

# City of Abbotsford

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

City Hall (715) 223-3444

Fax (715) 223-8891

## AGENDA FOR THE CITY COUNCIL MEETING TO BE HELD

August 5, 2019 AT **6:00 PM**

IN THE COUNCIL CHAMBERS OF THE ABBOTSFORD CITY HALL  
203 NORTH FIRST STREET, ABBOTSFORD WI

**All items listed will be brought before the Abbotsford City Council for discussion and possible approval.**

1. Call the regular meeting to order
  - a. Roll call
  - b. Pledge of Allegiance
2. Establish Order of the Day
3. Communications:
  - a. Update on Copper Testing
  - b. Minutes from Employee Handbook Committee Meeting Minutes June 10, 2019
  - c. Minutes from Employee Handbook Committee Meeting Minutes June 24, 2019
  - d. Minutes United Mayors of Clark County Meeting July 22, 2019
4. Comments by the Mayor
5. Administrator's Update
6. Comments by the Public Pertaining to the Agenda
7. Minutes from the Council held July 1, 2019
  - a. Waive the reading and approve the minutes
8. Municipal Court Update
9. Library Update
10. Fire Department Update
11. Comments by the Police Chief
  - a. Approval/Disapproval of Abby-Colby Police Department Bills
12. Ordinance 2019-5 – Updating Ordinances Regarding the Abbotsford-Colby Police Department
13. Ordinance 2019-7 – Install 4-way Stop Signs on W. Spruce Street and N. 4<sup>th</sup> Avenue
14. General Obligation Bonds and TIF Update
15. Public Works Items:
  - a. MSA Update
  - b. Certified Survey Map for Webb Property/Industrial Park Road
  - c. Safe Roads to School and Spruce Street Resurfacing
  - d. Final Pay Application for Cedar and 2<sup>nd</sup> Street – Haas Construction
  - e. \$0 Balance Change Order for Cedar and 2<sup>nd</sup> Street – Project Completion
  - f. Pay Application for Swampbuck Drive and Change Order
  - g. Disaster Declaration for July 19 & 20, 2019 Storms
  - h. Discussion: Flood prone areas of the City
  - i. Discussion: Naming New Subdivision and Park (and possibly soccer field)
  - j. Discussion: Naming “Industrial Park Drive” by the Webb Property

*Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to Clerk's Office at (715) 223-3444*

16. Discharge Permit Reissuance Notification and Proposed Rules for Eau Pleine Water Treatment Plant
17. Water Utility Quotes
18. Request by the DNR to Conduct Testing for PFAS
  - a. Wisconsin State Journal Article Regarding DNR Request to Test for PFAS
  - b. Information From Wisconsin Rural Water Association Regarding PFAS Testing
19. Financials for June 2019
20. Discussion: Proposed New Solid Waste Collection Agreement
21. Technology Update
22. Bonding for City Employees Update
23. Resolution 2019-5 - Requiring two signatures on all checking and savings accounts
24. Resolution 2019-6 – Creating a Separate Savings Account for the Cemetery Perpetual Care Fund
25. Approve/Disapprove Operator Licenses
26. Approve/Disapprove Retail Beer License – New Owners of Holiday
27. Items for Future Agendas – No Action Will Be Taken
28. Next Scheduled Meeting Dates: City Council – September 2, 2019, Committee of the Whole – August 21, 2019. Note: September 2, 2019 is Labor Day
29. Adjournment

**City of Abbotsford WWTF Copper Results**

<u>Sample Date</u>	<u>Influent (ug/L)</u>	<u>Effluent (ug/L)</u>	<u>Effluent (ug/L) (old sampling method)</u>
05/28/18	125		22 (06/04/2018)
07/09/18	144		13
08/06/18	79		36
06/17/19	82	13	
06/18/19	93	13	
06/19/19	96	13	
06/24/19	69	13	
06/25/19	67	13	
06/26/19	80	11	
07/01/19	63	9	
07/03/19	49	9	
07/04/19	61	9	
07/08/19	43	12	
07/09/19	53	13	
07/10/19	73	13	
07/15/19	n.a.	13	30
07/22/19	45	12	27

## **Minutes from the June 10, 2019 Abbotsford Employee Handbook Committee held in the Abbotsford City Hall Small Conference Room.**

Mr. Anders called the meeting to order at 2:00 p.m.

**Roll Call:** Mayor Voss, Alder Huther, Administrator Grady, Gerry Anders, Sue Sossaman, Marsha Hochholter, and Interim Water/Wastewater Supervisor Josh Soyk

Others present: Public Works Director Stuttgen, Deputy Clerk Luedtke (part of meeting) Kevin O'Brien (Tribune Phonograph,

The committee questioned Deputy Clerk Luedtke regarding how Civics breakdowns employee hours and how it applies hours to different department. Deputy Clerk Luedtke explained that Civics will apply hours and benefits automatically. Civics will award vacation automatically on an employee's anniversary date, can go down to the ¼ hour, apply labor to different departments and budget lines, and let the user define the data anyway that the City would like.

In Workhorse, everything has to be hand entered; nothing is automatic. In addition, Workhorse is very limited in how data can be defined.

The committee discussed whether the city should move to a PTO plan or PTO plan plus vacation or some other variation. It was generally felt that PTO should be accrued and the time built up capped. The goal is to limit any unfunded liability that the city may have. It was agreed that current employees would be grandfathered and stay in the current system while new employees would be part of the new system.

The committee discussed sick leave and whether to drop the current limit of 460 to 230 hours to help alleviate any long term liability for the city. The concern from an employee perspective is that it would limit an employee's options if they were injured on the job. The committee then discussed short-term disability and long-term disability plans.

The Committee then discussed instituting a flex spending plan which would be a voluntary pre-tax payroll deduction for employees to use to fund health care related expenses. The committee also discussed instituting a HSA or HRA program.

