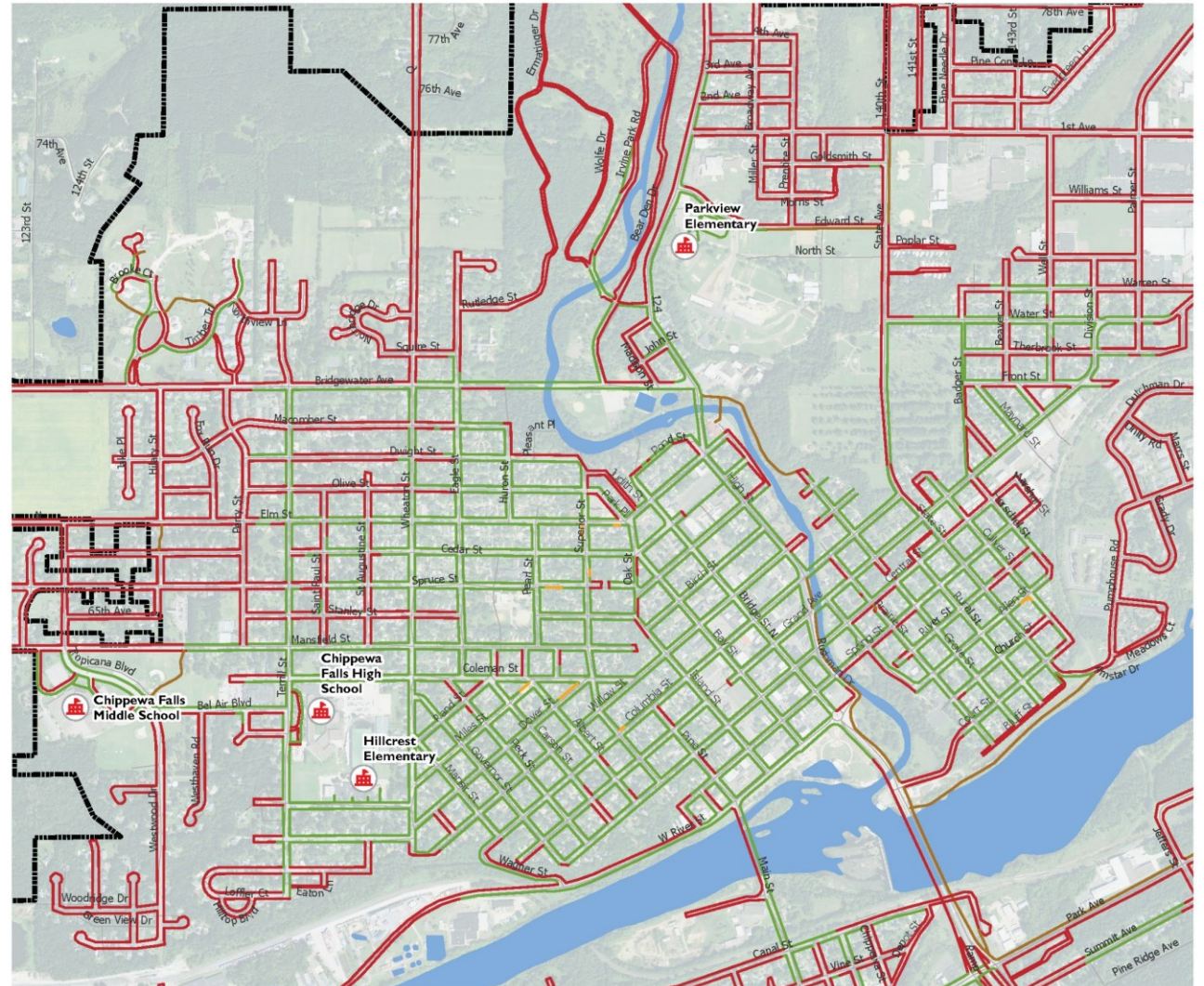
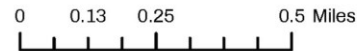
## SIDEWALK MAP (downtown)

The map to the right shows the location of all mapped sidewalks in the City of Chippewa Falls (2017).

-  School
-  Sidewalk Present
-  No Sidewalk
-  Brick Path
-  Trail
-  City Boundary

August 2019

Data Sources:  
WisDOA, WCWRPC WISLR










# Abbotsford Comprehensive Plan

# Project Examples

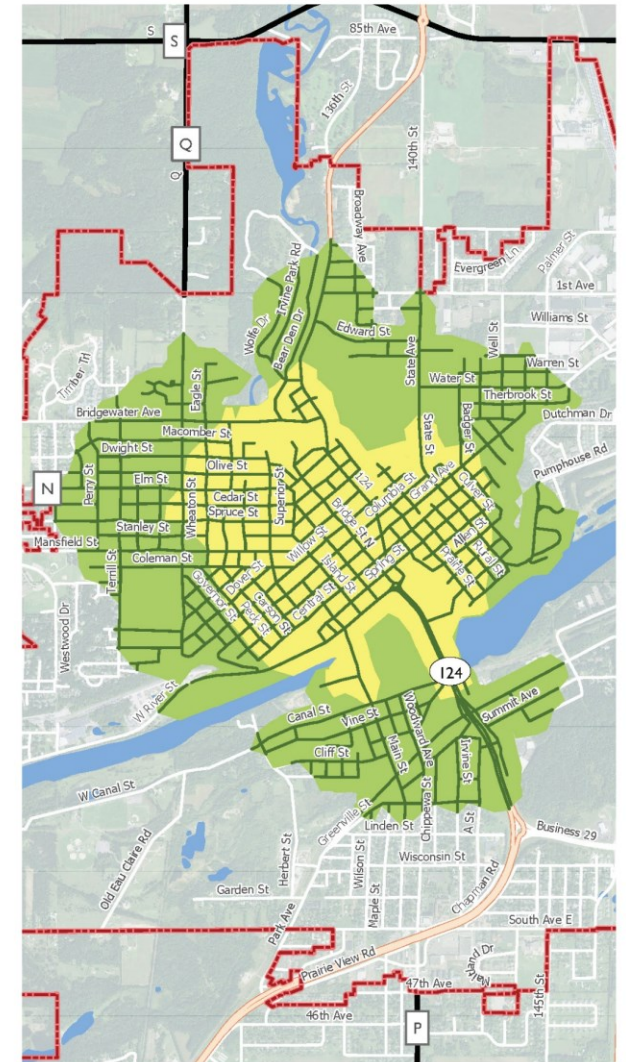
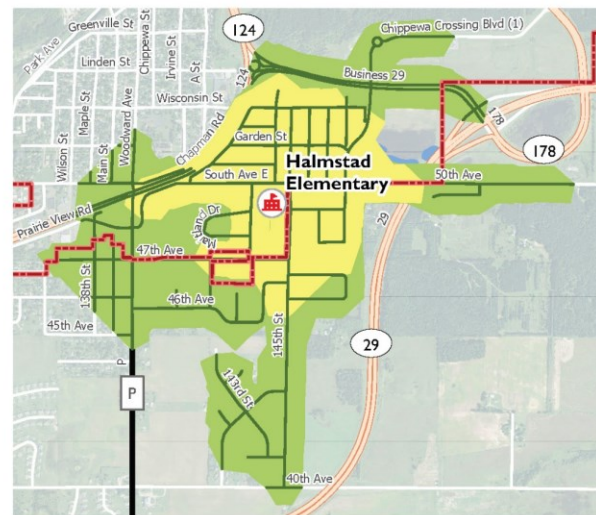
## WALKSHEDS

The maps to the right show the half mile and one mile walksheds for Southview, Halmstad, and downtown Chippewa Falls.

-  School
-  Walkshed Routes
-  Half Mile Walkshed
-  1 Mile Walkshed
-  City Boundary

August 2019

Data Sources:  
WisDOA, WCWRPC, WISLR






# Abbotsford Comprehensive Plan

## Project Examples

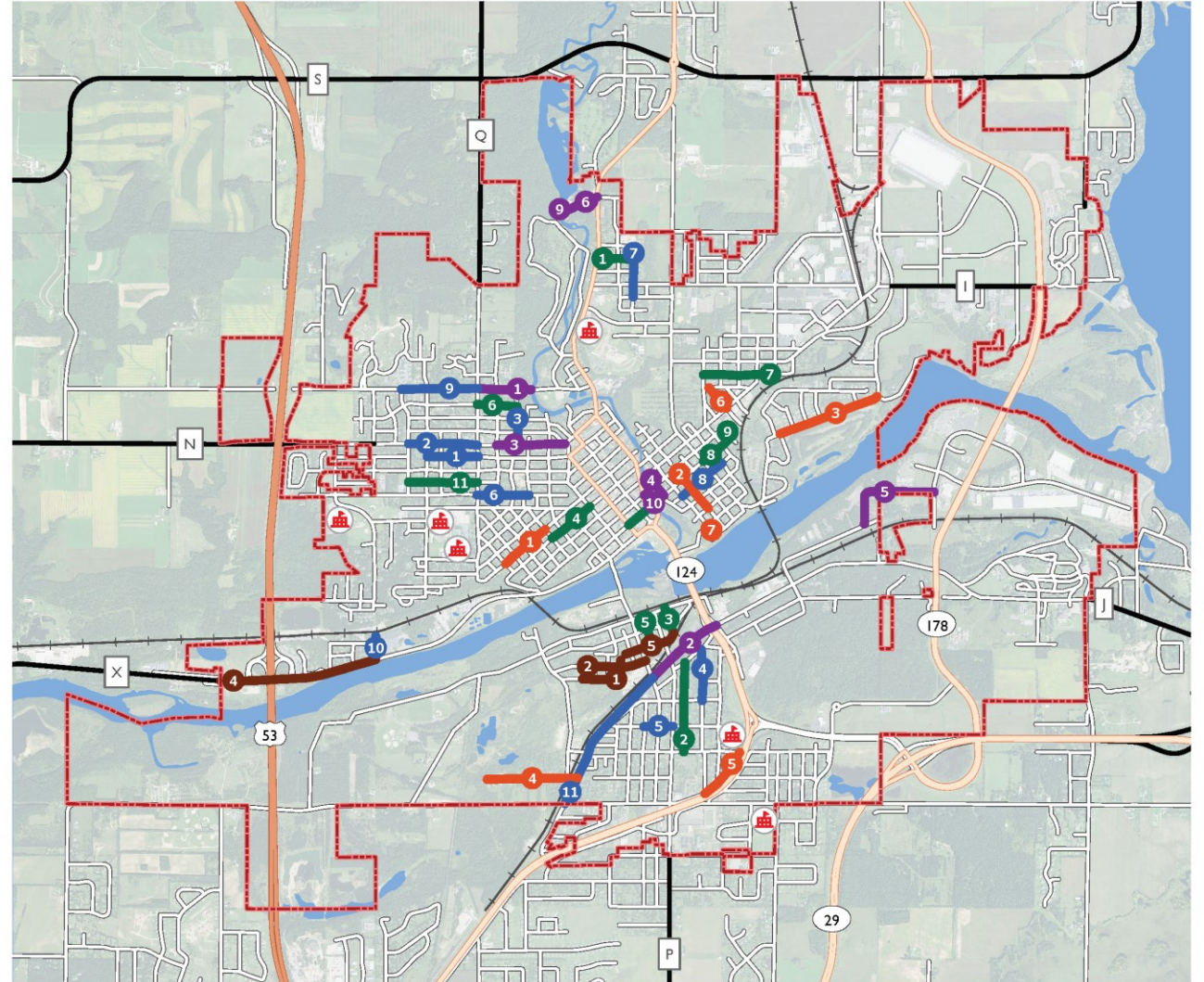
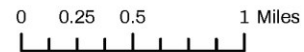
### STREET IMPROVEMENT PROGRAM (5-Year)

The map to the right shows  
all planned street improvement  
projects over the next five years  
in the City of Chippewa Falls

-  School
-  City Boundary
-  2019
-  2020
-  2021
-  2022
-  2023

**October 2019**

Data Sources:  
WisDOA, WISLR, WCWRPC,  
City of Chippewa Falls





# Abbotsford Comprehensive Plan

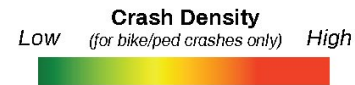
## Project Examples

### Existing Conditions

#### HEAT MAP OF BICYCLE & PEDESTRIAN CRASHES

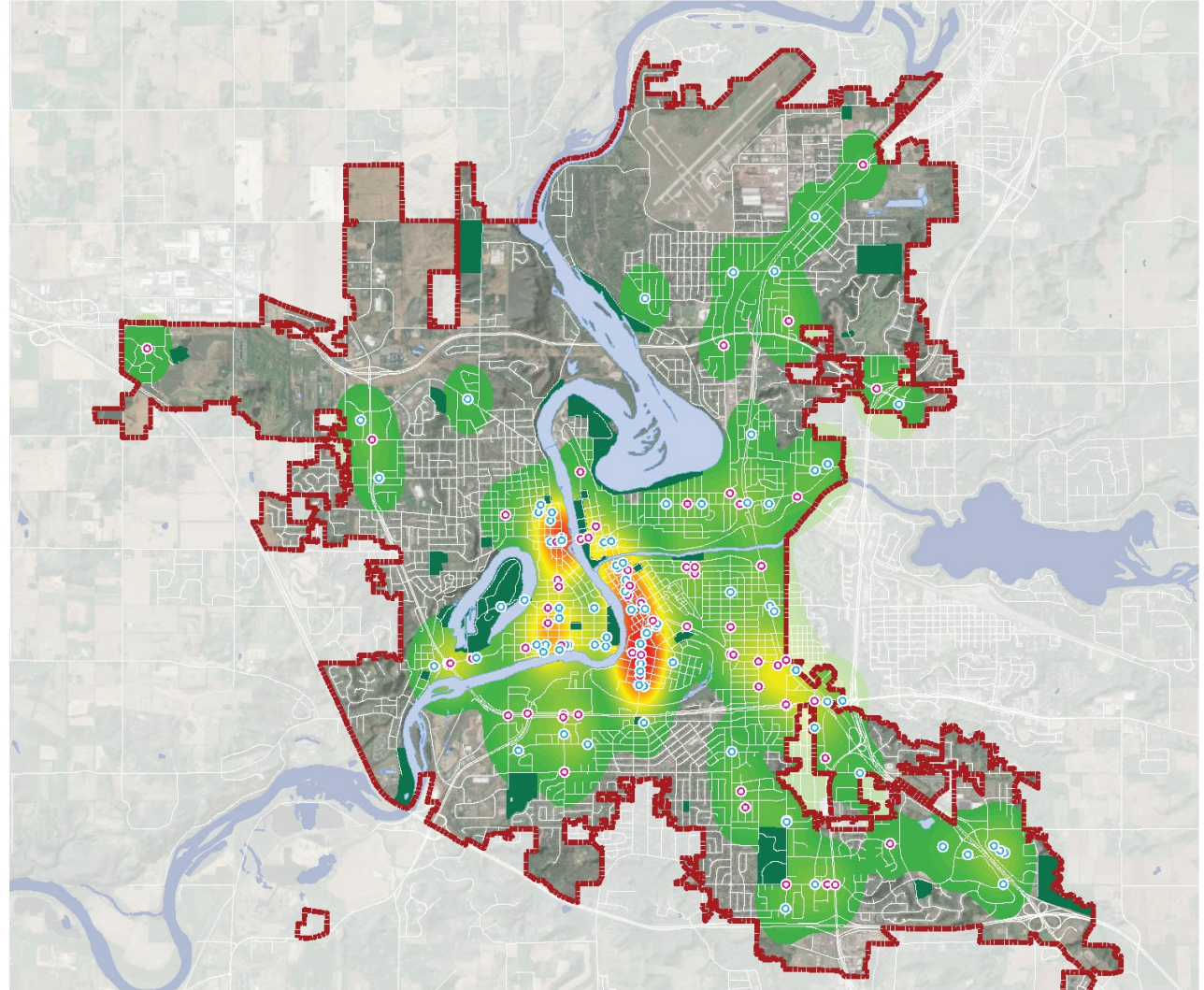
The map to the right shows the location of crashes involving bicycles and pedestrians reported from 2014-2018, including a heat map of bike/ped crash density throughout the City.

- Pedestrian Involved
- Bicycle Involved
- City of Eau Claire Parks
- ▭ Municipal Boundary



January 2020

Data Sources:  
WisDOA, WCWRPC,  
WISLR Crash Data





# Abbotsford Comprehensive Plan

## Project Examples

### WILSON PARK

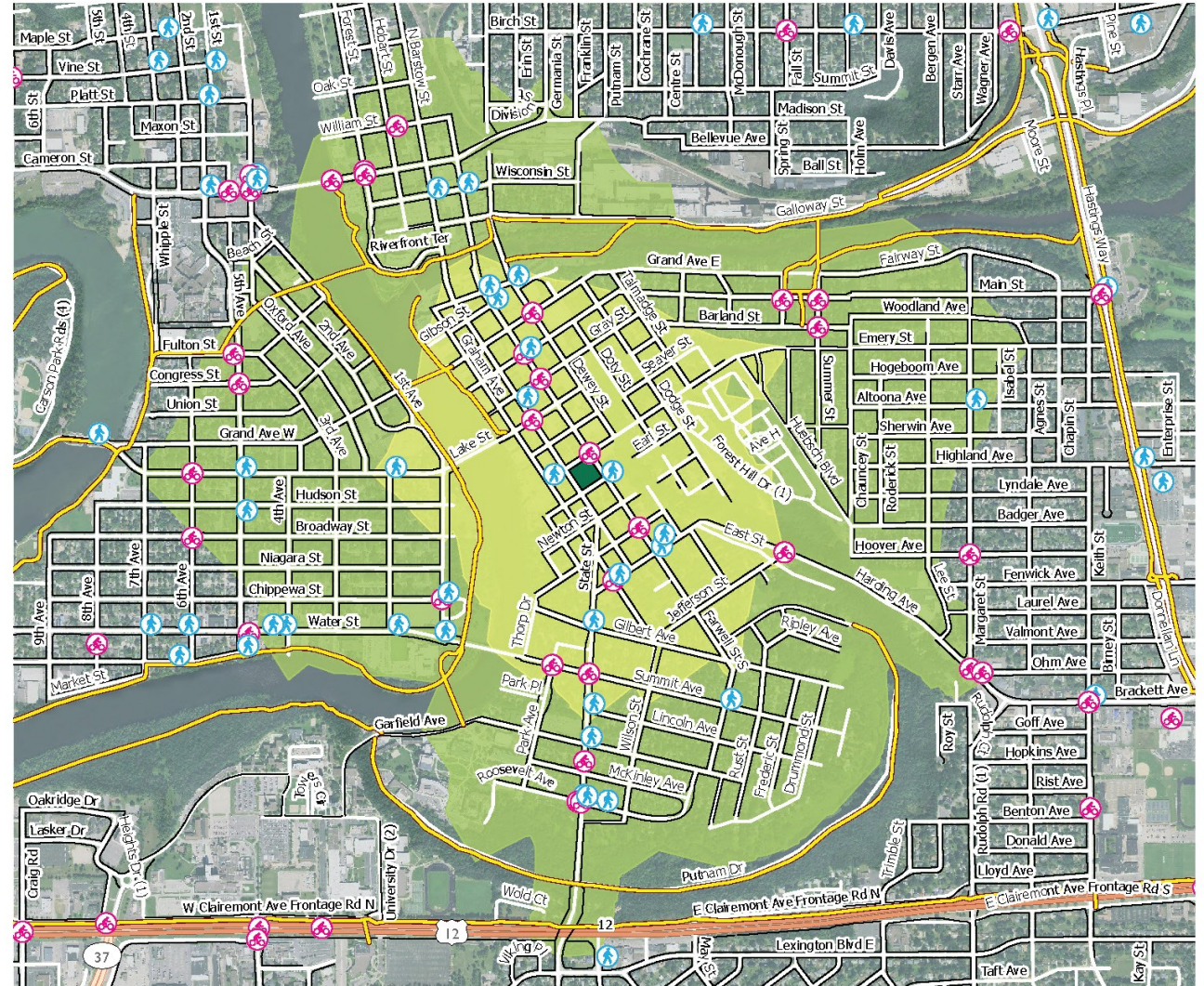
The map to the right shows the 1 mile and 1/2 mile walksheds for the park, along with existing sidewalks, trails and all bicycle or pedestrian reported crashes from 2014-2018.

- Park Location
- Half Mile Walkshed
- One Mile Walkshed
- Pedestrian Crash
- Bicycle Crash
- Sidewalk Present
- Existing Municipal Trail

January 2020

Data Sources:  
WisDOA, WISLR, WCWRPC,  
City of Eau Claire

0 0.13 0.25 0.5 Miles



Abbotsford  
Comprehensive  
Plan

Questions

Additional Questions

Abbotsford  
Comprehensive  
Plan

Contact

Eric Anderson

715.836.2918

[eanderson@wcwrprc.org](mailto:eanderson@wcwrprc.org)

## **Minutes from the May 14, 2020 Abbotsford City Council Meeting held in the Abbotsford City Hall Council Chambers.**

Call meeting to order – Mayor Voss called the meeting to order at 6:00 P.M.

**Roll Call:** Rachu, Weix, Soto, Huther, Faber, Weideman, Kramer, and Mayor Voss. One vacant seat.

**Also in Attendance:** Administrator Grady, Public Works Director Stuttgen, Water/Waste Water Supervisor Soyk, Harland and Kathy Schraufnagel, Joe Dozel, and Kevin O'Brien (Tribune Phonograph)

**Pledge of Allegiance** - Held

**Establish Order of the Day** – Items 6-8 are removed from the agenda

**Comments from the Mayor** – Mayor Voss thanks Superintendent Baker for her service to the City.

**Approve/Disapprove Certified Survey Map – Dr. Norvel Jackson Petitioner** – Motion to approve *Rachu/Weix. Unanimous.*

**Approve/Disapprove Developers Agreement for Doctors Care Medical Clinic, LLC.** – Motion to approve by *Weix/Rachu. Unanimous*

**Approve/Disapprove Rezoning lots 1-5 in the Schilling Subdivision From Duplexes to Multi-Family** - Alder Huther stated that she spoke to many of her constituents and their options were split. In the end, she will be voting the way her constituents felt.

Alder Soto did not hear from one person in his district regarding the issue. All he saw was bullying behavior on Facebook.

Alder Weideman stated that the overwhelming number of people that came into his store where in favor of the new apartments. All the people were happy to have their children go to the Abbotsford School District.

Alder Kramer stated that heard concerns about the rezoning from up to 30 people. He further stated that the concerned residents felt that the apartments should not be put up in the City's best neighborhood

Motion to approve by *Weix/Rachu. Motion passes 5-2 (Kramer and Faber – No).*

Approve/Disapprove Developers Agreement for Abbotsford Northside Apartments, LLC. – Motion to approve by *Rachu/Weix. Motion passes 5-2 (Kramer and Faber – No)*

**Appointment to Fill Open City Council Seat in District 2 (Term expires April 2021) –** Motion to appoint Dale Rachu to fill the remainder of the term by *Weideman/Faber*. *Motion by Weideman/Rachu to pass by unanimous ballot. Motion unanimously approved.*

**Police Update and Bills –** Motion to approve the bills in the amount of \$28,725.45 by *Weideman/Kramer*. *Unanimous.*

**Municipal Court Update –** The update is in the packet.

**Library Update –** Update is in the packet. Alder Huther stated that the Library Committee was meeting next week to decide whether to open up the library.

**May 2020 Bills –** Motion to approve the bills in the amount of \$295,948.06 by *Weix/Soto*. *Unanimous*

**Items for Future Agenda (No Action Will Be Taken) –** Speeding on Pine Street, Green Space, Appoint of Alder Soto as alternate to the Fire Dept, Nomination of Ivone Vazquez to the Plan Commission.

**Next Meeting Dates: City Council – June 1, 2020; Committee of the Whole June 17, 2020**

*Motion to Adjourn by Huther/Weix. The City Council adjourned at 8:36 PM*



**Minutes from the City of Abbotsford Planning Committee meeting May 14, 2020 in the Abbotsford City Hall City Council Room.**

Chair Rachu called the public hearing to order at 5:00 pm

**Public Hearing – Rezoning lots 1-5 in the Schilling Subdivision From Duplexes to Multi-Family – PUBLIC COMMENT LIMITED TO 3 MINUTES PER PERSON**

Chair Rachu informed the public the Superintendent Baker has resigned from the Plan Commission because “it is apparent that my role as District Superintendent has become negatively impacted by my service on the Plan Commission” and that Jim Weix, the alternate, would be taking Superintendent Baker’s place. Chair Rachu also asked everyone to please let all those wishing to have a chance to speak do so without interruption.

Darla Viegut spoke against rezoning.

Kai Viegut spoke against rezoning.

Sandy Gravunder spoke using the available lots for more green space.

Mark Viegut spoke against rezoning.

Paul Writz spoke against rezoning.

Nina Wriz spoke against rezoning.

Dale Rachu spoke in favor of rezoning.

Jason Graun spoke against rezoning.

Selenia Espinio spoke of her family experience and the reactions she sees.

John Kreeger spoke against rezoning.

Jim Colby spoke against rezoning.

Kathy Broadhagen spoke against rezoning.

Denny Westphal spoke against rezoning.

Dennis Kramer spoke against rezoning.

Alejanfro Vazquez spoke in favor of rezoning.

Shanna Hackel spoke against rezoning.

Sharon Archambo spoke against rezoning.

Motion to end the hearing by *Weix/Voss. Unanimous.*

Call meeting to order - The regular meeting was called to order

**Roll call** – Weix, Jakel, Voss, Christensen, Anders, Hochholter, Racchu.

**Pledge of Allegiance** - Held

**Comments from the Chair** – Chair Rachu reminded the public that they are welcome to stay for both the Plan Commission and City Council meeting. However, public comment was over.

**Approve/Disapprove Certified Survey Map – Dr. Norvel Jackson Petitioner** – Dr. Jackson informed the Commission that his lot had both a duplex and single family home on it. For estate planning purposes he wanted to split the lot so that each house was its own property. Motion to approve the certified survey map by *Anders/Christensen. Unanimous.*

**Approve/Disapprove Developers Agreement for Doctors Care Medical Clinic, LLC** - .Administrator Grady informed the public that this developer’s agreement was the topic of the closed sessions on March 16, 2020. Dan Hannula informed the Commission that he was open a direct primary care facility that allows patients to pay a membership fee and receive a variety of basic health care services.

The developer’ agreement calls for the City to sell the land (Clark County pin# 201.0667.000) for \$17,500. The city has already made all of the necessary improvements. It is expected that a 2500 sq. ft. facility will be constructed on the property.

**Presentation by Abbotsford Northside Apartments, LLC. re: Rezoning Schilling Subdivision** – Daya DeVries of Abbotsford Northside Apartments stated that the families living in the apartments are happy to be living there; that some came from terrible living conditions. DeVries stated that she lives in the apartments with her family and does not understand the level of fear and angst expressed by some members of the community. She does not see the constant crime that some residents have been complain about.

DeVries did acknowledge a couple of high profile instances involving the police, however, there has been very little crime overall. DeVries has a great relationship with the local police force. In fact, 90% of the few police calls made are made by DeVries herself. In addition, Abbotsford Northside Apartments will evict troublemakers.

DeVries stated that all of the apartments are currently full. There is already a waitlist for the new apartments if the rezoning and developer's agreement are approved.

**Presentation by City Staff re: Rezoning in the Schilling Subdivision –**

Administrator Grady presented a brief synopsis of what a TIF District is and how it works. Administrator Grady also spoke about the tax benefits to the City if the rezoning and developers are approved. The City would realize another ~\$120,000/year in the TIF district.

Public Works Director Stuttgart spoke about all of the jobs that local businesses have created and the need for these employees to find a place to live. Public Works Director Stuttgart also spoke about the fact that there are multi-family housing units all over the city in every residential neighborhood.

The Colby-Abby Police Department was also on hand to provide statements. Lt. Bowman stated that 80% of the time that officers spend at the apartments involves community relations. Lt. Bowman also stated that the subjects of the recent high profile incidents were already on the police radar. Regarding speeding, most of the citations are issued to residents of Pine Street and outlying streets in the area.

Chief Bauer noted that the police department does it's best to "relocate" known habitual criminals out of Abbotsford.

SRO Leichtman stated that too many children are living in squalid conditions where homes are falling apart and are unsafe for human habitation. He further stated that there were so many unsafe homes that at least 4 more apartment buildings could be filled today. Finally, SRO Leichtman noted that there are currently 23 homeless children living in Abbotsford.

Water/Waste Water Supervisor Soyk stated that City's waste water plant could handle well over twice its current load. In addition, the two new apartments would require the water pumps to operate for a little more than a minute a day longer. Administrator Grady stated that if the City needed more water that the TIF will pay for it.

**Questions and Comments by Members of the Plan Commission and City Council**

– Commissioner Anders addressed some of the concerns that he has heard raised by residents. Regarding Abbyland's succession plan, Abbyland is a private business and Abbyland is under no obligation to share what could be proprietary information.

The City is growing and that is a good problem for the Plan Commission to have. The demographics of the City have changed and they are going to continue to change as the City grows.

The City does have to take up updating the Comprehensive Plan. It has been a long time and while there were half-hearted efforts 6 years ago the Comprehensive Plan needs to be worked on now.

Mayor Voss spoke of the positive impact that the new apartments would have on the City water and sewer utilities. Each new building bringing in \$5,000 in additional revenue for the sewer utility. Mayor Voss spoke of the quality of the apartments after taking a tour and how other neighborhoods in the city had a lot more issues with police calls.

Mayor Voss asked the representatives from the Colby Abby Police Department to comment on the policing of the current apartments. Chief Bauer stated that Northside Apartments recently allowed a multiple police department task force to conduct a drug sweep training exercise for the officers and dogs.

SRO Leichtman commented that families he recommends for placement in the apartments come for housing where children have no mattresses, floors are rotted out, there is no drywall, insulation, etc. The homes are hazardous fire traps.

Commissioner Hochholter stated that she was happy to recommend the current zoning plan because it appealed to a whole range of people from young to old. Commissioner Hochholter would also like to see a long range plan completed that includes 2020 census data before any zoning changes are made.

Commissioner Hochholter also felt that the city should do start taking action against all of the slumlords in town.

**Approve/Disapprove Rezoning lots 1-5 in the Schilling Subdivision From Duplexes to Multi-Family** - Motion to approve the rezoning request by *Weix/Voss* Roll Call Vote: *Weix – yes, Jakel – no, Voss – yes, Christensen – yes, Anders – no, Hochholter – no, Rachu – yes* Motion is approved 4-3

**Approve/Disapprove Developers Agreement for Abbotsford Northside Apartments, LLC** - Motion to approve the developers agreement by *Weix/Voss* Roll Call Vote: *Weix – yes, Jakel – no, Voss – yes, Christensen – yes, Anders – no, Hochholter – no, Rachu – yes* Motion is approved 4-3

**Next Meeting: Subject to the Call of the Chair**

Motion to Adjourn to adjourn by *Weix/Voss*. The Plan Commission adjourned at 7:44 PM.

**Minutes from the City of Abbotsford Planning Committee meeting June 9, 2020 in the Abbotsford City Hall City Council Room.**

Chair Rachu called the public hearing to order at 5:00 pm

**Roll call** – Weix, Voss, Anders, and Rachu - Present. Jakel, Christensen, and Vasquez-absent

**Others Present** – Administrator Grady, Public Works Director Stuttgen, Pete Horacek, T.J. Morice (NAI Pfefferle), and Kevin O'Brien (Tribune Phonograph)

**Pledge of Allegiance** - Held

**Public Comment – Time Limit of 2 minutes** – None

**Listing Agreement for Schilling Housing Lots** – T.J. Morice of NAI Pfefferle presented a draft listing agreement to sell the Schilling subdivision lots. NAI Pfefferle would be paid \$2,000 per lot sold and would be responsible for all of the marketing including signage, mailings, and internet listings.

The question came up on how much to charge for each lot. The Commission decided to generally keep the same terms as was decided in May 2019 - \$5,000/lot. However, Mr. Anders offered an amendment that would give the purchaser a 5% discount on if 2 lots were purchased, a 10% discount on each lot if 3 were purchased, and 15% discount on each lot if 4 were purchased. All other requirements would still be in effect, most importantly, sq.ft/assessed value, 1 year to build the house, and 2 years for a driveway.

Motion to accept the listing agreement as amended by Mr. Anders *Anders/Weix. Unanimous.*

**Conditional Use Permit for Mykhail, LLC.** – Mykhail, LLC. is proposing to use the old Kramer/Schifferl building as a multi-unit residential facility. At least 2 full baths will be installed, a outside cleaning service hired, security cameras installed, tenant only locks and only long term tenants will be offered leases. It was also noted that the city already has residential units in commercial zoned areas. Motion by *Weix/Voss* to approve the conditional use permit under the following conditions:

- There be a minimum of 2 full baths
- 12 motorized vehicle limit
- 9 person limit
- No junk vehicles on the premises – all vehicles must be operational and registered
- All leases must be for a minimum of 6 months
- Each rented room must meet all state building and fire codes

*Unanimous vote.*

**Discuss/Recommend Schilling Memorial Park Improvements** – The Commission discussed multiple ideas for future additions to the Schilling Memorial Park. These additions include a walking a trail, basketball court, a pickle ball court, a multi-use court, a pavilion, and a building with restrooms. The Commission asked for costs to install an asphalt/concrete walking trail and

a multi-use court. The Commission also asked for a rendering to see how possible additions would fit in the park.

**Recommendations for W. Hemlock St.-** City staff asked that this item be on the agenda to formally endorse the use of TIF dollars to resurface W. Hemlock St. Motion to approve the use of TIF dollars by *Anders/Voss. Unanimous.*

**Discuss/Recommend to the City Council Regarding How To Proceed With:**

- A. Derelict Properties**
- B. Properties with Unsafe Living Conditions**
- C. Condemnation**
- D. Properties With Unsafe Structural Additions**
- E. Criteria for Consideration**
- F. Powers and Authorization of the City Administrator and Director of Public Works to Carry Out Decisions Made by the Plan Commission and City Council**
- G. Consideration of Zoning Changes. –**

The Commission discussed the difficulties that the city faces in taking action to address these properties. The Colby-Abbotsford Police Department lacks the enforcement mechanism and expertise to take any action. City staff lacks the expertise to take action.

The Commission suggested that the City Council set up an informal committee to take up when a building needs to be inspected by a building inspector or structural engineer. The suggested makeup of the committee is the Mayor, President of the City Council, City Administrator, Director of Public Works, and the Chief of Police (or his/her representative.) A majority of the Committee would be enough to call insoectors.

Mr. Anders asked that a future meeting housing options be an agenda item

Motion to adjourn by *Weix/Voss. The Plan Commission adjourned at 5:44 PM.*

## ABBOTSFORD PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

[www.abbotsfordpl.org](http://www.abbotsfordpl.org)

REGULAR MONTHLY MEETING: Meeting called to order May 20th, 2020 / 5:02 PM / Public Room and BlueJeans App

### ATTENDEES:

Hinrichsen, Writz, Braun, Jochimsen, Giffin, Dukelow (virtual), Suttner, Bittner  
Members absent: none

### AGENDA

**Previous minutes:** Read approved. Writz/Giffin

**Public Comment:** Lori Huther for City Council. Library Staff Nancy Corley, Kim Olson, and Jacquelynn Kuyoth present and given permission to raise concerns about reopening procedures.

### **Old Business**

- Curbside procedures
  - Nu-Foam Glissen Chemical EPA regulated Sanitizer. Listed on the New York's products registered for use against COVID-19 list.
  - 1000 bags on order.
  - Staff have cloths masks, not enough gloves, wash hands before book gathering and after hand-off.
  - Update: 3 outdoor book drops=48-hour quarantine time (Changed to 72 hours). Quarantined books stay by back door. Recommended that staff do not take books directly from patrons.
  - Days and Times for pick-up: Tuesday 9am to 1pm and Thursday 1pm to 6pm.
  - Update: No currier, online catalog will limit to Abbotsford. – Currier will resume first with sharing among other Clark county libraries.
- Future Programs
  - Create Google form for virtual summer reading registration (Keep this idea for future years as well).
  - Update: WVLS working on obtain Beanstack membership. Beanstack is a web and mobile application used to track independent reading time. The system is based on milestone badging for reading and/or activity-based goals. As patrons read, they earn virtual badges or reward points to earn raffle tickets. The Abbotsford Beanstack site is made and submitted for review, should be ready to use June 15<sup>th</sup>.
  - Adult summer Reading Performer: Musician-Troy Graham. Scheduled for July 15<sup>th</sup> at 7pm. If groups are still not allowed at this time, this show can be live streamed.
  - Update: Youth Summer Reading Performer: Comedic Magicians -Miller and Mike: canceled: reschedule for next summer.

### **New Business**

- Reopening:
  - Library building re-opens with limited hours/restrictions June 1<sup>st</sup>.
  - COVID-19 Library Recommendations and Guidance document from the Clark County Health Department shared with board to use as guidance in approving reopening procedures.
  - Director will ask for one more two-week (June 15) extension on due dates so that everything is not coming due on date of reopen.
- Hours: at least one day closed between openings for cleaning and 24 hr quarantine.
  - Monday and Wednesday 10-7 pm, 10-11am reserved for at risk populations.
  - Fridays: 10-5 pm, 10-11am reserved for at risk.
  - Tuesday and Thursday: building closed, curbside pick-up available by appointment.
  - Saturdays: closed
- Restrictions/Limits:
  - 15 minutes for library browsing and check-out – “pick-up and go”.

- 5 computers available – 1 hour time limit- only for non-entertainment.
- Study rooms available for groups of 2 only – 1 hour use.
- Up to 22 patrons at one time, max of 10 in group (4 people per 1,000 square feet).
- 6ft social distancing.
- All toys, puzzles, plush animal, lounge chairs unavailable for use.
- No in-house programming through June - re-evaluate July and August.
- Children under 12 need to be accompanied by an adult.
- Sanitizing: using sanitizing wipes and Nu-Foam Glissen Chemical EPA regulated Sanitizer Spray.
  - Patrons are to use hand sanitizer on entry of the building and before browsing and computer use.
  - Staff sanitizes door handles, tables, phones, other high touch areas: hourly and at close.
  - Tuesdays and Thursdays staff will sanitize areas not deemed high touch.
  - Circulation desk after each check-out.
  - Public Computers: cleaned after each use, silicone protection on keyboards, alcohol whips for mice, wait 10 minutes before next patron use after cleaning for sanitizers to completely dry.
  - Library materials at check-in for outside and inside drops after at least 3 days in quarantine.
- Other Limits: Masks: Board is requiring patrons to wear masks in the library.
- Staff:
  - Protection: Face shields available. Kim Olson will have her husband make a sneeze guard for the circulation desk. He will do the labor free, but will charge for the Plexiglas.
  - Staff Hours: Director will talk to staff to determine hours to fit new schedule. N. Corley has expressed a wish to have no interaction with the public and will be working Tues and Thursdays.
  - If Staff gets sick.
    - Do not come in if have symptoms (library may have to close for day)
    - Director will order no touch thermometer for building and staff will check temps before work.
    - Close if director tests positive, 14 days at least, use recommendation of health officials.
    - If other staff, close for three days, deep cleaning of building, reduce hours as needed, director must test negative to resume work.

**Treasurer's Report:** 33% spent

**Circulation Report:**

- Total Circulation: April 2020: n/a (online renewals have not counted toward circulation)
  - April 2019: 2579 April 2018: 2,334 April 2017: 2,000 April 2016: 2,193 Apr 2015:2176 Apr 2014: 2695
- Circulation Break-down:

Books:, DVD:, Spoken Record: , Large Print: , Magazines: , Other:

**Other Usage Report:**

- Wireless Sessions: April 253 March: 286 Feb: 193 Jan: 219 Dec: 121 Nov: 184 233 Oct: 269 Sept: 290 Aug: 338 July: 168 June: 186 May: 188 April: 299 March: 146 Feb. 32
- Overdrive E-material Checkout: April:286 March: 239 Feb: 185 Jan: 173 Dec:177 Nov: Oct: 242 Sept: 243 Aug: 212 July: 111 June: 188 May: 166 April: 210 March: 203 Feb: 195
- Website Visits: April: 443 March: 394, Feb.: 175
- **Monthly Reference:**  
April: n/a

**Patron Count:** April 2020: n/a

April 2019: 1166 April 2018: 1466 April 2017:1285 April 2016: 1071

**Policy Review: Standard of Conduct for Library Patrons-CCOVID-19 Restrictions/Protocols.**

**WVLS report:** Bi weekly audio conference meetings are occurring.

**Director Report**



- March 18<sup>th</sup> was the last day the library's doors were open. Curbside was offered through March 25<sup>th</sup>. Curbside resumed on April 28<sup>th</sup>. Max day for curbside was 17 patrons, fewest was 3. Most of patrons that start curbside, become repeat users.
- Last Month Program Count:  
Feb: Monthly Program total: 13 programs, 92 attendance
- Future Programs:
  - No inside programs for June, if held outside (bookclub) limit to 9, Make and Takes to continue, Beanstalk for recording reading for the Summer Reading Program and 1000 books before kindergarten, Facebook Live Trivia Night.
  - Flyer for Summer Reading attached.

**Staffing/Operating Issues**

- Internet router-fixed

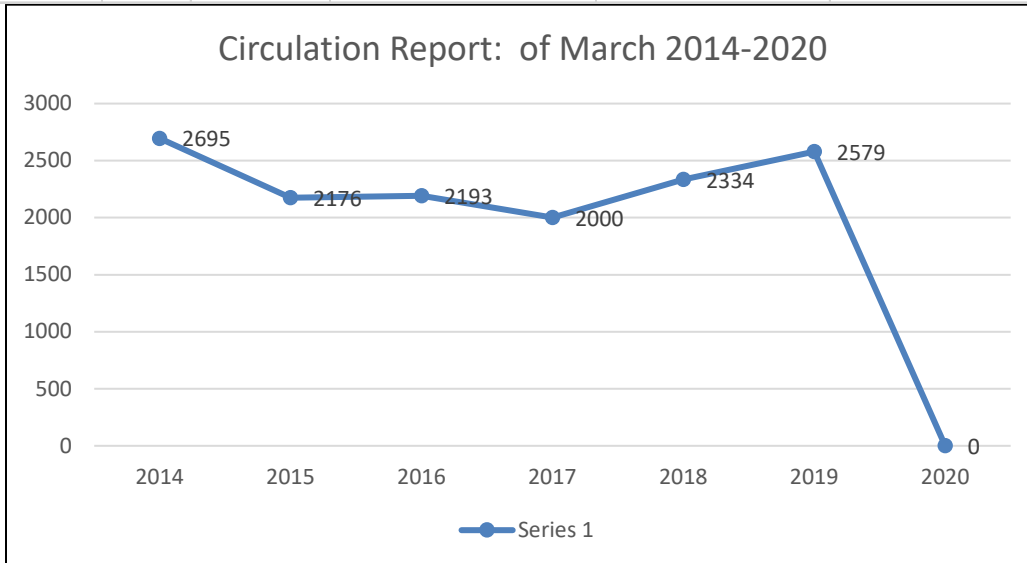
**Next meeting:**

June 17<sup>th</sup> at 5pm.

**Adjourn**

**Adjourn 6:02 pm Giffin/Writz**

Date	Time	Duration	Local Event Name	Target Audience (Children (0-11); Young Adult (12-18); Other (all ages))	Group Attending (program) or Individual Participants (self-directed activity)	If group attending, then number of attendees	If individual participants, then number of participants
4/21/2020	7pm	1 hour	Wild Cookies Bookclub	adult	group attending	4	
4/2/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		8
4/7/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		4
4/9/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		4
4/14/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		7
4/16/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		3
4/21/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		5
4/23/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		8
4/23/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		8
4/28/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		4
4/28/2020		1 week	Make and Take craft: snail	0-11	Individual Participants		27
4/30/2020	10:30 AM	10 min	Facebook Live: Boredom Busters	all ages	Individual Participants		7
4/16/2020	7pm	1 hour	Adult Craft Night	all ages	group attending	3	



# Abbotsford Public Library

## RE-OPENING: COVID -19 PROTOCOLS

Library building re-opens with limited hours/restrictions starting June 1<sup>st</sup>

Hours: closed between open days for cleaning and 24 hr quarantine.

- Monday and Wednesday 10-7 pm, however 10-11am reserved for at risk.
- Fridays: 10-5 pm, however 10-11am reserved for at risk.
- Tuesday and Thursday: building closed, curbside pick-up available by appointment.
- Saturdays: closed

Restrictions:

- 15 minutes for library browsing and check-out– “pick-up and go”
- 5 computers available – 1 hour time limit- only for non-entertainment
- Study rooms available for groups of 2 only – 1 hour use
- Up to 22 patrons at one time, max of 10 in group
- 6ft social distancing
- All toys, puzzles, plush animal, lounge chairs unavailable for use
- No in-house programming through June - re-evaluate July and August
- Children under 12 need to be accompanied by an adult
- Masks required by those over-2-years of age and who do not have a health condition effecting breathing.

Sanitizing:

- Patrons use hand sanitor before browsing and computer use
- Staff sanitizes door handles, tables, phones, other high touch areas: hourly and at close
- Staff sanitizes circulation desk after each check-out
- Staff sanitizes Public Computers: after each use with 15 min of drying time.
- Staff sanitizes library materials at check-in (outside drops, inside drops, and carrier) after at least 3 days in quarantine.

Staff:

- Protection: Face shields available, wear masks when open
- Staff Hours: to be determined
- Staff are not to come in if they have symptoms (library may have to close for day).  
\*Close if director tests positive, 14 days at least, use recommendation of health officials. If other staff, close for three days, reduce hours as needed, director must test negative.

These procedures were formed using the Clark County Health Department COVID-19 Library Recommendations and Guidance form. The procedures will be re-evaluated each month through the COVID-19 pandemic and are subject to modification at any time with changes in current health conditions, government guidelines and library’s discretion.

# ABBOTSFORD PUBLIC LIBRARY

## JUNE EVENTS

**MAKE AND TAKE CRAFTS:** Crafts kits are available for pick-up. Limited supply.

First week of June: Popsicle origami gift box

Second week of June: Llama weaving

Third week of June: Unicorn or Dragon Banner

Fourth week of June: Fruit Fans

**WILD COOKIES BOOKCLUB:** Tuesday, June 9th at 7:00 pm. Meet outside library for open air booktalk or by BlueJeans app. Booklovers are invited to talk about the best book they have read in the last month. BlueJeans Link: <https://bluejeans.com/524789045> (BlueJeans App needed ) or call in 1.408.419.1715 or

1.408.915.6290. **Adult** Meeting ID: 524 789 045

### **ADULT CRAFT NIGHT, MAKE**

**AND TAKE:** Geometric Watercolor Art.

Adult craft night kits will only be given out to those 16 or older. Pick craft during the third week of June. Watch demonstration on Facebook live Thur. June 18 at 6:30pm.

### **SUMMER READING PROGRAM:**

Sign-up begins June 15th. APL's Summer Reading Challenge will be largely online this year. Log your reading using our NEW online

resource, Beanstack. <https://abbotsfordpl.beanstack.org/>. Reading challenges available for all ages.

**LEGENDS AND TALES TRIVIA:** Tuesday, June 30th at 7:00pm. Watch live on the library's Facebook page to participate in the library's Summer Reading Trivia challenge. There will be 5 rounds of questions, each rounds will have 5 questions. Email answers after each round to [abbylibrary@gmail.com](mailto:abbylibrary@gmail.com). Use subject heading Legends and Tales Trivia and the round #.



ABBOTSFORD PUBLIC LIBRARY'S  
2020 SUMMER READING  
PROGRAM

# Imagine YOUR STORY

The Summer Reading Challenge helps kids and teens learn all summer long! This summer isn't going to be a normal summer in a lot of ways, but there will still be a summer program, just with some adjustments.

APL's Summer Reading Challenge will be largely online this year. Look for programming on social media and log your reading using our NEW online resource, Beanstack. <https://abbotsfordpl.beanstack.org/>

Read to earn prizes, stop in to pick up take and make crafts, or participate in a virtual trivia contest, June, 30th and live streamed concert on July 15th.

Readers of all ages are welcome to participate. Register for the program on Beanstack starting June 15th.

Offline logs are available for pick-up at the library.

**REDUCED HOURS  
DUE TO COVID-19**

Mon, Wed, 10-7pm  
Fri, 10-5pm

(10-11 reserved for at risk populations)

Curbside:

Tues 9-1 and Thur 1-6



JUNE 15TH - JULY 27TH 32



# ABBOTSFORD PUBLIC LIBRARY'S 2020 SUMMER READING PROGRAM

The Summer Reading Challenge helps kids and teens learn all summer long! This summer isn't going to be a normal summer in a lot of ways, but there will still be a summer program, just with some adjustments.

APL's Summer Reading Challenge will be largely online this year.

## How To:

- Register with Beanstack, our NEW online resource. (You can register one reader or a family of readers.) Find Beanstack at <https://abbotsfordpl.beanstack.org/> or in the Beanstack Tracker app.
- Log the minutes you or your children spent reading or being read to, audio books count.
- Logged minutes earns you prizes, stop in the library and let staff know.
- Extra reading earns tickets for a chance at extra prizes.

Use the offline logs if you cannot use Beanstack.

## REDUCED HOURS DUE TO COVID-19

Mon, Wed, 10-7pm Fri, 10-5pm

(10-11 reserved for at risk populations)

Curbside:

Tues 9-1 and Thur 1-6



IMAGINE  
YOUR STORY

JUNE 15TH - JULY 27TH

33

**Central Fire & EMS District Meeting Minutes**  
**May 21, 2020 – 7:00 p.m.**  
**Station 1 – Colby Fire Hall**

**Call to order:**

The May 21, 2020 meeting of the Central Fire & EMS District was called to order by President Larry Oehmichen at 7:02 p.m.

**Meeting posted per statute**

**Roll Call:**

City of Abbotsford, James Weix; City of Colby, absent; Town of Colby, Larry Oehmichen; Town of Holton, Pat Tischendorf; Town of Hull, Mitch Gumz; Town of Mayville, Dennis Engel; Village of Dorchester, absent.

**April 16, 2020 meeting minutes:**

A motion was made by Pat Tischendorf, second by James Weix to dispense with the reading of the April 16, 2020 meeting minutes and approve as written. Motion carried.

**Nancy O'Brien, District Treasurer's report:**

Carol Staab presented the Treasurer's report (see attached). A motion was made by Dennis Engel, second by Mitch Gumz to accept the Treasurer's report as presented. Motion carried.

**Bills for payment:**

Discussion was held on the bills for payment totaling \$22,738.54. A motion was made by Pat Tischendorf, second by Mitch Gumz to pay the bills totaling \$22,738.54 as presented. Motion carried.

**Public discussion:**

Nothing noted.

**Station 2 insurance - update:**

Discussion began with reviewing a Fire Hall Lease Agreement that was prepared by the City of Abbotsford, which if considered would need to be approved by each municipality as it changes the original contract. The City of Abbotsford wants to maintain the insurance on Station 2 and will cover the difference in premium between the price quoted by MacGillis Insurance Agency and the current policy in place. James Weix stated that the City of Abbotsford is looking for cheaper insurance and will cover the excess this year. When asked if the City of Abbotsford will pay the difference just this year or this year and the following years, James Weix stated that they would. Larry Oehmichen stated that he was not in favor of changing the original contract and an agreement with the City of Abbotsford should be drawn up stating that each year the City of Abbotsford agrees to absorb the difference in premium from what the District can obtain insurance for and what the City of Abbotsford will obtain. James Weix stated that he will take this information back to his City Council for discussion. This item will be on the June meeting agenda for discussion and possible action.

**Member retirement/recognition, update**

Chief Joe Mueller discussed retirement/recognition awards. Chief Mueller was looking for an amount to be spent for recognition/retirement with a minimum of 20 years of service required. A policy is being worked on for this retirement/recognition. When asked about EMS retirement/recognition, Chief Mueller stated that this was being worked on by the EMS with 20 years of service also required. A motion was made by Pat Tischendorf, second by Mitch Gumz to approve up to \$500 for member retirement/recognition. Dennis Engel stated that he wants to see a policy on this. Motion carried.

**Fire Chief's report:**

Fire Chief Mueller presented his Chief's report (see attached).

The purchase of additional pagers was discussed. A motion was made by Dennis Engel, second by Pat Tischendorf to allow Chief Mueller to purchase 6 pagers at a cost of \$2,430.00. Motion carried.

**Next meeting date:**

The next regular monthly meeting of the Central Fire & EMS District was scheduled for June 18, 2020 at Station 2 – Abbotsford Fire Hall beginning at 7:00 p.m.

There being no further business a motion was made by Pat Tischendorf, second by Mitch Gumz to adjourn at 7:55 p.m. Motion carried.

Respectfully submitted,

Carol Staab, Executive Secretary  
Central Fire & EMS District

**Central Fire & EMS District Monthly Chief's Report  
April 16, 2020 to May 21, 2020**

Calls for service:

EMS:	45
Fire:	2
Rescue:	0
Stand-by	0
Total	47

1. Garage Fire 4/24
2. House Fire 5/9
3. Blazing to literacy
4. New Engine
5. Pool filling
6. Pagers
7. Rollover on 29

Ambulance calls by time of day

Monday-Friday 0700-1700 (duty crew)	15 calls
Monday- Friday 1700-0700	21 calls
Saturday/Sunday	10 calls
Total EMS Calls (for this period)	45 calls
Total EMS Calls for 2019	245 calls



**Central Fire & EMS: April 2020 Financial Statement**

**Checking Account**

Beginning Balance		\$	107,085.49
<b>Receipts: April 2020</b>			
Liferequest - EMS	\$	30,086.03	
Liferequest - Fire	\$	5,613.26	
City of Abbotsford - 2nd	\$	25,818.60	
City of Colby - 2nd	\$	15,887.77	
Village of Dorchester - 2nd	\$	9,394.65	
Town of Colby - 2nd	\$	8,435.46	
Town of Hull - 2nd	\$	11,572.35	
Town of Holton - 2nd	\$	10,550.84	
Town of Mayville - 2nd	\$	10,927.84	
Misc Revenues	\$	21.00	
COVID grant money	\$	7,561.82	
Interest	\$	47.43	

<b>Total Receipts</b>		\$	<b>135,917.05</b>
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**Disbursements: April 2020**

Payroll	\$	14,790.18
Payroll Taxes	\$	3,325.47
Vouchers Payable	\$	-
Length of Service award	\$	-
Legal	\$	-
Accounting/Secretarial Service	\$	500.00
Grant planning	\$	-
Insurance Premiums	\$	-
Vehicle Maintenance	\$	-
Vehicle Maintenance-Fire	\$	-
Vehicle Maintenance-EMS	\$	-
Equipment Maint.-Fire	\$	3,040.96
Equipment Maint.-EMS	\$	-
Apparatus Testing/Cert	\$	-
Pagers/Radios-Fire	\$	2,356.41
Building Maintenance/Supplies	\$	176.69
Phone & Internet	\$	1,090.39
Electric	\$	1,203.87
Heat	\$	574.91
Water	\$	555.97
Water/Truck Fill	\$	-
Rent of stations	\$	-
Office Expense	\$	778.00
Office Expense-Fire	\$	-
Office Expense-EMS	\$	-
Meeting Expense	\$	-
Dues & Subscriptions	\$	-
Dues & Subscriptions-Fire	\$	-
Dues & Subscriptions-EMS	\$	-
Computer Expense	\$	14.76
Computer Expense-Fire	\$	-
Computer Expense-EMS	\$	-
Printer/Copier	\$	123.23
Misc Expense	\$	-
Advertising/Promotions	\$	-
Clothing/Uniforms-Fire	\$	-
Clothing/Uniforms-EMS	\$	-
Mileage Reimbursement	\$	-
Training & Education-Fire	\$	-
Training & Education-EMS	\$	198.25
FAP Funding-EMS Equip/Training Costs	\$	-
Ambulance Supplies	\$	1,003.52
Equipment Purchases-Fire	\$	282.00
Equipment Purchases-EMS	\$	-
Turn out Gear-Fire	\$	-
Fire Supplies-Foam	\$	-
Fire Supplies	\$	210.99
Haz Mat	\$	-
Fuel-Vehicles	\$	790.50
Capital Equipment Purchases	\$	-
Xfer balance to savings	\$	-

<b>Total Disbursements</b>		\$	<b>31,016.10</b>
		\$	<b>211,986.44</b>

**Bank Statement**

Ending Abby Bank Checking Account Balance as of 4/30/2020	\$	217,556.20	\$	(0.00)
Outstanding Disbursements		5,569.76		
Ending Transaction Detail Balance for April	\$	<b>211,986.44</b>		

**Other Accounts-Savings**

Beginning Balance	\$	57,685.33
4/30/2020 Interest	\$	12.01
<b>Savings account balance as of 4/30/2020</b>	\$	<b>57,697.34</b>

**Other Accounts-Money Market**

Beginning Balance	\$	500,000.00
4/30/2020 Interest	\$	-
<b>Savings account balance as of 4/30/2020</b>	\$	<b>500,000.00</b>

**Summary of Bills - PAID**

4/30/2020	\$5,492.65
5/13/2020	\$3,433.57
5/14/2020	\$7,735.50
5/21/2020	\$6,076.82

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TOTAL \$22,738.54

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CENTRAL FIRE & EMS CHECKING

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Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
6880	4/30/2020	5 ALARM FIRE & SAFETY LIGHTS	
750-00-53051-001-000		EQUIPMENT PURCHASES-FIRE 196144-0	282.00
Total			282.00
6881	4/30/2020	CARDMEMBER SERVICE EMAIL/AMAZON	
750-00-53000-000-000		OFFICE EXPENSE	132.00
750-00-53020-000-000		COMPUTER EXPENSE	14.76
750-00-53050-002-000		AMBULANCE SUPPLIES	146.34
Total			293.10
6882	4/30/2020	CHARTER COMMUNICATIONS ST. 1 & 2	
750-00-52050-000-000		PHONE & INTERNET ST. 2 0019373041320	180.10
750-00-52050-000-000		PHONE & INTERNET ST. 1 0005127041420	191.87
Total			371.97
6883	4/30/2020	COLBY WATER DEPARTMENT MAY	
750-00-52053-000-000		WATER	139.10
Total			139.10
6884	4/30/2020	FIRE RESCUE SUPPLY, LLC RESCUE TOOLS MAINT.	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE 8622	610.00
Total			610.00
6885	4/30/2020	HALVERSON, LONNIE REIMBURSE FOR BATTERY CHARGER	
750-00-53054-001-000		FIRE SUPPLIES	210.99

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Check Nbr	Check Date	Payee	Amount
			Total 210.99
6886	4/30/2020	MCHS HOSPITALS, INC LINENS	
750-00-53050-002-000		AMBULANCE SUPPLIES RI419	27.00
			Total 27.00
6887	4/30/2020	OFFICE DEPOT SUPPLIES	
750-00-52028-000-000		BUILDING MAINTENANCE/SUPPLIES 471990504001	26.57
750-00-52028-000-000		BUILDING MAINTENANCE/SUPPLIES 471990387001	127.32
			Total 153.89
6888	4/30/2020	OK TOWER SERVICE INSTALL ANTENNA	
750-00-52023-001-000		PAGER/RADIOS 0831	1,823.00
			Total 1,823.00
6889	4/30/2020	VERIZON WIRELESS CELL PHONES	
750-00-52050-000-000		PHONE & INTERNET 9852575152	249.86
			Total 249.86
6890	4/30/2020	WE ENERGIES ALL STATIONS	
750-00-52052-000-000		HEAT ST 1, 3/18-4/17	69.33
750-00-52052-000-000		HEAT ST. 2, 3/18-4/17	321.32
750-00-52052-000-000		HEAT ST. 3, 3/16-4/15	184.26
			Total 574.91
6891	4/30/2020	XCEL ENERGY ST. 1	

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Check Nbr	Check Date	Payee	Amount
750-00-52051-000-000		ELECTRIC	345.88
	ST. 1, 3/14-4/12		
750-00-52051-000-000		ELECTRIC	110.95
	ST. 1, 3/14-4/12		
Total			456.83
<hr/>			
6892	4/30/2020	ZB DESIGNS	
		DECALING RESCUE	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	300.00
		92-2	
Total			300.00
<hr/>			
Grand Total			5,492.65

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Check Nbr	Check Date	Payee	Amount
6893	5/13/2020	ABBY COUNTY MARKET MEETING, LAUNDRY SOAP	
750-00-53029-000-000		MISCELLANEOUS EXPENSE	118.30
Total			118.30
6894	5/13/2020	AIRGAS USA LLC OXYGEN	
750-00-53050-002-000		AMBULANCE SUPPLIES 9970094607	235.08
750-00-53050-002-000		AMBULANCE SUPPLIES 9970096698	27.97
Total			263.05
6895	5/13/2020	CHARTER COMMUNICATIONS PHONE/INTERNET	
750-00-52050-000-000		PHONE & INTERNET ST.3 0010357042620	204.36
Total			204.36
6896	5/13/2020	CITY OF ABBOTSFORD MAY	
750-00-52053-000-000		WATER STATION 2	169.72
Total			169.72
6897	5/13/2020	CONWAY SHIELD AMBULANCE SUPPLIES, COVID EXPENSE	
750-00-53050-002-000		AMBULANCE SUPPLIES 0456608-IN	350.00
Total			350.00
6898	5/13/2020	DESIGNER ADVERTISING TSHIRTS	
750-00-53031-002-000		CLOTHING/UNIFORMS-EMS 54177	76.50
Total			76.50
6899	5/13/2020	EMERGENCY MEDICAL PRODUCTS INC STIFF NECK COLLARS	

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Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
750-00-53050-002-000		AMBULANCE SUPPLIES	109.50
		2161524	
		Total	109.50
6900 5/13/2020 EO JOHNSON CO, INC COPIER			
750-00-53021-000-000		PRINTER/COPIER	123.23
		26973434	
		Total	123.23
6901 5/13/2020 FOURMEN'S FARM HOME PANTS			
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	16.97
		3-182823	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	2.56
		3-183455	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	21.36
		3-184573	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	4.32
		3-184650	
		Total	45.21
6902 5/13/2020 MARK HARRING STANDING TRUSTEE HEATHER REYES			
750-00-21111-000-000		PAYROLL DEDUCTIONS PAYABLE	210.00
		Total	210.00
6903 5/13/2020 MEYER LUMBER SUPPLY, INC TO MAKE BOX FOR DORCHESTER			
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	6.69
		18861	
		Total	6.69
6904 5/13/2020 NORTHWAY COMMUNICATIONS INC STATION 1 BASE RADIO			
750-00-52023-001-000		PAGER/RADIOS	549.50
		175366	
		Total	549.50

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Page: 3

ALL Checks

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CENTRAL FIRE & EMS CHECKING

Dated From:

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Check Nbr	Check Date	Payee	Amount
6905	5/13/2020	OFFICE DEPOT INK FOR PRINTERS	
750-00-53000-000-000		OFFICE EXPENSE 477980680001	64.99
750-00-53000-000-000		OFFICE EXPENSE 477981351001	16.79
Total			81.78
6906	5/13/2020	UNEMPLOYMENT INSURANCE UNEMPLOYMENT	
750-00-51004-000-000		UNEMPLOYMENT PAID	377.78
Total			377.78
6907	5/13/2020	VERIZON WIRELESS DATA IN MED	
750-00-52050-000-000		PHONE & INTERNET 9853516192	14.04
Total			14.04
6908	5/13/2020	WIESE, MIKE POLISH TANKS & WHEELS	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	35.00
Total			35.00
6909	5/13/2020	XCEL ENERGY ST. 2 & 3	
750-00-52051-000-000		ELECTRIC ST. 3, 3/28-4/27	197.79
750-00-52051-000-000		ELECTRIC ST. 2, 3/28-4/27	501.12
Total			698.91
Grand Total			3,433.57



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Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
6910	5/14/2020	MACGILLIS AGENCY INC. INSTALLMENT 2	
750-00-52010-000-000		INSURANCE PREMIUMS	7,735.50
		1967	
		Total	7,735.50
		Grand Total	7,735.50

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ALL Checks  
CENTRAL FIRE & EMS CHECKING

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ACCT

Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
6911	5/21/2020	5 ALARM FIRE & SAFETY TESTING AND SHIPPING CHARGE	
750-00-53051-001-000		EQUIPMENT PURCHASES-FIRE 196144-1	17.99
750-00-52022-001-000		APPARATUS TESTING/CERT. 194363-1	2,855.00
Total			2,872.99

6912	5/21/2020	CITY OF COLBY MAY ACCOUNTING	
750-00-52005-000-000		ACCOUNTING/SECRETARIAL SERVICE MAY	500.00
Total			500.00

6913	5/21/2020	DUANE LITERSKI EXCAVATING, LLC EXCAVATING AT FIRE CALL-EMPEY	
750-00-53029-000-000		MISCELLANEOUS EXPENSE	455.00
Total			455.00

6914	5/21/2020	EMERGENCY MEDICAL PRODUCTS INC MED SUPPLIES	
750-00-53050-002-000		AMBULANCE SUPPLIES 2150242	148.40
750-00-53050-002-000		AMBULANCE SUPPLIES 2152099	475.14
Total			623.54

6915	5/21/2020	KWIK TRIP FUEL	
750-00-53060-000-000		FUEL-VEHICLES APRIL	454.95
Total			454.95

6916	5/21/2020	MCHS HOSPITALS, INC MEDS/LINENS	
750-00-53050-002-000		AMBULANCE SUPPLIES RI441	27.00
750-00-53050-002-000		AMBULANCE SUPPLIES IN2118	46.78

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Check Register - Full Report - ALL  
ALL Checks  
CENTRAL FIRE & EMS CHECKING

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ACCT

Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total 73.78
6917	5/21/2020	MUELLER, LIN REIMBURSE FOR GC FOR BLAZING TO LITERACY	
750-00-53030-000-000		ADVERTISING/PROMOTIONS	210.00
			Total 210.00
6918	5/21/2020	NORTHWAY COMMUNCATIONS INC PAGER REPAIRS	
750-00-52023-001-000		PAGER/RADIOS 111895	290.49
			Total 290.49
6919	5/21/2020	OFFICE DEPOT CLEANING	
750-00-52028-000-000		BUILDING MAINTENANCE/SUPPLIES 482790210001	45.93
			Total 45.93
6920	5/21/2020	RIVER COUNTRY CO-OP FUEL	
750-00-53060-000-000		FUEL-VEHICLES	156.76
			Total 156.76
6921	5/21/2020	S&R STAINLESS & REPAIR INC. TRUCK REPAIR	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE E1 LADDER RACK AND WATER LEVEL GAUGUE 51115	364.42
			Total 364.42
6922	5/21/2020	STAAB, JOHN KEROSENE FOR PRESSURE WASHER	
750-00-52020-000-000		VEHICLE MAINTENANCE	28.96
			Total 28.96
Grand Total			6,076.82

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All Employees

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PAYRL

Check Date From: 5/14/2020  
Thru: 5/14/2020

From Dept:  
Thru Dept:

Pay Periods: 8/01/2019 Thru: 4/30/2020  
(Male: 61 Female: 22)

Total Checks: 83

Earnings:

DISTRICT PAY	800.00
DUTY CREW	6,872.00
EMS DRIVER	67.50
EMS WAGES	3,380.00
FIRE CHIEF	750.00
FIRE WAGES	7,472.50
MEETING PAY	1,350.00
OFFICER PAY	2,100.00
WEEKEND CALL	681.00
	-----
	23,473.00

Withholdings:

Federal	572.22
Social Security	1,455.32
Medicare	340.44
Wisconsin	408.01
GARNISHMENT	210.00
	-----
	2,985.99

NET PAY 20,487.01

Flexible Time Off: Earned Used

		Fund: All Funds				
		2020	2020	2020	Budget	% of
Account Number		April	Actual 04/30/2020	Budget	Status	Budget
750-00-43000-000-000	FIRE & EMS FEE-ABBOTSFORD	25,818.60	51,637.20	103,274.40	-51,637.20	50.00
750-00-43100-000-000	FIRE & EMS FEE-COLBY	15,887.77	31,775.54	63,551.06	-31,775.52	50.00
750-00-43200-000-000	FIRE & EMS FEE-DORCHESTER	9,394.65	18,789.30	37,578.60	-18,789.30	50.00
750-00-43300-000-000	FIRE & EMS FEE-TOWN OF COLBY	8,435.46	16,870.93	33,741.85	-16,870.92	50.00
750-00-43400-000-000	FIRE & EMS FEE-TOWN OF HULL	11,572.35	23,144.71	46,289.41	-23,144.70	50.00
750-00-43500-000-000	FIRE & EMS FEE-TOWN OF HOLTON	10,550.84	21,101.68	42,203.34	-21,101.66	50.00
750-00-43600-000-000	FIRE & EMS FEE-TOWN MAYVILLE	10,927.84	21,855.68	43,711.34	-21,855.66	50.00
750-00-43700-000-000	CONTRACTED SERVICE FEES	0.00	8,500.00	16,000.00	-7,500.00	53.13
750-00-43800-000-000	FIRE PROTECTION-2% INS TAX	0.00	0.00	20,000.00	-20,000.00	0.00
750-00-43900-000-000	EMS-FEES FOR SERVICE	30,086.03	111,892.21	210,000.00	-98,107.79	53.28
750-00-43901-000-000	FIRE-FEES FOR SERVICE	5,613.26	11,512.58	0.00	11,512.58	0.00
750-00-44100-000-000	REVENUES FROM PREVIOUS BUDGETS	0.00	0.00	0.00	0.00	0.00
750-00-45000-000-000	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00
750-00-48100-000-000	INTEREST	59.44	1,245.28	0.00	1,245.28	0.00
750-00-48300-000-000	DONATION REVENUES	0.00	0.00	0.00	0.00	0.00
750-00-48301-000-000	RENT	0.00	0.00	0.00	0.00	0.00
750-00-48302-000-000	EMS REVENUE OUTSIDE LIFEQUEST	0.00	0.00	0.00	0.00	0.00
750-00-48400-000-000	MISCELLANEOUS REVENUES	21.00	2,331.50	0.00	2,331.50	0.00
750-00-49100-000-000	GRANT REVENUES	7,561.82	7,561.82	0.00	7,561.82	0.00
<b>Total Revenues</b>		<b>135,929.06</b>	<b>328,218.43</b>	<b>616,350.00</b>	<b>-288,131.57</b>	<b>53.25</b>

		Fund: All Funds				
		2020	2020	2020	Budget	% of
Account Number		April	Actual 04/30/2020	Budget	Status	Budget
750-00-51001-000-000	SALARIES-DISTRICT CHIEF	750.00	1,500.00	9,000.00	7,500.00	16.67
750-00-51001-001-000	SALARIES-FIRE	4,655.00	29,452.00	96,500.00	67,048.00	30.52
750-00-51001-002-000	SALARIES-EMS	10,623.25	54,435.50	155,200.00	100,764.50	35.07
750-00-51002-000-000	SALAREIS-ADMIN/BOARD	800.00	3,175.00	4,200.00	1,025.00	75.60
750-00-51003-000-000	SALARIES-DUTY CREW	0.00	0.00	0.00	0.00	0.00
750-00-51010-000-000	SOCIAL SECURITY-DISTRICT SHARE	1,287.40	6,775.21	22,000.00	15,224.79	30.80
750-00-51020-000-000	LENGTH OF SERVICE AWARD	0.00	13,185.00	19,000.00	5,815.00	69.39
750-00-52001-000-000	LEGAL	0.00	0.00	1,000.00	1,000.00	0.00
750-00-52002-002-000	LIFEQUEST FEES	0.00	0.00	0.00	0.00	0.00
750-00-52005-000-000	ACCOUNTING/SECRETARIAL SERVICE	500.00	2,000.00	8,500.00	6,500.00	23.53
750-00-52006-000-000	GRANT WRITING/PLANNING	0.00	0.00	1,500.00	1,500.00	0.00
750-00-52010-000-000	INSURANCE PREMIUMS	0.00	6,670.50	25,000.00	18,329.50	26.68
750-00-52020-000-000	VEHICLE MAINTENANCE	0.00	327.80	0.00	-327.80	0.00
750-00-52020-001-000	VEHICLE MAINTENANCE-FIRE	0.00	3,375.44	20,000.00	16,624.56	16.88
750-00-52020-002-000	VEHICLE MAINTENANCE-EMS	0.00	1,659.25	7,500.00	5,840.75	22.12
750-00-52021-001-000	EQUIPMENT MAINTENANCE-FIRE	3,040.96	3,326.77	10,000.00	6,673.23	33.27
750-00-52021-002-000	EQUIPMENT MAINTENANCE-EMS	0.00	0.00	10,000.00	10,000.00	0.00
750-00-52022-001-000	APPARATUS TESTING/CERT.	0.00	0.00	7,500.00	7,500.00	0.00
750-00-52023-001-000	PAGER/RADIOS	2,356.41	3,664.66	7,500.00	3,835.34	48.86
750-00-52028-000-000	BUILDING MAINTENANCE/SUPPLIES	176.69	435.60	3,000.00	2,564.40	14.52
750-00-52050-000-000	PHONE & INTERNET	1,090.39	3,323.23	7,500.00	4,176.77	44.31
750-00-52051-000-000	ELECTRIC	1,203.87	5,265.06	15,000.00	9,734.94	35.10
750-00-52052-000-000	HEAT	574.91	3,668.54	9,000.00	5,331.46	40.76
750-00-52053-000-000	WATER	555.97	1,413.29	5,000.00	3,586.71	28.27
750-00-52054-000-000	WATER/TRUCK FILL	0.00	0.00	500.00	500.00	0.00
750-00-52055-000-000	RENT	0.00	3,000.00	3,000.00	0.00	100.00
750-00-53000-000-000	OFFICE EXPENSE	778.00	1,285.10	2,000.00	714.90	64.26
750-00-53000-001-000	OFFICE EXPENSE-FIRE	0.00	0.00	0.00	0.00	0.00
750-00-53000-002-000	OFFICE EXPENSE-EMS	0.00	1,670.00	0.00	-1,670.00	0.00
750-00-53001-000-000	MEETING EXPENSE	0.00	0.00	1,000.00	1,000.00	0.00
750-00-53010-000-000	DUES & SUBSCRIPTIONS	0.00	125.00	150.00	25.00	83.33
750-00-53010-001-000	DUES & SUBSCRIPTIONS-FIRE	0.00	105.00	500.00	395.00	21.00
750-00-53010-002-000	DUES & SUBSCRIPTIONS-EMS	0.00	0.00	1,000.00	1,000.00	0.00
750-00-53020-000-000	COMPUTER EXPENSE	14.76	14.76	2,000.00	1,985.24	0.74
750-00-53020-001-000	COMPUTER EXPENSE-FIRE	0.00	0.00	0.00	0.00	0.00
750-00-53020-002-000	COMPUTER EXPENSE-EMS	0.00	0.00	0.00	0.00	0.00
750-00-53021-000-000	PRINTER/COPIER	123.23	492.92	1,800.00	1,307.08	27.38
750-00-53029-000-000	MISCELLANEOUS EXPENSE	0.00	44.02	1,000.00	955.98	4.40
750-00-53030-000-000	ADVERTISING/PROMOTIONS	0.00	0.00	1,000.00	1,000.00	0.00
750-00-53031-001-000	CLOTHING/UNIFORMS-FIRE	0.00	367.25	1,500.00	1,132.75	24.48
750-00-53031-002-000	CLOTHING/UNIFORMS-EMS	0.00	202.25	1,500.00	1,297.75	13.48
750-00-53035-000-000	MILEAGE REIMBURSEMENT	0.00	0.00	500.00	500.00	0.00
750-00-53040-001-000	TRAINING & EDUCATION-FIRE	0.00	99.70	5,000.00	4,900.30	1.99
750-00-53040-002-000	TRAINING & EDUCATION-EMS	198.25	2,328.37	25,000.00	22,671.63	9.31
750-00-53041-002-000	FAP FUNDING-EMS SUPPLIES/EQUIP	0.00	0.00	0.00	0.00	0.00
750-00-53042-002-000	FAP FUNDING-EMS TRAINING COSTS	0.00	0.00	0.00	0.00	0.00
750-00-53050-002-000	AMBULANCE SUPPLIES	1,003.52	3,777.67	15,000.00	11,222.33	25.18
750-00-53051-001-000	EQUIPMENT PURCHASES-FIRE	282.00	632.76	5,000.00	4,367.24	12.66
750-00-53051-002-000	EQUIPMENT PURCHASES-EMS	0.00	0.00	5,000.00	5,000.00	0.00
750-00-53052-001-000	TURN OUT GEAR	0.00	0.00	22,000.00	22,000.00	0.00
750-00-53053-001-000	FIRE SUPPLIES-FOAM	0.00	0.00	0.00	0.00	0.00
750-00-53054-001-000	FIRE SUPPLIES	210.99	210.99	5,000.00	4,789.01	4.22