The committee also looked at health insurance. Currently, employees that do not accept health insurance offered by the city are eligible for an additional payment in the amount of \$4200.00. The thought behind the payment is that it costs the city less to pay the employee an additional \$4,200.00 than if the employee opted to go on the City's health insurance.

Administrator Grady reported that the City is currently in a tough spot with health insurance. Because the City's pool is so small it is hard to find insurers that will provide policies and, when they do, the price is not always the best.

The committee decided to make no recommendations regarding compensation and meet again on June 24, 2019 at 2:00 P.M.

The committee adjourned at 3:49.P.M.

## **Minutes from the June 24, 2019 Abbotsford Employee Handbook Committee held in the Abbotsford City Hall Small Conference Room.**

Mr. Anders called the meeting to order at 2:00 p.m.

**Roll Call:** Mayor Voss, Alder Huther, Administrator Grady, Gerry Anders, Marsha Hochholter, and Public Works Director Stuttgen (for Interim Water/Wastewater Supervisor Josh Soyk)

Others present: Renee Hinderson

The committee decided to replace all references of “probationary period” to “training period.”

The committee spoke about section 4 – compensation. It was suggested that the city set up a vacation signup sheet so that employees can claim a weekend. Public Works Director Stuttgen stated that they already do something similar. The employees are allowed to sign up for a period, but cannot take that same period the next year without allowing the other employees to have a chance at that weekend first.

The committee discussed whether accrue vacation instead of awarding the whole amount on an employee’s anniversary date. The committee decided to accrue starting from the first day of employment, but employees cannot take vacation during their training period. Accrued vacation amount will be expressed on the bi-weekly payroll.

The committee discussed the length of an employee training period. It is currently ~180 days. Many felt that this was too long a time period and that the City should know if an employee is going to work out before that time. The committee settled on a 90 day training period with the direct manager or the City Administrator able to extend the period if necessary. If the training period is extended the City should provide the employee with an action plan to help improve any performance issues.

The committee discussed changing the cap on sick time from the current 480 hours to 240 hours. The major concern expressed was that changing the cap would prevent employees from taking off the needed time in case of injury. Administrator Grady stated that he was getting a quote on long term disability plans that would help solve this situation. The committee decided to change the sick day cap to 240 hours and allow those who already earned more hours to keep those hours. Questions that still remain. Can a certain number of sick days be cashed out? Can sick days be transferred to deferred compensation for retirement?

The committee discussed personal days. The committee decided to reduce the amount of personal days from 6 days to 3 days then make the following City holidays: Christmas Eve, the day after Thanksgiving, and one floating holiday.

The committee discussed total number of vacation days and decided to cap the number of possible vacation days at 20 days. The committee also decided that vacation time and personal days are use it or lose it unless otherwise approved due to unusual circumstances.

Administrator Grady went over a few health care options that may save the City money and provide a better benefit to employees. These discussions are in the early stages.

The next meeting is scheduled for Tuesday July 9, 2019 at 1:00 P.M.

The committee adjourned at 3:41PM.

**UNITED COMMUNITIES OF CLARK COUNTY  
CITY OF NEILLSVILLE  
NEILLSVILLE CITY HALL  
118 W. FIFTH STREET  
NEILLSVILLE, WI 54456  
JULY 22, 2019  
6:30 P.M.**

The meeting was called to order by Chair Granton President Thomas Gorst.

The following were in attendance:

City of Abbotsford	Mayor Lori Voss
City of Colby	Mayor James Schmidt
Village of Dorchester	President Kurt Schwock
Village of Granton	President Thomas Gorst, Village Clerk-Treasurer Joye Eichten
City of Greenwood	Mayor James Schecklman
City of Loyal	Mayor Carmen Englebretson
City of Neillsville	Mayor Chuck Glassbrenner, City Clerk-Treasurer Rex R. Roehl
City of Stanley	Mayor Norman Christianson (non-member)
Village of Withee	President Everett Lindgren
League of Wisconsin Municipalities	Deputy Director Curt Witynski
Advanced Disposal	Government Affairs Manager Dale Marth

Others invited but unable to attend:

Village of Curtiss	President Randall Busse
City of Owen	Mayor Charlie Milliren, CD Coordinator Tim Swiggum
City of Thorp	Mayor Ray Stroinski
Village of Unity	President Gunner Jensen (non-member)

Chair Granton President Thomas Gorst declared the minutes of the May 20, 2019 meeting approved and filed as presented.

Treasurer Loyal Mayor Carmen Englebretson presented the Treasurer's report. There has been no activity since the last meeting. The current checkbook balance is \$1,321.15. New signature cards have been signed at the bank.

Curt Witynski, Deputy Director, League of Wisconsin Municipalities, introduced himself, stating that the League will be hosting a Chief Executives Workshop at the Osthoff Resort, Elkhart Lake on August 22 and 23 and he encourages everyone to attend.

**RECEIVED**  
JUL 26 2019



Witynski gave an update on the State budget:

- 10% increase in General Transportation Aids Funding
- 2% increase in Mass Transit Operation Assistance program funding
- \$75 million in supplemental local transportation aid – this is a one-time pot of money for transportation needs, DOT will develop an application process in the Fall
- Status quo funding levels for shared revenues, Expenditure Restraint Program and Payment for Municipal Services Program
- Status quo for levy limits – continues to be based on net new construction
- Reduces municipal cable franchise fees by 1% by January 1, 2021

Neillsville Mayor Chuck Glassbrenner stated the levy freeze really burdens the small communities with low or no growth, our costs keep increasing.

Witynski stated the League proposal was for municipalities with a population under 3,000 to be able to hold a public hearing and a 2/3 vote to be able to exceed the levy limit, however it did not go anywhere, it is still a referendum process.

Neillsville Mayor Chuck Glassbrenner stated they are forcing municipalities to go into debt. Neillsville borrowed money to buy Public Works vehicles and equipment.