		Fund: All Funds				
Account Number		2020	2020	2020	Budget	% of
		April	Actual	Budget	Status	Budget
			04/30/2020			
750-00-53059-000-000	HAZ MAT MATERIALS	0.00	0.00	500.00	500.00	0.00
750-00-53060-000-000	FUEL-VEHICLES	790.50	3,593.83	10,000.00	6,406.17	35.94
750-00-57001-000-000	VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00
750-00-57010-000-000	CAPITAL EQUIPMENT PURCHASES	0.00	0.00	37,500.00	37,500.00	0.00
750-00-59100-000-000	CONTINGENCY FUND	0.00	0.00	25,000.00	25,000.00	0.00
<b>Total Expenses</b>		<b>31,016.10</b>	<b>161,602.47</b>	<b>616,350.00</b>	<b>454,747.53</b>	<b>26.22</b>
<b>Net Totals</b>		<b>104,912.96</b>	<b>166,615.96</b>	<b>0.00</b>	<b>-166,615.96</b>	

CENTRAL FIRE & EMS CHECKING

ALL Receipts

Posted From: 4/01/2020 From Account:  
Thru: 4/30/2020 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
282	4/13/2020	CITY OF COLBY	
2ND QUARTER			
750-00-43100-000-000		FIRE & EMS FEE-COLBY	15,887.77
2ND 2020			
Total			15,887.77
283	4/13/2020	TOWN OF HULL	
2ND QUARTER PYMT			
750-00-43400-000-000		FIRE & EMS FEE-TOWN OF HULL	11,572.35
2ND 2020			
Total			11,572.35
284	4/13/2020	LIFEQUEST FEES	
LIFEQUEST FEES			
750-00-43900-000-000		EMS-FEES FOR SERVICE	229.68
Total			229.68
285	4/16/2020	TOWN OF HOLTON	
2ND QUARTER PYMT			
750-00-43500-000-000		FIRE & EMS FEE-TOWN OF HOLTON	10,550.84
2ND QUARTER			
Total			10,550.84
286	4/16/2020	VILLAGE OF DORCHESTER	
2ND QUARTER			
750-00-43200-000-000		FIRE & EMS FEE-DORCHESTER	9,394.65
2ND, 2020			
Total			9,394.65
287	4/16/2020	TOWN OF COLBY	
2ND QUARTER			
750-00-43300-000-000		FIRE & EMS FEE-TOWN OF COLBY	8,435.46
2ND 2020			
Total			8,435.46
288	4/21/2020	TOWN OF MAYVILLE	
2ND QUARTER			
750-00-43600-000-000		FIRE & EMS FEE-TOWN MAYVILLE	10,927.84
2ND			



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CENTRAL FIRE & EMS CHECKING

ALL Receipts

Posted From: 4/01/2020 From Account:  
Thru: 4/30/2020 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount	
			Total	10,927.84
289	4/21/2020	LIFEQUEST FEES		
LIFEQUEST FEES				
750-00-43900-000-000		EMS-FEES FOR SERVICE	43.12	
			Total	43.12
290	4/21/2020	NORTH CENTRAL TECHNICAL COLLEGE		
REFUND S544052S				
750-00-48400-000-000		MISCELLANEOUS REVENUES	21.00	
NTC REFUND				
			Total	21.00
291	4/28/2020	CITY OF ABBOTSFORD		
2ND QUARTER				
750-00-43000-000-000		FIRE & EMS FEE-ABBOTSFORD	25,818.60	
2ND 2020				
			Total	25,818.60
			Grand Total	92,881.31

## CENTRAL FIRE &amp; EMS CHECKING

## ALL Checks

Posted From: 4/17/2020 From Account:  
Thru: 5/21/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
6880	4/30/2020	5 ALARM FIRE & SAFETY LIGHTS	282.00
6881	4/30/2020	CARDMEMBER SERVICE EMAIL/AMAZON	293.10
6882	4/30/2020	CHARTER COMMUNICATIONS ST. 1 & 2	371.97
6883	4/30/2020	COLBY WATER DEPARTMENT MAY	139.10
6884	4/30/2020	FIRE RESCUE SUPPLY, LLC RESCUE TOOLS MAINT.	610.00
6885	4/30/2020	HALVERSON, LONNIE REIMBURSE FOR BATTERY CHARGER	210.99
6886	4/30/2020	MCHS HOSPITALS, INC LINENS	27.00
6887	4/30/2020	OFFICE DEPOT SUPPLIES	153.89
6888	4/30/2020	OK TOWER SERVICE INSTALL ANTENNA	1,823.00
6889	4/30/2020	VERIZON WIRELESS CELL PHONES	249.86
6890	4/30/2020	WE ENERGIES ALL STATIONS	574.91
6891	4/30/2020	XCEL ENERGY ST. 1	456.83
6892	4/30/2020	ZB DESIGNS DECALING RESCUE	300.00
6893	5/13/2020	ABBY COUNTY MARKET MEETING, LAUNDRY SOAP	118.30
6894	5/13/2020	AIRGAS USA LLC OXYGEN	263.05
6895	5/13/2020	CHARTER COMMUNICATIONS PHONE/INTERNET	204.36
6896	5/13/2020	CITY OF ABBOTSFORD MAY	169.72
6897	5/13/2020	CONWAY SHIELD AMBULANCE SUPPLIES, COVID EXPENSE	350.00
6898	5/13/2020	DESIGNER ADVERTISING TSHIRTS	76.50

## CENTRAL FIRE &amp; EMS CHECKING

## ALL Checks

Posted From: 4/17/2020 From Account:  
Thru: 5/21/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
6899	5/13/2020	EMERGENCY MEDICAL PRODUCTS INC STIFF NECK COLLARS	109.50
6900	5/13/2020	EO JOHNSON CO, INC COPIER	123.23
6901	5/13/2020	FOURMEN'S FARM HOME PANTS	45.21
6902	5/13/2020	MARK HARRING STANDING TRUSTEE HEATHER REYES	210.00
6903	5/13/2020	MEYER LUMBER SUPPLY, INC TO MAKE BOX FOR DORCHESTER	6.69
6904	5/13/2020	NORTHWAY COMMUNICATIONS INC STATION 1 BASE RADIO	549.50
6905	5/13/2020	OFFICE DEPOT INK FOR PRINTERS	81.78
6906	5/13/2020	UNEMPLOYMENT INSURANCE UNEMPLOYMENT	377.78
6907	5/13/2020	VERIZON WIRELESS DATA IN MED	14.04
6908	5/13/2020	WIESE, MIKE POLISH TANKS & WHEELS	35.00
6909	5/13/2020	XCEL ENERGY ST. 2 & 3	698.91
6910	5/14/2020	MACGILLIS AGENCY INC. INSTALLMENT 2	7,735.50
6911	5/21/2020	5 ALARM FIRE & SAFETY TESTING AND SHIPPING CHARGE	2,872.99
6912	5/21/2020	CITY OF COLBY MAY ACCOUNTING	500.00
6913	5/21/2020	DUANE LITERSKI EXCAVATING, LLC EXCAVATING AT FIRE CALL-EMPEY	455.00
6914	5/21/2020	EMERGENCY MEDICAL PRODUCTS INC MED SUPPLIES	623.54
6915	5/21/2020	KWIK TRIP FUEL	454.95
6916	5/21/2020	MCHS HOSPITALS, INC MEDS/LINENS	73.78
6917	5/21/2020	MUELLER, LIN REIMBURSE FOR GC FOR BLAZING TO LITERACY	210.00

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CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 4/17/2020 From Account:  
Thru: 5/21/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
6918	5/21/2020	NORTHWAY COMMUNICATIONS INC PAGER REPAIRS	290.49
6919	5/21/2020	OFFICE DEPOT CLEANING	45.93
6920	5/21/2020	RIVER COUNTRY CO-OP FUEL	156.76
6921	5/21/2020	S&R STAINLESS & REPAIR INC. TRUCK REPAIR	364.42
6922	5/21/2020	STAAB, JOHN KEROSENE FOR PRESSURE WASHER	28.96

Grand total:  
\$ 22,738.54

# Colby/Abbotsford Police Commission Meeting

## May 11, 2020

### 6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Randy Hesgard, Frankie Soto, Dan Hederer and Roger Weideman. Dennis Kramer was absent. Also present were: Police Chief Jason Bauer, Abbotsford Mayor Lori Voss, School Resource (SRO) Officer Patrick Leichtnam and Kevin O'Brien-TP Printing. Schmidt welcomed the newly-seated commissioners who were appointed to serve on the CAPC until May 2021.

**Public Comment:** Voss asked who was getting citations for speeding in the Pine Street area. Bauer said it was not just Northside Apartment residents but others in the area as well. Voss asked if there was a high amount of police pressure in one particular area of Abbotsford. Bauer said CAPD officers spend a lot of time in the Northside Apartments area in a proactive fashion, building relationships with people in the area. He said a recent county-wide K-9 training session conducted using a vacant apartment in the Northside Apartments complex was very useful. Voss said she had gotten calls about a car without wheels in that area. Bauer said that issue was taken care of.

**Minutes From the March 9, 2020 Meeting:** Motion was made by Hederer, seconded by Hesgard to approve the minutes from the March 9, 2020 meeting as presented. Motion carried with a voice vote. It was noted the CAPC did not conduct a meeting in April 2020.

**Expenditures:** Motion was made by Hederer, seconded by Weideman to approve March expenditures as presented in the amount of \$14,744.54. Motion carried with a voice vote. Motion was made by Hesgard, seconded by Soto to approve April expenditures in the amount of \$28,725.45. Motion carried with a voice vote.

**Election of Officers:** Motion was made by Hesgard, seconded by Soto to nominate Todd Schmidt as president. Schmidt called three times for other nominations. Motion was made by Hederer, seconded by Weideman to close nominations and cast a unanimous ballot for Todd Schmidt as president. Motion carried with a voice vote. Motion was made by Weideman, seconded by Soto to nominate Dan Hederer as vice president. Schmidt called three times for other nominations. Motion was made by Hesgard, seconded by Soto to close nominations and cast a unanimous ballot for Dan Hederer as vice president. Motion carried with a voice vote.

**Election of Recording Secretary:** Motion was made by Hederer, seconded by Hesgard to elect Todd Schmidt as recording secretary until May 2021. Motion carried with a voice vote.

**Chief's Report:** Bauer said the K-9 was deployed four times in March resulting in four arrests, and was deployed eight times in April resulting in eight arrests. There were 938 activities reported for the month of March and 1,024 activities reported for the month of April. Year-to-date activities have been 3,919, compared to 2,462 activities through the month of April 2019. He said the number of complaints was up, and there were many miscellaneous SRO activities documented, including activities in the schools and home visits. It was noted the air conditioning unit went out on the K-9 vehicle and had to be repaired. Bauer said Officer Chris Brandner was resigning effective June 1, 2020 to take a position with the Marathon

County Sheriff's Department. His last day with the CAPD is scheduled May 31, 2020. Bauer said a position advertisement was placed on an internet site, encouraging bi-lingual applicants by June 1, 2020. He said depending upon the pool of applicants, interviews may be scheduled in closed session at the June 8 meeting. Leichtnam outlined his SRO activities for the past several months. He has been participating in collecting statistics and making connections for data-driven policing. Information can be used by officers to determine areas of highest call volume, apprehending suspects and then moving on. Lately, Leichtnam's biggest concentration has been delivering meals to where school kids are, and helping them with jobs, Food Share assistance, and mental health assessments. Leichtnam said he has been conducting virtual meetings with principals and counselors in Abbotsford and Colby schools to determine which families have been communicating and which families they haven't heard from. He said it was not uncommon to provide some tutoring, helping some students with their homework and making sure some seniors finish their classwork so they can graduate. Leichtnam said he had been helping with the Colby school food distribution site and had been regularly delivering meals to families in the Milan area. Soto said he had been delivering some of the 435 daily lunches for Abbotsford school students. Leichtnam (who is also a licensed social worker) said he had been coordinating home visit assessments with the Clark County Health Department and was staying on top of COVID-19 potential issues. Schmidt said during these uncertain times with the COVID-19 pandemic, the role of the SRO was more critical than when schools are regularly in session . Motion was made by Hesgard, seconded by Soto to accept and file the Chief's Report. Motion carried with a voice vote.

**Meeting Date for June 2020:** The next CAPC meeting will be held at 6:30 p.m. on Monday, June 8, 2020 at the CAPD.

**Adjournment:** Motion was made by Hederer, seconded by Hesgard to adjourn at 7:02 p.m. Motion carried with a voice vote.

# Colby/Abbotsford Police Commission

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## AGENDA FOR THE COLBY/ABBOTSFORD BOARD OF POLICE COMMISSIONERS MEETING TO BE HELD

MONDAY, JUNE 8, 2020 AT 6:30 PM

AT THE COLBY/ABBOTSFORD POLICE DEPARTMENT  
112 W SPRUCE ST, ABBOTSFORD WI 54405

1. Call meeting to order
2. Roll call
3. Comments from the public
4. Minutes from the May 11, 2020 meeting
5. Expenditures
6. Contract with Computer TR
7. Chief's Report
8. Meeting date for July
9. Closed Session per State Stats 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.  
**Purpose: Discuss employment applications for vacant officer position**
10. Adjourn in closed session or may reconvene in open session to take action from closed session as deemed necessary

Posted: 6/5/2020

*\*City Council members may attend the above committee meeting for information-gathering purposes. If a quorum of Council members should appear at this Commission meeting, a regular Council meeting may take place for the purpose of gathering information on an item listed on this Commission agenda. If such a meeting should occur, the date, time, and location of the Council meeting will be that of this Commission as listed on the Commission agenda.*

*Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Please contact the City Clerk's Office at (715) 223-4435 with as much advance notice as possible.*

**May 31, 2020 - FINANCIAL STATEMENT-POLICE DEPT**

Beginning Balance		\$ 144,640.38
Receipts received in May		
City of Colby	\$ -	
City of Abbotsford	\$ -	
Reports	\$ -	
Interest	\$ 16.82	
Temporary Plates	\$ -	
Lockouts	\$ -	
<b>Total Receipts</b>		<b>\$ 16.82</b>

<b>Disbursements - May</b>		
Net Payroll	\$ 26,193.99	
SS, FWH, WI Pmts.	\$ 10,299.71	
Union Dues	\$ 252.00	
Support Obligation	\$ 369.22	
State Retirement-Dept. Share	\$ 7,033.48	
Vouchers Payable	\$ -	
Auto Fuel	\$ 817.87	
Internet	\$ 79.99	
Telephone	\$ 443.47	
Heat	\$ 250.61	
Electric	\$ 359.52	
Water	\$ 69.04	
Liability Insurance	\$ -	
Health Insurance	\$ 17,991.02	
Dental Insurance	\$ 986.53	
Worker's Compensation	\$ 4,455.00	
Auto Insurance	\$ -	
Radio Maintenance	\$ -	
Auto Maintenance	\$ 998.59	
Clothing	\$ 639.59	
Training	\$ -	
Office Supplies	\$ 117.78	
Janitorial Supplies	\$ 45.37	
Copies	\$ -	
Radar Certification	\$ -	
Miscellaneous	\$ 12.99	
Computer Software Maintenance	\$ -	
Air Cards	\$ 50.00	
Computer Maintenance	\$ 696.18	
Office Equipment Maintenance	\$ -	
Building Maintenance	\$ -	
Equipment	\$ 524.73	
Equipment Transfers	\$ -	
Investigations	\$ 102.50	
Drug Dog	\$ 44.99	
Audit	\$ -	
Legal	\$ -	
Time System	\$ 246.00	
Auto Purchase	\$ -	
Auto Fund	\$ -	
Clothing-Vests	\$ -	
Department Policies	\$ -	
<b>Total Disbursements</b>		<b>\$ 73,080.17</b>
		<b>\$ 71,577.03</b>

**Trans Detail Ending Balance 5/31/2020**      **\$ 71,577.03**

<b>Designated Funds</b>		
Trans Detail Balance 5/31/2020		\$ 71,577.03
Auto Fund	\$22,936.06	
Reserved SRO Pay	\$25,000.00	
Sick Leave Accum. Retirement fund	\$24,495.70	
TOTAL Designated Funds		\$72,431.76
TOTAL Working Cash		<b>\$ (854.73)</b>



# Colby/Abbotsford Police Commission Meeting

May 11, 2020

6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Randy Hesgard, Frankie Soto, Dan Hederer and Roger Weideman. Dennis Kramer was absent. Also present were: Police Chief Jason Bauer, Abbotsford Mayor Lori Voss, School Resource (SRO) Officer Patrick Leichtnam and Kevin O'Brien-TP Printing. Schmidt welcomed the newly-seated commissioners who were appointed to serve on the CAPC until May 2021.

**Public Comment:** Voss asked who was getting citations for speeding in the Pine Street area. Bauer said it was not just Northside Apartment residents but others in the area as well. Voss asked if there was a high amount of police pressure in one particular area of Abbotsford. Bauer said CAPD officers spend a lot of time in the Northside Apartments area in a proactive fashion, building relationships with people in the area. He said a recent county-wide K-9 training session conducted using a vacant apartment in the Northside Apartments complex was very useful. Voss said she had gotten calls about a car without wheels in that area. Bauer said that issue was taken care of.

**Minutes From the March 9, 2020 Meeting:** Motion was made by Hederer, seconded by Hesgard to approve the minutes from the March 9, 2020 meeting as presented. Motion carried with a voice vote. It was noted the CAPC did not conduct a meeting in April 2020.

**Expenditures:** Motion was made by Hederer, seconded by Weideman to approve March expenditures as presented in the amount of \$14,744.54. Motion carried with a voice vote. Motion was made by Hesgard, seconded by Soto to approve April expenditures in the amount of \$28,725.45. Motion carried with a voice vote.

**Election of Officers:** Motion was made by Hesgard, seconded by Soto to nominate Todd Schmidt as president. Schmidt called three times for other nominations. Motion was made by Hederer, seconded by Weideman to close nominations and cast a unanimous ballot for Todd Schmidt as president. Motion carried with a voice vote. Motion was made by Weideman, seconded by Soto to nominate Dan Hederer as vice president. Schmidt called three times for other nominations. Motion was made by Hesgard, seconded by Soto to close nominations and cast a unanimous ballot for Dan Hederer as vice president. Motion carried with a voice vote.

**Election of Recording Secretary:** Motion was made by Hederer, seconded by Hesgard to elect Todd Schmidt as recording secretary until May 2021. Motion carried with a voice vote.

**Chief's Report:** Bauer said the K-9 was deployed four times in March resulting in four arrests, and was deployed eight times in April resulting in eight arrests. There were 938 activities reported for the month of March and 1,024 activities reported for the month of April. Year-to-date activities have been 3,919, compared to 2,462 activities through the month of April 2019. He said the number of complaints was up, and there were many miscellaneous SRO activities documented, including activities in the schools and home visits. It was noted the air conditioning unit went out on the K-9 vehicle and had to be repaired. Bauer said Officer Chris Brandner was resigning effective June 1, 2020 to take a position with the Marathon

County Sheriff's Department. His last day with the CAPD is scheduled May 31, 2020. Bauer said a position advertisement was placed on an internet site, encouraging bi-lingual applicants by June 1, 2020. He said depending upon the pool of applicants, interviews may be scheduled in closed session at the June 8 meeting. Leichtnam outlined his SRO activities for the past several months. He has been participating in collecting statistics and making connections for data-driven policing. Information can be used by officers to determine areas of highest call volume, apprehending suspects and then moving on. Lately, Leichtnam's biggest concentration has been delivering meals to where school kids are, and helping them with jobs, Food Share assistance, and mental health assessments. Leichtnam said he has been conducting virtual meetings with principals and counselors in Abbotsford and Colby schools to determine which families have been communicating and which families they haven't heard from. He said it was not uncommon to provide some tutoring, helping some students with their homework and making sure some seniors finish their classwork so they can graduate. Leichtnam said he had been helping with the Colby school food distribution site and had been regularly delivering meals to families in the Milan area. Soto said he had been delivering some of the 435 daily lunches for Abbotsford school students. Leichtnam (who is also a licensed social worker) said he had been coordinating home visit assessments with the Clark County Health Department and was staying on top of COVID-19 potential issues. Schmidt said during these uncertain times with the COVID-19 pandemic, the role of the SRO was more critical than when schools are regularly in session. Motion was made by Hespard, seconded by Soto to accept and file the Chief's Report. Motion carried with a voice vote.

**Meeting Date for June 2020:** The next CAPC meeting will be held at 6:30 p.m. on Monday, June 8, 2020 at the CAPD.

**Adjournment:** Motion was made by Hederer, seconded by Hespard to adjourn at 7:02 p.m. Motion carried with a voice vote.

Check Date From: 5/01/2020  
Thru: 5/31/2020

From Dept:  
Thru Dept:

Pay Periods: 4/19/2020 Thru: 5/16/2020

Total Checks: 20

(Male: 16 Female: 4)

Earnings:

Regular Pay	36,823.88	1,448.00	Hours
Overtime Pay	359.88	9.25	Hours
INSURANCE	700.00		
NIGHT SHIFT	438.25		
ON CALL	33.92		
	-----		
	38,355.93		

Withholdings:

Federal	2,915.26
Social Security	2,246.08
Medicare	525.30
Wisconsin	1,841.69
CHILD SUPPORT	369.22
HEALTH INS.	2,128.52
OTHER DEDUCTION	0.00
R&D FEES	0.00
UNION DUES	252.00
WRS Contrib.	1,883.87
	-----
	12,161.94

NET PAY 26,193.99

Flexible Time Off:

Earned

Used

Fund: All Funds

Account Number		2020	2020	2020	Budget Status	% of Budget
		May	Actual 05/31/2020	Budget		
510-00-41100-000-000	REVENUE FROM BUDGET	0.00	0.00	0.00	0.00	0.00
500-00-43001-000-000	CITY OF COLBY	0.00	121,809.32	365,428.00	-243,618.68	33.33
500-00-43002-000-000	CITY OF ABBOTSFORD	0.00	148,878.36	446,635.00	-297,756.64	33.33
500-00-43002-001-000	COLBY SCHOOL DISTRICT	0.00	0.00	26,041.00	-26,041.00	0.00
500-00-43002-002-000	ABBOTSFORD SCHOOL DISTRICT	0.00	12,492.00	26,041.00	-13,549.00	47.97
500-00-43003-000-000	REPORTS	0.00	79.00	350.00	-271.00	22.57
500-00-43004-000-000	EARNED INTEREST	16.82	218.72	0.00	218.72	0.00
500-00-43005-000-000	OTHER INCOME - TEMP PLATE	0.00	241.00	1,000.00	-759.00	24.10
500-00-43005-406-000	OTHER INCOME - BLDG FURNISHING	0.00	0.00	0.00	0.00	0.00
500-00-43005-410-000	OTHER INCOME - LOCKOUT	0.00	275.00	401.00	-126.00	68.58
500-00-43005-411-000	OTHER INCOME-DONATIONS	0.00	0.00	0.00	0.00	0.00
500-00-43005-412-000	CARRYOVERS	0.00	0.00	45,000.00	-45,000.00	0.00
500-00-43005-413-000	OTHER INCOME - GRANTS	0.00	0.00	1,100.00	-1,100.00	0.00
500-00-43005-414-000	OTHER INCOME - MISCELLANEOUS	0.00	2,391.84	1,000.00	1,391.84	239.18
500-00-43005-415-000	DONATION INCOME - DRUG DOG	0.00	100.00	2,500.00	-2,400.00	4.00
500-00-43005-416-000	METAL PLATE INCOME-4001940	1,167.14	56,461.72	104,500.00	-48,038.28	54.03
500-00-43005-417-000	TEMP PLATE INCOME-180273	100.00	15,377.52	0.00	15,377.52	0.00
=====						
Total Revenues		1,283.96	358,324.48	1,019,996.00	-661,671.52	35.13
=====						

## Fund: All Funds

Account Number		2020 May	2020 Actual 05/31/2020	2020 Budget	Budget Status	% of Budget
500-00-51001-000-000	SALARIES	37,655.93	218,701.33	532,036.00	313,334.67	41.11
500-00-51002-000-000	FUEL	817.87	5,157.58	21,000.00	15,842.42	24.56
500-00-51002-001-000	INTERNET	79.99	399.95	1,000.00	600.05	40.00
500-00-51003-000-000	TELEPHONE	443.47	2,014.22	4,600.00	2,585.78	43.79
500-00-51003-001-000	HEAT	250.61	1,528.09	3,000.00	1,471.91	50.94
500-00-51003-002-000	ELECTRIC	359.52	1,616.72	6,000.00	4,383.28	26.95
500-00-51003-003-000	WATER	69.04	359.92	800.00	440.08	44.99
500-00-51004-000-000	LIABILITY INSURANCE	0.00	0.00	5,500.00	5,500.00	0.00
500-00-51004-407-000	HEALTH INSURANCE	16,562.50	67,791.21	136,650.00	68,858.79	49.61
500-00-51004-408-000	INSURANCE - DENTAL	986.53	3,809.69	8,500.00	4,690.31	44.82
500-00-51004-409-000	WORKMEN'S COMPENSATION	4,455.00	9,683.00	14,000.00	4,317.00	69.16
500-00-51004-411-000	AUTO INSURANCE	0.00	0.00	2,700.00	2,700.00	0.00
500-00-51005-000-000	RADIO MAINTENANCE	0.00	0.00	500.00	500.00	0.00
500-00-51006-000-000	AUTOMOBILE MAINTENANCE	998.59	3,385.09	6,000.00	2,614.91	56.42
500-00-51007-000-000	CLOTHING ALLOWANCE	639.59	2,907.08	4,800.00	1,892.92	60.56
500-00-51008-000-000	SOC.SEC.(EMPLOYER SHARE)	2,771.38	16,177.13	40,600.00	24,422.87	39.85
500-00-51009-000-000	TRAINING	0.00	2,391.41	6,000.00	3,608.59	39.86
500-00-51010-000-000	OFFICE SUPPLIES	117.78	1,555.26	3,600.00	2,044.74	43.20
500-00-51010-005-000	JANITORIAL SUPPLIES	45.37	51.64	530.00	478.36	9.74
500-00-51011-010-000	RADAR MAINTENANCE & REPAIR	0.00	0.00	0.00	0.00	0.00
500-00-51011-020-000	RADAR CERTIFICATION	0.00	0.00	320.00	320.00	0.00
500-00-51012-000-000	MISCELLANEOUS EXPENSE	12.99	212.98	3,000.00	2,787.02	7.10
500-00-51013-000-000	STATE RETIREMENT-DEPT SHARE	4,916.51	28,559.13	69,950.00	41,390.87	40.83
500-00-51016-000-000	COMPUTER SOFTWARE MAINTENANCE	0.00	5,865.00	6,000.00	135.00	97.75
500-00-51016-001-000	MOBILE DATA (AIR CARDS)	50.00	200.00	1,100.00	900.00	18.18
500-00-51017-000-000	COMPUTER MAINTENANCE	696.18	1,844.42	5,000.00	3,155.58	36.89
500-00-51017-001-000	OFFICE EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
500-00-51017-002-000	BUILDING MAINTENANCE	0.00	1,411.24	1,200.00	-211.24	117.60
500-00-51018-000-000	EQUIPMENT	524.73	3,877.19	9,000.00	5,122.81	43.08
500-00-51018-001-000	EQUIPMENT TRANSFERS	0.00	0.00	0.00	0.00	0.00
500-00-51019-000-000	INVESTIGATIONS	102.50	1,461.99	4,000.00	2,538.01	36.55
500-00-51019-001-000	DRUG/SEARCH DOG	44.99	202.68	2,500.00	2,297.32	8.11
500-00-51020-000-000	AUDIT	0.00	0.00	0.00	0.00	0.00
500-00-51021-000-000	LEGAL	0.00	0.00	0.00	0.00	0.00
500-00-51022-000-000	TIME SYSTEM	246.00	492.00	1,510.00	1,018.00	32.58
500-00-51023-000-000	AUTO PURCHASE	0.00	0.00	0.00	0.00	0.00
510-00-51023-000-000	AUTO PURCHASE	0.00	0.00	0.00	0.00	0.00
500-00-51025-000-000	CLOTHING-VESTS	0.00	0.00	1,500.00	1,500.00	0.00
500-00-51026-000-000	ANIMAL SHELTER TRANSPORTATION	0.00	0.00	0.00	0.00	0.00
500-00-51027-000-000	RET. BENEFITS (ACC SICK PAY)	0.00	0.00	0.00	0.00	0.00
510-00-51027-000-000	RET. BENEFITS (ACC SICK PAY)	0.00	0.00	0.00	0.00	0.00
500-00-51028-000-000	METAL PLATE FEES & PURCHASES	121.30	53,696.65	100,000.00	46,303.35	53.70
500-00-51028-001-000	TEMP PLATE FEES & PURCHASES	100.00	17,729.31	0.00	-17,729.31	0.00
500-00-51029-000-000	DEPARTMENT POLICIES	0.00	0.00	3,900.00	3,900.00	0.00
500-00-57001-000-000	AUTO FUND	0.00	0.00	13,200.00	13,200.00	0.00
500-00-57004-000-000	NEW BLDG FURNISHINGS	0.00	0.00	0.00	0.00	0.00
500-00-59204-000-000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		<b>73,068.37</b>	<b>453,081.91</b>	<b>1,019,996.00</b>	<b>566,914.09</b>	<b>44.42</b>

**Net Totals**

-71,784.41

-94,757.43

0.00

94,757.43

6/05/2020 2:35 PM

Check Register - Full Report - ALL

Page: 1

ALL Checks  
POLICE CHECKING NOW

ACCT

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee		Amount
13234	6/08/2020	BBD SPORTS SHOP		
		DOG FOOD		
500-00-51019-001-000		DRUG/SEARCH DOG	17541	89.98
			Total	89.98
13235	6/08/2020	CELL COM		
		PHONES/AIR CARDS		
500-00-51003-000-000		TELEPHONE	295781	257.32
		CELL PHONES		
500-00-51016-001-000		MOBILE DATA (AIR CARDS)	295781	50.00
		AIR CARDS		
			Total	307.32
13236	6/08/2020	CITY OF ABBOTSFORD		
		JUNE		
500-00-51003-003-000		WATER		83.76
		JUNE		
			Total	83.76
13237	6/08/2020	COLBY ABBOTSFORD PROFESSIONAL POLICE		
		MAY		
500-00-21115-000-000		UNION DUES PAYABLE		252.00
		MAY		
			Total	252.00
13238	6/08/2020	COLBY CHRYSLER CENTER		
		AC FIX		
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	85235	905.39
			Total	905.39
13239	6/08/2020	COMPLETE OFFICE OF WISCONSIN		
		JANITORIAL SUPPLIES		
500-00-51010-005-000		JANITORIAL SUPPLIES	656410	6.27
500-00-51010-005-000		JANITORIAL SUPPLIES	668422	34.13
			Total	40.40



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Check Register - Full Report - ALL  
ALL Checks  
POLICE CHECKING NOW

Page: 2  
ACCT

Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
13240	6/08/2020	DELTA DENTAL OF WISCONSIN	
		JUNE	
500-00-51004-408-000		INSURANCE - DENTAL	446.47
		JUNE	1447258
		Total	446.47
13241	6/08/2020	DESIGNER ADVERTISING	
		SEW ON PATCHES	
500-00-51007-000-000		CLOTHING ALLOWANCE	17.00
			54293
500-00-51007-000-000		CLOTHING ALLOWANCE	17.00
			54292
		Total	34.00
13242	6/08/2020	FOURMENS FARM HOME-COLBY	
		MISC	
500-00-51012-000-000		MISCELLANEOUS EXPENSE	76.43
		Total	76.43
13243	6/08/2020	HOLIDAY COMMERCIAL	
		MAY	
500-00-51002-000-000		FUEL	340.85
		MAY	
		Total	340.85
13244	6/08/2020	J.H. LARSON CO.	
		LIGHT	
500-00-51017-002-000		BUILDING MAINTENANCE	8.50
			\$102177973.001
		Total	8.50
13245	6/08/2020	KWIK TRIP INC	
		MAY	
500-00-51002-000-000		FUEL	522.35
		MAY	
		Total	522.35
13246	6/08/2020	MADISON AREA TECHNICAL COLLEGE	
		BOWMAN TRAINING	

6/05/2020 2:35 PM

Check Register - Full Report - ALL  
ALL Checks  
POLICE CHECKING NOW

Page: 3  
ACCT

Dated From:  
Thru:

From Account:  
Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51009-000-000		TRAINING	115.00
		CORP-000000050060	
		Total	115.00
<hr/>			
13247	6/08/2020	MENDEZ, JOHN INTERPRETER	
500-00-51019-000-000		INVESTIGATIONS	45.00
		5/10, 6:30PM-8:30OM	
		Total	45.00
<hr/>			
13248	6/08/2020	NICOLET NATIONAL BANK EQUIPMENT/INVESTIGATIONS/SUPPLIES/TRAIN	
500-00-51002-001-000		INTERNET	79.99
500-00-51010-000-000		OFFICE SUPPLIES	15.81
500-00-51003-000-000		TELEPHONE	181.39
500-00-51019-000-000		INVESTIGATIONS	559.56
500-00-51012-000-000		MISCELLANEOUS EXPENSE	12.99
500-00-51018-000-000		EQUIPMENT	198.28
500-00-51009-000-000		TRAINING	257.00
		Total	1,305.02
<hr/>			
13249	6/08/2020	REYES, HEATHER INTERPRETER	
500-00-51019-000-000		INVESTIGATIONS	45.00
		5/18, 1PM-3PM	
		Total	45.00
<hr/>			
13250	6/08/2020	RIVER COUNTRY COOP AUTO MAIN.	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	57.02
		346584	
		Total	57.02
<hr/>			
13251	6/08/2020	SECURITY HEALTH PLAN JULY PREMIUMS	

6/05/2020 2:35 PM

Check Register - Full Report - ALL  
ALL Checks  
POLICE CHECKING NOW

Page: 4  
ACCT

Dated From: From Account:  
Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51004-407-000		HEALTH INSURANCE	7,832.94
	JULY		
		Total	7,832.94
13252	6/08/2020	SPECTRUM INSURANCE GROUP, LLC	
	3RD QUARTER		
500-00-51004-409-000		WORKMEN'S COMPENSATION	2,614.00
	3RD		
		Total	2,614.00
13253	6/08/2020	WE ENERGIES	
	4/17-5/18		
500-00-51003-001-000		HEAT	143.73
	4/17-5/18		
		Total	143.73
13254	6/08/2020	XCEL ENERGY	
	4/20-5/19		
500-00-51003-002-000		ELECTRIC	328.53
	4/20-5/19		
		Total	328.53
		Grand Total	15,593.69

6/03/2020 12:54 PM

Bank Reconciliation Report

Page: 1  
ACCT

POLICE CHECKING NOW

Reconciliation Date: 5/31/2020

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5/31/2020	Computer Balance:	71,577.03
	Plus Outstanding Payments:	
13230	5/11/2020 SPECTRUM INSURANCE GROUP, LLC	4,455.00
	Total Payments:	----- 4,455.00
5/31/2020	Statement Balance:	76,032.03

---

**COLBY-ABBY POLICE**  
**BANK RECONCILIATION ACCT# 4001940**  
**Metal Plate Fund**  
**4/30/2020**

Outstanding Checks			
No.	Amount	No.	Amount
DMV			
CVR	-		
Fees	57.00		
Checks			

Balance per Bank	15,445.05
Less Outstanding	57.00
Plus deposit in Transit	-
Adjusted bank balance	<b>\$ 15,388.05</b>

Beginning Balance per general 14,342.21

**Deposits:**

1,167.14 -JE	
	1,167.14

**Checks written:**

DMV	121.30
CVR	-
CC	-
121.30 -JE	

**Other:**


Balance per General Ledger **\$ 15,388.05**



Designated Funds for the Colby/Abbotsford Police Dept			
	Auto Fund	Retirement Fund	SRO Pay
Jan. 1, 2020 Balance	\$8,266.06	\$24,495.70	\$50,000.00
Budget amount for 2020	\$13,200.00		
Sale of expedition	\$1,470.00		
2020 budget			(\$25,000.00)
Current Balance	\$22,936.06	\$24,495.70	\$25,000.00
	<b>TOTAL DESIGNATED FUNDS</b>		
		\$72,431.76	

Police Trans Detail Balance 5/31/2020 \$71,577.03  
 Designated Funds \$72,431.76  
**TOTAL WORKING CASH 5/31/2020 (\$854.73)**



ALL Posted From: 5/01/2020 From Account:  
 Thru: 5/31/2020 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
0520	5/01/2020	MAY JOURNAL ENTRIES		
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD INTEREST	16.82	
500-00-43004-000-000		EARNED INTEREST RECORD INTEREST		16.82
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE RECORD SS, FWH #1	2,786.32	
500-00-21113-000-000		U.S. WITHHOLDING TAXES PAYABLE RECORD SS, FWH #1	1,475.34	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD SS, FWH #1		4,261.66
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE RECORD SS, FWH #2	2,756.44	
500-00-21113-000-000		U.S. WITHHOLDING TAXES PAYABLE RECORD SS, FWH #2	1,439.92	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD SS, FWH #2		4,196.36
500-00-21114-000-000		STATE WITHHOLDING TAXES PAYABL RECORD STATE WITHHOLDING #1	926.46	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD STATE WITHHOLDING #1		926.46
500-00-21114-000-000		STATE WITHHOLDING TAXES PAYABL RECORD STATE WITHHOLDING #2	915.23	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD STATE WITHHOLDING #2		915.23
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE RETIREMENT PAID FOR APR	7,033.48	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RETIREMENT PAID FOR APR		7,033.48
500-00-11100-013-000		METAL PLATE ACCT #400194 METAL PLATE INCOME FOR APR	1,167.14	
500-00-43005-416-000		METAL PLATE INCOME-4001940 METAL PLATE INCOME FORAPR		1,167.14
500-00-51028-000-000		METAL PLATE FEES & PURCHASES METAL PLATE PURCHASES AND FEES	121.30	
500-00-11100-013-000		METAL PLATE ACCT #400194 METAL PLATE PURCHASES AND FEES		121.30
500-00-51004-407-000		HEALTH INSURANCE HRA PAYMENT	458.32	

ALL Posted From: 5/01/2020 From Account:  
----- Thru: 5/31/2020 Thru Account:

----- Journal Entry -----

Number	Date		Debit	Credit
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PAYMENT		458.32
500-00-21581-000-000		SUPPORT OBLIGATION LEICHTNAM CHILD SUPPORT-1	184.61	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW LEICHTNAM CHILD SUPPORT-1		184.61
500-00-21581-000-000		SUPPORT OBLIGATION LEICHTNAM'S CHILD SUPPORT-2	184.61	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW LEICHTNAM'S CHILD SUPPORT-2		184.61
500-00-11100-012-000		TEMP PLATE ACCT #180273 TEMP PLATE INCOME	100.00	
500-00-43005-417-000		TEMP PLATE INCOME-180273 TEMP PLATE INCOME		100.00
500-00-51028-001-000		TEMP PLATE FEES & PURCHASES TEMP PLATE EXPENSES	100.00	
500-00-11100-012-000		TEMP PLATE ACCT #180273 TEMP PLATE EXPENSES		100.00
500-00-51004-407-000		HEALTH INSURANCE HRA PAYMENT	0.00	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PAYMENT	0.00	
500-00-51004-407-000		HEALTH INSURANCE HRA PAYMENT	0.00	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PAYMENT	0.00	
500-00-51004-407-000		HEALTH INSURANCE HRA PYMT	0.00	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PYMT	0.00	
500-00-51017-000-000		COMPUTER MAINTENANCE WRONG EXPENSE ACCT	205.00	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE WRONG EXPENSE ACCT		205.00
Total			19,870.99	19,870.99

PAYROLL 5/07/2020 Payroll Fringe Benefits - Social Security

500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) HEALTH INSURANC Fringes	43.40	
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ALL Posted From: 5/01/2020 From Account:  
Thru: 5/31/2020 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) NIGHT SHIFT Fringes	12.35	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) OVERTIME Fringes	7.15	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) SALARIES Fringes	1,066.19	
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE Social Security Fringes		1,129.09
Total			1,129.09	1,129.09

PAYROLL 5/07/2020 Payroll Fringe Benefits - Medicare

500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) HEALTH INSURANC Fringes	10.16	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) NIGHT SHIFT Fringes	2.89	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) OVERTIME Fringes	1.67	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) SALARIES Fringes	249.35	
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE Medicare Fringes		264.07
Total			264.07	264.07

PAYROLL 5/07/2020 Payroll Fringe Benefits - Retirement

500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE NIGHT SHIFT Fringes	25.72	
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE OVERTIME Fringes	23.27	
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE SALARIES Fringes	2,405.06	
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE Retirement Fringes		2,454.05
Total			2,454.05	2,454.05

PAYROLL 5/21/2020 Payroll Fringe Benefits - Social Security

500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) NIGHT SHIFT Fringes	12.81	
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE) ON CALL Fringes	2.04	

ALL Posted From: 5/01/2020 From Account:  
----- Thru: 5/31/2020 Thru Account:

----- Journal Entry -----

Number	Date		Debit	Credit
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	13.31	
		OVERTIME Fringes		
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	1,088.83	
		SALARIES Fringes		
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE		1,116.99
		Social Security Fringes		
		Total	1,116.99	1,116.99

PAYROLL 5/21/2020 Payroll Fringe Benefits - Medicare

500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	2.99	
		NIGHT SHIFT Fringes		
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	0.48	
		ON CALL Fringes		
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	3.11	
		OVERTIME Fringes		
500-00-51008-000-000		SOC.SEC. (EMPLOYER SHARE)	254.65	
		SALARIES Fringes		
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE		261.23
		Medicare Fringes		
		Total	261.23	261.23

PAYROLL 5/21/2020 Payroll Fringe Benefits - Retirement

500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	25.94	
		NIGHT SHIFT Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	3.98	
		ON CALL Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	27.48	
		OVERTIME Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	2,405.06	
		SALARIES Fringes		
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE		2,462.46
		Retirement Fringes		
		Total	2,462.46	2,462.46

Grand Total 27,558.88 27,558.88

**RESOLUTION NO. 2020- 9**  
**CITY OF ABBOTSFORD**  
**MARATHON & CLARK COUNTIES, WISCONSIN**

**RESOLUTION TO AMEND AND APPROVE BUDGET**  
**TRANSFERS IN THE 2020 ABBOTSFORD CITY BUDGET.**  
**¾ Vote Required to Pass**

**WHEREAS**, the City of Abbotsford currently has all of the revenue and expenses for Safe Routes to School and the Spruce Street resurfacing project in the City’s general fund; and

**WHEREAS**, this makes it appear that the City of Abbotsford is spending more than is allowable to qualify for state money under the Expenditure Restraint Act; and

**WHEREAS**, after consultations with the Department of Revenue and the Auditor it was recommended that these revenues and expenses be moved to another fund; and

**WHEREAS**, currently the City has the 700 Fund titled Economic Development that has not been used in years; and

**WHEREAS**, approving budget transfers and amending the City SL-203 Expenditure Restraint Program Worksheet by July 1, 2020 would qualify the City of Abbotsford for additional state funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the City of Abbotsford hereby approves the following budget transfers and amendments in the attached budget sheets and below.