Witynski stated that the Legislature removed the following items from Governor Evers' budget proposal:

- Preemption of municipal powers to regulate quarries location and operations
- 2% increase in shared revenue funding
- Allowing a minimum 2% annual increase in levy limits
- Dark store and Walgreens
- Removal of storm water management from the list of covered services requiring a corresponding levy limit reduction

Witynski stated that the League is working on the legislation through the Committee process:

- Dark Store and Walgreens
- Increasing the competitive bidding process threshold for public construction contracts from \$25,000 to \$50,000
- Cleaning up statutory language governing filling vacancies on village boards and common councils

Greenwood Mayor James Schecklman asked how a municipality could get something on the list.

Witynski stated to contact him and he could guide you through the process. It is best to start with your local Senators and Representatives.

The group thanked Witynski for coming.

Dale Marth, Advanced Disposal, introduced himself.

Colby Mayor James Schmidt asked about extending the current contract.

Neillsville Mayor Chuck Glassbrenner asked about the process of Advanced being sold.

Marth stated that Waste Management and Advanced Disposal have agreed to the buyout, but there are a lot of hurdles to go through. The Justice Department has to approve the buyout. The Justice Department has just started the review process. It might not happen at all if too much has to be divested. Plans are for an early 2020 takeover by Waste Management and it may have a different name.

Neillsville Mayor Chuck Glassbrenner asked if the sale goes through how would it affect our contract.

Marth stated it would not change, it would be accepted and moved forward, most of the drivers will remain the same (it is hard to find drivers).

Neillsville City Clerk-Treasurer Rex R Roehl stated we need to have an agreement put together for the individual Village Boards and Common Councils to review in August, so the joint United Committees of Clark County can sign it at the September meeting.

Marth stated that he has prepared an Addendum to extend the current contract for three or five years, as well as a new contract for three or five years.

Colby Mayor James Schmidt asked if a new contract is done do we have to go out for bids.

Marth replied "No", since this is not a public construction contract.

Witynski agreed – service contracts do not need to bid out.

Granton Village Clerk-Treasurer Joye Eichten asked about the customer service side – calls are routed to an 800 number – better communication is needed.

March stated there has been a change in leadership at the Call Center, hopefully that will help. Municipal officials, not the customers themselves, can contact him directly.

Granton Village Clerk-Treasurer stated with the terrible weather communication is needed.

Marth stated that he has been with the company over 20 years and this was the first time ever that service was cancelled for two days in a row. An e-mail contact list for municipalities and media is being developed.

Neillsville City Clerk-Treasurer Rex R. Roehl asked that the e-mail list include the clerks also, since in the City of Neillsville the Public Works Department works four 10 hour days and no one gets the messages on Friday if the Department of Public Works Director is gone.

Abbotsford Mayor Lori Voss asked about larger bins.

Marth stated a lot of communities are going to automated service with Advanced providing the carts. The carts are easier for residents, increase recycling amounts, present a more even clean community appearance, animals can't get in and it is easier for the drivers. Marth stated that carts are more expensive, recycling can be switched from weekly to every other week to keep the cost down. Recycling has been mandatory in Wisconsin since 1995. The carts come in three sizes – 35 gallon, 65 gallon and 95 gallon. Marth recommended against the 35 gallon size as it is very tippy.

Greenwood Mayor James Schecklman expressed concerns about wheeling the carts for older residents and asked if the community had to purchase the carts.

Marth stated it is not a major concern as many find it easier to wheel a cart than carry the bags to the curb. Marth stated that Advance would purchase and maintain the carts. The cost for the cart is a \$1 per month per cart. It is an all or nothing decision by each community as a different truck is used.

Greenwood Mayor James Schecklman stated it would cost \$24 per household per year to go with two carts (one - garbage , one - recycling) every other week.

Marth stated that a community can change anytime during the contract period from no carts to carts.

Greenwood Mayor James Schecklman stated that he would like to see the cost for a weekly pickup of both garbage and recycling.

Colby Mayor James Schmidt asked about weekly garbage pickup and every other week recycling pickups.

Marth stated he would get the costs put together.

Neillsville Clerk-Treasurer Rex R Roehl stated this group has to tell Marth what they want – an Addendum to the current contract for three years; and Addendum for five years is not allowed under the current contract as the current contract calls for three year renewal options; a new contract for three years; or a new contract for five years.

Motion Withee President Everett Lindgren, second Greenwood Mayor James Schecklman, to proceed with a new Garbage and Recycling Contract with Advanced Disposal for five years (2020-2021-2022-2023-2024) with pricing for both no carts and cart services. All Aye.

Nine Contract Members are: City of Abbotsford, City of Colby, City of Greenwood, City of Loyal, City of Neillsville, City of Owen, Village of Dorchester, Village of Granton and Village of Withee.

Members not included in the Contract: City of Thorp and Village of Curtiss.

Marth reported on the situation with China and the recycling markets. Roughly 1/3 of the US recycling material is exported. The US is the world's largest generator of scrap paper and plastic. China's Operation Green Force (2017) restricted the volume of recycling imports was followed up by China's National Sword Campaign completely banning all materials in May 2018 as a result of US trade policies and tariffs. With the loss of our market, values have dropped significantly to a negative value (currently \$ -40 per ton). In the past paper and cardboard used to carry the plastic and glass recyclables, however, now mixed paper is also negative value (currently \$ -10 to \$ -20 per ton).

Marth states Wisconsin is sitting better than other states as we have paper mills in the State and recycling is mandatory. Contamination of recyclables is a big issue, contamination can reject the whole load. Advanced has recycling information materials available for public education - pamphlets, postcards, etc.

The group thanked Marth for coming.

Neillsville Mayor Chuck Glassbrenner reported we have a new Chief of Police starting August 1, 2019, street patching is going on, the new hospital ground breaking will be August 19, 2018, the City is working on a sewer service agreement for the new hospital, Cummins had an open house on July 19, 2019 for 50 years in Neillsville and 100 years as a company, Heritage Days had the largest crowd ever and the City is working on a new residential incentive housing program.

Greenwood Mayor James Schecklman reported as part of the Memorial Medical Center and Marshfield Clinic merger they will be purchasing the MMC building for a new City Hall, they have a developer building apartment buildings through a new TIF District (it will be pay as you go up to four – eight unit apartment buildings project), our street dance will be Saturday, September 7, 2019 and a water quality trading agreement for phosphorous with farmers has been made.

Loyal Mayor Carmen Englebretson reported on street repairs, chip sealing and the upcoming Loyal Corn Fest.

Stanley Mayor Norman Christianson reported on street repairs, their new Kwik Trip opening August 1, 2019, Shopko and Gordy's both going out and available buildings, their City Clerk resigning and the upcoming Watermelon Festival.

Abbotsford Mayor Lori Voss reported that this past weekend storms raised havoc with electrical lines down, working on copper and phosphorous limits, O'Reilly's is going up, working on a residential TIF park by Abbyland and the new Health Mart Pharmacy.

Colby Mayor James Schmidt reported on finishing re-piping their wells to blend the water project, a street project has been challenging with all the rain, Colby Cheese Days was shut down Friday, but the rest of the weekend went well.

Withee President Everett Lindgren reported on resurfacing four blocks, repairing well pumps and storm damage.

Dorchester President Kurt Schwock reported on completing Circle Drive, paving North Fourth Street, Memorial Hall has a new handicap ramp and facilities, they purchased the former Roehl building for a new village hall, they have 14 new drive through campsites with complete water/sewer/electrical hookup and above ground burial site for ashes – columbarium.

Granton President Thomas Gorst reported on chip sealing, having to have their campground certified by the DNR with water having to be put in and adding more toilet facilities, the Granton Fall Fest will have Vic Ferrari as the band.

Granton Village Clerk-Treasurer Joye Eichten reported on the Neillsville Improvement Corporation (NIC) Rail to Trails project from Neillsville through Granton to Chile.

The next meeting will be hosted by the City of Colby, Monday, September 23, 2019 at 6:30 P.M. at the Colby City Hall, 211 W. Spence Street, Colby, WI 54421. (The Monday, November 25, 2019 meeting will be hosted by the City of Owen, at the Woodland Hotel, 207 N. Central Avenue, Owen, WI 54460.)

Motion Colby Mayor James Schmidt, second Greenwood Mayor James Schecklman, to adjourn.  
All Aye.

  
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Rex R. Roehl, Clerk

## **Minutes from the July 1, 2019 Abbotsford City Council Meeting held in the Abbotsford City Hall Council Chambers.**

Mayor Voss called the meeting to order at 6:00 p.m.

**Roll Call:** Mayor Voss, Mason Rachu, Jim Weix, Jeremy Totzke, Frankie Soto, Brent Faber, Roger Weideman and, Dennis Kramer. (Lori Huther – Late – arrive at 6:27PM)

Others present: Administrator Grady, Public Works Director Stuttgen, Deputy Clerk Luedtke, Police Chief Bauer, Municipal Court Clerk Weich, Library Director Jochimsen, Mike Johnson, Jennifer Kimpke, Ann Teske, Dr. Paul Writz, Nina Writz, Max Morines, Jeff Stewart (DOT) Dan Borchardt (MSA Professional Services), and Kevin O'Brien (Tribune Phonograph)

**Pledge of Allegiance:** Held

**Establish Order of the Day** – No Changes

**Comments from the Mayor** – Mayor Voss commented on the need for new stop signs in the City to force drivers to slow down. On too many roads, it has become unsafe for pedestrians because of the unsafe speeds.

**Comments from the Administrator** – The City recently submitted its required action plan for copper at the wastewater plant to the DNR. Highlight of the plan include:

Plans for a higher copper limit

- The feasibility of increasing the hardness of the water at the wastewater treatment plant by adding sodium bicarbonate thereby increasing the pH of the effluent water. This may help in further precipitation of copper in the water at the wastewater treatment plant.
- Establish whether Elm Brook stream is non-zero which would lead to higher copper limits. This would require constructing a 400ft pipe from the wastewater treatment plant to the stream. Essentially, what we are arguing is that since the DNR based their limits on the stream existing solely because of our wastewater treatment plant's effluent water that the values should be revisited because Abbyland land has a continuous effluent flow from their wastewater plant. Our effluent would mix with theirs diluting the concentration of whatever the City's waste water treatment plant puts out.
- Continue to pursue a copper variance.

Plans for copper removal.

- pH adjustment at the wastewater treatment facility
- Chemical additions at the wastewater treatment facility. This is the jar test that Josh explained at the last meeting

- Looking at industrial source reduction. Are one of the local businesses contributing to our copper levels although it does not seem that is the situation.
- Water corrosion optimization or adding chemicals to the drinking water - either caustic or phosphates. Again, this is our least desirable option. It is expensive and may not work leaving the city at square 1.

**Public Comments Pertaining to the Agenda** – Dr. Writz spoke in favor of Ordinance 2019-6. Nina Writz spoke in favor of Ordinance 2019-6. Max Morines spoke in favor of Ordinance 2019-6.

**Minutes from the Council held June 3, 2019** – Motion to approve by *Weix/Kramer*. *Unanimous*

**Minutes from the Council held June 19, 2019** - Motion to approve by *Faber/Weix*. *Unanimous*

**Minutes from Employee Handbook Committee Meeting Minutes June 10, 2019** - Tabled until next meeting.

**Municipal Court Update** – Municipal Court Clerk Weich presented the May financials for the Municipal Court. She was asked how many people were paying on time. Municipal Court Clerk Weich responded the on-time payment rate was about 50% and that it is comparable to what other municipal courts see. In addition, the total uncollected is similar to what other municipal courts see. The use of the TRIP program seems to helping out with collections.

**Comments by the Police Chief/Police Department Bills and Minutes** – Chief Bauer is meeting with the Marathon County District Attorney and should have an answer regarding the officer involved in discharging a weapon recently. Harland Schraufnagel recently donated \$32,000 to the Abby/Colby Police Department to purchase new squad and body cameras.