Account Number	Description	2020 Adopted	2020 Amended
100-44300	BUILDING PERMITS	6,000.00	9,000.00
100-48902	PROCEEDS FROM LONG-TERM DEBT	1,300,000.00	-
100-58100-610	Principal Long Term Debt	70,770.63	18,770.63
100-58290-620	Interest - Long Term Debt	71,648.47	48,928.47
100-53311-810	PUBLIC WORKS-CAP IMPROVEMENT	625,000.00	183,688.74
100-53311-399	Safe Route to School	785,000.00	-
960-58290-610	TIF Principal	293,033.88	258,375.00
960-58290-620	TIF Interest	73,077.00	48,375.00
960-48900	TIF District Revenue	852,719.39	1,150,365.22

960-51000-319	Operating Expenses	732,520.57	1,098,465.71
700-48306	Bond Proceeds	-	949,902.78
700-48900	Loan from Saving	-	628,000.00
700-56800-000	Expenditures	-	1,577,902.78
960-58390-600	Bond Issue Cost	40,000.00	-

**IN WITNESS WHEREOF**, said Resolution was duly adopted by the Common Council of the City of Abbotsford at its meeting on the 17th day of June, 2020, by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

CITY OF ABBOTSFORD

By: \_\_\_\_\_  
Lori Voss, Mayor

ATTEST:

\_\_\_\_\_  
Dan Grady, Clerk

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

## Report Criteria:

Print FUND Titles  
 Page and Total by FUND  
 Print SOURCE Titles  
 Total by SOURCE  
 Print COST CATEGORY Titles  
 Total by COST CATEGORY  
 All Segments Tested for Total Breaks

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
<b>GENERAL FUND</b>							
<b>TAX &amp; TAX EQUIVALENTS</b>							
100-41110	GENERAL PROPERTY TAXES	799,159.00	873,664.99	.00	873,097.92	905,285.02-	.00
100-41115	EXEMPT COMPUTER AID	4,237.00	4,299.28	1,150.00	4,403.32	4,403.32-	.00
100-41140	MOBILE HOME TAXES	13,199.39	27,952.57	12,000.00	18,096.98	12,000.00-	.00
100-41200	ROOM TAX	30,000.74	22,645.48	30,000.00	26,702.53	50,000.00-	.00
100-41310	UTILITY PAYMENT LIEU OF TAXES	144,905.00	160,910.00	137,000.00	160,910.00	161,000.00-	.00
100-41312	PILOT - IMPACT SEVEN	2,908.90	.00	3,000.00	.00	.00	.00
100-41320	HOUS AUTH PAYMENT LIEU TAXES	11,629.65	11,606.55	11,000.00	.00	11,600.00-	.00
100-41330	FRANCHISE FEES - CABLE	12,276.18	12,503.39	13,000.00	9,615.29	2,083.90-	.00
100-41800	INTEREST ON TAXES	.00	.00	.00	.00	.00	.00
100-41810	INTEREST ON A/R	48.82	88.48	.00	.39-	.00	.00
Total TAX & TAX EQUIVALENTS:		1,018,364.68	1,113,670.74	207,150.00	1,092,825.65	1,146,372.24-	.00
<b>SPECIAL ASSESSMENTS</b>							
100-42102	SPECIAL ASSESSMENT CURB/GUTTE	.00	.00	.00	.00	.00	.00
Total SPECIAL ASSESSMENTS:		.00	.00	.00	.00	.00	.00
<b>STATE &amp; LOCAL AID</b>							
100-43310	STATE SHARED REVENUE	474,497.83	466,009.19	454,360.69	454,262.46	455,888.23-	.00
100-43311	PERSONAL PROPERTY AID - STATE	.00	.00	.00	11,541.67	11,541.67-	.00
100-43420	2% FIRE INSURANCE TAX	5,323.47	5,592.69	5,300.00	5,972.36	5,300.00-	.00
100-43531	TRANSPORTATION AID	134,350.59	148,842.48	145,170.64	145,104.02	166,869.62-	.00
100-43590	STATE RECYCLING RECEIPTS	7,788.27	7,790.94	7,800.00	.00	7,800.00-	.00
100-43610	PYMT MUNICIPAL SERVICES	3,145.98	2,373.64	2,373.64	.00	2,400.00-	.00
100-43650	CDBG GRANT REVENUE	.00	346,548.57	.00	.00	.00	.00
100-43690	OTHER STATE PAYMENTS	4,523.00	4,523.00	4,523.00	4,523.00	4,523.00-	.00
Total STATE & LOCAL AID:		629,629.14	981,680.51	619,527.97	621,403.51	654,322.52-	.00
<b>LICENSES &amp; PERMITS</b>							
100-44100	LICEN	8,353.00	8,237.00	8,300.00	7,405.44	8,300.00-	.00
100-44101	LICENSES - CIGARETTES	.00	.00	.00	.00	.00	.00
100-44200	LICENSES - DOG	273.87	326.76	400.00	601.26	400.00-	.00
100-44300	BUILDING PERMITS	7,196.10	10,776.49	6,000.00	23,042.16	9,000.00-	.00
Total LICENSES & PERMITS:		15,822.97	19,340.25	14,700.00	31,048.86	17,700.00-	.00
<b>CHARGES TO THE PUBLIC</b>							
100-46100	PUB CHGES FOR SERVICES GEN GO	760.00	25.50	600.00	.00	600.00-	.00
100-46310	STREET MAINTENANCE & CONSTRU	4,136.00	365.00	500.00	.00	500.00-	.00
100-46430	SOLID WASTE DISPOSAL	.00	.00	.00	.00	.00	.00
100-46433	GARBAGE COLLECTION REVENUE	69,586.60	77,775.48	70,000.00	91,583.50	116,325.00-	.00
100-46440	MOWING	3,775.00	2,010.00	2,000.00	1,806.25	2,000.00-	.00

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
100-46900	OTHER PUB CHGES FOR SERVICES	27.45	.30-	.00	130.35	.00	.00
	Total CHARGES TO THE PUBLIC:	78,285.05	80,175.68	73,100.00	93,520.10	119,425.00-	.00
<b>SOURCE: 47</b>							
100-47331	INTERGOV'T CHGES HWY	160.00	.00	.00	.00	.00	.00
	Total SOURCE: 47:	160.00	.00	.00	.00	.00	.00
<b>INTEREST &amp; DONATIONS</b>							
100-48111	INTEREST INCOME	3,457.58	23,585.62	2,000.00	43,140.32	.00	.00
100-48130	INTEREST ON SPEC ASSESSMENTS	613.58	.00	400.00	.00	400.00-	.00
100-48150	MUNICIPAL BLDG FND INT	149.43	62.91	.00	.00	.00	.00
100-48201	RENT OF CITY BUILDINGS	9,640.00	12,195.00	9,000.00	6,432.95	9,000.00-	.00
100-48203	POLICE DEPT REV - MAINTENANCE	.00	.00	.00	.00	.00	.00
100-48205	LEASE INCOME - CELL TOWERS	6,564.63	6,564.63	6,600.00	15,790.00	10,000.00-	.00
100-48206	DB COMMUNICATIONS - LEASE	.00	.00	.00	.00	.00	.00
100-48225	RENT OF CITY EQUIPMENT	.00	595.50	.00	150.00	.00	.00
100-48250	ADMIN LIBRARY	9,999.96	10,000.00	10,000.00	10,000.00	10,000.00-	.00
100-48306	SALE/RENT OF CITY PROPERTY	4,250.00	2,600.00	4,100.00	16,596.00	5,000.00-	.00
100-48307	CEMETARY - SALE OF PLOTS	.00	.00	.00	1,200.00	1,350.00-	.00
100-48500	DONATIONS	29,000.00	.00	.00	99,422.00	.00	.00
100-48501	MUNICIPAL BUILDING DONATIONS	5,000.00	.00	.00	.00	.00	.00
100-48502	CEMETARY - SERVICE FEE	.00	1,570.68	1,350.00	.00	.00	.00
100-48503	VENDING MACHINE	2,281.84	2,001.96	3,000.00	1,488.09	2,000.00-	.00
100-48900	BLDG DONATIONS APPLIED	.00	.00	.00	.00	.00	.00
100-48901	15 YR REPMT FROM WTR UTILITY	.00	.00	95,000.00	.00	95,000.00-	.00
100-48902	PROCEEDS FROM LONG-TERM DEBT	.00	.00	.00	.00	.00	.00
100-48903	SALES - PUBLIC WORKS	.00	.00	40,000.00	40,603.00	.00	.00
100-48904	SAFE ROADS TO SCHOOL	.00	.00	63,585.00	.00	.00	.00
100-48906	FIRE DEPT RENT	.00	.00	1,000.00	.00	.00	.00
100-48907	INSURANCE REIMBURSE - FIRE	.00	.00	2,800.00	.00	.00	.00
100-48908	OTHER MISCELLANEOUS REVENUE	18,134.34	40,386.28	66,945.75	34,292.53	112,300.00-	.00
100-48909	OTHER MISC REVENUE - PW EQUIP	.00	.00	.00	42.00	.00	.00
100-48999	PY ROLL OVERS	20,007.56-	.00	.00	.00	.00	.00
	Total INTEREST & DONATIONS:	69,083.80	99,562.58	305,780.75	269,156.89	245,050.00-	.00
<b>GENERAL ADMINISTRATION</b>							
100-51100-120	CITY COUNCIL-WAGES	18,220.00	19,372.86	19,000.00	12,125.00	19,000.00	.00
100-51100-123	CITY COUNCIL-HEALTH REIMBURSE	.00	.00	.00	.00	.00	.00
100-51100-151	CITY COUNCIL - FICA/MED	1,463.25	1,467.41	1,453.50	927.69	1,425.00	.00
100-51100-319	CITY COUNCIL-SUPP & EQUIP	21,710.10	6,365.55	500.00	78.29	500.00	.00
100-51100-324	CITY COUNCIL-DUES	806.85	125.00	850.00	125.00	850.00	.00
100-51100-332	CITY COUNCIL-MEAL/MILE/SCHOOL	70.00-	753.00	500.00	47.56	500.00	.00
100-51300-216	GENERAL ADMINISTRATION-LEGAL	26,657.60	15,835.65	6,000.00	18,383.66	6,000.00	.00
100-51350-218	GENERAL ADMIN-CODIFICATION	913.25	2,490.00	2,500.00	4,142.53	5,000.00	.00
100-51400-120	CITY CLERK-WAGES	33,062.67	44,673.51	10,608.00	25,318.64	10,926.24	.00
100-51400-123	CITY CLERK-HEALTH REIMBURSEME	.00	.00	.00	459.11	.00	.00
100-51400-151	CLERK - FICA/MED	2,933.88	2,027.59	811.51	1,936.15	835.36	.00
100-51400-152	CLERK - RETIREMENT	1,722.80	1,528.96	694.82	1,206.46	715.67	.00
100-51400-154	CLERK - HEALTH INSURANCE	.00	409.29	1,050.00	673.78	1,050.00	.00
100-51400-156	CITY HALL WORKERS COMP	.00	.00	.00	2,878.00	.00	.00
100-51401-319	CITY HALL - OFFICE SUPPLIES	5,527.47	10,207.78	6,100.00	12,968.00	5,000.00	.00
100-51401-320	CITY CLERK-COMP SUP/EQUIP	5,864.27	5,513.58	6,000.00	20,745.95	14,000.00	.00
100-51401-330	CITY CLERK-PRINTING	4,036.52	900.64	4,200.00	1,295.95	5,000.00	.00



Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
100-51401-332	CITY HALL - MEAL/MILE/SCHOOL	3,000.95	566.12	3,000.00	2,185.00	5,000.00	.00
100-51401-399	CITY CLERK - PTY CSH OVR/UNDER	19.29	3.16	.00	.00	.00	.00
100-51403-120	CITY ADMINISTRATOR - WAGES	.00	.00	14,000.00	11,911.96	14,280.00	.00
100-51403-123	CITY ADMIN HEALTH REIMBURSEMEN	.00	.00	.00	.00	.00	.00
100-51403-151	CITY ADMINISTRATOR - FICA	.00	.00	1,071.00	851.85	1,092.42	.00
100-51403-152	CITY ADMINISTRATOR - RETIREMEN	.00	.00	917.00	779.44	935.34	.00
100-51403-154	CITY ADMINISTRATOR - HEALTH IN	.00	403.33	3,923.25	2,815.68	4,680.00	.00
100-51404-120	ADMIN ASST - WAGES	.00	.00	5,516.16	2,555.55	6,032.00	.00
100-51404-123	ADMIN ASST - HEALTH REIMBURSEM	.00	.00	.00	69.98	.00	.00
100-51404-151	ADMIN ASST - FICA	.00	.00	421.99	200.92	461.45	.00
100-51404-152	ADMIN ASST - RETIREMENT	.00	.00	361.31	165.11	395.10	.00
100-51404-154	ADMIN ASST - HEALTH INS	.00	.00	840.00	.00	840.00	.00
100-51405-120	MAYOR-WAGES	6,550.00	8,178.57	6,550.00	7,150.00	7,050.00	.00
100-51405-123	MAYOR-HEALTH REIMBURSEMENT	.00	.00	.00	.00	.00	.00
100-51405-151	MAYOR - FICA/MED	539.35	615.87	501.08	547.01	528.75	.00
100-51405-300	MAYOR-EXPENSE	318.00	145.55	300.00	.00	300.00	.00
100-51410-120	ELECTION-WAGES	2,298.77	6,601.90	4,000.00	1,348.48	7,000.00	.00
100-51410-300	ELECTION-EXPENSES	657.01	4,662.50	1,000.00	308.78	3,000.00	.00
100-51432-154	GENERAL ADMIN-PREM HEALTH	.00	4,656.58	.00	30,398.86	.00	.00
100-51432-212	GENERAL ADMIN-PHYS/DRUG TESTS	456.00	277.00	500.00	761.25	500.00	.00
100-51500-218	GENERAL ADMIN-AUDITOR	12,819.76	8,055.34	15,000.00	5,701.66	5,000.00	.00
100-51510-215	GENERAL ADMIN-ASSESSOR	16,521.17	12,997.17	16,225.00	17,157.57	17,000.00	.00
100-51520-219	GENERAL ADMIN-PROF RECRUITMEN	.00	6,665.50	.00	.00	1,000.00	.00
100-51600-120	CITY HALL-CLEANING WAGES	10,534.47	8,892.85	10,850.00	9,406.44	12,000.00	.00
100-51600-123	CITY HALL-HEALTH REIMBURSEMENT	.00	.00	.00	.00	.00	.00
100-51600-151	CITY HALL-CLEANING - FICA/MED	1,623.67	1,270.53	830.03	1,190.02	900.00	.00
100-51600-152	CITY HALL-RETIREMENT	.00	.00	.00	145.66	.00	.00
100-51600-220	CITY HALL-UTILITIES	9,763.64	8,250.52	9,000.00	11,059.91	9,000.00	.00
100-51600-240	CITY -BLDG MAINT	21,749.20	18,468.52	30,000.00	49,296.99	30,000.00	.00
100-51601-120	CHAMBER OF COM - WAGES	.00	.00	.00	.00	.00	.00
100-51601-123	CHAMBER OF COM - HEALTH REIMB	.00	.00	.00	.00	.00	.00
100-51601-151	CHAMBER OF COM - FICA	.00	.00	.00	.00	.00	.00
100-51620-220	GENERAL ADMIN-TELEPHONE	2,676.63	3,291.60	3,000.00	7,860.90	3,000.00	.00
100-51910-730	ILLEGAL TAXES	423.05	1,477.40	.00	.00	.00	.00
100-51938-156	WORKERS COMP ADMIN	.00	.00	4,471.00	.00	14,775.00	.00
100-51938-510	GENERAL ADMIN-PROP & LIAB INS	20,185.77	41,215.50	59,341.00	23,722.50	30,500.00	.00
100-51940-151	SS/MED MATCH EXPENSE	.00	47.36	.00	.00	.00	.00
Total GENERAL ADMINISTRATION:		232,985.39	248,413.69	251,886.65	290,903.29	246,072.33	.00
<b>PUBLIC SAFETY</b>							
100-52100-120	SCHOOL CROSS GUARD-WAGES	1,324.98	898.16	500.00	2,265.75	2,100.00	.00
100-52100-121	LAW ENFORCEMNT-PLAN,MAINT,OPE	426,655.92	431,973.96	441,299.00	478,073.96	446,635.00	.00
100-52100-151	SCHOOL CROSSING GUARD FICA/ME	105.17	65.89	38.25	173.33	160.65	.00
100-52200-121	FIRE PROTECT-PLAN,MAINT,OPER	91,266.44	101,158.96	96,000.00	100,291.00	103,274.40	.00
100-52200-218	FIRE/AMB AUDIT EXP	.00	.00	.00	.00	.00	.00
100-52200-590	FIRE PROTECTION	89,783.00	98,759.67	89,783.00	89,783.00	89,783.00	.00
100-52200-591	FIRE PROTECTN-2% FIRE INS TAX	5,323.47	5,592.69	5,325.00	5,972.36	5,325.00	.00
100-52200-810	FIRE CAP IMP FUND HELD BY CITY	.00	.00	.00	.00	.00	.00
100-52300-121	AMBULANCE-PLAN,MAINT,OPER	.00	.00	.00	.00	.00	.00
100-52400-398	BAD DEBT EXPENSE	.00	.00	.00	213.30	.00	.00
100-52400-399	MISC EXPENSE	.00	.00	.00	770.08	.00	.00
Total PUBLIC SAFETY:		614,458.98	638,449.33	632,945.25	677,542.78	647,278.05	.00

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
<b>PUBLIC WORKS</b>							
100-53100-230	MACH/EQUIP/VEHICLES	4,543.00	139,590.50	50,000.00	.00	50,000.00	.00
100-53310-120	PUBLIC WORKS-WAGES	138,832.19	182,897.02	191,173.96	176,633.44	218,159.92	.00
100-53310-123	PUBLIC WORKS-HEALTH REIMBURSE	.00	.00	.00	2,606.47	.00	.00
100-53310-151	PUBLIC WORKS - FICA/MED	.00	.00	.00	3,726.81	.00	.00
100-53310-152	PUBLIC WORKS - RETIREMENT	.00	.00	.00	2,865.16	.00	.00
100-53310-154	PUBLIC WORKS - ADMIN HEALTH IN	.00	.00	6,149.25	.00	.00	.00
100-53311-121	PUBLIC WORKS-PLAN,MAINT,OPER	51,082.96	45,712.46	9,000.00	27,183.11	20,000.00	.00
100-53311-151	PUBLIC WORKS - FICA/MED	10,413.28	12,586.13	14,624.81	9,913.78	16,689.24	.00
100-53311-152	PUBLIC WORKS - RETIREMENT	11,895.54	9,751.62	12,521.90	7,623.77	14,410.06	.00
100-53311-154	PUBLIC WORKS - HEALTH INS.	.00	805.18	12,936.00	3,436.67	22,316.00	.00
100-53311-156	PUBLIC WORKS - WORKERS COMP	.00	.00	.00	.00	.00	.00
100-53311-190	PUBLIC WORKS - UNIFORMS CLOTHI	2,088.13	2,272.78	2,000.00	2,611.42	2,500.00	.00
100-53311-219	CDBG - PROFESSIONAL SERVICES	.00	129,583.15	.00	4,500.00	.00	.00
100-53311-220	PUBLIC WORKS - UTILITIES	16,776.43	34,669.77	18,000.00	44,793.26	40,000.00	.00
100-53311-230	PUBLIC WORKS - VEHICLE MNTCE	16,783.15	10,805.74	20,000.00	11,286.10	20,000.00	.00
100-53311-231	STREET MAINT & SIDEWALK	.00	1,483.76	.00	2,689.75	.00	.00
100-53311-332	PUBLIC WORKS - FUEL	10,566.01	16,477.67	12,000.00	16,519.37	20,000.00	.00
100-53311-370	PUBLIC WORKS - SALT	.00	.00	15,000.00	8,885.96	15,000.00	.00
100-53311-371	PUBLIC WORKS - CRACK FILLING	.00	.00	10,000.00	10,000.00	10,000.00	.00
100-53311-372	PUBLIC WORKS - STREET SWEEPING	.00	.00	7,500.00	3,800.00	7,700.00	.00
100-53311-399	SAFE ROUTE TO SCHOOL	.00	41,759.69	73,891.50	63,110.00	.00	.00
100-53311-657	CDBG - 2018	750.00	531,856.16	.00	.00	.00	.00
100-53311-810	PUBLIC WORKS-CAP IMPROVEMENT	120,630.47	100,266.90	180,000.00	224,368.42	183,688.74	.00
100-53311-811	CAP IMP - ENG/RPR	.00	36,860.27	.00	10,440.00	.00	.00
100-53312-120	PUBLIC WORKS - BRUSH WAGES	16,959.24	3,126.74	7,099.93	4,191.94	7,314.15	.00
100-53312-123	PUBLIC WORKS BRUSH HLTH REIMB	.00	.00	.00	.00	.00	.00
100-53312-151	PUBLIC WORKS - BRUSH FICA/MED	1,269.02	292.91	543.14	320.69	559.53	.00
100-53312-152	PUBLIC WORKS - BRUSH RET	1,128.05	256.52	465.05	274.57	479.08	.00
100-53312-154	PUBLIC WORKS - BRUSH HEALTH IN	.00	.00	630.00	.00	630.00	.00
100-53313-120	PUBLIC WORKS - SNOW WAGES	19,826.06	16,392.60	18,459.83	23,223.29	.00	.00
100-53313-123	PUBLIC WORKS - SNOW HLTH REIMB	.00	.00	.00	52.51	.00	.00
100-53313-151	PUBLIC WORKS - SNOW FICA/MED	1,720.68	1,366.88	1,412.18	1,780.60	.00	.00
100-53313-152	PUBLIC WORKS - SNOW RET	1,529.69	1,197.16	1,209.12	1,521.10	.00	.00
100-53313-154	PUBLIC WORKS - SNOW HEALTH IN	.00	.00	1,638.00	.00	.00	.00
100-53420-220	STREET LIGHTING-UTILITIES	26,439.80	1,941.58	25,000.00	1,758.92	.00	.00
100-53630-219	GARBAGE COLL-PROFESSIONAL SER	.00	63,868.05	.00	81,168.69	.00	.00
100-53631-215	LANDFILL- SUB TITLE D	6,300.00	6,300.00	6,580.00	6,300.00	4,950.00	.00
100-53631-219	RECYCLING - PROFESSIONAL SERV	82,235.17	26,907.79	70,000.00	33,034.41	66,325.00	.00
100-53631-220	RECYCLING -UTILITIES	.00	.00	.00	21.78	60,000.00	.00
<b>Total PUBLIC WORKS:</b>		<b>541,768.87</b>	<b>1,419,029.03</b>	<b>767,834.67</b>	<b>790,641.99</b>	<b>780,721.72</b>	<b>.00</b>
<b>CEMETERY</b>							
100-54910-120	CEMETERY-WAGES	8,899.72	6,282.00	8,825.00	7,875.06	8,500.00	.00
100-54910-121	CEMETERY-PLAN,MAINT,OPER	91.60	271.90	.00	1,434.91	.00	.00
100-54910-123	CEMETERY-HEALTH REIMBURSEMEN	.00	.00	.00	.00	.00	.00
100-54910-151	CEMETERY - FICA/MED	680.58	480.65	675.11	601.36	637.50	.00
100-54910-241	CEMETERY-PERPETUAL CARE	212.14	141.42	.00	239.12	.00	.00
<b>Total CEMETERY:</b>		<b>9,884.04</b>	<b>7,175.97</b>	<b>9,500.11</b>	<b>10,150.45</b>	<b>9,137.50</b>	<b>.00</b>
<b>PARKS &amp; REC</b>							
100-55110-121	LIBRARY-PLAN,MAINT,OPER	69,108.00	84,616.00	89,415.00	89,415.00	92,330.92	.00
100-55150-121	SHORTNER PARK-PLAN,MAINT,OPER	64.12	3,372.88	.00	3,891.46	.00	.00
100-55150-220	SHORTNER PARK - UTILITIES	.00	.00	.00	.00	.00	.00

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
100-55200-015	PARKS PLAN	.00	.00	.00	2,401.94	.00	.00
100-55200-120	PARKS AND RECREATION-WAGES	10,990.18	21,034.55	12,000.00	14,598.89	12,000.00	.00
100-55200-121	PARKS/REC-PLAN,MAINT,OPER	19,811.91	26,357.87	20,000.00	26,087.19	20,000.00	.00
100-55200-123	PARKS AND REC HEALTH REIMBURS	.00	.00	.00	.00	.00	.00
100-55200-151	PARK & REC - FICA/MED	831.63	1,599.38	918.00	1,116.82	918.00	.00
100-55200-152	PARK & REC - RETIREMENT	509.62	938.24	.00	685.79	.00	.00
100-55200-220	PARKS - UTILITIES	.00	.00	.00	1,134.60	.00	.00
100-55200-319	PARKS AND RECREATN-SUP & EQUIP	.00	971.32	.00	1,062.21	.00	.00
100-55200-324	CLARK CO ECO DEV MBSHP	1,000.00	1,500.00	1,500.00	1,503.00	3,400.00	.00
100-55200-810	PARKS AND RECREATION-CAP IMP	794.73	39,192.00	.00	.00	.00	.00
100-55201-120	BEAUTIFICATION WAGES	.00	.00	.00	.00	.00	.00
100-55201-123	BEAUTIFICATION HEALTH REIMBURS	.00	.00	.00	.00	.00	.00
100-55201-151	BEAUTIFICATION - FICA/MED	.00	.00	.00	.00	.00	.00
100-55201-340	BEAUTIFICATION	1,563.65	1,774.81	2,000.00	1,468.70	2,000.00	.00
100-55290-321	CITY ADVERTISING/PROMOTION	7,385.20	5,956.77	8,000.00	12,021.67	8,000.00	.00
100-55400-319	FIREWORKS-SUP & EQUIPMENT	2,301.00	2,500.00	2,500.00	3,700.00	3,700.00	.00
Total PARKS & REC:		114,360.04	189,813.82	136,333.00	159,087.27	142,348.92	.00
<b>COST CATEGORY: 56</b>							
100-56700-730	ROOM TAX EXPENSE	30,774.64	28,997.50	.00	34,822.22	35,000.00	.00
100-56705-311	VENDING MACHINE EXPENSE	1,117.81	1,119.74	.00	597.90	2,000.00	.00
Total COST CATEGORY: 56:		31,892.45	30,117.24	.00	35,420.12	37,000.00	.00
<b>MUNICIPAL BUILDING</b>							
100-57150-240	MUNICIPAL BUILDING	.00	.00	.00	.00	.00	.00
100-57152-810	INDUSTRIAL PARK EXPANSION	.00	.00	.00	.00	.00	.00
Total MUNICIPAL BUILDING:		.00	.00	.00	.00	.00	.00
<b>DEBT</b>							
100-58100-610	PRINCIPAL - LONG TERM DEBT	215,415.56	33,491.01	110,012.95	39,054.52	18,770.63	.00
100-58110-610	PRINCIPAL - PUBLIC SAFETY	60,000.00	145,000.00	150,000.00	150,000.00	150,000.00	.00
100-58290-620	INTEREST - LONG TERM DEBT	64,415.42	52,252.02	51,678.75	53,081.95	48,928.47	.00
100-58300-900	CONTINGENCY	.00	.00	.00	.00	102,612.14	.00
100-58390-610	BOND ISSUE COST	.00	.00	.00	.00	.00	.00
Total DEBT:		339,830.98	230,743.03	311,691.70	242,136.47	320,311.24	.00
GENERAL FUND Revenue Total:		1,811,345.64	2,294,429.76	1,220,258.72	2,107,955.01	2,182,869.76-	.00
GENERAL FUND Expenditure Total:		1,885,180.75	2,763,742.11	2,110,191.38	2,205,882.37	2,182,869.76	.00
Net Total GENERAL FUND:		73,835.11-	469,312.35-	889,932.66-	97,927.36-	4,365,739.52-	.00

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
<b>INFRASTRUCTURE FUND</b>							
<b>INTEREST &amp; DONATIONS</b>							
700-48111	INTEREST INCOME	.00	.00	.00	.00	.00	.00
700-48306	BOND PROCEEDS	.00	.00	.00	.00	949,902.78-	.00
700-48900	LOAN FROM SAVINGS	.00	.00	.00	.00	628,000.00-	.00
Total INTEREST & DONATIONS:		.00	.00	.00	.00	1,577,902.78-	.00
<b>ECONOMIC DEVELOPMENT EXPENSES</b>							
700-56700-000	ECONOMIC DEVELOPMENT	.00	.00	.00	.00	.00	.00
700-56800-000	EXPENDITURES	.00	.00	.00	.00	1,577,902.78	.00
700-56900-740	BAD DEBT EXPENSE	.00	.00	.00	.00	.00	.00
Total ECONOMIC DEVELOPMENT EXPENSES:		.00	.00	.00	.00	1,577,902.78	.00
INFRASTRUCTURE FUND Revenue Total:		.00	.00	.00	.00	1,577,902.78-	.00
INFRASTRUCTURE FUND Expenditure Total:		.00	.00	.00	.00	1,577,902.78	.00
Net Total INFRASTRUCTURE FUND:		.00	.00	.00	.00	3,155,805.56-	.00

Account Number	Account Title	2017-17 Prior year 3 Actual	2018-18 Prior year 2 Actual	2019-19 Prior year Budget	2019-19 Prior year Actual	2020-20 Current year Budget	2020-20 Current year Actual
<b>FUND: 960</b>							
<b>SOURCE: 41</b>							
960-41110	GENERAL PROPERTY TAXES	.00	260,251.20	356,170.00	457,122.19	506,535.00-	290,691.69
960-41115	EXEMPT COMPUTER AID	.00	.00	.00	1,689.55	1,689.55-	.00
Total SOURCE: 41:		.00	260,251.20	356,170.00	458,811.74	508,224.55-	290,691.69
<b>SOURCE: 43</b>							
960-43311	PERSONAL PROPERTY AID - STATE	.00	.00	.00	3,458.63	3,509.12-	14,888.43
Total SOURCE: 43:		.00	.00	.00	3,458.63	3,509.12-	14,888.43
<b>SOURCE: 48</b>							
960-48111	INTEREST INCOME	.00	.00	.00	1,651.34	.00	1,098.84
960-48201	RENT OF CITY PROPERTY	.00	.00	.00	3,500.00	.00	.00
960-48900	TIF DISRICT REVENUE	.00	2,325,000.00	.00	66,704.00-	1,150,365.22-	.00
Total SOURCE: 48:		.00	2,325,000.00	.00	61,552.66-	1,150,365.22-	1,098.84
<b>COST CATEGORY: 51</b>							
960-51000-120	TIF 6 WAGES	.00	.00	.00	4,728.45	.00	.00
960-51000-123	TIF 6 HEALTH REIMBURSEMENT	.00	.00	.00	78.75	.00	.00
960-51000-150	TIF INCENTIVES	.00	20,000.00	.00	.00	.00	.00
960-51000-151	TIF 6 FICA/MEDICARE - HOURLY	.00	.00	.00	367.73	.00	.00
960-51000-152	WAGES HOURLY RETIREMENT	.00	.00	.00	309.69	.00	.00
960-51000-212	TIF EXPENDITURES - ENG	.00	235,557.36	.00	144,837.50	.00	8,050.00
960-51000-215	TIF PROFESSIONAL SERVICES	.00	17,731.00	.00	4,752.50	.00	49,560.00
960-51000-216	TIF 6 LEGAL SERVICES	.00	818.00	.00	3,828.00	5,000.00	5,329.75
960-51000-219	TIF 6 - PROFESSIONAL SERVICES	.00	9,390.00	.00	500.00	.00	.00
960-51000-319	OPERATING SUPPLIES/EXPENSES	.00	833,358.54	.00	1,978,566.69	1,098,465.71	17,565.05
960-51001-120	TIF 6 ADMIN WAGES	.00	1,673.07	.00	7,032.93	10,052.59	3,030.80
960-51001-123	TIF 6 ADMIN HEALTH REIMBURSE	.00	.00	.00	.00	.00	.00
960-51001-151	TIF 6 ADMIN FICA/MEDICARE	.00	99.12	.00	502.14	769.02	220.08
960-51001-152	TIF 6 ADMIN RETIREMENT	.00	90.20	.00	460.18	.00	204.05
960-51001-154	TIF 6 ADMIN HEALTH INSURANCE	.00	402.59	.00	1,553.41	.00	612.59
Total COST CATEGORY: 51:		.00	1,119,119.88	.00	2,147,517.97	1,114,287.32	84,572.32
<b>COST CATEGORY: 53</b>							
960-53311-219	CDBG - PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
960-53311-810	CAP IMP	.00	.00	.00	46,118.00	.00	.00
Total COST CATEGORY: 53:		.00	.00	.00	46,118.00	.00	.00
<b>COST CATEGORY: 58</b>							
960-58100-810	PRINCIPAL-IAND PURCH-SCHILLING	.00	40,000.00	.00	.00	210,000.00	.00
960-58290-610	TIF 6 PRINCIPAL	.00	.00	152,758.33	.00	258,375.00	12,112.05
960-58290-620	TIF INTEREST	.00	.00	.00	155,516.66	48,375.00	48,921.54
960-58390-600	BOND ISSUE COST	.00	60,837.50	.00	.00	.00	.00
Total COST CATEGORY: 58:		.00	100,837.50	152,758.33	155,516.66	516,750.00	61,033.59
FUND: 960 Revenue Total:		.00	2,585,251.20	356,170.00	400,717.71	1,662,098.89-	306,678.96
FUND: 960 Expenditure Total:		.00	1,219,957.38	152,758.33	2,349,152.63	1,631,037.32	145,605.91

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 6, 2017.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT  
Amendment No. 1**

1. *Background Data:*

- a. Effective Date of Owner-Engineer Agreement: November 6, 2017
- b. Owner: City of Abbotsford
- c. Engineer: MSA Professional Services, Inc.
- d. Project: 07681024 City of Abbotsford Spruce Street (Bus. 29) Reconditioning Hiline Road to STH 13 and 07681015 SRTS Improvements

2. *Description of Modifications:*

- a. Engineer shall perform or furnish the following Additional Services:
  - 1) *Construction Phase Services for Bid Project A MSA project number 07681015 SRTS Improvements.*
  - 2) *Construction Phase Services for Bid Project B MSA project number 07681024 City of Abbotsford Spruce Street (Bus. 29) Reconditioning Hiline Road to STH 13*
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as follows:
  - 1) *Construction Phase (Persuant to Exhibit A1.05 and Exhibit J)*
  - 2) *Resident Project Representative Services (Persuant to Exhibit D and Exhibit J)*
  - 3) *Post Construction Phase (Persuant to Exhibit A1.06 and Exhibit J)*
- c. The responsibilities of Owner are modified as follows:
  - 1) *Owner will perform partial construction observation (estimated 4 hours per day) and provide field installed quantities as well as record drawings to Engineer for the time covered on the project.*
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:
  - 1) *Construction Administration*                      \$80,200 (*Lump Sum*)
  - 2) *Wage Rate Monitoring*                      \$7,000 (*Lump Sum*)  
*(As required by SRTS Funding)*
  - 3) *Construction Observation*                      \$70,900 (*Time and Materials*)

e. The schedule for rendering services is modified as follows: No Change.