Chief Bauer also said that the police department has been patrolling Pine Street more because of speeding complaints. Chief Bauer was asked if there should be 2 intersections with stop signs on Pine Street. Chief Bauer preferred to wait and see how it worked out with adding the stop signs on West Pine Street and North 4<sup>th</sup> Avenue first.

Motion to approve the Police Department minutes and bills by *Weideman/Rachu*. *Unanimous*.

**Ordinance 2019-6 – Install Stop Signs on West Pine Street at the Corner of N. 4<sup>th</sup> Ave** – Chief Bauer stated that there has been a lot of complaints regarding excessive speeding on Pine Street. Alder Weix stated that he sees a lot of heavy traffic on Pine Street and is strongly in favor of adding stop signs. It was noted that the dump trucks seen on Pine Street were not coming from the Schilling Addition as construction there had not yet started.

Chief Bauer was asked if the stop signs were going to push traffic on to other streets. Chief Bauer did not believe that it would.

Motion to approve Resolution 2019-6 by *Rachu/Weix. Unanimous.*

**Fire Department Update** – Alder Weideman gave an overview of the Fire Department meeting.

**Library Update** – Library Director Jochimsen gave an update of the library. The summer reading program is in full swing. The events are becoming very popular. Today’s event was attended by 50 children, the UFO event was attended by 20 adults, and the “Read to a Dog” is so popular that the library is having problems giving all of the kids an opportunity.

**Highway Repair Agreement with DOT** – Jeff Stewart from the Wisconsin Department of Transportation stated that the DoT has scheduled some work on the Highway 29 and 13 ramps in 2020 that would necessitate closing the ramps for several weeks.

The DoT was seeking an agreement with the City to allow highway 29 traffic to be routed down Spruce Street. The detour agreement would require the state to assess the road condition and pay for any repairs to Spruce Street that occurred as a result of the detour of highway 29 traffic.

The City could expect to see 2000 more vehicles the 1<sup>st</sup> week, 1000 more the 2<sup>nd</sup> week, and 1000 more the 3<sup>rd</sup> week of the detour. Not approving the detour would mean that the DoT would have to find an alternate route and that the City would be responsible for any road damage that might occur as a result of motorists ignoring the alternate detour.

Administrator Grady expressed concern that much of the damage to the road may not be seen until following spring after the freeze/thaw cycle. Mr. Stewart stated that the DoT could not take responsibility for possible damage the next spring because there was no way to determine if the proposed detour caused any new damage.

Public Works Director Stuttgen stated that the City was going to resurface Spruce Street in 2020 as part of the Safe Roads to School program; maybe the City and the DoT could coordinate timing. Mr. Stewart did not know about the federally funded program occurring on Spruce Street.

The City Council expressed reservations about all of the additional traffic on the Spruce Street and agreed to see if the DoT could modify their schedule or the Safe Roads to School program schedule could be modified. The City Council agreed to table the issue until the next meeting.

**Payment Application #1 for Steen Construction (Industrial Park Road)** – Administrator Grady stated that the initial invoice was being rejected because it contained some work that Steen



had not yet performed. MSA provided a revised invoice that covers all of the work completed to the date of the payment app. It was noted that the rejected dollar amount will likely show up on the next invoice. Motion by *Faber/Weix* to pay the new MSA version of the invoice in the amount of \$72,863.10. *Unanimous.*

**Final Payment Application for CBS2 – Sycamore Street Project** – This payment application is to pay the contractor. All of their work is completed. Any other work in the area that needs to be completed is the responsibility of the gas company. Motion approve payment of \$46,886.40 by *Faber/Kramer.* *Unanimous*

**Discussion/Approve/Disapprove updating City Fees schedule** – Administrator Grady explained that the city currently only charges the bank fees for any NSF submitted for deposit. The City does not recoup any fees associated with labor needed by City staff to handle a NSF check. Motion by *Rachu/Huther* to charge \$25 plus any bank per NSF occurrence. *Unanimous.*

Administrator Grady stated that currently the City does not charge a notary fee. Most municipalities charge a modest fee for notary service. Motion *Faber/Soto* to create a \$5 notary fee. *Unanimous.*

**May 2019 Financials** – Administrator Grady presented the May 2019 Financials.

**Operators Licenses** – Administrator Grady stated that Police Department had no issues with any of the operator’s licenses. Motion by *Faber/Rachu* to approve all licenses. *Unanimous.*

**Discussion On Naming and Marketing New Subdivision and Park** - Administrator Grady stated that for marketing purposes the City should come with a name for the new development and asked City Council members to think of something that was appropriate. Kevin O’Brien agreed to put question in the *Tribune Phonograph* for residents to provide their input.

The new city park also needs a name. Does the City want to name it for a local resident? A resident from history? A name important to the City? The new park and the soccer field can have two different names so the city can honor 2 different people.

**Communications** – None

**Future Agenda Items – No Action will be Taken** – update on bonding for city employees, payroll for city council members, technology update, and stop sign on W. Spruce St & N 4<sup>th</sup> Ave

**Next Meeting: Committee of the Whole July 17, 2019; City Council August 5, 2019**

**Adjournment** – Motion to adjourn by *Weix/Rachu.* The City Council adjourned at 7:39PM



**ABBOTSFORD  
PUBLIC LIBRARY EVENTS**



**CLARK COUNTY HUMANE SOCIETY:**

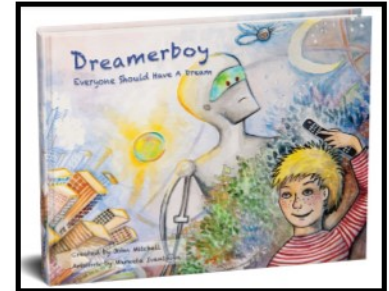
Monday, August 5th at 2:00pm.

Representatives, of both human and animal kind will be there for questions and cuddles.

**DREAMERBOY PRESENTATION:** Friday, August 9th at

6:00pm. Author, John Mitchell will read his book

“Dreamerboy”, along with an exciting presentation. This tale combines humor, art, and fantasy in a way that encourages children to both think for themselves and be inspired by the ordinary and the extraordinary. **All Ages**



**FAMILY MOVIE:** Friday, August 9th at 7:00pm. Showing “UglyDolls **All Ages**

**WILD COOKIES BOOKCLUB :** Wednesday, August 14th at 6:00 pm. Meet at

the library to carpool to Munson Bridge Winery in Withee. Cost of Winery appetizers will be shared amongst members. Discussing

Eleanor Oliphant Is Completely Fine by Gail Honeyman. Ask the library for a copy of the book to check-out. **Adult**

**BACK TO SCHOOL PERLER BEAD KEYCHAINS:** August

15th 1:30 to 4:30pm. Supplies will be left out for kids to make perler bead creations. Each child can have up to two keychains or until supplies run out. **All Ages**



**ADULT CRAFT NIGHT:** Thursday, August 15th At 6:30 pm.

Making framed butterfly art. Bring your own frame or purchase one at the event. **16 or older, 12 and older if with an Adult.**

**CLICK FOR BABIES, BABY HAT DRIVE:** All month. “Click” your

knitting needles together to help prevent shaken baby syndrome. Bring in knitted or crocheted newborn hats that are 50% purple and measure 6 in high with a 14 in circumference.



Abbotsford Public Library 203 N. First St. Abbotsford WI 54405, (715)223-3920

# **LIBRARY EXPECTATIONS**

## **BE SAFE**

- Keep hands and feet to yourself.
- No running - walking feet.

## **BE RESPECTFUL**

- Use appropriate language.
- Use appropriate voice volume.
- Respect other patrons and staff.
- No food or drink in the library.
- Do not move library furnishings and use furnishings respectfully.

## **INSPIRE**

- Lead by example.
- Keep the library clean- pick up things even if they are not yours.
- Report unusual behavior to the librarian.



## Abbotsford Public Library

REGULAR MONTHLY MEETING: Meeting called to order July 15th 2019 / 5:00 PM / Conference Room

### ATTENDEES

Braun, Jochimsen, Giffin, Suttner, Bittner, Hinrichsen

Members absent: Writz, Dukelow

### AGENDA

**Previous minutes:** Read and approved. Motion to approve by Suttner, seconded by Bittner, motion passes.

**Public Comment:** Mason Rachu present.

### Old Business

- August Performer, "Dreamer Boy", Aug. 9<sup>th</sup> at 6:00pm before movie night. John Mitchell was at the library January 2018 for the *Cheeseheads the Documentary*. Cost would be \$175. Presentation would be before movie night. Giffin moved to have performer using M. B. donation, Suttner seconded. Motion passes.
- Staff computers to replace this year. They are over 10 years old, possible older than 12 years old. The Director's computer had a hard drive crash in 2018 due to age, was repaired without loss of data, but the risk is there that it will happen again. Director will get quotes from WVLS.
- Closed Saturday of Festival: three people commented that they tried to return to the outside drop but were understanding to the closer, no complaints about being closed on Friday. Like last year, the library was fenced off starting the Thursday night before the festival. The library book drops were closed during the festival and the library back dated all materials returned the three work days following the festival to avoid fines on items that could have been due Saturday or Friday. The library will be closed the Saturday of the festival in 2020.
- Afternoon book club discontinued. This book club was down to 4 members. Unfortunately, a member just passed. The other members have decided to discontinue with the book club at this time.
- Trustees Training Week is set for August 12-16. Webinars will occur each day that week at 12 p.m., and they will be recorded and archived.

### New Business

- Apology Letters from the two boys who make threats have been received. Both boys have shown good behavior since returning to the library.
- Hosting a UW-Madison speaker for the Wisconsin Science Festival (WSF). The Festival will take place October 17 in the morning. There is no charge for this service. Our speaker will be talking about internet privacy.
- Memorial given in memory of Audrey Juedes. The director has selected an assortment of picture books and adult books. A memory plate will be placed in each of the books. There would still be money left to purchase a Display Stand for magazines. The library's magazine are in the back corner and a stand featuring face-out display will increase magazine circulation.
- Sign Thank You Letter for Mary. B.
- City Hand Book: when handbook is finished the library board will read through to determine if the library observance of items like holidays can match city halls.

### Treasurer's Report: 44%

-Director will ask about phone bill increase from 2018 to 2019 and get estimate for 2020 budget.

### Circulation Report:

-Total Circulation:

- o June, 2,783 Last month: 2664
- o June 2018: 2,942 June 2017: 3,232 June 2016: 2354 June 2015: 2591 June 2014: 2673

-Circulation Break-down:

Books: 1403, DVD: 557, Spoken Record: 68, Music Large Print: 14, Magazines: 40, Other: 44

### Other Usage Report:

- Wireless Sessions: June: 186 May: 188 April: 299 March: 146 Feb. 32 Jan. 313
- Overdrive E-material Checkout: June: 188 May: 166 April: 210 March: 203 Feb. 195 Jan. 188
- **Monthly Reference:**  
This Month: 73
- **Patron Count:**  
June 2019: 1086 June 2018: 1019 June 2017: 1543 June 2016: 1417

**Policy Review:** Key Behavior Points (attached) - a flyer to be on display and handed to youth as a reminder/summary of the library's standard of behavior. By Laws postponed.