<i>Date</i>	<i>Milestone</i>
<i>July 2020</i>	<i>Begin Construction</i>
<i>December 2020</i>	<i>Construction Complete</i>

f. Other portions of the Agreement (including previous amendments, if any) are modified as follows: N/A

5. Agreement Summary (Reference only)

a. Original Agreement amount:	\$89,150
b. Net change for prior amendments:	\$ N/A
c. This amendment amount:	\$158,100
d. Adjusted Agreement amount:	\$247,250

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is June 17, 2020.

OWNER:

ENGINEER:



By: Lori Voss

By: Scott Martin, PE

Title: Mayor

Title: Regional Public Works Manager

Date Signed: \_\_\_\_\_

Date Signed: 6-15-20

This is **EXHIBIT A**, consisting of 8 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 6, 2017.

## **Engineer's Services**

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Article 1 of the Agreement is supplemented to include the following agreement of the parties.

Engineer shall provide Basic and Additional Services as set forth below.

### **PART 1 – BASIC SERVICES**

A1.01 *Study and Report Phase – Not Included*

A1.02 *Preliminary Design Phase – Included in base O&E Agreement*

A1.03 *Final Design Phase – Included in base O&E Agreement*

A1.04 *Bidding or Negotiating Phase – Included in base O&E Agreement*

A1.05 *Construction Phase – Included with this Amendment*

- A. Upon successful completion of the Bidding and Negotiating Phase, and upon written authorization from Owner, Engineer shall:
1. *General Administration of Construction Contract:* Consult with Owner and act as Owner's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of Engineer as assigned in the Construction Contract shall not be modified, except as Engineer may otherwise agree in writing. All of Owner's instructions to Contractor will be issued through Engineer, which shall have authority to act on behalf of Owner in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
  2. *Resident Project Representative (RPR):* Provide the services of an RPR at the Site to assist the Engineer and to provide more extensive observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth in Exhibit D. The furnishing of such RPR's services will not limit, extend, or modify Engineer's responsibilities or authority except as expressly set forth in Exhibit D.
  3. *Selecting Independent Testing Laboratory:* Assist Owner in the selection of an independent testing laboratory to perform the services identified in Exhibit B, Paragraph B2.01.0.
  4. *Pre-Construction Conference:* Participate in a Pre-Construction Conference prior to commencement of Work at the Site.
  5. *Schedules:* Receive, review, and determine the acceptability of any and all schedules that Contractor is required to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.
  6. *Baselines and Benchmarks:* As appropriate, establish baselines and benchmarks for locating the Work which in Engineer's judgment are necessary to enable Contractor to proceed.



7. *Visits to Site and Observation of Construction:* In connection with observations of Contractor's Work while it is in progress:
- a. Make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe as an experienced and qualified design professional the progress of Contractor's executed Work. Such visits and observations by Engineer, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment, as assisted by the Resident Project Representative, if any. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Contract Documents, and Engineer shall keep Owner informed of the progress of the Work.
  - b. The purpose of Engineer's visits to, and representation by the Resident Project Representative, if any, at the Site, will be to enable Engineer to better carry out the duties and responsibilities assigned to and undertaken by Engineer during the Construction Phase, and, in addition, by the exercise of Engineer's efforts as an experienced and qualified design professional, to provide for Owner a greater degree of confidence that the completed Work will conform in general to the Contract Documents and that Contractor has implemented and maintained the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Engineer shall not, during such visits or as a result of such observations of Contractor's Work in progress, supervise, direct, or have control over Contractor's Work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to Contractor's Work, nor for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work. Accordingly, Engineer neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish or perform the Work in accordance with the Contract Documents.
8. *Defective Work:* Reject Work if, on the basis of Engineer's observations, Engineer believes that such Work (a) is defective under the standards set forth in the Contract Documents, (b) will not produce a completed Project that conforms to the Contract Documents, or (c) will imperil the integrity of the design concept of the completed Project as a functioning whole as indicated by the Contract Documents.
9. *Clarifications and Interpretations; Field Orders:* Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. Subject to any limitations in the Contract Documents, Engineer may issue field orders authorizing minor variations in the Work from the requirements of the Contract Documents.

10. *Change Orders and Work Change Directives*: Recommend change orders and work change directives to Owner, as appropriate, and prepare change orders and work change directives as required.
11. *Shop Drawings and Samples*: Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. Engineer shall meet any Contractor's submittal schedule that Engineer has accepted.
12. *Substitutes and "or-equal"*: Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor, but subject to the provisions of Paragraph A2.02.A.2 of this Exhibit A.
13. *Inspections and Tests*: Require such special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents. Engineer's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. Engineer shall be entitled to rely on the results of such tests.
14. *Disagreements between Owner and Contractor*: Render formal written decisions on all duly submitted issues relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution, performance, or progress of Contractor's Work; review each duly submitted Claim by Owner or Contractor, and in writing either deny such Claim in whole or in part, approve such Claim, or decline to resolve such Claim if Engineer in its discretion concludes that to do so would be inappropriate. In rendering such decisions, Engineer shall be fair and not show partiality to Owner or Contractor and shall not be liable in connection with any decision rendered in good faith in such capacity.
15. *Applications for Payment*: Based on Engineer's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:
  - a. Determine the amounts that Engineer recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute Engineer's representation to Owner, based on such observations and review, that, to the best of Engineer's knowledge, information and belief, Contractor's Work has progressed to the point indicated, the Work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe Contractor's Work. In the case of unit price work, Engineer's recommendations of payment will include final determinations

of quantities and classifications of Contractor's Work (subject to any subsequent adjustments allowed by the Contract Documents).

- b. By recommending any payment, Engineer shall not thereby be deemed to have represented that observations made by Engineer to check the quality or quantity of Contractor's Work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's Work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment including final payment will impose on Engineer responsibility to supervise, direct, or control Contractor's Work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work. It will also not impose responsibility on Engineer to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the Work in progress, materials, or equipment has passed to Owner free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.
16. *Contractor's Completion Documents:* Receive, review, and transmit to Owner maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, Samples and other data approved as provided under Paragraph A1.05.A.11, and transmit the annotated record documents which are to be assembled by Contractor in accordance with the Contract Documents to obtain final payment. The extent of such review by Engineer will be limited as provided in Paragraph A1.05.A.11.
  17. *Substantial Completion:* Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with Owner and Contractor, visit the Project to determine if the Work is substantially complete. If after considering any objections of Owner, Engineer considers the Work substantially complete, Engineer shall deliver a certificate of Substantial Completion to Owner and Contractor.
  18. *Additional Tasks:* Perform or provide the following additional Construction Phase tasks or deliverables:
    - a. See Exhibit J, Special Provisions.
  19. *Final Notice of Acceptability of the Work:* Conduct a final visit to the Project to determine if the completed Work of Contractor is acceptable so that Engineer may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Engineer shall also provide a notice in the form attached hereto as Exhibit E (the "Notice of Acceptability of Work") that the Work is acceptable (subject to the provisions of Paragraph A1.05.A.15.b) to the best of Engineer's knowledge, information, and belief and based on the extent of the services provided by Engineer under this Agreement.
- B. *Duration of Construction Phase:* The Construction Phase will commence with the execution of the first Construction Contract for the Project or any part thereof and will terminate upon written recommendation by Engineer for final payment to Contractors. If the Project involves more than

one prime contract as indicated in Paragraph A1.03.C, then Construction Phase services may be rendered at different times in respect to the separate contracts. Subject to the provisions of Article 3, Engineer shall be entitled to an equitable increase in compensation if Construction Phase services (including Resident Project Representative services, if any) are required after the original date for completion and readiness for final payment of Contractor as set forth in the Construction Contract.

- C. *Limitation of Responsibilities:* Engineer shall not be responsible for the acts or omissions of any Contractor, Subcontractor or Supplier, or other individuals or entities performing or furnishing any of the Work, for safety or security at the Site, or for safety precautions and programs incident to Contractor's Work, during the Construction Phase or otherwise. Engineer shall not be responsible for the failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents.

A1.06 *Post-Construction Phase – Included with this Amendment*

**PART 2 – ADDITIONAL SERVICES**

A2.01 *Additional Services Requiring Owner's Written Authorization*

- A. If authorized in writing by Owner, Engineer shall furnish or obtain from others Additional Services of the types listed below.
1. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.
  2. Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others.
  3. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by Engineer or its design requirements including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control.
  4. Services resulting from Owner's request to evaluate additional Study and Report Phase alternative solutions beyond those identified in Paragraph A1.01.A.4.
  5. Services required as a result of Owner's providing incomplete or incorrect Project information to Engineer.
  6. Providing renderings or models for Owner's use.
  7. Undertaking investigations and studies including, but not limited to, detailed consideration of operations, maintenance, and overhead expenses; the preparation of financial feasibility and cash flow studies, rate schedules, and appraisals; assistance in obtaining financing for the Project; evaluating processes available for licensing, and assisting Owner in obtaining

- process licensing; detailed quantity surveys of materials, equipment, and labor; and audits or inventories required in connection with construction performed by Owner.
8. Furnishing services of Consultants for other than Basic Services.
  9. Services attributable to more prime construction contracts than specified in Paragraph A1.03.D.
  10. Services during out-of-town travel required of Engineer other than for visits to the Site or Owner's office.
  11. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by Owner; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.
  12. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices requested by Owner for the Work or a portion thereof.
  13. Assistance in connection with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services, except when such assistance is required by Exhibit F.
  14. Providing construction surveys and staking to enable Contractor to perform its work other than as required under Paragraph A1.05.A.6, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.
  15. Providing Construction Phase services beyond the original date for completion and readiness for final payment of Contractor.
  16. Providing assistance in responding to the presence of any Constituent of Concern at the Site, in compliance with current Laws and Regulations.
  17. Preparing Record Drawings showing appropriate record information based on Project annotated record documents received from Contractor, and furnishing such Record Drawings to Owner.
  18. Preparation of operation and maintenance manuals.
  19. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, or other dispute resolution process related to the Project.
  20. Providing more extensive services required to enable Engineer to issue notices or certifications requested by Owner.
  21. Assistance in connection with the adjusting of Project equipment and systems.
  22. Assistance to Owner in training Owner's staff to operate and maintain Project equipment and systems.

23. Assistance to Owner in developing procedures for (a) control of the operation and maintenance of Project equipment and systems, and (b) related record-keeping.
24. Overtime work requiring higher than regular rates.
25. Other services performed or furnished by Engineer not otherwise provided for in this Agreement.

*A2.02 Additional Services Not Requiring Owner's Written Authorization*

- A. Engineer shall advise Owner in advance that Engineer is will immediately commence to perform or furnish the Additional Services of the types listed below. For such Additional Services, Engineer need not request or obtain specific advance written authorization from Owner. Engineer shall cease performing or furnishing such Additional Services upon receipt of written notice from Owner.
  1. Services in connection with work change directives and change orders to reflect changes requested by Owner.
  2. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; services after the award of the Construction Contract in evaluating and determining the acceptability of a proposed "or equal" or substitution which is found to be inappropriate for the Project; evaluation and determination of an excessive number of proposed "or equals" or substitutions, whether proposed before or after award of the Construction Contract.
  3. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.
  4. Additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work (advance notice not required), (2) the presence at the Site of any Constituent of Concern or items of historical or cultural significance, (3) Work damaged by fire or other cause during construction, (4) a significant amount of defective, neglected, or delayed work by Contractor, (5) acceleration of the progress schedule involving services beyond normal working hours, or (6) default by Contractor.
  5. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of any part of the Work by Owner prior to Substantial Completion.
  6. Evaluating an unreasonable claim or an excessive number of claims submitted by Contractor or others in connection with the Work.
  7. Services during the Construction Phase rendered after the original date for completion of the Work referred to in A1.05.B.
  8. Reviewing a Shop Drawing more than three times, as a result of repeated inadequate submissions by Contractor.
  9. While at the Site, compliance by Engineer and its staff with those terms of Owner's or Contractor's safety program provided to Engineer subsequent to the Effective Date that exceed those normally required of engineering personnel by federal, state, or local safety authorities for similar construction sites.

**Duties, Responsibilities, and Limitations of Authority of Resident Project Representative**

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Article 1 of the Agreement is supplemented to include the following agreement of the parties:

*D1.01 Resident Project Representative*

- A. Engineer shall furnish a Resident Project Representative (“RPR”) to assist Engineer in observing progress and quality of the Work. The RPR may provide full time representation or may provide representation to a lesser degree.
- B. Through RPR's observations of Contractor’s work in progress and field checks of materials and equipment, Engineer shall endeavor to provide further protection for Owner against defects and deficiencies in the Work. However, Engineer shall not, during such RPR field checks or as a result of such RPR observations of Contractor’s work in progress, supervise, direct, or have control over Contractor’s Work, nor shall Engineer (including the RPR) have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for security or safety at the Site, for safety precautions and programs incident to any contractor’s work in progress, or for any failure of a contractor to comply with Laws and Regulations applicable to such contractor’s performing and furnishing of its work. The Engineer (including RPR) neither guarantee the performances of any contractor nor assumes responsibility for Contractor’s failure to furnish and perform the Work in accordance with the Contract Documents. In addition, the specific terms set forth in Paragraph A1.05 of Exhibit A of the Agreement are applicable.
- C. The duties and responsibilities of the RPR are as follows:
  1. *General:* RPR is Engineer’s representative at the Site, will act as directed by and under the supervision of Engineer, and will confer with Engineer regarding RPR’s actions. RPR’s dealings in matters pertaining to the Contractor’s work in progress shall in general be with Engineer and Contractor. RPR’s dealings with Subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with Owner only with the knowledge of and under the direction of Engineer.
  2. *Schedules:* Review the progress schedule, schedule of Shop Drawing and Sample submittals, and schedule of values prepared by Contractor and consult with Engineer concerning acceptability.
  3. *Conferences and Meetings:* Attend meetings with Contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
  4. *Liaison:*
    - a. Serve as Engineer’s liaison with Contractor. Working principally through Contractor’s authorized representative or designee, assist in providing information regarding the intent of the Contract Documents.

- b. Assist Engineer in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-Site operations.
  - c. Assist in obtaining from Owner additional details or information, when required for proper execution of the Work.
5. *Interpretation of Contract Documents:* Report to Engineer when clarifications and interpretations of the Contract Documents are needed and transmit to Contractor clarifications and interpretations as issued by Engineer.
6. *Shop Drawings and Samples:*
  - a. Record date of receipt of Samples and approved Shop Drawings.
  - b. Receive Samples which are furnished at the Site by Contractor, and notify Engineer of availability of Samples for examination.
  - c. Advise Engineer and Contractor of the commencement of any portion of the Work requiring a Shop Drawing or Sample submittal for which RPR believes that the submittal has not been approved by Engineer.
7. *Modifications:* Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report such suggestions, together with RPR's recommendations, to Engineer. Transmit to Contractor in writing decisions as issued by Engineer.
8. *Review of Work and Rejection of Defective Work:*
  - a. Conduct on-Site observations of Contractor's work in progress to assist Engineer in determining if the Work is in general proceeding in accordance with the Contract Documents.
  - b. Report to Engineer whenever RPR believes that any part of Contractor's work in progress will not produce a completed Project that conforms generally to the Contract Documents or will imperil the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise Engineer of that part of work in progress that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection, or approval.
9. *Inspections, Tests, and System Start-ups:*
  - a. Consult with Engineer in advance of scheduled inspections, tests, and systems start-ups.
  - b. Verify that tests, equipment, and systems start-ups and operating and maintenance training are conducted in the presence of appropriate Owner's personnel, and that Contractor maintains adequate records thereof.
  - c. Observe, record, and report to Engineer appropriate details relative to the test procedures and systems start-ups.



- d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to Engineer.

10. *Records:*

- a. Maintain at the Site orderly files for correspondence, reports of job conferences, reproductions of original Contract Documents including all change orders, field orders, work change directives, addenda, additional Drawings issued subsequent to the execution of the Construction Contract, Engineer's clarifications and interpretations of the Contract Documents, progress reports, Shop Drawing and Sample submittals received from and delivered to Contractor, and other Project-related documents.
- b. Prepare a daily report or keep a diary or log book, recording Contractor's hours on the Site, weather conditions, data relative to questions of change orders, field orders, work change directives, or changed conditions, Site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Engineer.
- c. Record names, addresses, fax numbers, e-mail addresses, web site locations, and telephone numbers of all Contractors, Subcontractors, and major Suppliers of materials and equipment.
- d. Maintain records for use in preparing Project documentation.
- e. Upon completion of the Work, furnish original set of all RPR Project documentation to Engineer.

11. *Reports:*

- a. Furnish to Engineer periodic reports as required of progress of the Work and of Contractor's compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.
- b. Draft and recommend to Engineer proposed change orders, work change directives, and field orders. Obtain backup material from Contractor.
- c. Furnish to Engineer and Owner copies of all inspection, test, and system start-up reports.
- d. Immediately notify Engineer of the occurrence of any Site accidents, emergencies, acts of God endangering the Work, damage to property by fire or other causes, or the discovery of any Constituent of Concern.

12. *Payment Requests:* Review applications for payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to Engineer, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the Site but not incorporated in the Work.

13. *Certificates, Operation and Maintenance Manuals:* During the course of the Work, verify that materials and equipment certificates, operation and maintenance manuals and other data required by the Contract Documents to be assembled and furnished by Contractor are

applicable to the items actually installed and in accordance with the Contract Documents, and have these documents delivered to Engineer for review and forwarding to Owner prior to payment for that part of the Work.

14. *Completion:*

- a. Participate in visits to the Project to determine Substantial Completion, assist in the determination of Substantial Completion and the preparation of lists of items to be completed or corrected.
- b. Participate in a final visit to the Project in the company of Engineer, Owner, and Contractor, and prepare a final list of items to be completed and deficiencies to be remedied.
- c. Observe whether all items on the final list have been completed or corrected and make recommendations to Engineer concerning acceptance and issuance of the Notice of Acceptability of the Work (Exhibit E).

D. Resident Project Representative shall not:

1. Authorize any deviation from the Contract Documents or substitution of materials or equipment (including “or-equal” items).
2. Exceed limitations of Engineer’s authority as set forth in this Agreement.
3. Undertake any of the responsibilities of Contractor, Subcontractors or Suppliers.
4. Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences or procedures of Contractor’s work.
5. Advise on, issue directions regarding, or assume control over security or safety practices, precautions, and programs in connection with the activities or operations of Owner or Contractor.
6. Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by Engineer.
7. Accept shop drawing or sample submittals from anyone other than Contractor.
8. Authorize Owner to occupy the Project in whole or in part.

This is **EXHIBIT J**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 6, 2017.

## **Special Provisions**

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Exhibit A and Exhibit B of the Agreement is/are amended to include the following agreement(s) of the parties:

### **CONSTRUCTION ADMINISTRATION AND OBSERVATION - SCOPE OF SERVICES**

#### **Construction Administration**

1. Project Administration: Manage and coordinate project team, budget and schedules, maintain communication with Owner and stakeholders on the project.
2. Contractor Communication: Respond to contractor requests for information and assist in interpretation of the contract documents in person, in writing, or by telephone.
3. Property Owner Communication: Respond to property owner requests for information regarding project construction.
4. Coordinate and facilitate preconstruction meeting and minutes documenting the meeting.
5. Submittal Review: Review contractor shop drawings, submittals, schedules and samples for compliance with the construction documents.
6. Review contractor submittals and documentation to meet SRTS funding requirements.
7. Provide line and grade construction staking for clearing and grubbing, slope intercept and stationing, storm sewer, roadway subgrade and base course, sidewalk and concrete curb and gutter.
8. Applications for Payment: Review Contractor applications for payment; make payment recommendation to the owner as appropriate.
9. Change Orders: Review change order requests from contractor; recommend change orders to owner as appropriate.
10. Meetings: attend meetings of Owner board/Council/Committee for processing pay applications, change orders and construction updates – six (6).
11. Facilitate Bi-weekly project progress meetings in conjunction with Abbotsford progress meetings for the duration of the project - eight (8).
12. Project Closeout: Prepare Punchlist (items to be completed or corrected) and substantial completion certificate. Review contractor work and completion documents for compliance with construction contract and readiness for final payment. This will include a project walk through with City, Contractor and MSA.
13. Prepare project LRIP Certification and reimbursement submittal.
14. Prepare record drawings and provide to City.
15. Monitor wage rates on a weekly basis for construction staff to confirm compliance with federal wage rates required by the SRTS funding guidelines.

#### **Construction Observation**

Provide full time (8 hours per day supplemented with City Inspection 4 hours per day) construction observation throughout construction of the project. Estimated 720 hours for Resident Project Representative for 90 days at approximately 8 hours/day.

**Note:** All lump sum costs include travel time and equipment costs.



**Amendment  
No. 2**

**To: City of Abbotsford  
Lori Voss, Mayor  
203 N First Street  
Abbotsford, WI 54405**

**Date of Issuance: 06/17/2020**

**MSA Project No.: 07681040**

This is an amendment to the Agreement dated December 2, 2019 and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

**Project Name:** City of Abbotsford Industrial Park Utility Extension

**The project scope has changed due to:** Additional services – Plan modification necessary to avoid wetlands and WDNR Wetland General Permit Submittal and Coordination. Survey Work necessary for City annexation of 5 acres from the Town of Colby in the Industrial Park.

**The scope of the work authorized is:** Revise the plans, Submit Wetland General Permit to WDNR, and provide survey field work and legal description for annexation of property into the City.

**The schedule to perform the work is:** Approximate Start: 05/26/2020  
Approximate Completion: 08/31/2020

**The lump sum for the Plan Revisions and Wetland Permit is: \$3,500 (Lump Sum)**  
**The lump sum for the Survey Work is: \$2,400 (Lump Sum)**  
**Total \$5,900**

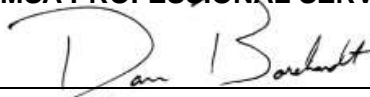
Authorization for the work described above shall amend the Agreement between MSA and OWNER. Any attachments or exhibits referenced in this Amendment are made part of the Agreement. Payment for these services will be on a lump sum basis.

**Approval:** MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

**CITY OF ABBOTSFORD**

**MSA PROFESSIONAL SERVICES, INC.**

\_\_\_\_\_  
Lori Voss  
Mayor  
Date: \_\_\_\_\_

  
\_\_\_\_\_  
Dan Borchardt, PE  
Team Leader  
Date: May 29, 2020

Attest: City Administrator-Clerk-Treasurer

\_\_\_\_\_  
Dan Grady  
Date: \_\_\_\_\_  
203 N. First Street  
Phone: 715-223-3444

# Change Order

## No. 2

Date of Issuance: May 17, 2020 Effective Date: May 17, 2020

Project: Abbotsford 1 <sup>st</sup> Ave Rehabilitation	Owner: City of Abbotsford	Owner's Contract No.:
Contract: City of Abbotsford – 1 <sup>st</sup> Ave. Rehabilitation		Date of Contract: September 3, 2019
Contractor: Haas Sons, Inc.		Engineer's Project No.: 07681030

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description:

Zero balance CO

**Attachments (list documents supporting change):**

See attached list of zero balanced bid items.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:  \$200,217.55	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>November 1, 2019</u> Ready for final payment (days or date): <u>June 1, 2020</u>
Increase from previously approved Change Orders No. <u>1</u>  \$0	[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____ <u>N/A</u>  Substantial completion (days): _____ Ready for final payment (days): _____
Contract Price prior to this Change Order:  \$200,217.55	Contract Times prior to this Change Order: Substantial completion (days or date): <u>November 1, 2019</u> Ready for final payment (days or date): <u>June 1, 2020</u>
Decrease of this Change Order:  \$627.16	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>November 1, 2019</u> Ready for final payment (days or date): <u>June 1, 2020</u>
Contract Price incorporating this Change Order:  \$199,590.39	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>November 1, 2019</u> Ready for final payment (days or date): <u>June 1, 2020</u>

RECOMMENDED: By: _____ Engineer (Authorized Signature)	ACCEPTED: By: _____ Owner (Authorized Signature)	ACCEPTED: By: _____ Contractor (Authorized Signature)
Date: _____ Approved by Funding Agency (if applicable): _____	Date: _____	Date: _____  Date: _____

# Change Order Instructions

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## A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

## B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

HAAS SONS, INC.  
ABBOTSFORD 1ST AVENUE REHABILITATION

MSA Project Number 07681030

ITEM NO.	ITEM DESCRIPTION	CONTRACT PRICE	WORK COMPLETED		BALANCE TO FINISH	ZERO BALANCE
			PREVIOUS PERIODS	THIS PERIOD		
<b>BASE BID</b>						
1	Mobilization, Bonds and Insurance	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
2	Erosion and Sedimentation Controls	\$1,000.00	\$750.00	\$250.00	\$0.00	\$0.00
3	Traffic Control	\$2,000.00	\$1,500.00	\$500.00	\$0.00	\$0.00
4	Concrete Quality Control	\$750.00	\$562.50	\$187.50	\$0.00	\$0.00
5	Site Maintenance and Restoration	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
6	12"x12" Yard Drain	\$1,100.00	\$1,100.00	\$0.00	\$0.00	\$0.00
7	Nyloplast 2-Ft x 3-Ft Curb Inlet (24-Inch)	\$24,750.00	\$24,750.00	\$0.00	\$0.00	\$0.00
8	5 FT Dia. Manhole (Includes Connect to Existing)	\$3,525.00	\$3,525.00	\$0.00	\$0.00	\$0.00
9	6 FT Dia. Manhole (Includes Connect to Existing)	\$7,730.00	\$7,730.00	\$0.00	\$0.00	\$0.00
10	7 FT Dia. Manhole (Includes Connect to Existing)	\$5,400.00	\$5,400.00	\$0.00	\$0.00	\$0.00
11	8 FT Dia. Manhole (Includes Connect to Existing)	\$6,675.00	\$6,675.00	\$0.00	\$0.00	\$0.00
12	12-Inch HDPE Storm Sewer	\$6,758.00	\$6,758.00	\$0.00	\$0.00	\$0.00
13	30-Inch Class IV RCP Storm Sewer (Undistributed Item)	\$3,718.75	\$3,718.75	\$0.00	\$0.00	\$0.00
14	Concrete Collar	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00
15	6-inch Underdrain	\$8,700.00	\$10,000.00	\$0.00	-\$1,300.00	\$1,300.00
16	SAS Fabric	\$1,860.00	\$1,860.00	\$0.00	\$0.00	\$0.00
17	2-Inch Rigid Polystyrene Insulation	\$320.00	\$0.00	\$320.00	\$0.00	\$0.00
18	Excavation	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
19	Excavation Below Subgrade (Undistributed Item)	\$7,500.00	\$0.00	\$0.00	\$7,500.00	-\$7,500.00
20	Pulverise and Regrade Existing Base	\$11,166.00	\$11,166.00	\$0.00	\$0.00	\$0.00
21	Base Aggregate Dense 1 1/4-Inch (Undistributed Item)	\$3,750.00	\$7,614.75	\$0.00	-\$3,864.75	\$3,864.75
22	3-Inch Asphalt Pavement	\$51,177.50	\$25,588.75	\$28,228.75	-\$2,640.00	\$2,640.00
23	2-Inch Asphalt Driveway	\$1,913.30	\$1,981.89	\$0.00	-\$68.59	\$68.59
24	6-Inch Thick Concrete Driveway/Sidewalk w/6-Inch Base	\$4,675.00	\$0.00	\$5,635.50	-\$960.50	\$960.50
25	30-Inch Concrete Curb & Gutter (Standard Head) - East Side Spot Replacement	\$7,605.00	\$5,720.00	\$0.00	\$1,885.00	-\$1,885.00
<b>ALTERNATE B (Additive)</b>			\$0.00	\$0.00		
B1	30-Inch Concrete Curb & Gutter (Standard Head) - West Side Full Replacement	\$18,544.00	\$18,468.00	\$0.00	\$76.00	-\$76.00
<b>TOTAL</b>		<b>\$200,217.55</b>	<b>\$160,468.64</b>	<b>\$39,121.75</b>	<b>\$627.16</b>	<b>-\$627.16</b>

## Contractor's Application For Payment No. 3

To (Owner): City of Abbotsford	Application Period: 11/21/19 - 5/27/20	Application Date: 5/27/20
Project: Abbotsford 1st Avenue Rehabilitation	From (Contractor): Haas Sons, Inc.	Notice to Proceed Date: 9/12/19
Owner's Contract No.:	Contract:	Via (Engineer): MSA Professional Services, Inc.
	Contractor's Project No.:	Engineer's Project No.: 6457448

### Application for Payment

#### Change Order Summary

Change order 1 0  
 Balance -\$627.16

Approved Change Orders		
Number	Additions	Deductions
1		
2		
3		
TOTALS	\$0.00	\$0.00
NET CHANGE BY CHANGE ORDERS		\$0.00

1. ORIGINAL CONTRACT PRICE	2.5		\$ 200,217.55
2. Net change by Change Orders			\$ 0.00
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	-\$627.16		\$ 200,217.55
4. TOTAL COMPLETED AND STORED TO DATE (Column G on Progress Estimate)	\$4,989.76		\$ 199,590.39
5. RETAINAGE:			
a. 5% x \$ _____ Work Completed			\$ 9,979.52
b. 0% x \$ _____ Stored Material			\$ 0.00
c. Total Retainage (Line 5a + Line 5b)	\$42,155.42		\$ 9,979.52
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)			\$ 189,610.87
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)			\$ 152,445.21
8. AMOUNT DUE THIS APPLICATION			\$ 37,165.66
9. BALANCE TO FINISH, PLUS RETAINAGE (Column I on Progress Estimate + Line 5 above)			\$ 0.00

### Contractor's Certification

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$37,165.66  
(Line 8 or other - attach explanation of other amount)

is recommended by: \_\_\_\_\_ (Engineer) \_\_\_\_\_ (Date)

Payment of: \$37,165.66  
(Line 8 or other - attach explanation of other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding Agency (if applicable) \_\_\_\_\_ (Date)

By: Blunden Deer Date: 5-27-20



**Progress Estimate**

**Contractor's Application**

Project: Abbotsford 1st Ave Rehabilitation						Application Number: 3						
						Application Date: 5/27/20						
A		B1		B2		C	D	E	F	G	H	I
Item	Bid	Unit	Unit Price	Bid Value	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish	
					From Prev. Application	Qty this Period	Value this Application		\$ (C*B1 + E + F)	% (G/B)		(B - G)
Bid Item #	Description	Qty	Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or E				
<b>General</b>												
1	Mobilization, Bonds & Insurance	1	EA	\$5,000.00	\$5,000.00	1.00		\$0.00	\$0.00	\$5,000.00	100%	\$0.00
2	Erosion & Sedimentation Controls	1	EA	\$1,000.00	\$1,000.00	0.75	0.25	\$250.00	\$0.00	\$1,000.00	100%	\$0.00
3	Traffic Control	1	EA	\$2,000.00	\$2,000.00	0.75	0.25	\$500.00	\$0.00	\$2,000.00	100%	\$0.00
4	Concrete Quality Control	1	EA	\$750.00	\$750.00	0.75	0.25	\$187.50	\$0.00	\$750.00	100%	\$0.00
5	Site Maintenance & Restoration	1	EA	\$4,000.00	\$4,000.00		1	\$4,000.00	\$0.00	\$4,000.00	100%	\$0.00
<b>Storm Sewer</b>												
6	12" x 12" Yard Drain	4	EA	\$275.00	\$1,100.00	4.00		\$0.00	\$0.00	\$1,100.00	100%	\$0.00
7	Nyloplast 2' x 3' Curb Inlet (24")	10	EA	\$2,475.00	\$24,750.00	10.00		\$0.00	\$0.00	\$24,750.00	100%	\$0.00
8	5' Dia. Manhole (Includes Connect to Existing)	1	EA	\$3,525.00	\$3,525.00	1.00		\$0.00	\$0.00	\$3,525.00	100%	\$0.00
9	6' Dia. Manhole (Includes Connect to Existing)	2	EA	\$3,865.00	\$7,730.00	2.00		\$0.00	\$0.00	\$7,730.00	100%	\$0.00
10	7' Dia. Manhole (Includes Connect to Existing)	1	EA	\$5,400.00	\$5,400.00	1.00		\$0.00	\$0.00	\$5,400.00	100%	\$0.00
11	8' Dia. Manhole (Includes Connect to Existing)	1	EA	\$6,675.00	\$6,675.00	1.00		\$0.00	\$0.00	\$6,675.00	100%	\$0.00
12	12" HDPE Storm Sewer	218	LF	\$31.00	\$6,758.00	218.00		\$0.00	\$0.00	\$6,758.00	100%	\$0.00
13	30" Class IV RCP Storm Sewer (Undistributed)	25	LF	\$148.75	\$3,718.75	25.00		\$0.00	\$0.00	\$3,718.75	100%	\$0.00
14	Concrete Collar	1	EA	\$600.00	\$600.00	1.00		\$0.00	\$0.00	\$600.00	100%	\$0.00
15	6" Underdrain	696	LF	\$12.50	\$8,700.00	800.00		\$0.00	\$0.00	\$10,000.00	115%	-\$1,300.00
16	SAS Fabric	930	SY	\$2.00	\$1,860.00	930.00		\$0.00	\$0.00	\$1,860.00	100%	\$0.00
17	2" Rigid Polystyrene Insulation	160	SF	\$2.00	\$320.00		160	\$320.00	\$0.00	\$320.00	100%	\$0.00
<b>Street Reconstruction</b>												
18	Excavation	1	EA	\$10,000.00	\$10,000.00	1.00		\$0.00	\$0.00	\$10,000.00	100%	\$0.00
19	Excavation below Subgrade	250	CY	\$30.00	\$7,500.00			\$0.00	\$0.00	\$0.00	0%	\$7,500.00
20	Pulverize & Regrade Existing Base	3,722	SY	\$3.00	\$11,166.00	3,722.00		\$0.00	\$0.00	\$11,166.00	100%	\$0.00
21	Base Aggregate Dense 1 1/4"	250	TON	\$15.00	\$3,750.00	507.65		\$0.00	\$0.00	\$7,614.75	203%	-\$3,864.75
22	3" Asphalt Pavement	3,722	SY	\$13.75	\$51,177.50	1,861.00	2053	\$28,228.75	\$0.00	\$53,817.50	105%	-\$2,640.00
23	2" Asphalt Driveway	53	SY	\$36.10	\$1,913.30	54.90		\$0.00	\$0.00	\$1,981.89	104%	-\$68.59
24	6" Concrete Driveway/Sidewalk w/6" Base	550	SF	\$8.50	\$4,675.00	663.00		\$0.00	\$0.00	\$5,635.50	121%	-\$960.50
25	30" C&G - East Side Spot Replacement	117	LF	\$65.00	\$7,605.00	88.00		\$0.00	\$0.00	\$5,720.00	75%	\$1,885.00
B1	Alt: B 30" C&G West Side Replacement	976	LF	\$19.00	\$18,544.00	972.00		\$0.00	\$0.00	\$18,468.00	100%	\$76.00
<b>CHANGE ORDERS/ EXTRAS</b>										\$5,635.50		
<b>CHANGE ORDER #1</b>						663						
<b>TOTAL</b>					\$200,217.50	106		\$33,486.25	\$0.00	\$199,590.39		\$627.16

# Certificate of Substantial Completion

Project:  
City of Abbotsford – 1<sup>st</sup> Ave Rehabilitation (Linden St. to Elm St.)

Owner: City of Abbotsford, Attn: Dan Grady, 203 N. First St., Abbotsford WI, 54405, Phone (715) 223-3444	Owner's Contract No.: 07681030
Contractor: Haas Sons, Inc., Attn: Steve Haas, 203 E. Birch St, Thorp, WI 54771, Phone (715) 223-6331	Engineer's Project No.: 07681030

**This definitive Certificate of Substantial Completion applies to:**

- All Work under the Contract Documents:  The following specified portions of the Work:

Contract Date: \_\_\_\_\_ June 1, 2020  
Date of Substantial Completion

MSA Professional Services  
**ENGINEER**

  
**BY: Dan Borchardt, P.E.**

6/1/2020  
**DATE OF ISSUANCE**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

**Cost estimate of Work that is incomplete or defective: \$5,000**

The CONTRACTOR will complete or correct the Work on the list of items attached hereto on or before June 30, 2020.

**The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:**

- Amended Responsibilities  Not Amended

Owner's Amended Responsibilities:

OWNER shall be responsible for the security and maintenance of the project. After the date of substantial completion.

Contractor's Amended Responsibilities:

CONTRACTOR shall be responsible for the repair of all work items and equipment for a period specified by the contract documents.

The following documents are attached to and made part of this Certificate:

**Punchlist 1: Items to be Completed or Corrected before Final Payment**

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

The CONTRACTOR accepts this Certificate of Substantial Completion.

Haas Sons, Inc. \_\_\_\_\_  
**CONTRACTOR** **By: Steve Haas, Project Manager** **Date**

The OWNER accepts the Work or designated portion as substantially complete and will assume full possession at \_\_\_\_\_ (time) on \_\_\_\_\_ (date).

City of Abbotsford \_\_\_\_\_  
**OWNER** **By: Dan Grady, Administrator** **Date**



**PUNCH LIST**

PUNCH LIST NUMBER: 01

MSA PROJECT NO. 07681030

PROJECT: City of Abbotsford 1st Ave Rehabilitation  
 DATE OF REVIEW: 6/1/2020

The following items require the attention of the Contractor for completion or correction in accordance with the Contract Documents to complete the project and before Final Payment can be approved. The following list has been compiled to assist the contractor and may not be an all-inclusive list identifying all requirements for Village acceptance of the water and sewer related items. This list should not be considered a final list the Contractor is responsible for ensuring all work is complete, operable and compliant with the project plan and specifications.

The contractor shall date and initial each item attesting that the work has been completed in accordance with the contract documents. When all items have been completed the Contractor shall send a copy of the completed list to the Engineer (MSA Professional Services) The completion of these items is not a substitution for warranty work. The contractor must notify the Engineer at least 48 hours in advance of any work performed on the project that needs to be verified by the project inspector.