**WVLS report:**

**Director Report**

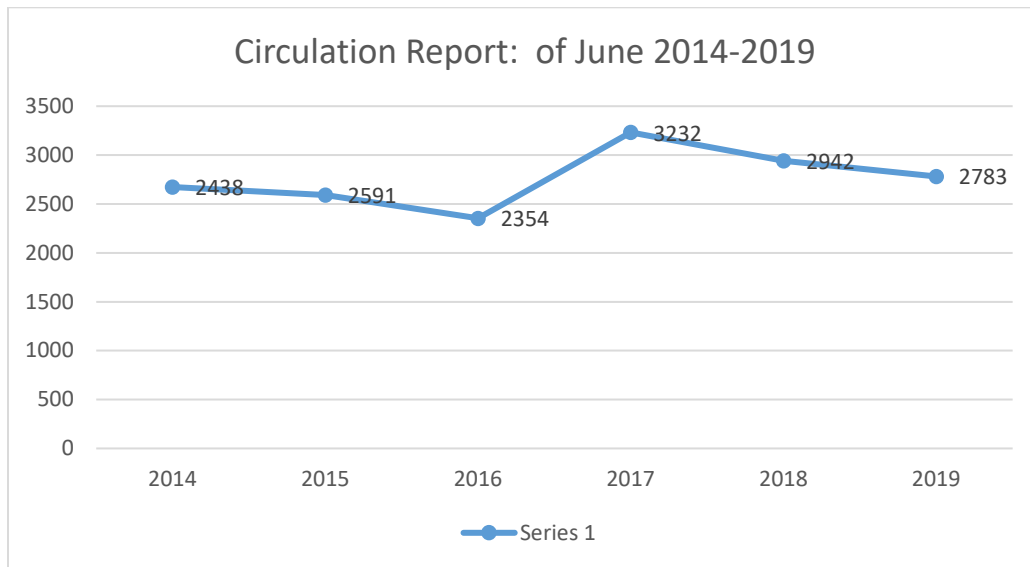
- Last Month Program Count:  
Monthly Program total: 16 programs, 366 attendance
- Future Programs: See handout.
- Summer Reading update  
-Last day for youth is July 22<sup>nd</sup> at 1:00pm, Musician Troy Graham to perform.
- Clark County Funding: Clary County Board library representative Bryce Luchterhand will try for 78% county founding, past funding has been at 70% or 73%.

**Staffing/Operating Issues**

Report on misbehaving youth: two youths asked to leave on two different occasions. There is a group of 13 years whose behavior is borderline, will be given the library expectations flyer and a discussion of what the library expectations of behavior is.

**Next meeting: to be determined by email survey**

**Adjourn:** Meeting adjourned at 5:46 pm motion by Giffin, seconded by Bittner, motioned passed.



	June Program Type			Purple=teen White = youth Blue=adult	kids	teens	adults
	Other	Reading	Drop In				
6/10/2019	1			Plant a Pizza Garden	50	39	2 9
6/14/2019		1		Summer School Visit	32	28	4
7/12/2019		1		Read to Rover	17	13	4
7/12/2019	1			UFOs of Wisconsin	27		27
7/14/2019		1		Book Club Pizza at the Farm	7		7
7/14/2019	1			Family Movie Night: how to train your dragon	28	15	13
7/14/2019	1			Teen Movie Night: Captain Marvel	8		5 3
6/17/2019		1		Summer Reading with Nancy	32	27	5
6/19/2019		1		Read to Rover	7	5	2
6/19/2019		1		Middle School Book Club	7		5 2
6/20/2019	1			Adult Craft Night	21	2	1 18
6/21/2019		1		Summer School Visit	32	28	4
6/24/2019		1		Summer Reading with Nancy	32	26	6
6/26/2019		1		Read To Rover	19	15	4
6/26/2019			1	Bead Necklaces	15	12	3
6/28/2019		1		Summer School Visit	32	25	2 5
				Monthly Program Total: 16	366		

**Central Fire & EMS District Meeting Minutes**  
**July 18, 2019 – 7:00 p.m.**  
**Station 3 - Dorchester Fire Hall**

**Call to order:**

The July 18, 2019 meeting of the Central Fire & EMS District was called to order by Vice President Pat Tischendorf at 7:06 p.m.

**Meeting posted per statute**

**Roll Call:**

City of Abbotsford, Jeremy Totzke; City of Colby, Nancy O'Brien; Town of Colby, absent; Town of Holton, Pat Tischendorf; Town of Hull, Shane Graffunder; Township of Mayville, Dennis Engel; Village of Dorchester, absent.

**Meeting minutes from June 20, 2019:**

A motion was made by Nancy O'Brien, second by Shane Graffunder to dispense with the reading of the June 20, 2019 meeting minutes. Motion carried.

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

Nancy O'Brien presented the Treasurer's report (see attached). A motion was made by Shane Graffunder, second by Dennis Engel to approve the Treasurer's report as presented. Motion carried.

**Bills for payment:**

Discussion was held on the bills for payment totaling \$11,797.37 (see attached); a motion was made by Shane Graffunder, second by Dennis Engel to pay the bills totaling \$11,797.37. Motion carried.

**Public discussion:**

Travis Nixdorf stated that the new ambulance is here and will hopefully be placed in service within the next two weeks.

**DNR Grant:**

Chief Mueller requested permission to apply for the DNR grant for 2019 to purchase additional radios, pagers and boots. The grant will be applied for in the amount of \$10,000 with the District responsible for 50% of the grant. A motion was made by Shane Graffunder, second by Nancy O'Brien to approve a 50/50 grant with the DNR. Motion carried.

**Resolution for fire charges amendment; hourly charge for truck, rate increase:**

Discussion was held on the fire charges currently in place for the District, more specifically the rate charged for motor vehicle accidents and the firefighter per hour rate charged. A motion was made by Shane Graffunder, second by Dennis Engel to table this discussion until the August meeting to gather more information. Motion carried.

**Ambulance cot adaptor kit:**

A cot adaptor kit is needed for the new ambulance equipped with the power lift system. A motion was made by Dennis Engel, second by Shane Graffunder to approve this purchase in the amount of \$2,800.00. Motion carried.

**Chief's Report:**

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

**Next meeting date:**

The next regular monthly meeting of the Central Fire & EMS District was scheduled for August 15, 2019 at Station 1 – Colby Fire Hall beginning at 7:00 p.m.



There being no further business, a motion was made by Nancy O'Brien, second by Shane Graffunder to adjourn at 7:50 p.m. Motion carried.