Item	Description	Location	Responsibility	Comments	Date Completed	Completed By (Initial)	Checked By A/E (Initial)
	<b>SITE RESTORATION</b>						
1	Patchy grass fill in with seed NW corner of Linden and 1st Ave.	General	Haas	Reference photo 1			
2	House #211 Concrete Curb Crack by driveway	General	Haas	saw and seal, reference photo 3			
3	Clean up straw in curb lines and inlets that floated away from restored areas	General	Haas	Reference photos 7,8			
4	House #205 Restoration (broken concrete chunks) behind curb replacement	General	Haas	Reference photos 4			
5	House #205 Several cracks in driveway and curb of	General	Haas	saw and seal,			
6	House #203 crack in concrete driveway	General	Haas	saw and seal, reference photos 5,6			
7	clean asphalt from water valve and manhole pick holes	General	American	reference photos 9,10			
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							

END OF PUNCHLIST NUMBER 1

ISSUED BY: Craig Stuttgen, City of Abbotsford and Dan Borchardt, MSA









# Certificate of Substantial Completion

Project:  
City of Abbotsford – 1<sup>st</sup> Ave Rehabilitation (Linden St. to Elm St.)

Owner:  
City of Abbotsford, Attn: Dan Grady, 203 N. First St., Abbotsford WI, 54405, Phone (715) 223-3444

Owner's Contract No.:  
07681030

Contractor:  
Haas Sons, Inc., Attn: Steve Haas, 203 E. Birch St, Thorp, WI 54771,  
Phone (715) 223-6331

Engineer's Project No.:  
07681030

This definitive Certificate of Substantial Completion applies to:

All Work under the Contract Documents:

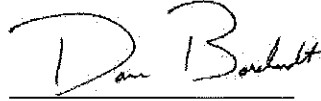
The following specified portions of the Work:

Contract Date:

June 1, 2020

Date of Substantial Completion

MSA Professional Services  
ENGINEER



BY: Dan Borchardt, P.E.

6/1/2020

DATE OF ISSUANCE

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Cost estimate of Work that is incomplete or defective: \$5,000

The CONTRACTOR will complete or correct the Work on the list of items attached hereto on or before June 30, 2020.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

Amended Responsibilities

Not Amended

Owner's Amended Responsibilities:

OWNER shall be responsible for the security and maintenance of the project. After the date of substantial completion.

Contractor's Amended Responsibilities:

CONTRACTOR shall be responsible for the repair of all work items and equipment for a period specified by the contract documents.

The following documents are attached to and made part of this Certificate:

Punchlist 1: Items to be Completed or Corrected before Final Payment

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

The CONTRACTOR accepts this Certificate of Substantial Completion.

Haas Sons, Inc.

CONTRACTOR

By:  Steve Haas, Project Manager

Date

6-15-20

The OWNER accepts the Work or designated portion as substantially complete and will assume full possession at \_\_\_\_\_ (time) on \_\_\_\_\_ (date).

City of Abbotsford

OWNER

By: Dan Grady, Administrator

Date



**PUNCH LIST**

PUNCH LIST NUMBER: 01

MSA PROJECT NO. 07681030

PROJECT: City of Abbotsford 1st Ave Rehabilitation  
 DATE OF REVIEW: 6/12/2020

The following items require the attention of the Contractor for completion or correction in accordance with the Contract Documents to complete the project and before Final Payment can be approved. The following list has been compiled to assist the contractor and may not be an all-inclusive list identifying all requirements for Village acceptance of the water and sewer related items. This list should not be considered a final list the Contractor is responsible for ensuring all work is complete, operable and compliant with the project plan and specifications.

The contractor shall date and initial each item attesting that the work has been completed in accordance with the contract documents. When all items have been completed the Contractor shall send a copy of the completed list to the Engineer (MSA Professional Services) The completion of these items is not a substitution for warranty work. The contractor must notify the Engineer at least 48 hours in advance of any work performed on the project that needs to be verified by the project inspector.

Item	Description	Location	Responsibility	Comments	Date Completed	Completed By (Initial)	Checked By A/E (Initial)
	<b>SITE RESTORATION</b>						
1	Palchy grass fill in with seed NW corner of Linden and 1st Ave.	General	Haas	Reference photo 1			
2	House #211 Concrete Curb Crack by driveway	General	Haas	saw and seal, reference photo 3			
3	Clean up straw in curb lines and inlets that floated away from restored areas	General	Haas	Reference photos 7,8			
4	House #205 Restoration (broken concrete chunks) behind curb replacement	General	Haas	Reference photos 4			
5	House #205 Several cracks in driveway and curb of	General	Haas	saw and seal,			
6	House #203 crack in concrete driveway	General	Haas	saw and seal, reference photos 5,6			
7	clean asphalt from water valve and manhole pick holes	General	American	reference photos 9,10			
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END OF PUNCHLIST NUMBER 1

ISSUED BY: Craig Stultgen, City of Abbotsford and Dan Borchardt, MSA





June 10, 2020

Lori Voss, Mayor  
City of Abbotsford  
203 N First Street  
Abbotsford, WI 54405

Re: Project A: Abbotsford SRTS Improvements  
Project B: Spruce St/BUS 29 Street & Utility Improvements  
City of Abbotsford

Dear Ms. Voss:

Upon review of the bids received on June 10, 2020 for the above-referenced project, it was found that they were submitted by qualified contractors. It is our recommendation that the low responsive bidder listed below be accepted and award made at your next meeting.

Francis Melvin, Inc.	Project A:	\$ 911,090.25
PO Box 646	Project B:	<u>\$ 680,501.27</u>
Abbotsford, WI 54405	TOTAL Bid Amount:	\$1,591,591.52

Please execute the enclosed Notice of Award in triplicate for the contract and return two copies to our office and keep one for your files. After receiving the executed copies, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

Daniel Borchardt  
Team Leader

dds  
Enc.

146 N. Central Avenue  
Suite 201  
Marshfield, WI 54449

P (715) 384-2133  
TF (877) 204-0572  
F (715) 384-9787

www.msa-ps.com

Project A: Abbotsford SRTS Improvements Project B: Spruce St/Bus 29 Street & Utility Improvements (#6598953)  
 Owner: City of Abbotsford  
 Solicitor: MSA Professional Services - Marshfield  
 06/10/2020 09:00 AM CDT

Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		Francis Melvin, Inc.		Haas Sons, Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>PROJECT A</b>										
A1	201.012	Clearing	ID	848	\$12.50	\$10,600.00	\$23.08	\$19,571.84	\$25.00	\$21,200.00
A2	201.022	Grubbing	ID	878	\$15.00	\$13,170.00	\$6.35	\$5,575.30	\$25.00	\$21,950.00
A3	204.015	Removing Curb & Gutter	LF	6166	\$3.70	\$22,814.20	\$1.35	\$8,324.10	\$5.00	\$30,830.00
A4	204.0155	Removing Concrete Sidewalk	SY	2695	\$4.50	\$12,127.50	\$2.25	\$6,063.75	\$5.50	\$14,822.50
A5	204.022	Removing Inlets	EA	30	\$250.00	\$7,500.00	\$220.00	\$6,600.00	\$350.00	\$10,500.00
A6	204.0245.01	Removing Storm Sewer 12-inch	LF	119	\$18.00	\$2,142.00	\$7.40	\$880.60	\$25.00	\$2,975.00
A7	204.0245.02	Removing Storm Sewer 15-inch	LF	39	\$22.00	\$858.00	\$10.10	\$393.90	\$25.00	\$975.00
A8	305.012	Base Aggregate Dense 1 1/4-Inch	TON	6516	\$14.50	\$94,482.00	\$13.50	\$87,966.00	\$20.00	\$130,320.00
A9	416.016	Concrete Driveway 6-inch	SY	1084	\$46.50	\$50,406.00	\$45.90	\$49,755.60	\$45.00	\$48,780.00
A10	455.0605	Tack Coat	GAL	254	\$5.50	\$1,397.00	\$0.01	\$2.54	\$0.01	\$2.54
A11	460.6224	HMA Pavement 4 MT 58-28 S	TON	955	\$70.00	\$66,850.00	\$111.00	\$106,005.00	\$110.00	\$105,050.00
A12	465.0105	Asphaltic Surface	TON	4	\$150.00	\$600.00	\$236.00	\$944.00	\$234.00	\$936.00
A13	601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	1417	\$19.00	\$26,923.00	\$15.30	\$21,680.10	\$15.00	\$21,255.00
A14	601.0553	Concrete Curb & Gutter 4-Inch Sloped 36-Inch Type D	LF	4811	\$22.00	\$105,842.00	\$13.45	\$64,707.95	\$13.20	\$63,505.20
A15	602.0405	Concrete Sidewalk 4-inch	SF	30118	\$4.20	\$126,495.60	\$4.40	\$132,519.20	\$4.30	\$129,507.40
A16	602.0415	Concrete Sidewalk 6-inch	SF	12647	\$5.00	\$63,235.00	\$5.10	\$64,499.70	\$5.00	\$63,235.00
A17	602.0505	Curb Ramp Detectable Warning Field Yellow	SF	410	\$36.00	\$14,760.00	\$40.80	\$16,728.00	\$40.00	\$16,400.00
A18	602.0605	Curb Ramp Detectable Warning Field Radial Yellow	SF	14	\$50.00	\$700.00	\$51.00	\$714.00	\$50.00	\$700.00
A19	611.811	Adjusting Manhole Covers	EA	1	\$750.00	\$750.00	\$525.00	\$525.00	\$1,125.00	\$1,125.00
A20	628.2006	Erosion Mat Urban Class I Type A	SY	4575	\$2.00	\$9,150.00	\$2.85	\$13,038.75	\$3.00	\$13,725.00
A21	634.0616	Posts Wood 4x6-Inch x 16-Ft	EACH	6	\$60.00	\$360.00	\$157.50	\$945.00	\$75.00	\$450.00
A22	637.221	Signs Type II Reflective H	SF	4.5	\$20.00	\$90.00	\$155.00	\$697.50	\$30.00	\$135.00
A23	637.223	Signs Type II Reflective F	SF	189	\$25.00	\$4,725.00	\$32.05	\$6,057.45	\$24.00	\$4,536.00
A24	638.2102	Moving Signs Type II	EACH	1	\$100.00	\$100.00	\$315.00	\$315.00	\$125.00	\$125.00
A25	638.2602	Removing Signs Type II	EACH	9	\$40.00	\$360.00	\$160.00	\$1,440.00	\$125.00	\$1,125.00
A26	638.3	Removing Small Sign Supports	EACH	4	\$40.00	\$160.00	\$265.00	\$1,060.00	\$125.00	\$500.00
A27	638.4	Moving Small Sign Supports	EACH	1	\$80.00	\$80.00	\$315.00	\$315.00	\$150.00	\$150.00
A28	646.742	Marking Crosswalk Epoxy Transverse Line 6-inch	LF	1254	\$6.40	\$8,025.60	\$16.32	\$20,465.28	\$16.00	\$20,064.00
A29	646.752	Marking Crosswalk Epoxy Ladder Pattern	LF	121	\$16.00	\$1,936.00	\$20.40	\$2,468.40	\$20.00	\$2,420.00
A30	646.92	Marking Removal Line Wide	LF	102	\$10.00	\$1,020.00	\$6.12	\$624.24	\$6.00	\$612.00
A31	690.015	Sawing Asphalt	LF	6223	\$1.40	\$8,712.20	\$2.10	\$13,068.30	\$3.00	\$18,669.00
A32	690.025	Sawing Concrete	LF	54	\$4.50	\$243.00	\$10.00	\$540.00	\$15.00	\$810.00
A33	SPV.0060.01	PVC / Ductile Iron 2-ft x 3-ft Inlet (24-inch)	EA	33	\$2,650.00	\$87,450.00	\$2,435.00	\$80,355.00	\$2,520.00	\$83,160.00
A34	SPV.0060.02	PVC / Ductile Iron 2-ft x 3-ft Inlet (30-inch)	EA	6	\$2,650.00	\$15,900.00	\$3,035.00	\$18,210.00	\$3,215.00	\$19,290.00
A35	SPV.0060.03	PVC / Ductile Iron Drain Basin (18-inch)	EA	5	\$2,000.00	\$10,000.00	\$1,160.00	\$5,800.00	\$2,090.00	\$10,450.00
A36	SPV.0060.04	Connect to Existing Pipe	EA	7	\$500.00	\$3,500.00	\$855.00	\$5,985.00	\$1,200.00	\$8,400.00
A37	SPV.0060.05	Connect to Existing Inlet	EA	1	\$500.00	\$500.00	\$825.00	\$825.00	\$1,075.00	\$1,075.00
A38	SPV.0060.14	Rectangular Rapid Flashing Beacon	EA	6	\$7,500.00	\$45,000.00	\$4,150.00	\$24,900.00	\$6,250.00	\$37,500.00
A39	SPV.0090.01	Slurry Fill Pipe	LF	1225	\$40.00	\$49,000.00	\$11.95	\$14,638.75	\$45.67	\$55,945.75
A40	SPV.0105.02	Grading Project 8880-00-71	LS	1	\$25,000.00	\$25,000.00	\$45,800.00	\$45,800.00	\$95,000.00	\$95,000.00
A41	SPV.0105.04	Restoration Project 8880-00-71	LS	1	\$25,000.00	\$25,000.00	\$32,550.00	\$32,550.00	\$34,200.00	\$34,200.00
A42	SPV.0105.05	Mobilization, Bonds, and Insurance	LS	1	\$45,000.00	\$45,000.00	\$20,785.00	\$20,785.00	\$10,500.00	\$10,500.00
A43	SPV.0105.06	Traffic Control	LS	1	\$15,000.00	\$15,000.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00
A44	SPV.0105.07	Erosion and Sedimentation Controls	LS	1	\$15,000.00	\$15,000.00	\$750.00	\$750.00	\$5,000.00	\$5,000.00
<b>PROJECT A TOTAL BID ITEMS: A1-A44</b>										
						<b>\$992,964.10</b>		<b>\$911,090.25</b>		<b>\$1,117,910.39</b>

PROJECT B										
B1	204.012	Removing Asphaltic Surface Milling	SY	15040	\$2.75	\$41,360.00	\$3.05	\$45,872.00	\$2.73	\$41,059.20
B2	204.015	Removing Curb & Gutter	LF	1371	\$3.70	\$5,072.70	\$1.60	\$2,193.60	\$5.00	\$6,855.00
B3	204.0155	Removing Concrete Sidewalk	SY	113	\$4.50	\$508.50	\$5.25	\$593.25	\$5.00	\$565.00
B4	204.021	Removing Manholes	EA	13	\$400.00	\$5,200.00	\$685.00	\$8,905.00	\$500.00	\$6,500.00
B5	204.022	Removing Inlets	EA	6	\$250.00	\$1,500.00	\$525.00	\$3,150.00	\$400.00	\$2,400.00
B6	204.0245.01	Removing Storm Sewer 12-inch	LF	72	\$18.00	\$1,296.00	\$7.35	\$529.20	\$35.00	\$2,520.00
B7	305.011	Base Aggregate Dense 3/4-Inch	TON	190	\$28.50	\$5,415.00	\$16.80	\$3,192.00	\$25.00	\$4,750.00
B8	305.012	Base Aggregate Dense 1 1/4-Inch	TON	1980	\$14.50	\$28,710.00	\$13.50	\$26,730.00	\$20.00	\$39,600.00
B9	416.016	Concrete Driveway 6-Inch	SY	135	\$46.50	\$6,277.50	\$45.90	\$6,196.50	\$45.00	\$6,075.00
B10	455.0605	Tack Coat	GAL	1078	\$5.50	\$5,929.00	\$0.01	\$10.78	\$0.01	\$10.78
B11	460.6224	HMA Pavement 4 MT 58-28 S	TON	2362	\$80.00	\$188,960.00	\$73.65	\$173,961.30	\$73.00	\$172,426.00
B12	465.012	Asphaltic Surface Driveways and Field Entrances	TON	84	\$160.00	\$13,440.00	\$157.00	\$13,188.00	\$156.00	\$13,104.00
B13	601.0553	Concrete Curb & Gutter 4-Inch Sloped 36-Inch Type D	LF	1419	\$22.00	\$31,218.00	\$13.46	\$19,099.74	\$13.20	\$18,730.80
B14	602.0615	Concrete Sidewalk 6-Inch	SF	1927	\$5.00	\$9,635.00	\$5.10	\$9,827.70	\$5.00	\$9,635.00
B15	608.0315	Storm Sewer Reinforced Concrete Class III 15-inch	LF	5	\$35.00	\$175.00	\$213.15	\$1,065.75	\$240.00	\$1,200.00
B16	608.0318	Storm Sewer Reinforced Concrete Class III 18-inch	LF	4	\$40.00	\$160.00	\$265.65	\$1,062.60	\$250.00	\$1,000.00
B17	611.811	Adjusting Manhole Covers	EA	1	\$750.00	\$750.00	\$525.00	\$525.00	\$500.00	\$500.00
B18	628.2006	Erosion Mat Urban Class I Type A	SY	925	\$2.00	\$1,850.00	\$2.85	\$2,636.25	\$3.00	\$2,775.00
B19	638.2102	Moving Signs Type II	EA	22	\$75.00	\$1,650.00	\$160.00	\$3,520.00	\$125.00	\$2,750.00
B20	645.014	Geotextile Type SAS	SY	3500	\$2.00	\$7,000.00	\$1.75	\$6,125.00	\$1.00	\$3,500.00
B21	646.102	Marking Line Epoxy 4-inch	LF	18085	\$0.75	\$13,563.75	\$0.82	\$14,829.70	\$0.80	\$14,468.00
B22	646.302	Marking Line Epoxy 8-inch	LF	90	\$2.00	\$180.00	\$3.06	\$275.40	\$3.00	\$270.00
B23	646.502	Marking Arrow Epoxy	EA	2	\$350.00	\$700.00	\$408.00	\$816.00	\$400.00	\$800.00
B24	646.512	Marking Word Epoxy	EA	1	\$500.00	\$500.00	\$459.00	\$459.00	\$450.00	\$450.00
B25	646.532	Marking Railroad Crossing Epoxy	EA	2	\$850.00	\$1,700.00	\$1,224.00	\$2,448.00	\$1,200.00	\$2,400.00
B26	690.015	Sawing Asphalt	LF	2511	\$1.40	\$3,515.40	\$2.10	\$5,273.10	\$3.00	\$7,533.00
B27	690.025	Sawing Concrete	LF	456	\$3.00	\$1,368.00	\$4.20	\$1,915.20	\$5.00	\$2,280.00
B28	SPV.0060.01	PVC / Ductile Iron 2-ft x 3-ft Inlet (24-inch)	EA	7	\$2,650.00	\$18,550.00	\$2,280.00	\$15,960.00	\$2,566.00	\$17,962.00
B29	SPV.0060.05	Connect to Existing Inlet	EA	1	\$500.00	\$500.00	\$880.00	\$880.00	\$800.00	\$800.00
B30	SPV.0060.06	Relocate Hydrant	EA	6	\$1,500.00	\$9,000.00	\$1,600.00	\$9,600.00	\$2,675.00	\$16,050.00
B31	SPV.0060.07	Relocate Water Valve	EA	3	\$1,000.00	\$3,000.00	\$1,160.00	\$3,480.00	\$2,675.00	\$8,025.00
B32	SPV.0060.08	Adjust Water Valve	EA	17	\$300.00	\$5,100.00	\$265.00	\$4,505.00	\$325.00	\$5,525.00
B33	SPV.0060.09	Connect to Existing Water Main	EA	6	\$750.00	\$4,500.00	\$1,255.00	\$7,530.00	\$1,850.00	\$11,100.00
B34	SPV.0060.10	Connect to Existing Water Service	EA	41	\$100.00	\$4,100.00	\$460.00	\$18,860.00	\$250.00	\$10,250.00
B35	SPV.0060.11	Curb Stop and Box	EA	41	\$425.00	\$17,425.00	\$660.00	\$27,060.00	\$710.00	\$29,110.00
B36	SPV.0060.12	Adjust Curb Stop	EA	1	\$150.00	\$150.00	\$135.00	\$135.00	\$150.00	\$150.00
B37	SPV.0060.13	Adjust Sanitary Manhole	EA	9	\$400.00	\$3,600.00	\$580.00	\$5,220.00	\$1,075.00	\$9,675.00
B38	SPV.0090.01	Slurry Fill Pipe	LF	741	\$40.00	\$29,640.00	\$13.60	\$10,077.60	\$45.67	\$33,841.47
B39	SPV.0090.02	HDPE Storm Sewer 12-inch	LF	1221	\$33.00	\$40,293.00	\$39.80	\$48,595.80	\$54.50	\$66,544.50
B40	SPV.0090.03	HDPE Storm Sewer 15-inch	LF	1026	\$36.00	\$36,936.00	\$40.90	\$41,963.40	\$56.50	\$57,969.00
B41	SPV.0090.04	HDPE Storm Sewer 18-inch	LF	749	\$40.00	\$29,960.00	\$42.85	\$32,094.65	\$58.50	\$43,816.50
B42	SPV.0090.05	HDPE Storm Sewer 24-inch	LF	643	\$45.00	\$28,935.00	\$52.25	\$33,596.75	\$69.25	\$44,527.75
B43	SPV.0090.06	PVC Storm Sewer 4-inch	LF	10	\$40.00	\$400.00	\$67.20	\$672.00	\$30.00	\$300.00
B44	SPV.0090.07	PVC Storm Sewer 12-inch	LF	10	\$60.00	\$600.00	\$55.30	\$553.00	\$65.00	\$650.00
B45	SPV.0090.08	PVC Storm Sewer 18-inch	LF	5	\$70.00	\$350.00	\$112.00	\$560.00	\$120.00	\$600.00
B46	SPV.0090.09	1" HDPE (CTS)	LF	410	\$26.00	\$10,660.00	\$48.80	\$20,008.00	\$21.25	\$8,712.50
B47	SPV.0105.01	Grading Project 7681024	LS	1	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00
B48	SPV.0105.03	Restoration Project 7681024	LS	1	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00	\$16,000.00	\$16,000.00
B49	SPV.0105.05	Mobilization, Bonds, and Insurance	LS	1	\$40,000.00	\$40,000.00	\$19,000.00	\$19,000.00	\$33,500.00	\$33,500.00
B50	SPV.0105.06	Traffic Control	LS	1	\$10,000.00	\$10,000.00	\$14,000.00	\$14,000.00	\$10,000.00	\$10,000.00
B51	SPV.0105.07	Erosion and Sedimentation Controls	LS	1	\$10,000.00	\$10,000.00	\$750.00	\$750.00	\$5,000.00	\$5,000.00
<b>PROJECT B TOTAL ITEMS: B1-B51</b>						<b>\$701,332.85</b>		<b>\$680,501.27</b>		<b>\$814,265.50</b>
<b>PROJECT A AND B TOTAL:</b>						<b>\$1,694,296.95</b>		<b>\$1,591,591.52</b>		<b>\$1,932,175.89</b>

**JAKEL PLUMBING, HTG,  
& ELEC., INC.**

**800 W. BUSINESS HIGHWAY 29  
P.O. BOX 566  
ABBOTSFORD, WI 54405  
(715) 223-6563**

# Proposal

Date	#
6/1/2020	230

CITY OF ABBOTSFORD  
P. O. BOX 589  
ABBOTSFORD, WI 54405

PROJECT= REPLACEMENT OF CONDUIT FROM WELL #8 TO WELL LOCATED BY ABBOTSFORD  
ELEMENTARY ENTRANCE CANOPY APPROXIMATELY 750 FEET

1- DIRECTIONAL BORING  
1- 1-1/4 HDPE CONDUIT  
\$9760.00

ADDITIONAL ADD ON OPTIONS  
A = HIGH TENSILE TRACER WIRE  
\$800.00

B = ADD ADDITIONAL 1-1/4 HDPE CONDUIT  
\$1600.00

C = UPSIZE TO 1-1/2 CONDUIT  
\$900.00

D = ADD ADDITIONAL 1-1/2 HDPE CONDUIT  
\$2000.00

Signature/Date \_\_\_\_\_

PRICING GOOD FOR 30 DAYS / PRICING SUBJECT TO CHANGE AFTER 30 DAYS

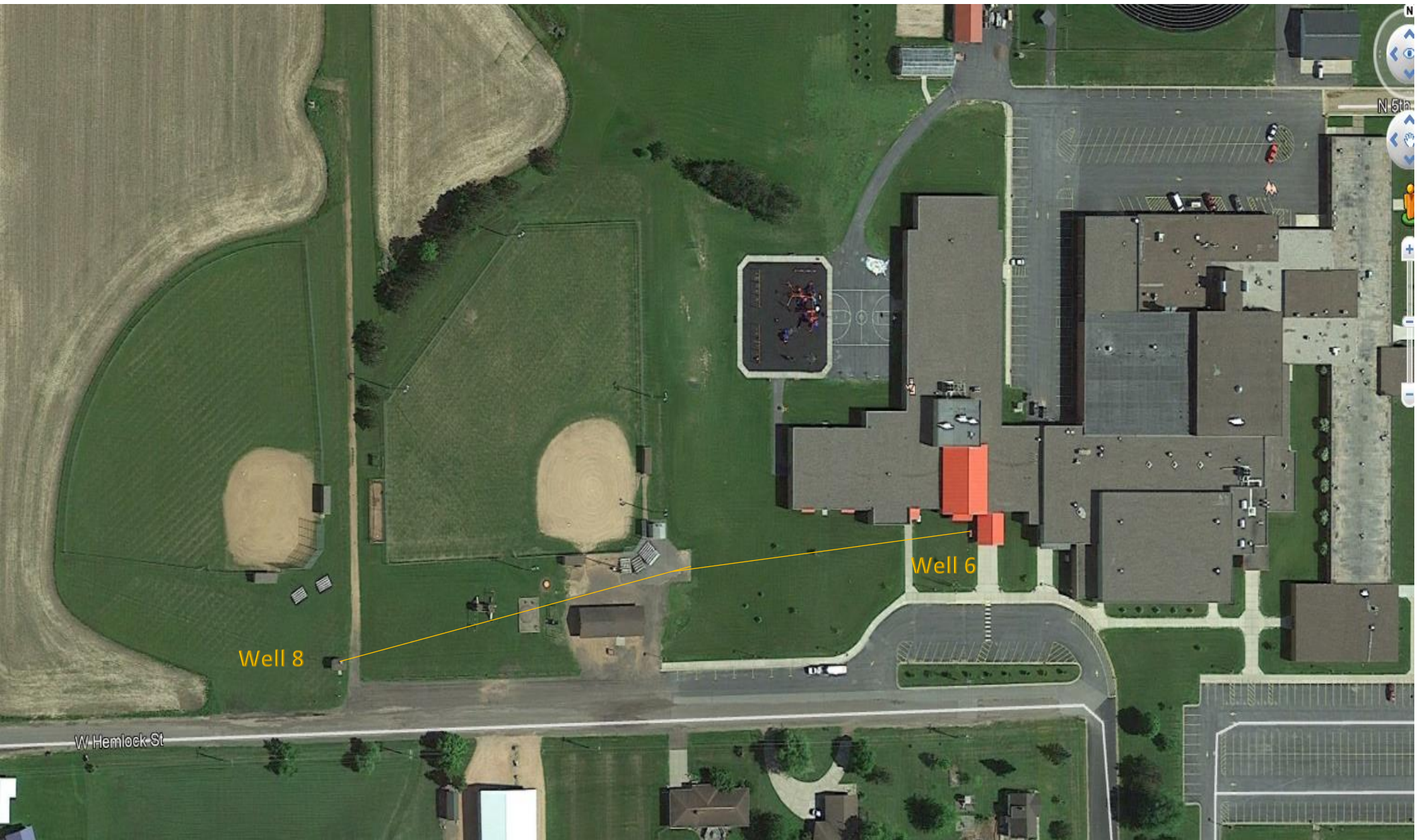
APPLICABLE TAXES MAY APPLY

CREDIT / DEBIT CARD PAYMENTS ARE SUBJECT TO A 3% CONVENIENCE FEE

FINANCE CHARGE ASSESSED 30 DAYS FROM INVOICE DATE: 1 1/2% PER MONTH - 18% ANNUALLY

SUBJECT TO A \$50.00 LATE FEE IF PAYMENT IS NOT RECEIVED 30 DAYS FROM INVOICE DATE





# ZimTech Directional Boring

City of Abbotsford  
203 N. 1<sup>st</sup> St.  
Abbotsford, WI 54405

Directional Boring From Well 8 to Well 6 by the school

\$100 mobilization fee

\$7/ft for boring-Approx. 750 ft=\$5250

Total-\$5350



600 Dekora Woods Blvd.  
Saukville, WI 53080

800-488-8177 (office)  
262-268-9952 (fax)

[www.insightvisioncameras.com](http://www.insightvisioncameras.com)

# Quotation

Quote Number  
severed  
camera

Quote Date  
Jun 11, 2020

Page  
1

**Quoted to:**

City of Abbotsford  
203 N First St  
Abbotsford, WI 54405  
USA

Customer ID	Good Thru	Payment Terms	Sales Rep
City of Abbotsford	7/11/20	credit card	401

Quantity	Item	Description	Unit Price	Extension
1.00	282004	Reterm Level 2- is replacement of brass crunch washer and pigtail. labor in included in reterm	320.00	320.00
1.00	206001	Insight Vision Camera Head with newly design SAPPHIRE Lens	1,795.00	1,795.00
1.00	106013	Sonde 512 HZ	660.00	660.00
1.00	517005	Municipal Spring	151.00	151.00
			<b>Subtotal</b>	2,926.00
			<b>Sales Tax</b>	
			<b>Total</b>	2,926.00

**RESOLUTION NO. 2020- 10**  
**CITY OF ABBOTSFORD**  
**MARATHON & CLARK COUNTIES, WISCONSIN**

**RESOLUTION TO CREATE AN INFORMAL GROUP TO  
APPROVE CONTACTING A BUILDING INSPECTOR OR  
STRUCTURAL ENGINEER TO INSPECT DERELICT/BLIGHTED  
PROPERTIES**

**WHEREAS**, the City of Abbotsford currently numerous properties that are derelict/blighted/unsafe for human habitation; and

**WHEREAS**, these blighted properties provide a clear and present safety risk to residents, neighbors, and emergency responders; and

**WHEREAS**, these blighted properties negatively affect the property values of neighboring houses and the City of Abbotsford tax roll; and

**WHEREAS**, code enforcement has always been a problem in Abbotsford due to the lack of inspection capability.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council of the City of Abbotsford hereby approves of empowering a group consisting of the Mayor, President of the City Council, City Administrator, Director of Public Works, and the Chief of the Colby-Abbotsford Police Department (or his/her designee) to decide which buildings are in need of inspection by a building inspector, health inspector, fire inspector, or structural engineer.

**BE IT FURTHER RESOLVED** that only 3 (three) of the above listed are necessary take action. In addition, this group may act informally. In all cases, a decision to inspect a property shall be reported to the City Council.

**BE IT FURTHER RESOLVED** that in the interest of time the City Administrator should seek out other building inspectors than the contracted City UDC in the event the contracted inspector is unable to inspect the property in a timely fashion.

**BE IT FINALLY RESOLVED**, the City Council understands that the expenses associated with these inspections and any further actions will be initially borne by the City. Further actions may include, but are not limited to, court fees, lawyers' fees, inspection fees, demolition fees, City staff time. The City will make all reasonable efforts to collect any associated fees from the property owner up to and including special assessments on the tax roll.



**IN WITNESS WHEREOF**, said Resolution was duly adopted by the Common Council of the City of Abbotsford at its meeting on the 17th day of June, 2020, by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

CITY OF ABBOTSFORD

By: \_\_\_\_\_  
Lori Voss, Mayor

ATTEST:

\_\_\_\_\_  
Dan Grady, Clerk

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

**WB-3 VACANT LAND LISTING CONTRACT - EXCLUSIVE RIGHT TO SELL**

1 **SELLER GIVES THE FIRM THE EXCLUSIVE RIGHT TO SELL THE PROPERTY ON THE FOLLOWING TERMS:**  
2 ■ **PROPERTY DESCRIPTION:** Street address is: Various lots on Swamp Buck Drive & Porcupine Lane  
3 in Section SE-NW 36, T29N, R1 in the City of Abbotsford, County of Clark,  
4 Wisconsin. Insert additional description, if any, at lines 313-317 or attach as an addendum per lines 318-319.  
5 ■ **INCLUDED IN LIST PRICE:** Seller is including in the list price the Property, Fixtures not excluded on lines 8-9, and  
6 the following items: n/a  
7  
8 ■ **NOT INCLUDED IN LIST PRICE:** n/a  
9  
10 **CAUTION: Identify Fixtures to be excluded by Seller or which are rented and will continue to be owned by the**  
11 **lessor. (See lines 239-244).**  
12 ■ **LIST PRICE:** \_\_\_\_\_ Dollars (\$5000 per lot).  
13 ■ **GOVERNMENTAL AND CONSERVATION PROGRAMS:** Seller represents that all or some of the Property is  
14 enrolled in the following governmental conservation, farmland, environmental, land use or use restricting programs,  
15 agreements or conservation easements, (county, state or federal): n/a  
16  
17 ■ **USE VALUE ASSESSMENT:** Seller represents that (~~all or some of the Property~~) (none of the Property) **STRIKE ONE**  
18 has been assessed as agricultural property under use value law.  
19 ■ **SPECIAL ASSESSMENTS:** Seller represents that the Property is subject to the following special assessments:  
20 n/a  
21 ■ **SPECIAL ZONING, LAND USE OR DEVELOPMENT RESTRICTIONS:** Seller represents that the Property is subject  
22 to the following special zoning, land use, development restrictions or other conditions affecting the Property:  
23 Single Family or Duplex  
24 ■ **RIGHT OF FIRST REFUSAL:** There (~~is~~) (is not) **STRIKE ONE** a right of first refusal on part or all of the Property.  
25 ■ **ZONING:** Seller represents that the property is zoned: Single Family or Townhouses  
26 ■ **UTILITY CONNECTIONS:** Seller represents that the locations of the following utility connections are as follows:  
27 (e.g. at the lot line, on the property, across the street, unknown, unavailable, etc.): electricity available  
28 \_\_\_\_\_; gas available; municipal sewer available;  
29 municipal water available; telephone available;  
30 cable available; other n/a  
31 **MARKETING** Seller authorizes and the Firm and its agents agree to use reasonable efforts to market the Property.  
32 Seller agrees that the Firm and its agents may market Seller's personal property identified on lines 5-7 during the term  
33 of this Listing. The marketing may include: n/a  
34 \_\_\_\_\_ . The Firm and its agents may advertise the following  
35 special financing and incentives offered by Seller: n/a  
36 \_\_\_\_\_ . Seller has a duty to cooperate with the marketing efforts of the Firm and its agents. See  
37 lines 174-180 regarding the Firm's role as marketing agent and Seller's duty to notify the Firm of any potential buyer  
38 known to Seller. Seller agrees that the Firm and its agents may market other properties during the term of this Listing.  
39 **CAUTION: Limiting the Firm's cooperation with other firms may reduce the marketability of the Property.**  
40 **EXCLUSIONS** All persons who may acquire an interest in the Property who are Protected Buyers under a prior listing  
41 contract are excluded from this Listing to the extent of the prior firm's legal rights, unless otherwise agreed to in writing.  
42 Within seven days of the date of this Listing, Seller agrees to deliver to the Firm a written list of all such Protected Buyers.  
43 **NOTE: If Seller fails to timely deliver this list to the Firm, Seller may be liable to the Firm for damages and costs.**  
44 The following other buyers n/a  
45 \_\_\_\_\_ are excluded from this Listing until \_\_\_\_\_ n/a  
46 [INSERT DATE]. These other buyers are no longer excluded from this Listing after the specified date unless, on or before  
47 the specified date, Seller has either accepted a written offer from the buyer or sold the Property to the buyer.  
48 **COMPENSATION TO OTHERS** The Firm offers the following commission to cooperating firms: 40% of commission  
49 per lot sold . (Exceptions if any): n/a  
50 **COMMISSION** The Firm's commission shall be Flat fee of \$2000 per lot sold  
51  
52 ■ **EARNED:** Seller shall pay the Firm's commission, which shall be earned, if, during the term of this Listing:  
53 1) Seller sells or accepts an offer which creates an enforceable contract for the sale of all or any part of the Property;  
54 2) Seller grants an option to purchase all or any part of the Property which is subsequently exercised;  
55 3) Seller exchanges or enters into a binding exchange agreement on all or any part of the Property;  
56 4) A transaction occurs which causes an effective change in ownership or control of all or any part of the Property; or

57 5) A ready, willing and able buyer submits a bona fide written offer to Seller or the Firm for the Property at, or above,  
 58 the list price and on substantially the same terms set forth in this Listing and the current WB-13 Vacant Land Offer  
 59 to Purchase, even if Seller does not accept the buyer's offer. A buyer is ready, willing and able when the buyer  
 60 submitting the written offer has the ability to complete the buyer's obligations under the written offer.

61 The Firm's commission shall be earned if, during the term of the Listing, one owner of the Property sells, conveys,  
 62 exchanges or options, as described above, an interest in all or any part of the Property to another owner, except by  
 63 divorce judgment.

64 ■ **DUE AND PAYABLE:** Once earned, the Firm's commission is due and payable in full at the earlier of closing or the date  
 65 set for closing, even if the transaction does not close, unless otherwise agreed in writing.

66 ■ **CALCULATION:** A percentage commission shall be calculated based on the following, if earned above:

- 67 • Under 1) or 2) the total consideration between the parties in the transaction.
- 68 • Under 3) or 4) the list price if the entire Property is involved.
- 69 • Under 3) if the exchange involves less than the entire Property or under 4) if the effective change in ownership or  
 70 control involves less than the entire Property, the fair market value of the portion of the Property exchanged or for  
 71 which there was an effective change in ownership or control.
- 72 • Under 5) the total offered purchase price.

73 **NOTE: If a commission is earned for a portion of the Property it does not terminate the Listing as to any remaining**  
 74 **Property.**

75 **BUYER FINANCIAL CAPABILITY** The Firm and its agents are not responsible under Wisconsin statutes or regulations to  
 76 qualify a buyer's financial capability. If Seller wishes to confirm a buyer's financial capability, Seller may negotiate inclusion of  
 77 a contingency for financing, proof of funds, qualification from a lender, sale of buyer's property, or other confirmation in any  
 78 offer to purchase or contract.

79 **LIEN NOTICE** The Firm has the authority under section 779.32 of the Wisconsin Statutes to file a lien for commissions  
 80 or compensation earned but not paid when due against the commercial real estate, or the interest in the commercial  
 81 real estate, if any, that is the subject of this Listing. "Commercial real estate" includes all real estate except (a) real  
 82 property containing 8 or fewer dwelling units, (b) real property that is zoned for residential purposes and that does not  
 83 contain any buildings or structures, and (c) real property that is zoned for agricultural purposes.

#### 84 **DISCLOSURE TO CLIENTS**

85 Under Wisconsin law, a brokerage firm (hereinafter firm) and its brokers and salespersons (hereinafter agents) owe  
 86 certain duties to all parties to a transaction:

- 87 (a) The duty to provide brokerage services to you fairly and honestly.
- 88 (b) The duty to exercise reasonable skill and care in providing brokerage services to you.
- 89 (c) The duty to provide you with accurate information about market conditions within a reasonable time if you request it,  
 90 unless disclosure of the information is prohibited by law.
- 91 (d) The duty to disclose to you in writing certain Material Adverse Facts about a property, unless disclosure of the  
 92 information is prohibited by law. (See lines 245-248.)
- 93 (e) The duty to protect your confidentiality. Unless the law requires it, the firm and its agents will not disclose your  
 94 confidential information or the confidential information of other parties. (See lines 151-166.)
- 95 (f) The duty to safeguard trust funds and other property the firm or its agents holds.
- 96 (g) The duty, when negotiating, to present contract proposals in an objective and unbiased manner and disclose the  
 97 advantages and disadvantages of the proposals.

98 **BECAUSE YOU HAVE ENTERED INTO AN AGENCY AGREEMENT WITH A FIRM, YOU ARE THE FIRM'S CLIENT.**  
 99 **A FIRM OWES ADDITIONAL DUTIES TO YOU AS A CLIENT OF THE FIRM:**

- 100 (a) The firm or one of its agents will provide, at your request, information and advice on real estate matters that affect  
 101 your transaction, unless you release the firm from this duty.
- 102 (b) The firm or one of its agents must provide you with all material facts affecting the transaction, not just Adverse  
 103 Facts.
- 104 (c) The firm and its agents will fulfill the firm's obligations under the agency agreement and fulfill your lawful requests  
 105 that are within the scope of the agency agreement.
- 106 (d) The firm and its agents will negotiate for you, unless you release them from this duty.
- 107 (e) The firm and its agents will not place their interests ahead of your interests. The firm and its agents will not, unless  
 108 required by law, give information or advice to other parties who are not the firm's clients, if giving the information or  
 109 advice is contrary to your interests.

110 If you become involved in a transaction in which another party is also the firm's client (a "multiple representation  
 111 relationship"), different duties may apply.

#### 112 **MULTIPLE REPRESENTATION RELATIONSHIPS AND DESIGNATED AGENCY**

113 ■ A multiple representation relationship exists if a firm has an agency agreement with more than one client who is a  
 114 party in the same transaction. If you and the firm's other clients in the transaction consent, the firm may provide services  
 115 through designated agency, which is one type of multiple representation relationship.

116 ■ Designated agency means that different agents with the firm will negotiate on behalf of you and the other client or  
117 clients in the transaction, and the firm's duties to you as a client will remain the same. Each agent will provide  
118 information, opinions, and advice to the client for whom the agent is negotiating, to assist the client in the negotiations.  
119 Each client will be able to receive information, opinions, and advice that will assist the client, even if the information,  
120 opinions, or advice gives the client advantages in the negotiations over the firm's other clients. An agent will not reveal  
121 any of your confidential information to another party unless required to do so by law.

122 ■ If a designated agency relationship is not authorized by you or other clients in the transaction you may still authorize  
123 or reject a different type of multiple representation relationship in which the firm may provide brokerage services to more  
124 than one client in a transaction but neither the firm nor any of its agents may assist any client with information, opinions,  
125 and advice which may favor the interests of one client over any other client. Under this neutral approach, the same  
126 agent may represent more than one client in a transaction.

127 ■ If you do not consent to a multiple representation relationship the firm will not be allowed to provide brokerage  
128 services to more than one client in the transaction.

129 **CHECK ONLY ONE OF THE THREE BELOW:**

130  The same firm may represent me and the other party as long as the same agent is not representing us  
131 both. (multiple representation relationship with designated agency)

132  The same firm may represent me and the other party, but the firm must remain neutral regardless if one or  
133 more different agents are involved. (multiple representation relationship without designated agency)

134  The same firm cannot represent both me and the other party in the same transaction. (I reject multiple  
135 representation relationships)

136 **NOTE: All clients who are parties to this agency agreement consent to the selection checked above. You may**  
137 **modify this selection by written notice to the firm at any time. Your firm is required to disclose to you in your**  
138 **agency agreement the commission or fees that you may owe to your firm. If you have any questions about the**  
139 **commission or fees that you may owe based upon the type of agency relationship you select with your firm,**  
140 **you should ask your firm before signing the agency agreement.**

141 **SUBAGENCY**

142 Your firm may, with your authorization in the agency agreement, engage other firms (subagent firms) to assist your firm by  
143 providing brokerage services for your benefit. A subagent firm and the agents associated with the subagent firm will not put  
144 their own interests ahead of your interests. A subagent firm will not, unless required by law, provide advice or opinions to  
145 other parties if doing so is contrary to your interests.

146 **PLEASE REVIEW THIS INFORMATION CAREFULLY. An agent can answer your questions about brokerage**  
147 **services, but if you need legal advice, tax advice, or a professional home inspection, contact an attorney, tax**  
148 **advisor, or home inspector.**

149 This disclosure is required by section 452.135 of the Wisconsin statutes and is for information only. It is a plain language  
150 summary of the duties owed to you under section 452.133 (2) of the Wisconsin statutes.

151 ■ **CONFIDENTIALITY NOTICE TO CLIENTS:** The Firm and its agents will keep confidential any information given to  
152 the Firm or its agents in confidence, or any information obtained by the Firm and its agents that a reasonable person  
153 would want to be kept confidential, unless the information must be disclosed by law or you authorize the Firm to  
154 disclose particular information. The Firm and its agents shall continue to keep the information confidential after the Firm  
155 is no longer providing brokerage services to you.

156 The following information is required to be disclosed by law:

- 157 1) Material Adverse Facts, as defined in section 452.01 (5g) of the Wisconsin statutes (see lines 245-248).
- 158 2) Any facts known by the Firm and its agents that contradict any information included in a written inspection report on  
159 the property or real estate that is the subject of the transaction.

160 To ensure that the Firm and its agents are aware of what specific information you consider confidential, you may list that  
161 information below (see lines 163-164). At a later time, you may also provide the Firm with other information you  
162 consider to be confidential.

163 **CONFIDENTIAL INFORMATION:** n/a

164 **NON-CONFIDENTIAL INFORMATION** (The following may be disclosed by the Firm and its agents): n/a

167 **COOPERATION, ACCESS TO PROPERTY OR OFFER PRESENTATION** The parties agree that the Firm and its  
168 agents will work and cooperate with other firms and agents in marketing the Property, including firms acting as  
169 subagents (other firms engaged by the Firm - see lines 141-145) and firms representing buyers. Cooperation includes  
170 providing access to the Property for showing purposes and presenting offers and other proposals from these firms to  
171 Seller. Note any firms with whom the Firm shall not cooperate, any firms or agents or buyers who shall not be allowed to  
172 attend showings, and the specific terms of offers which should not be submitted to Seller: n/a



174 **SELLER COOPERATION WITH MARKETING EFFORTS** Seller agrees to cooperate with the Firm in the Firm's  
 175 marketing efforts and to provide the Firm with all records, documents and other material in Seller's possession or control  
 176 which are required in connection with the sale. Seller authorizes the Firm to do those acts reasonably necessary to  
 177 effect a sale and Seller agrees to cooperate fully with these efforts which may include use of a multiple listing service,  
 178 Internet advertising or a lockbox system at the Property. Seller shall promptly refer all persons making inquiries  
 179 concerning the Property to the Firm and notify the Firm in writing of any potential buyers with whom Seller negotiates or  
 180 who view the Property with Seller during the term of this Listing.

181 **LEASED PROPERTY** If Property is currently leased and lease(s) will extend beyond closing, Seller shall assign Seller's  
 182 rights under the lease(s) and transfer all security deposits and prepaid rents (subject to agreed upon prorations) thereunder  
 183 to buyer at closing. Seller acknowledges that Seller remains liable under the lease(s) unless released by tenant(s).  
 184 **CAUTION: Seller should consider obtaining an indemnification agreement from buyer for liabilities under the**  
 185 **lease(s) unless released by tenants.**

186 **DISPUTE RESOLUTION** The Parties understand that if there is a dispute about this Listing or an alleged breach, and  
 187 the parties cannot resolve the dispute by mutual agreement, the parties may consider judicial resolution in court or may  
 188 consider alternative dispute resolution. Alternative dispute resolution may include mediation and binding  
 189 arbitration. Should the parties desire to submit any potential dispute to alternative dispute resolution, it is recommended  
 190 that the parties add such in Additional Provisions or in an Addendum.

191 **EXTENSION OF LISTING** The Listing term is extended for a period of one year as to any Protected Buyer. Upon  
 192 receipt of a written request from Seller or a firm that has listed the Property, the Firm agrees to promptly deliver to Seller  
 193 a written list of those buyers known by the Firm and its agents to whom the extension period applies. Should this Listing  
 194 be terminated by Seller prior to the expiration of the term stated in this Listing, this Listing shall be extended for  
 195 Protected Buyers, on the same terms, for one year after the Listing is terminated (lines 196-204).

196 **TERMINATION OF LISTING** Neither Seller nor the Firm has the legal right to unilaterally terminate this Listing absent a  
 197 material breach of contract by the other party. Seller understands that the parties to the Listing are Seller and the Firm.  
 198 Agents for the Firm do not have the authority to enter into a mutual agreement to terminate the Listing, amend the  
 199 commission amount or shorten the term of this Listing, without the written consent of the agent(s)' supervising broker. Seller  
 200 and the Firm agree that any termination of this Listing by either party before the date stated on line 321 shall be  
 201 effective by the Seller only if stated in writing and delivered to the Firm in accordance with lines 290-312 and effective  
 202 by the Firm only if stated in writing by the supervising broker and delivered to Seller in accordance with lines 290-312.  
 203 **CAUTION: Early termination of this Listing may be a breach of contract, causing the terminating party to**  
 204 **potentially be liable for damages.**

205 **VACANT LAND DISCLOSURE REPORT** Seller agrees to complete the vacant land disclosure report provided by the  
 206 Firm to the best of Seller's knowledge. Seller agrees to amend the report should Seller learn of any Defect(s) after  
 207 completion of the report but before acceptance of a buyer's offer to purchase. Seller authorizes the Firm and its agents to  
 208 distribute the report to all interested parties and agents inquiring about the Property and Seller acknowledges that the  
 209 Firm and its agents have a duty to disclose all Material Adverse Facts as required by law.

210 **SELLER REPRESENTATIONS REGARDING DEFECTS** Seller represents to the Firm that as of the date of this Listing,  
 211 Seller has no notice or knowledge of any Defects affecting the Property other than those noted on the vacant land  
 212 disclosure report.

213 **WARNING: IF SELLER REPRESENTATIONS ARE INCORRECT OR INCOMPLETE, SELLER MAY BE LIABLE FOR**  
 214 **DAMAGES AND COSTS.**

215 **OPEN HOUSE AND SHOWING RESPONSIBILITIES** Seller is aware that there is a potential risk of injury, damage  
 216 and/or theft involving persons attending an "individual showing" or an "open house." Seller accepts responsibility for  
 217 preparing the Property to minimize the likelihood of injury, damage and/or loss of personal property. Seller agrees to  
 218 hold the Firm and its agents harmless for any losses or liability resulting from personal injury, property damage, or theft  
 219 occurring during "individual showings" or "open houses" other than those caused by the negligence or intentional  
 220 wrongdoing of the Firm and its agents. Seller acknowledges that individual showings and open houses may be  
 221 conducted by licensees other than agents of the Firm, that appraisers and inspectors may conduct appraisals and  
 222 inspections without being accompanied by agents of the Firm or other licensees, and that buyers or licensees may be  
 223 present at all inspections and testing and may photograph or videotape Property unless otherwise provided for in  
 224 additional provisions at lines 313-317 or in an addendum per lines 318-319.

225 **DEFINITIONS**

226 ■ **ADVERSE FACT:** An "Adverse Fact" means any of the following:

- 227 a) A condition or occurrence that is generally recognized by a competent licensee as doing any of the following:
- 228 1) Significantly and adversely affecting the value of the Property;
  - 229 2) Significantly reducing the structural integrity of improvements to real estate; or
  - 230 3) Presenting a significant health risk to occupants of the Property.



231 b) Information that indicates that a party to a transaction is not able to or does not intend to meet his or her obligations  
 232 under a contract or agreement made concerning the transaction.

233 ■ **DEADLINES - DAYS:** Deadlines expressed as a number of "days" from an event are calculated by excluding the day the  
 234 event occurred and by counting subsequent calendar days.

235 ■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that  
 236 would significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or  
 237 replaced would significantly shorten or adversely affect the expected normal life of the premises.

238 ■ **FIRM:** "Firm" means a licensed sole proprietor broker or a licensed broker business entity.

239 ■ **FIXTURES:** A "Fixture" is an item of property which is physically attached to or so closely associated with land so as  
 240 to be treated as part of the real estate, including, without limitation, physically attached items not easily removable  
 241 without damage to the premises, items specifically adapted to the premises, and items customarily treated as fixtures,  
 242 including, but not limited to, all: perennial crops; garden bulbs; plants; shrubs and trees; and fences; storage buildings  
 243 on permanent foundations and docks/piers on permanent foundations.

244 **CAUTION: Annual crops are not part of the purchase price unless otherwise agreed.**

245 ■ **MATERIAL ADVERSE FACT:** A "Material Adverse Fact" means an Adverse Fact that a party indicates is of such  
 246 significance, or that is generally recognized by a competent licensee as being of such significance to a reasonable  
 247 party, that it affects or would affect the party's decision to enter into a contract or agreement concerning a transaction or  
 248 affects or would affect the party's decision about the terms of such a contract or agreement.

249 ■ **PERSON ACTING ON BEHALF OF BUYER:** "Person Acting on Behalf of Buyer" shall mean any person joined in interest  
 250 with buyer, or otherwise acting on behalf of buyer, including but not limited to buyer's immediate family, agents, employees,  
 251 directors, managers, members, officers, owners, partners, incorporators and organizers, as well as any and all corporations,  
 252 partnerships, limited liability companies, trusts or other entities created or controlled by, affiliated with or owned by buyer, in  
 253 whole or in part whether created before or after expiration of this Listing.

254 ■ **PROPERTY:** Unless otherwise stated, "Property" means all property included in the list price as described on lines 2-4.

255 ■ **PROTECTED BUYER:** Means a buyer who personally, or through any Person Acting on Behalf of Buyer, during the term of  
 256 this Listing:

257 1) Delivers to Seller or the Firm or its agents a written offer to purchase, exchange or option on the Property during the term  
 258 of this Listing;

259 2) Views the Property with Seller or negotiates directly with Seller by communicating with Seller regarding any potential  
 260 terms upon which the buyer might acquire an interest in the Property; or

261 3) Attends an individual showing of the Property or communicates with agents of the Firm or cooperating firms regarding  
 262 any potential terms upon which the buyer might acquire an interest in the Property, but only if the Firm or its agents  
 263 deliver the buyer's name to Seller, in writing, no later than three days after the earlier of expiration or termination (lines  
 264 196-204) of the Listing. The requirement in 3), to deliver the buyer's name to Seller in writing, may be fulfilled as follows:

265 a) If the Listing is effective only as to certain individuals who are identified in the Listing, by the identification of the  
 266 individuals in the Listing; or,

267 b) If a buyer has requested that the buyer's identity remain confidential, by delivery of a written notice identifying the firm  
 268 or agents with whom the buyer negotiated and the date(s) of any individual showings or other negotiations.

269 A Protected Buyer also includes any Person Acting on Behalf of Buyer joined in interest with or otherwise acting on  
 270 behalf of a Protected Buyer, who acquires an interest in the Property during the extension of listing period as noted on  
 271 lines 191-195.

272 **NON-DISCRIMINATION** Seller and the Firm and its agents agree that they will not discriminate against any  
 273 prospective buyer on account of race, color, sex, sexual orientation as defined in Wisconsin Statutes, Section  
 274 111.32 (13m), disability, religion, national origin, marital status, lawful source of income, age, ancestry, family  
 275 status, status as a victim of domestic abuse, sexual assault, or stalking, or in any other unlawful manner.

276 **EARNEST MONEY** If the Firm holds trust funds in connection with the transaction, they shall be retained by the Firm in the  
 277 Firm's trust account. The Firm may refuse to hold earnest money or other trust funds. Should the Firm hold the earnest money,  
 278 the Firm shall hold and disburse the earnest money funds in accordance with Wis. Stat. Ch. 452 and Wis. Admin. Code Ch.  
 279 REEB 18. If the transaction fails to close and the Seller requests and receives the earnest money as the total liquidated  
 280 damages, then upon disbursement to Seller, the earnest money shall be paid first to reimburse the Firm for cash advances  
 281 made by the Firm on behalf of Seller and one half of the balance, but not in excess of the agreed commission, shall be paid to  
 282 the Firm as full commission in connection with said purchase transaction and the balance shall belong to Seller. This payment  
 283 to the Firm shall not terminate this Listing.

284 **OCCUPANCY** Unless otherwise provided, Seller agrees to give buyer occupancy of the Property at time of closing.  
 285 Unless otherwise agreed, Seller agrees to have the Property free of all debris and personal property except for personal  
 286 property belonging to current tenants, sold to the buyer or left with the buyer's consent.

287 **NOTICE ABOUT SEX OFFENDER REGISTRY** You may obtain information about the sex offender registry and  
 288 persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at  
 289 <http://www.doc.wi.gov> or by telephone at (608)240-5830.



290 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Listing, delivery of  
291 documents and written notices to a party shall be effective only when accomplished by one of the methods specified at  
292 lines 293-312.

293 (1) **Personal Delivery:** giving the document or written notice personally to the party, or the party's recipient for delivery if  
294 named at line 295 or 296.

295 Seller's recipient for delivery (optional): n/a

296 Firm's recipient for delivery (optional): N/A

297  (2) **Fax:** fax transmission of the document or written notice to the following telephone number:

298 Seller: ( N/A ) N/A Firm: ( N/A ) N/A

299  (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a  
300 commercial delivery service, addressed either to the party, or to the party's recipient for delivery if named at line 295 or  
301 296, for delivery to the party's delivery address at line 305 or 306.

302  (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the  
303 party, or to the party's recipient for delivery if named at line 295 or 296 for delivery to the party's delivery address at line  
304 305 or 306.

305 Delivery address for Seller: N/A

306 Delivery address for Firm: N/A

307  (5) **E-Mail:** electronically transmitting the document or written notice to the party's e-mail address, if given below at  
308 line 311 or 312. If this is a consumer transaction where the property being purchased or the sale proceeds are used  
309 primarily for personal, family or household purposes, each consumer providing an e-mail address below has first  
310 consented electronically as required by federal law.

311 E-Mail address for Seller: d.grady@ci.abbotsford.wi.us

312 E-Mail address for Firm: tjm@naipfefferle.com

313 **ADDITIONAL PROVISIONS** Buyers to understand they have 1 year from purchase to build, 2  
314 years from purchase to install driveway & landscaping, 1400 square feet or larger, no  
315 mobile homes or steel framed structures and all current ordinances will be followed (as in  
316 5-23-2019 minutes). Discounts will apply after first lot, two lots save 5% per lot, three  
317 lots save 10% per lot and four lots save 15% per lot.

318 **ADDENDA** The attached addenda List of all lot parcel numbers in Addendum A and map for  
319 Addendum B is/are made part of this Listing.

320 **TERM OF THE CONTRACT** From the 1st day of June, 2020, up  
321 to the earlier of midnight of the 1st day of June, 2021, or the conveyance  
322 of the entire Property.

323 **BY SIGNING BELOW, SELLER ACKNOWLEDGES RECEIPT OF A COPY OF THIS LISTING CONTRACT AND**  
324 **THAT HE/SHE HAS READ ALL 6 PAGES AS WELL AS ANY ADDENDA AND ANY OTHER DOCUMENTS**  
325 **INCORPORATED INTO THE LISTING.**

326 (x) \_\_\_\_\_  
327 Seller's Signature ▲ Print Name } City of Abbotsford Date ▲

328 (x) \_\_\_\_\_  
329 Seller's Signature ▲ Print Name } n/a Date ▲

330 (x) \_\_\_\_\_  
331 Seller's Signature ▲ Print Name } N/A Date ▲

332 (x) \_\_\_\_\_  
333 Seller's Signature ▲ Print Name } N/A Date ▲

334 N/A  
335 Seller Entity Name (if any) Print Name ▲

336 (x) \_\_\_\_\_  
337 Authorized Signature ▲ \_\_\_\_\_ Date ▲  
338 Print Name & Title } Dan Grady Administrator

339 NAI Pfefferle  
340 Firm Name ▲

341 (x) \_\_\_\_\_  
342 Agent's Signature ▲ Print Name } Anthony P. Morice Jr Date ▲

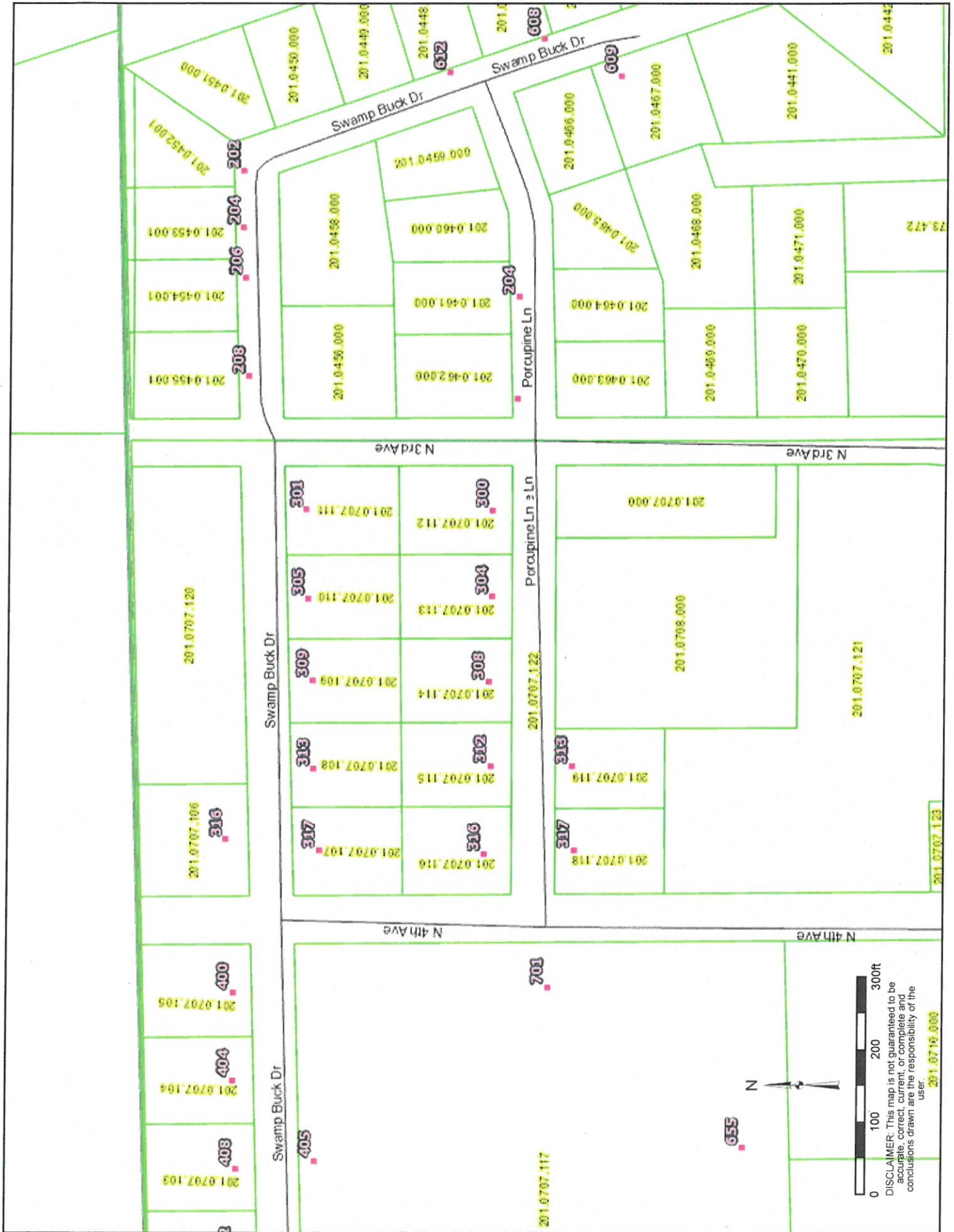
**Addendum A City of Abbotsford Swamp Buck Drive and Porcupine Lane Lots**

201.0707.107  
201.0707.108  
201.0707.109  
201.0707.110  
201.0707.111  
201.0707.112  
201.0707.113  
201.0707.114  
201.0707.115  
201.0707.116

The following two may be used for a community center but can be sold if CDBG grant doesn't come through first

201.0707.118  
201.0707.119







**PROPOSAL FOR CITY OF ABBOTSFORD  
 OPTION 2**

**4/27/2020**

Make	Model	Description	Purchase Price*
KYOCERA	TASKalfa 2553ci	25 Page Per Minute Color MFP with FAX (Includes 2X500 Sheet Paper Drawers)	\$4,292.00
KYOCERA	TASKalfa 2553ci	270 Sheet Dual Scan Document Processor	Included
KYOCERA	TASKalfa 2553ci	Stand (Storage Drawer)	Included

**LEASE OPTIONS**

Lease Term in Months	Monthly Lease Payment*
48	\$97.41
60	\$79.23

**BBT CARE PLAN**

Service agreement provided for \$ 0.0055 per black and white image and \$ 0.030 per color image. Billed quarterly for actual usages. Rates guaranteed to remain the same for 3 years.

Agreement includes:

- Parts, Labor, Toner and other consumables (excluding paper and staples)
- Remote monitoring of toner and meters, if network environment permits

Thank you for the opportunity to submit a proposal. If you have any questions or need additional information, please contact Lisa Dums at (715) 897-5794 or [lisad@b-bt.com](mailto:lisad@b-bt.com).

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_

By signing this proposal City of Abbotsford authorizes BBT to order, install, & invoice the above listed equipment.

\*Leasing: must be preapproved and signed at installation. Lease payments quoted are Fair Market Value, other options are available. One-time \$75.00 lease documentation fee not included. **Cash sales:** Payment due at install. Tax not included.

\*\*Training and installation for printing and scanning will be included at no charge on day of install. Network connection cabling and hardware if necessary is an additional cost.



# Rhyme



Proposal

City Of Abbotsford

## Introduction

Thank you for giving Rhyme the opportunity to be your Technology Partner. Throughout the life of our agreement we will continually work with your people on ways to leverage new ideas and technology that will make your business operate as efficient as possible. It takes fiercely committed people to bring positive change to an organization and we have those people. We also have the experience and resources available to build a custom solution that includes: multifunction devices, printers, IT services, document management, managed print and office supplies.

We consider this opportunity to work with your people and organization a privilege and the trust you place in us will never be taken for granted. Based on our assessment of your organization and our previous conversations about your needs we have outlined the following objectives to bring improvements to your current print environment.

## Objectives

Thank you again for this opportunity to present this proposal. We at Rhyme look forward to working with you and your staff.

Sincerely,

Jeff Witte  
Client Manager

## Rhyme Background

### The History of Rhyme

Rhyme has strong roots in Wisconsin, from pharmaceuticals to printers. Frank Rhyme founded Rhyme Drug in 1886 located downtown Portage, Wisconsin. For 59 years this family owned business continued to thrive and grow under the direction of Frank's son, William "Punk" Rhyme. When William's son Frank Rhyme and Tom Cline arrived back from WWII they started servicing business machines out of Rhyme Drug. The need for this service and general office supplies was what led William, Frank and Tom to start Rhyme Supply Company in 1945.

Since our inception, Rhyme has grown to our current 10 locations throughout Wisconsin and Illinois including, Green Bay, Janesville, Madison, Milwaukee, Oshkosh, Portage, Richland Center, Rockford, Sheboygan and Wausau. Rhyme has acquired many dealers throughout the years and as a result we have added many experienced, knowledgeable, good people to our company. Having ten offices throughout our region allows us to provide faster service to our customers by having less travel time and the staff close by.



Rhyme Supply Company (as we were formerly known) was a business founded on integrity and a commitment to always deliver on its promises, to co-workers and our customers. This company wide commitment has been at the core of our business for over 70 years and will continue for many years to come. We are committed to making our communities better through quality service to the people we serve, charitable donations to youth and cancer related programs, volunteer work and our Rhyme Time Scholarship Foundation.

We understand the importance of providing an enjoyable customer experience. That's why we go above and beyond to ensure your interactions with our delivery, administrative, service, sales and management teams are satisfactory. We are committed to getting it right the first time and every time.

## Rhyme Time Charitable Foundation

Every year Rhyme gives out scholarships to students that have been touched by cancer. We do this in honor of Steve Ennis and Jack Steinhoff; two men that always represented hard work – determination – optimism and "Making Every Day Count". Since 2010, we have awarded 37 scholarships to local high school students.

Rhyme donates time, money and resources to many organizations like the United Way and many of their agencies (YWCA, Big Brothers Big Sisters, Boys & Girls Club), schools, scholarships and many other programs, so you can feel good that a percentage of your purchase goes back to the community.

Over the years Rhyme has donated our products and services to non-profit organizations that can't afford to upgrade their technology. We do this because we are dedicated to doing what's right for our customers, and our communities.



## Implementation Team

Our people will continue to make the difference for your people.

### Client Services:

Key Experience, Certifications & Training: Our Client Services Support Staff have an average of 20+ years of experience in technical services, IT and Training. They are responsible for the installation and training of MFP's, various software solutions such as document management, FM Audit and Help Desk support. Rhyme's Client Services Employees have received many certifications from Manufacturers including: Networking 1, 2, and 3 and are MCP, MCP+I, MCSE and Cisco Small Business Account Manager certified.

### Service Technicians:

Key Experience, Certifications & Training: Rhyme Service Technicians bring on average 20+ years of combined experience in technical services to Rhyme. They provide support for document output systems and MFP network integration services. Our Technicians are trained on all Copystar, HP, Kyocera, Lexmark, Sharp, and Xerox MFPs and Printers and we have dedicated specialists in servicing Phone Systems. Our Service Department is Platinum Level Certified and our technicians complete ongoing training programs to continuously improve our service.

### IT Management:

Key Experience, Certifications & Training: Our IT Management has many years of experience in Rhyme technical services. They provide the management and growth for the IT Services department. Their diverse background with numerous certifications in MFP and printer repairs makes them a valuable resource for our people and our clients. Industry certifications include: CCNP, CCNA Security, MCTS and PDI+ certified.

### Help Desk:

Key Experience, Certifications & Training: With diverse experience in computer hardware and software repairs, our Help Desk provides support for MFP integration, networking, virus eradication, operating system services, and various hardware and software repairs. Our Help Desk holds MCP and CompTIA A+ certifications and is always ready to help our clients. Our Help Desk quickly gets our clients back to normal by closing 93% of the calls they receive.

### Platinum Level Service Provider (PLSP):

Rhyme has been recognized as a PLSP, which recognizes dealers that demonstrate exceptional customer support and satisfaction. PLSP's have a written commitment to superior Training Programs, Service Level Agreements, Preventative Maintenance guidelines, Total Call procedures and have service standards validated and benchmarked by a 3rd – Party Company.

Our people earn bonuses according to how well your machines are running, to make sure your getting what you pay for and more. We are proud to have a customer-focused service department that provides years of worry free productivity.

## LIFETIME GUARANTEE

Rhyme guarantees the performance of your new Digital Copying/Printing system for the lifecycle of the equipment.

At anytime throughout the lifecycle of your new equipment, if you are not satisfied with the performance of your equipment and service efforts fail to produce satisfaction, Rhyme will install loaner equipment and if necessary, replace your equipment with equal or greater equipment at no charge, no questions asked.

Equipment must be new when installed, maintained under a Rhyme maintenance agreement and supplies must be supplied by Rhyme throughout its lifecycle.

Lifecycle is defined as 5 years, term of rental or lease agreement or specific model copy lifecycle, whichever comes first.

We at Rhyme only want one kind of customer, a satisfied one. It's this philosophy that creates a partnership between Rhyme and all of our customers.

**Our family of employees will do whatever it takes to earn and keep a customer for life!**



Mike Steinhoff  
President



## What We Recommend

Qty	Model	Description
1	CS 3253ci	<ul style="list-style-type: none"> <li>• 32 page per minute Network Print/Network Scan</li> <li>• 270 Sheet Dual Scan Document Feeder</li> <li>• 2x500 Sheet Paper Trays + 100 Sheet Bypass+ Cabinet</li> <li>• Installation and Lifetime Training</li> <li>• Additional accessories available</li> </ul>



### Lease Option

Term	Lease Payment
60	<b>\$64.20</b>

**LEASE Costs**      \$64.20

Maintenance service and supplies (excluding paper and staples)

Black/White:      \$      0.0070

Color:              \$      0.0450

### Additional Options or Services:

## Additional Support After Install

Rhyme identifies all of our equipment out in the field through the machine ID number. The ID number can be found on the label placed on the front of the machine.



## Ordering Supplies

When supplies are needed there are multiple ways in which a customer can place an order. Toner orders can be placed online 24/7 through our easy ordering form. Orders can also be placed at the machine on the web interface or by phone, Monday-Friday, 8-5 p.m.

## Placing Service Calls

When one of your machines is down there are also multiple ways in which you can place a service call. Service requests can be placed online 24/7 through our easy ordering form. Calls can also be placed at the machine on the web interface or by phone, Monday-Friday, 8-5 p.m.

## Monitoring Supply and Service Levels

Our innovative print management system maximizes the potential of your current print devices by providing proactive management and maintenance of service, supplies and hardware support. This technology will help you better manage the printers, copiers, fax machines and multi-function devices on your network, which will result in improved equipment health and fleet uptime.

## Preventative Maintenance

All equipment manufacturers provide recommended lifetimes for consumable parts such as rollers, drums, cleaning webs and more. Rhyme's Service Department follows our manufacturers recommendations and uses this as a tool to reduce machine downtime. Our proactive approach monitors impression counts and notifies us when a client is due for a Preventative Maintenance visit. Because of this Rhyme's Service Department has been a leader in customer satisfaction and service excellence, recognized by Sharp as a Platinum Level Service Provider.





# Rhyme

**Since 1945**

[rhymebiz.com](http://rhymebiz.com) | (800) 362-4333



Date: 4/24/2020

Used MPC3003 Color Copier

**Quotation for:** CITY OF ABBOTSFORD  
 203 NORTH STREET  
 ABBOTSFORD, WI 54405

**Location:**

<b>Model</b>	<b>RICOH AFICIO MP C3003 COPIER***</b>
<b>Standard Description</b>	30 PPM MONOCHROME AND COLOR, 2 X 550 SHEET PAPER TRAYS, 100 SHEET BYPASS TRAY, 100 SHEET DOCUMENT FEEDER.

<b>Included Options</b>	
<input checked="" type="checkbox"/>	CABINET
<input checked="" type="checkbox"/>	COPIER DELIVERY/SETUP SEG 1&2
<input checked="" type="checkbox"/>	FAX OPTION
<input checked="" type="checkbox"/>	Network Printer Install

**Total Recommended System Purchase Price** **\$ 1,635.00**

<b>Maintenance &amp; Service Plan</b>	<b>This agreement is for: Cost per Copy for B&amp;W and Color</b>
	<b>Maintenance Rates locked for 2 years and year 3 not to exceed a 5% increase.</b>
	Includes all parts, labor, travel, drums and toner. Black and white pages will be billed at \$ .0086 per image on a monthly basis. .Color pages will be billed at \$ .051 per image on a monthly basis.
	Decline Contract: I have chosen to decline a maintenance contract at this time. _____
	<b>**Terms and conditions for maintenance agreement on next page</b>

When signed, this quotation becomes an order for the total recommended system plus any checked optional accessories. Quote is valid for 30 days.

**Quotation Approval**

Name		Date	
Title			
Email			
PO#		Tax ID# (FEIN)	
Tax Exempt Status		Tax Exempt #	
Signature			

  
**Submitted by:**  
 Aaron Ellenbecker  
 Account Executive  
 aellenbecker@eojohnson.com  
 +1 (715) 261-4522

E. O. Johnson Business Technologies agrees, subject to the terms and conditions hereof, to:

Perform all maintenance and inspections of the equipment at intervals which are consistent with that recommended by the manufacturer. Support will include to clean, lubricate, adjust, or repair equipment as needed for optimal performance.

Replace all worn, defective or damaged parts without charge, providing that such parts have not been subject to a damaged condition caused by fire, flood, vandalism, misuse or negligent conduct on the part of the customer, its agent or third parties.

Provide service under this agreement as required by the Customer during the E. O. Johnson Business Technologies' normal business hours of 8:00 a.m. and 5:00 p.m. Monday through Friday (except holidays).

## TERMS FOR MAINTENANCE AGREEMENT

1. **SUPPLIES** - Many items are considered supplies, however, only supplies identified on the front of this contract are included. If the customer fails to use manufacturer approved supplies and damage is caused, the customer agrees to pay the non-contract rates for replacement parts and labor to repair such damage. E. O. Johnson Business Technologies reserves the right to charge for excessive toner consumed based on the manufacturer yield expectations using the industry standard average of 6% coverage for black and up to 20% coverage for color. Toner remains the property of E. O. Johnson Business Technologies until fully consumed.

2. **LIABILITY** - E. O. Johnson Business Technologies shall not be responsible for: (1) failure to perform its maintenance obligation due to strikes, fire, flood and other causes beyond its control, (2) accidents to or caused by the equipment, (3) service or parts when anyone other than the E. O. Johnson Business Technologies has worked on the equipment, (4) equipment damage due to misuse or negligence by the Customer.

3. **CONTRACT DOES NOT INCLUDE** service support when equipment is operated outside of manufacturer recommended specifications. This contract also does not cover service calls related to: updating print drivers, loading additional drivers on new computers / upgraded computers, or troubleshooting print related problems. This contract does not cover network hardware, computers, switches, operating systems, third party software programming or additional training after initial install unless included in this document. Support for these items and services are all billable events at normal non-contract rates.

4. **TAXES** - Maintenance charges, zone / travel charges, labor and parts are subject to state and local taxes.

5. **EQUIPMENT TRANSPORTATION** - E. O. Johnson Business Technologies is not liable for transportation damages or loss of equipment in the event the Customer moves the equipment or contracts with a third party to move the equipment. Customer agrees to pay for any damages incurred from moving the equipment.

6. **INDEMNITY** - E. O. Johnson Business Technologies is not responsible for any losses or injuries caused by the installation or use of the equipment under contract. Customer assumes and bears the risk of loss or damage to the equipment. If the equipment is lost or damaged, the Customer agrees to replace the equipment or pay for repairs or replacement.

7. **AFTER HOURS SERVICE** - Normal business hours are from 8:00 a.m. until 5:00 p.m. Monday through Friday. If the Customer requests service to be performed outside of normal business hours the Customer will pay for such service, including travel time and expenses, at E. O. Johnson Business Technologies' established billing rate. E. O. Johnson Business Technologies need not provide such service if service personnel are not readily available. To the extent practicable, all service to the equipment provided hereunder shall be provided at the Customer's location as noted on this agreement unless the E. O. Johnson Business Technologies determines that such service will be better performed at an alternate location.

8. **ACCEPTANCE** of the agreement is contingent upon being signed and approved by an authorized E. O. Johnson Business Technologies representative and an authorized representative of the Customer. Final approval subject to acceptance by E. O. Johnson Business Technologies Service Management.

9. **TERMINATION OF CONTRACT** - The Customer or E. O. Johnson Business Technologies has the right to terminate this contract at any time for any reason. In the event the Customer terminates this contract, the unused portion of the contract will be prorated. The credit will be applied to the Customer account for up to one year and can be used for the purchase of hardware or services only. Unused toner in a toner inclusive contract must be returned to E. O. Johnson Business Technologies or Customer agrees to pay for the toner at normal retail prices.

10. **REMOTE DIAGNOSTICS** - Equipment listed on this contract may have the ability to make daily remote contact over a secure connection directly to a dedicated server provided by the vendor for the purpose of recording machine related performance details. These details can be accessed by our technicians in order to improve our level of service to the machine. No user information or image data is ever transmitted. Technical whitepapers are available by request.

Customer Initials \_\_\_\_\_

11. **TERMS & RENEWALS** - E. O. Johnson Business Technologies will bill the Customer when signed copy of this agreement is received. Terms are net. This agreement will automatically self-renew annually unless prior notice of termination is given by either party. The renewal term is the same as the original term. A yearly increase is usual and customary. By initialing, you agree to this maintenance agreement as stated.

Customer Initials \_\_\_\_\_



## CITY OF ABBOTSORD

Abbotsford, WI

March 24, 2020

**Current Equipment:**

Konica Minolta Bizhub C284      Lease	<b><u>Cost</u></b>
	\$ 111.51/Month
Last year's Average Monthly volume (4,392 B/W and 2,081 Color)	
B/W Rate at \$ .0099 x 4,392	\$ 43.48/Month
Color Rate at \$ .0559 x 2,081	<b><u>\$ 116.33/Month</u></b>
	<b>\$ 271.32/Month</b>

**Proposed Machines:**

Canon IRA C5535      Lease	\$ 109.98/Month
Last year's Average Monthly volume (4,392 B/W and 2,081 Color)	
B/W Rate at \$ .0075 x 4,392	\$ 32.94/Month
Color Rate at \$ .045 x 2,081	<b><u>\$ 93.65/Month</u></b>
	<b>\$ 236.57/Month</b>

HP MFP E77830z      Lease	\$ 93.39/Month
Last year's Average Monthly volume (4,392 B/W and 2,081 Color)	
B/W Rate at \$ .008 x 4,392	\$ 35.14/Month
Color Rate at \$ .05 x 2,081	<b><u>\$ 104.05/Month</u></b>
	<b>\$ 232.58/Month</b>

HP MFP E77650dn      Lease	\$ 98.37/Month
Last year's Average Monthly volume (4,392 B/W and 2,081 Color)	
B/W Rate at \$ .008 x 4,392	\$ 35.14/Month
Color Rate at \$ .041 x 2,081	<b><u>\$ 85.32/Month</u></b>
	<b>\$ 218.83/Month</b>

Respectfully submitted,

Aaron Ellenbecker





APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

Provisional License \_\_\_\_\_ Fee \$15.00 City of Abbotsford
Original License \_\_\_\_\_ Fee \$25.00 PO Box 589
Renewal License [X] Fee \$25.00 Abbotsford, WI 54405

I, the undersigned, do hereby make application to the local governing body of the City of Abbotsford, Wisconsin for a license to serve, from June 30, 2020 to June 30, 2021 inclusive (unless sooner revoked), fermented malt beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations; federal, state or local, affecting the sale of such beverages and liquors if a license be granted to me.

BUGNER KIMBERLY A RAYMOND



Race Phone Number
APPLE GREEN
Business License will be used

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

[X] Yes Date of Conviction (If Any) 2007
[ ] No Nature of Offense DWI

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Kim Bugner
Applicant's Signature

Received: 5/29/20 Added to Council Agenda: / / Approved: / /

## APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

Provisional License \_\_\_\_\_ Fee \$15.00      City of Abbotsford  
 Original License \_\_\_\_\_ Fee \$25.00      PO Box 589  
 Renewal License  Fee \$25.00      Abbotsford, WI 54405

I, the undersigned, do hereby make application to the local governing body of the City of Abbotsford, Wisconsin for a license to serve, from **June 30, 2020 to June 30, 2021** inclusive (unless sooner revoked), fermented malt beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations; federal, state or local, affecting the sale of such beverages and liquors if a license be granted to me.

SPATH                      BRENDA                      Lenore                      Rohland  
 Last                              First                              MI                              Maiden Name

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Social Security Number \_\_\_\_\_ Business License will be used FAT boys

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

Yes                      Date of Conviction (If Any) \_\_\_\_\_  
 No                        Nature of Offense \_\_\_\_\_

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Brenda Spath  
 Applicant's Signature

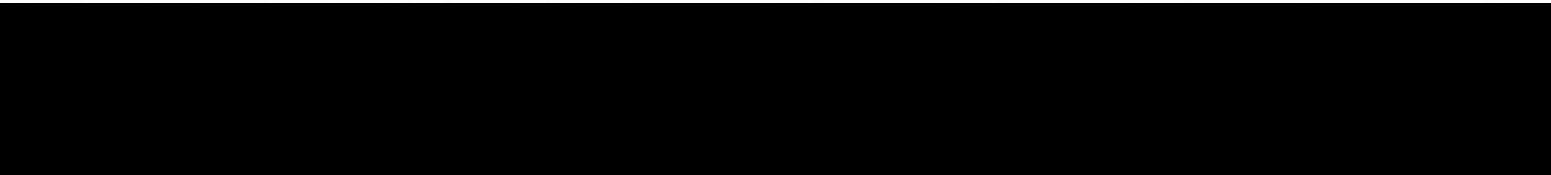
Received: 6, 1, 20 Added to Council Agenda: 6, 17, 20 Approved: 1 1

## APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

Provisional License	<input checked="" type="checkbox"/>	Fee \$15.00	) 40.00	City of Abbotsford
Original License	<input checked="" type="checkbox"/>	Fee \$25.00		PO Box 589
Renewal License	<input type="checkbox"/>	Fee \$25.00		Abbotsford, WI 54405

I, the undersigned, do hereby make application to the local governing body of the City of Abbotsford, Wisconsin for a license to serve, from **June 30, 2020 to June 30, 2021** inclusive (unless sooner revoked), fermented malt beverages and intoxicating liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations; federal, state or local, affecting the sale of such beverages and liquors if a license be granted to me.

Ortiz                      Jose  
 Last                                      First                                      MI                                      Maiden Name



Social Security Number \_\_\_\_\_ Business License will be used La Catrina (Hambury)

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States?

Yes                      Date of Conviction (If Any) \_\_\_\_\_  
 No                        Nature of Offense \_\_\_\_\_

Being first duly sworn on oath says that he/she is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Jose D Ortiz  
 Applicant's Signature

Received: 10/11/20 Added to Council Agenda: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Approved: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>ABBOTSFORD PUBLIC SCHOOLS</b>								
06/20	06/15/2020	31411	330	2020.4.30 MO	2020 Mobile HOme Taxes (Jan-April) Wa	100-41140	4,083.57	4,083.57
Total 31411:								4,083.57
Total ABBOTSFORD PUBLIC SCHOOLS:								4,083.57
<b>ABT MAILCOM</b>								
06/20	06/15/2020	31412	362	36703	WWTP - Utiily Mailings	800-53610-319	539.92	539.92
Total 31412:								539.92
Total ABT MAILCOM:								539.92
<b>ADVANCED DISPOSAL</b>								
06/20	06/15/2020	31413	376	10000985683	GARBAGE SERVICE	100-53630-219	8,702.95	8,702.95
06/20	06/15/2020	31413	376	M1000098842	GARBAGE SERVICE	100-53630-219	5,202.39	5,202.39
Total 31413:								13,905.34
Total ADVANCED DISPOSAL:								13,905.34
<b>AMERICAN ASPHALT OF WISCONSIN</b>								
06/20	06/15/2020	31414	416	5300048979	PW - Cold Mix Fiber	100-53311-121	1,105.80	1,105.80
06/20	06/15/2020	31414	416	5300049113	PW - City Street Patching	100-53311-121	3,922.89	3,922.89
Total 31414:								5,028.69
Total AMERICAN ASPHALT OF WISCONSIN:								5,028.69
<b>ANTHEM BCBS</b>								
06/20	06/01/2020	7032033	440	202005502528	Health Insurance Premium - June 2020	100-51432-154	2,191.17	2,191.17
Total 7032033:								2,191.17
Total ANTHEM BCBS:								2,191.17
<b>ARAMARK -AUCA CHICAGO MC LOCKBOX</b>								
06/20	06/15/2020	31415	447	1788819123	Sewer - Uniforms	800-53610-320	64.99	64.99
06/20	06/15/2020	31415	447	1788823561	Water - Uniforms	600-53200-320	64.99	64.99
06/20	06/15/2020	31415	447	1788828100	Sewer - Uniforms	800-53610-320	64.99	64.99
06/20	06/15/2020	31415	447	1788832853	Sewer - Uniforms	800-53610-320	64.99	64.99
06/20	06/15/2020	31415	447	1788837786	Sewer - Uniforms	800-53610-320	64.99	64.99
Total 31415:								324.95
Total ARAMARK -AUCA CHICAGO MC LOCKBOX:								324.95
<b>ASSOCIATED APPRAISAL CONSULTANTS INC</b>								
06/20	06/15/2020	31416	62	148501	2020 June Services	100-51510-215	955.55	955.55
Total 31416:								955.55
Total ASSOCIATED APPRAISAL CONSULTANTS INC:								955.55

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>BAKER &amp; TAYLOR</b>								
06/20	06/15/2020	31417	498	2035228933	Lib - Books - Need a Hug, Goodbye Man	400-55150-311	155.85	155.85
06/20	06/15/2020	31417	498	2035247496	Lib - Books - Animal Olympics, Bad kitty	400-55150-311	139.27	139.27
06/20	06/15/2020	31417	498	2035269097	BOOKS - Ballad of Songbirds & Snakes,	400-55150-311	77.23	77.23
Total 31417:								372.35
Total BAKER & TAYLOR:								372.35
<b>BOB'S DAIRY SUPPLY</b>								
06/20	06/15/2020	31418	567	149623	Fire Protection - Drain, Timer	100-53311-121	118.35	118.35
Total 31418:								118.35
Total BOB'S DAIRY SUPPLY:								118.35
<b>CARQUEST AUTO PARTS</b>								
06/20	06/15/2020	31419	660	1939-607760	PW - Spark Plug	100-53311-230	2.24	2.24
06/20	06/15/2020	31419	660	1939-608897	PW - Air Filer	100-53311-230	135.99	135.99
06/20	06/15/2020	31419	660	4060847	PW - Credit	100-53311-230	18.48-	18.48-
Total 31419:								119.75
Total CARQUEST AUTO PARTS:								119.75
<b>Castillo, Senon</b>								
06/20	06/15/2020	31420	2860	1.004821	Operator Lic - Credit	100-44100	25.00	25.00
Total 31420:								25.00
Total Castillo, Senon:								25.00
<b>Cedar Corp</b>								
06/20	06/15/2020	31421	2848	103478	PW - Landfill Monitoring through 5.16.20	100-53631-215	196.50	196.50
Total 31421:								196.50
Total Cedar Corp:								196.50
<b>CELLCOM</b>								
06/20	06/01/2020	31409	674	329466	Water - Cell Phone	600-53200-319	7.80	7.80
Total 31409:								7.80
Total CELLCOM:								7.80
<b>CENTRAL CULVERT &amp; SUPPLY</b>								
06/20	06/15/2020	31422	680	168	PW - Rolls Bouble Net E-Mats, 4" Deg EI	100-53311-121	275.00	275.00
Total 31422:								275.00
Total CENTRAL CULVERT & SUPPLY:								275.00
<b>CHARTER COMMUNICATIONS</b>								
05/20	05/13/2020	31404	697	21874050820	WW - Telephone	800-53610-220	745.47	745.47

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 31404:								745.47
06/20	06/15/2020	31423	697	21874060820	Water - Telephone	600-53200-220	745.47	745.47
06/20	06/15/2020	31423	697	21940060420	Lib - Fax - 715.223.4979	400-55158-220	79.98	79.98
Total 31423:								825.45
Total CHARTER COMMUNICATIONS:								1,570.92
<b>CLARK COUNTY TREASURER</b>								
06/20	06/15/2020	31424	748	2018 LOTTER	2018 - Clark County computer error w/lo	100-52400-399	137.85	137.85
Total 31424:								137.85
Total CLARK COUNTY TREASURER:								137.85
<b>CLARK ELECTRIC COOPERATIVE</b>								
05/20	05/26/2020	7032034	749	11470-4	11470 - BUS HWY 29-BYPASS LIGHTIN	100-53420-220	56.36	56.36
05/20	05/26/2020	7032034	749	15547-4	15547 - 601 PICKARD AVE	100-55150-121	48.02	48.02
05/20	05/26/2020	7032034	749	5438201-4	5438201 - H4891 SYCAMORE RD	600-53200-220	1,524.14	1,524.14
05/20	05/26/2020	7032034	749	5438949-4	5438949 - METER BUILDING #2	600-53200-220	857.57	857.57
05/20	05/26/2020	7032034	749	5438950-4	228015 Chestnut Hill Lane	600-53200-220	348.87	348.87
05/20	05/26/2020	7032034	749	5440187-4	PICKARD AVE	100-55150-220	8.24	8.24
05/20	05/26/2020	7032034	749	5443395-4	2229364 Cemetary Ave Well 10-Light	600-53200-220	8.24	8.24
05/20	05/26/2020	7032034	749	7178-4	2229364 Cemetary Ave Well 10-Light	600-53200-220	982.98	982.98
05/20	05/26/2020	7032034	749	734-4	Well # 12	600-53200-220	176.68	176.68
Total 7032034:								4,011.10
Total CLARK ELECTRIC COOPERATIVE:								4,011.10
<b>COLBY ABBOTSFORD POLICE COMMISSION</b>								
06/20	06/15/2020	31425	93	05012020	Monthly Budget Portion	100-52100-121	37,219.59	37,219.59
06/20	06/15/2020	31425	93	6012020	Monthly Budget Portion	100-52100-121	37,219.59	37,219.59
Total 31425:								74,439.18
Total COLBY ABBOTSFORD POLICE COMMISSION:								74,439.18
<b>COLBY EXCAVATING LLC</b>								
06/20	06/15/2020	31426	766	1359	Water - Washed Rock	600-53200-320	23.25	23.25
Total 31426:								23.25
Total COLBY EXCAVATING LLC:								23.25
<b>COMMERCIAL TESTING LABORATORY, INC.</b>								
06/20	06/15/2020	31427	788	52605	WWTP - PHOSPHOROUS, AMMONIA N	800-53610-320	961.00	961.00
Total 31427:								961.00
Total COMMERCIAL TESTING LABORATORY, INC.:								961.00
<b>CORE &amp; MAIN</b>								
06/20	06/15/2020	31428	827	394134	Water - IPERL 3/4 smart mode	600-53200-320	2,576.14	2,576.14



GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 31428:								2,576.14
Total CORE & MAIN:								2,576.14
<b>D &amp; D Sealcoating</b>								
06/20	06/15/2020	31429	2858	5272020	PW - Crack filled all streets requested	100-53311-371	10,000.00	10,000.00
Total 31429:								10,000.00
Total D & D Sealcoating:								10,000.00
<b>DALCO</b>								
06/20	06/15/2020	31430	873	3620378	CH - hand towels, roll towels, toilet paper	100-51600-240	388.59	388.59
Total 31430:								388.59
Total DALCO:								388.59
<b>Devries, Daya</b>								
06/20	06/15/2020	31431	2856	5232020	Parkts - Refund due to cancelation (Covi	100-48201	100.00	100.00
Total 31431:								100.00
Total Devries, Daya:								100.00
<b>DIETRICH VANDERWAAL, S.C.</b>								
06/20	06/15/2020	31432	932	2135	TIF - Chelt Development Issues	960-51000-216	2,257.50	2,257.50
Total 31432:								2,257.50
Total DIETRICH VANDERWAAL, S.C.:								2,257.50
<b>esri (Environmental Systems Research Ins</b>								
06/20	06/15/2020	31433	2862	93842343	WAter - ArcGIS Online Creator Term Lic (	600-53200-320	500.00	500.00
Total 31433:								500.00
Total esri (Environmental Systems Research Ins:								500.00
<b>FASTENAL COMPANY</b>								
06/20	06/15/2020	31434	1068	33863	PW - PB DOM Ps	100-53311-121	46.53	46.53
06/20	06/15/2020	31434	1068	34889	PW - T1CUT Wheel, 1to20mm	100-53311-121	24.89	24.89
06/20	06/15/2020	31434	1068	35224	PW - Butts, Rings, Qkcon, USS F/w Z, et	100-53311-121	151.67	151.67
06/20	06/15/2020	31434	1068	35268	PW - Nylock, MedSplit, etc	100-53311-121	39.17	39.17
06/20	06/15/2020	31434	1068	35392	PW - Ear plugs	100-53311-121	114.68	114.68
Total 31434:								376.94
Total FASTENAL COMPANY:								376.94
<b>FERGUSON WATERWORKS #1476</b>								
06/20	06/15/2020	31435	1079	0296520-1	Water - Ball Minn Curb Comp x Comp	600-53200-320	73.00	73.00
Total 31435:								73.00

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total FERGUSON WATERWORKS #1476:								73.00
<b>FOURMENS FARM HOME - COLBY</b>								
06/20	06/15/2020	31436	1110	3-187600	PW - Plug Grounding, Grounding connec	100-53311-121	10.98	10.98
06/20	06/15/2020	31436	1110	3-188485	Cemetery - Grass Seed	100-54910-121	46.99	46.99
06/20	06/15/2020	31436	1110	3-189079	PW - Fire dept - Sleeve, Elbow, Coupling	100-53311-121	42.05	42.05
06/20	06/15/2020	31436	1110	3-189202	PW - Fire dept - Valve, Nipple, Coupling,	100-53311-121	19.96	19.96
Total 31436:								119.98
Total FOURMENS FARM HOME - COLBY:								119.98
<b>FRANCIS MELVIN INC</b>								
06/20	06/15/2020	31437	1746	74398	SCREENED BLACK DIRT	100-54910-121	330.65	330.65
06/20	06/15/2020	31437	1746	74516	PW - 2nd Ave	100-53311-231	333.25	333.25
Total 31437:								663.90
Total FRANCIS MELVIN INC:								663.90
<b>FRENCH TOWN GREENHOUSE LLC</b>								
06/20	06/15/2020	31438	1123	343551	PETUNIAS, LINERS, FERTILIZER	100-55201-340	1,320.60	1,320.60
Total 31438:								1,320.60
Total FRENCH TOWN GREENHOUSE LLC:								1,320.60
<b>FRONTIER TELEPHONE</b>								
06/20	06/02/2020	31410	1130	5282020	Lib - 715-223-3920	400-55158-220	67.84	67.84
Total 31410:								67.84
Total FRONTIER TELEPHONE:								67.84
<b>Grady, Daniel</b>								
06/20	06/15/2020	31439	1192	5132020	Election Mileage	100-51401-332	94.76	94.76
06/20	06/15/2020	31439	1192	6132020	Lib - Sams - Reading Programs - Candy	400-55155-311	21.44	21.44
Total 31439:								116.20
Total Grady, Daniel:								116.20
<b>GREY HOUSE PUBLISHING</b>								
06/20	06/15/2020	31440	59	961768	Lib - Books - Older Americans Informatio	400-55150-311	148.50	148.50
Total 31440:								148.50
Total GREY HOUSE PUBLISHING:								148.50
<b>HACH COMPANY</b>								
06/20	06/15/2020	31441	1232	11971318	Water - Fluoride, Chlorine, Ozone Acc	600-53200-320	367.69	367.69
06/20	06/15/2020	31441	1232	11974787	Water - Fluoride	600-53200-320	129.10	129.10
Total 31441:								496.79



GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total HACH COMPANY:								496.79
<b>HAWKINS INC</b>								
06/20	06/15/2020	31442	1259	4713555	WATER - CHEMICALS	600-53200-311	396.11	396.11
06/20	06/15/2020	31442	1259	4713556	WWTP - CHEMICALS	800-53610-311	2,209.01	2,209.01
06/20	06/15/2020	31442	1259	4729002	WATER - CHEMICALS (Sodium Hypochl	600-53200-311	391.67	391.67
06/20	06/15/2020	31442	1259	4729003	WWTP - CHEMICALS (Ferric Chloride)	800-53610-311	634.90	634.90
06/20	06/15/2020	31442	1259	4729715	WATER - CHEMICALS	600-53200-311	370.81	370.81
Total 31442:								4,002.50
Total HAWKINS INC:								4,002.50
<b>HOLIDAY COMPANIES</b>								
06/20	06/15/2020	31443	226	063829001330	FUEL - MEYER	600-53200-332	38.00	38.00
06/20	06/15/2020	31443	226	074633001330	FUEL - KRAMAS	100-55200-121	26.00	26.00
06/20	06/15/2020	31443	226	084330001330	FUEL - MEYER	600-53200-332	64.55	64.55
06/20	06/15/2020	31443	226	093921001330	FUEL - SOYK	600-53200-332	60.98	60.98
06/20	06/15/2020	31443	226	104346001330	FUEL - KRAMAS	100-55200-121	13.53	13.53
06/20	06/15/2020	31443	226	113731001330	FUEL - MEYER	600-53200-332	42.54	42.54
06/20	06/15/2020	31443	226	120238003330	FUEL - SOYK	600-53200-332	54.00	54.00
06/20	06/15/2020	31443	226	135934002330	FUEL - MEYER	600-53200-332	35.78	35.78
06/20	06/15/2020	31443	226	142404001330	FUEL - KRAMAS	100-55200-121	18.25	18.25
06/20	06/15/2020	31443	226	162249001330	FUEL - SOYK	600-53200-332	64.64	64.64
06/20	06/15/2020	31443	226	164325001330	FUEL - KRAMAS	100-55200-121	24.35	24.35
06/20	06/15/2020	31443	226	71815002330	FUEL - KRAMAS	100-55200-121	23.42	23.42
06/20	06/15/2020	31443	226	94233001330	FUEL - SOYK	600-53200-332	64.02	64.02
06/20	06/15/2020	31443	226	94547001330	FUEL - KRAMAS	100-55200-121	29.37	29.37
06/20	06/15/2020	31443	226	94704001330	FUEL - KRAMAS	100-55200-121	27.48	27.48
06/20	06/15/2020	31443	226	MAY 2020 RE	REBATE	600-53200-332	8.49-	8.49-
Total 31443:								578.42
Total HOLIDAY COMPANIES:								578.42
<b>HYDROCORP</b>								
06/20	06/15/2020	31444	1326	57346	CROSS CONNECTION SERVICES - Ma	600-53200-320	470.00	470.00
Total 31444:								470.00
Total HYDROCORP:								470.00
<b>IFLS Library System</b>								
06/20	06/15/2020	31445	2859	220183	Lib - 2020 Cooperative Purchase of Libra	400-55152-319	32.76	32.76
Total 31445:								32.76
Total IFLS Library System:								32.76
<b>KAUFFMAN AUTO SERVICE LLC</b>								
06/20	06/15/2020	31446	1464	12906	PW - Brake line kit, Bleeder screw set, L	100-53311-230	665.34	665.34
Total 31446:								665.34
Total KAUFFMAN AUTO SERVICE LLC:								665.34

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>KELLEY SUPPLY INC</b>								
06/20	06/15/2020	31447	1471	3112599	Water - Gloves	600-53200-320	63.64	63.64
Total 31447:								63.64
Total KELLEY SUPPLY INC:								63.64
<b>Ken's Vacuum Center</b>								
06/20	06/15/2020	31448	2798	117261	CH - Vacuum cleaner replacement parts-	100-51600-240	99.95	99.95
Total 31448:								99.95
Total Ken's Vacuum Center:								99.95
<b>La China, Abarrotes</b>								
06/20	06/15/2020	31449	2861	1.005436	Liquor Licence Credit	100-44100	25.00	25.00
Total 31449:								25.00
Total La China, Abarrotes:								25.00
<b>LINCOLN CONTRACTORS SUPPLY, INC.</b>								
06/20	06/15/2020	31450	1609	M78685	PW - Belt (Set of 4)	100-53311-121	44.40	44.40
Total 31450:								44.40
Total LINCOLN CONTRACTORS SUPPLY, INC.:								44.40
<b>LOUELLA LUEDTKE</b>								
06/20	06/15/2020	31451	1648	06042020	CH - Cardstock paper	100-51401-319	18.24	18.24
06/20	06/15/2020	31451	1648	5212020	Muni - Postage	500-51200-121	.65	.65
06/20	06/15/2020	31451	1648	5272020	CH - POSTAGE DUE	100-51401-319	.60	.60
Total 31451:								19.49
Total LOUELLA LUEDTKE:								19.49
<b>MEGA FOODS</b>								
06/20	06/15/2020	31452	121	10625	FUEL - WW	800-53610-320	30.68	30.68
Total 31452:								30.68
Total MEGA FOODS:								30.68
<b>MICROMARKETING LLC</b>								
06/20	06/15/2020	31453	1785	805418	Lib - Books - Long Petal of the Sea	400-55150-311	40.00	40.00
06/20	06/15/2020	31453	1785	810522	Lib - Books - One and Only Bob	400-55150-311	17.99	17.99
06/20	06/15/2020	31453	1785	810694	Lib - Books - Mater the SAT 2020	400-55150-311	19.46	19.46
06/20	06/15/2020	31453	1785	810772	Lib - Books - Someone Like You	400-55150-311	20.28	20.28
06/20	06/15/2020	31453	1785	811206	Lib - Books - Sustainable Living Guide	400-55150-311	12.50	12.50
06/20	06/15/2020	31453	1785	811326	Lib - Books - Bombshell, Farm Stand, Lin	400-55150-311	66.28	66.28
06/20	06/15/2020	31453	1785	812430	Lib - Books - CD Cases	400-55150-311	55.49	55.49
06/20	06/15/2020	31453	1785	812790	BOOKS - Family Camping	400-55150-311	19.46	19.46
06/20	06/15/2020	31453	1785	812852	BOOKS - If I Were You, Ultimate Book of	400-55150-311	50.64	50.64

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 31453:								302.10
Total MICROMARKETING LLC:								302.10
<b>MILLER-BRADFORD &amp; RISBERG, INC</b>								
06/20	06/15/2020	31454	1815	112619	Adjustment	100-53311-230	121.14-	121.14-
06/20	06/15/2020	31454	1815	11335	PW - Loader - Valve Solenoid C85	100-53311-230	214.20	214.20
Total 31454:								93.06
Total MILLER-BRADFORD & RISBERG, INC:								93.06
<b>MSA PROFESSIONAL SERVICES INC</b>								
06/20	06/15/2020	31455	1852	R07681015.0-	PW - Safe Routes to School	100-53311-399	6,353.48	6,353.48
06/20	06/15/2020	31455	1852	R07681024.0-	R07681024.0 - Spruce St Reconditioning	100-53311-810	1,050.00	1,050.00
06/20	06/15/2020	31455	1852	R07681034.0-	WW - Copper Compliance Assistance	800-53610-214	480.00	480.00
06/20	06/15/2020	31455	1852	R07681040.0-	Industrial Park Utility Extension	960-51000-215	13,740.00	13,740.00
Total 31455:								21,623.48
Total MSA PROFESSIONAL SERVICES INC:								21,623.48
<b>Northern Lake Services, Inc</b>								
06/20	06/15/2020	31456	2812	378370	Water - Bromate	600-53200-311	120.00	120.00
Total 31456:								120.00
Total Northern Lake Services, Inc:								120.00
<b>PENWORTHY COMPANY, THE</b>								
06/20	06/15/2020	31457	2018	40055150311	BOOKS - 10-Min Art Projects, Bo and the	400-55150-311	248.29	248.29
Total 31457:								248.29
Total PENWORTHY COMPANY, THE:								248.29
<b>PROVISION</b>								
06/20	06/15/2020	31458	2087	73945	BUCCANEER PLUS	800-53610-320	35.63	35.63
Total 31458:								35.63
Total PROVISION:								35.63
<b>RACK INDUSTRIAL LLC</b>								
06/20	06/15/2020	31459	2119	4584	CH - Cloud Storage / Technical Service	100-51401-320	442.20	442.20
Total 31459:								442.20
Total RACK INDUSTRIAL LLC:								442.20
<b>RiverCountry Co-op</b>								
06/20	06/15/2020	31460	2832	344537	PW- Shop towels, PH Screwdriver, Rain-	100-53311-121	36.21	36.21
06/20	06/15/2020	31460	2832	346819	PW- Ties	100-53311-121	11.89	11.89

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 31460:								48.10
Total RiverCountry Co-op:								48.10
<b>RUDER, WARE, L.L.S.C.</b>								
06/20	06/15/2020	31461	2218	332396	DEVELOPERS AGREEMENT - HESS	960-51000-216	105.75	105.75
Total 31461:								105.75
Total RUDER, WARE, L.L.S.C.:								105.75
<b>SAFE-FAST</b>								
06/20	06/15/2020	31462	2237	231160	SUPPLIES	100-53311-121	410.30	410.30
06/20	06/15/2020	31462	2237	231500	PW - Marking Blue Paint	100-53311-121	93.60	93.60
Total 31462:								503.90
Total SAFE-FAST:								503.90
<b>Schmiege, Graff &amp; Koch LTD</b>								
06/20	06/15/2020	31463	202	7838	TIF - Legal - Public Hearing Prep, Attend	960-51000-216	893.00	893.00
Total 31463:								893.00
Total Schmiege, Graff & Koch LTD:								893.00
<b>STAPLES BUSINESS ADVANTAGE</b>								
06/20	06/15/2020	31464	2386	8058431590	CH - Office Supplies - Address lables, Ba	100-51401-319	76.51	76.51
Total 31464:								76.51
Total STAPLES BUSINESS ADVANTAGE:								76.51
<b>STAR ENVIRONMENTAL INC</b>								
06/20	06/15/2020	31465	2387	20-240	TIF - Wetland Delineation Industrial Park	960-51000-319	2,500.00	2,500.00
Total 31465:								2,500.00
Total STAR ENVIRONMENTAL INC:								2,500.00
<b>STETSONVILLE OIL</b>								
06/20	06/15/2020	31466	2400	256892	PW - GOLD PLUS	100-53311-332	394.68	394.68
Total 31466:								394.68
Total STETSONVILLE OIL:								394.68
<b>STRATFORD SIGN COMPANY</b>								
06/20	06/15/2020	31467	2411	54555	Lib - Clear Polycarbonate	400-55152-319	195.00	195.00
Total 31467:								195.00
Total STRATFORD SIGN COMPANY:								195.00

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
<b>TCR Power Products</b>								
06/20	06/15/2020	31468	2857	6575	PW - Chainsaw (from FEMA Disaster Fu	100-48908	491.43	491.43
Total 31468:								491.43
Total TCR Power Products:								491.43
<b>TOWN &amp; COUNTRY LAWN &amp; LANDSCAPE</b>								
06/20	06/15/2020	31469	2516	3604	SHORTNER S	100-55150-121	2,400.00	2,400.00
Total 31469:								2,400.00
Total TOWN & COUNTRY LAWN & LANDSCAPE:								2,400.00
<b>TP PRINTING COMPANY, INC.</b>								
06/20	06/15/2020	31470	2519	144306	CH - Liquor License Notice	100-44100	1,712.00	1,712.00
Total 31470:								1,712.00
Total TP PRINTING COMPANY, INC.:								1,712.00
<b>US BANK EQUIPMENT FINANCE</b>								
06/20	06/15/2020	31471	2572	4159135899	CH - COPIER PYMT	100-51401-319	111.51	111.51
Total 31471:								111.51
Total US BANK EQUIPMENT FINANCE:								111.51
<b>WE ENERGIES</b>								
06/20	06/15/2020	7032037	209	0065-397-202-	Water - 414 W Butternut	600-53200-220	21.10	21.10
06/20	06/15/2020	7032037	209	0809-397-715-	Water - 609 E Spruce St	600-53200-220	10.89	10.89
06/20	06/15/2020	7032037	209	0872-575-043-	Parks - 407 W Hemlock St	100-55200-220	38.36	38.36
06/20	06/15/2020	7032037	209	2270-836-132-	CH - 203 N 1st St	100-51600-220	183.95	183.95
06/20	06/15/2020	7032037	209	2859-117-536-	Water - 101 W Elm St- Unit W#1	600-53200-220	67.47	67.47
06/20	06/15/2020	7032037	209	3644-448-414-	Water - 303 S 1st St	600-53200-220	18.02	18.02
06/20	06/15/2020	7032037	209	4098-144-500-	Parks - 206 N 5th Ave	100-55200-220	10.56	10.56
06/20	06/15/2020	7032037	209	4241-138-218-	PW - 1001 E Elm St	100-53311-220	154.68	154.68
06/20	06/15/2020	7032037	209	7234-632-857-	Sewer - 401 S 11th St	800-53610-220	95.41	95.41
Total 7032037:								600.44
Total WE ENERGIES:								600.44
<b>WI DEPT OF TRANSPORTATION</b>								
06/20	06/15/2020	31472	2695	0030 NEW SI	PW - Colby-Abbotsford New Sidewalk	100-53311-810	1.31	1.31
06/20	06/15/2020	31472	2695	395-00001534	PW - Colby-Abbotsford New Sidewalk	100-53311-810	46.91-	46.91-
06/20	06/15/2020	31472	2695	395-00001743	PW - Colby-Abbotsford New Sidewalk	100-53311-810	197.69-	197.69-
06/20	06/15/2020	31472	2695	PW - SRTS IM	SAFE ROUTE - STREET IMPROVEMEN	100-53311-399	910.54	910.54
Total 31472:								667.25
Total WI DEPT OF TRANSPORTATION:								667.25
<b>WI DNR ENVIRONMENTAL FEES</b>								
06/20	06/15/2020	31473	2697	737008800-20	2020 ENVIRONMENTAL FEE	800-53610-320	1,105.63	1,105.63

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount	
Total 31473:								1,105.63	
Total WI DNR ENVIRONMENTAL FEES:								1,105.63	
<b>WISCONSIN CENTRAL LTD.</b>									
05/20	05/21/2020	31408	2721	052120	Easment for RR Crossing on Oppotunity	960-51000-319	2,500.00	2,500.00	
Total 31408:								2,500.00	
Total WISCONSIN CENTRAL LTD.:								2,500.00	
<b>WISCONSIN STATE LABORATORY OF HYGIENE</b>									
06/20	06/15/2020	31474	211	636012	WATER - FLUORIDE TESTING	600-53200-320	26.00	26.00	
Total 31474:								26.00	
Total WISCONSIN STATE LABORATORY OF HYGIENE:								26.00	
<b>WOLFGRAM, GAMOKE &amp; HUTCHINSON, S.C.</b>									
06/20	06/15/2020	31475	195	5272020	LEGAL SERVICES - MUNI COURT	500-51300-217	833.40	833.40	
Total 31475:								833.40	
Total WOLFGRAM, GAMOKE & HUTCHINSON, S.C.:								833.40	
<b>XCEL ENERGY--ABBOTSFORD</b>									
05/20	05/12/2020	202049	2774	52-5489994-0-	Parade Building	100-53420-220	18.08	18.08	M
Total 202049:								18.08	
05/20	05/12/2020	202050	2774	52-8843494-0-	100 OAK STREET 52-8843494-0	100-53420-220	42.84	42.84	M
Total 202050:								42.84	
05/20	05/12/2020	202051	2774	52-5489992-8-	Lift Stations	800-53610-220	119.89	119.89	M
Total 202051:								119.89	
05/20	05/15/2020	202053	2774	52-5489996-2-	1001 E Elm St 52-5489996-2	100-53311-220	3,386.70	3,386.70	M
Total 202053:								3,386.70	
05/20	05/13/2020	202054	2774	52-5489995-1-	Parks	100-55200-220	217.59	217.59	M
Total 202054:								217.59	
06/20	06/02/2020	202055	2774	52-8843493-9-	100 E LINDEN - 52-8843493-9	100-53420-220	23.13	23.13	M
Total 202055:								23.13	
06/20	06/03/2020	202056	2774	52-5489993-9-	Water - Wells	600-53200-220	2,780.58	2,780.58	M
Total 202056:								2,780.58	
06/20	06/02/2020	202057	2774	52-001189448	CH - Unit Sign	100-51600-220	32.27	32.27	M

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount	
Total 202057:								32.27	
06/20	06/12/2020	202059	2774	52-5489994-0-	100 W Elm 52-5489994-0	100-53420-220	18.18	18.18	M
Total 202059:								18.18	
06/20	06/11/2020	202061	2774	52-5489992-8-	Elder Lift Station-52-5489992-8-6	800-53610-220	113.55	113.55	M
Total 202061:								113.55	
06/20	06/11/2020	202062	2774	52-8216975-3-	203 N 1st St-52-8216975-3	100-51600-220	363.95	363.95	M
Total 202062:								363.95	
06/20	06/11/2020	202063	2774	52-8843494-0-	100 OAK STREET 52-8843494-0	100-53420-220	37.75	37.75	M
Total 202063:								37.75	
06/20	06/10/2020	202064	2774	52-001047948	401 S 11th St-52-0010479486-2	800-53610-220	2,229.20	2,229.20	M
Total 202064:								2,229.20	
06/20	06/10/2020	202065	2774	52-0150699-0-	100Z BUTTERNUT 52-0150699-0	100-51600-220	20.10	20.10	M
Total 202065:								20.10	
06/20	06/12/2020	2020587	2774	52-548995-1-6	Parks-52-5489995-1	100-55200-220	279.91	279.91	M
Total 2020587:								279.91	
Total XCEL ENERGY--ABBOTSFORD:								9,683.72	
Grand Totals:								182,238.48	