Respectfully submitted,  
Carol Staab, Secretary

**Central Fire & EMS District Monthly Chief's Report  
June 20<sup>TH</sup> 2019 to July 17<sup>th</sup> 2019**

Calls for service:

EMS:	68
Fire:	5
Rescue:	0
Stand-by	0
Total	73

1. July 27<sup>th</sup> meet and greet with Hispanic community
2. Pump testing on July 22<sup>nd</sup>
3. Turn out gear is ordered will be ordering boots
4. Will be interviewing personal for Captian possion
5. New med

Ambulance calls by time of Day

Monday-Friday 0700-1700 (duty crew) 25 calls

Monday- Friday 1700-0700 24 calls

Saturday/Sunday 19 calls

Total EMS Calls for this period 68 calls

Total EMS Calls for 2019 395 calls

**June 2019 FINANCIAL STATEMENT, Central Fire & EMS**

**Checking Account**

Beginning Balance		\$ 168,340.47
<b>Receipts received June 19</b>		
Lifequest - EMS	\$ 24,601.86	
Lifequest - Fire	\$ 90.50	
DNR Account Rec.-returned equipment	\$ 6,543.43	
SK Speedway races	\$ 750.00	
Interest	\$ 138.01	
<b>Total Receipts</b>		<b>\$ 32,123.80</b>

**Disbursements June 19**

Payroll Deduction Payable	\$ -	
Payroll	\$ 20,209.46	
Payroll Taxes	\$ 4,510.01	
Vouchers Payable	\$ 750.00	
Length of Service award	\$ -	
Legal	\$ -	
Accounting/Secretarial Service	\$ 500.00	
Grant planning	\$ -	
Insurance Premiums	\$ 8,435.00	
Vehicle Maintenance	\$ 24.95	
Vehicle Maintenance-Fire	\$ 1,455.23	
Vehicle Maintenance-EMS	\$ -	
Equipment Maint.-Fire	\$ 103.34	
Equipment Maint.-EMS	\$ 2,224.47	
Apparatus Testing/Cert	\$ -	
Pagers/Radios-Fire	\$ 279.13	
Building Maintenance/Supplies	\$ 198.42	
Phone & Internet	\$ 797.89	
Electric	\$ 417.03	
Heat	\$ 151.05	
Water	\$ 330.00	
Water/Truck Fill	\$ 110.86	
Rent of stations	\$ -	
Office Expense	\$ 223.30	
Office Expense-Fire	\$ -	
Office Expense-EMS	\$ 36.75	
Meeting Expense	\$ 60.04	
Dues & Subscriptions	\$ -	
Dues & Subscriptions-Fire	\$ 73.84	
Dues & Subscriptions-EMS	\$ -	
Computer Expense	\$ -	
Computer Expense-Fire	\$ -	
Computer Expense-EMS	\$ -	
Printer/Copier	\$ 120.78	
Misc Expense	\$ 46.24	
Advertising/Promotions	\$ -	
Clothing/Uniforms-Fire	\$ 51.00	
Clothing/Uniforms-EMS	\$ -	
Mileage Reimbursement	\$ -	
Training & Education-Fire	\$ -	
Training & Education-EMS	\$ 184.00	
FAP Funding-EMS Equip/Training Costs	\$ -	
Ambulance Supplies	\$ 239.96	
Equipment Purchases-Fire	\$ 576.60	
Equipment Purchases-EMS	\$ 19.99	
Turn out Gear-Fire	\$ 4,092.00	
Fire Supplies-Foam	\$ -	
Fire Supplies	\$ -	
Haz Mat	\$ -	
Fuel-Vehicles	\$ 1,223.71	
Capital Equipment Purchases	\$ -	
<b>Total Disbursements</b>		<b>\$ 47,445.05</b>
		<b>\$ 153,019.22</b>

**Bank Statement**

Ending Abby Bank Checking Account Balance as of 6/30/19	\$ 156,161.37	
Outstanding Disbursements	\$ 3,142.15	
Ending Transaction Detail Balance for June	\$ 153,019.22	

**Other Accounts-Savings**

Beginning Balance		\$ 404,479.29
6/30/2019 Interest		\$ 349.22
<b>Savings acct balance as of 6/30/19</b>		<b>\$ 404,828.51</b>

**Summary of Bills - PAID**

6/27/2019	\$1,303.01
7/10/2019	\$7,911.82
7/18/2019	\$2,582.54

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TOTAL	\$11,797.37
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6/27/2019 2:33 PM

Check Register - Full Report - ALL

Page: 1

ALL Checks

ACCT

CENTRAL FIRE & EMS CHECKING

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
6513	6/27/2019	CHARTER COMMUNICATIONS	
ST. 1 & 2			
750-00-52050-000-000		PHONE & INTERNET	172.05
		ST. 1	0005127061419
750-00-52050-000-000		PHONE & INTERNET	171.85
		ST. 2	0019373061319
Total			343.90
6514	6/27/2019	COLBY WATER DEPARTMENT	
JULY			
750-00-52053-000-000		WATER	175.00
Total			175.00
6515	6/27/2019	CONWAY SHIELD	
SAFETY VEST			
750-00-53051-001-000		EQUIPMENT PURCHASES-FIRE	242.90
		0442602-IN	
Total			242.90
6516	6/27/2019	OFFICE DEPOT	
SUPPLIES			
750-00-52028-000-000		BUILDING MAINTENANCE/SUPPLIES	198.42
		328137163001	
Total			198.42
6517	6/27/2019	VERIZON WIRELESS	
CELL PHONES			
750-00-52050-000-000		PHONE & INTERNET	246.14
		9832135400	
Total			246.14
6518	6/27/2019	WE ENERGIES	
ST. 1 & 2			
750-00-52052-000-000		HEAT	12.19
		ST 1, 5/15-6/14	
750-00-52052-000-000		HEAT	84.46
		ST. 2, 5/15-6/17	
Total			96.65

6/27 Grand total \$ 1303.01

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 7/10/2019 From Account:  
Thru: 7/10/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
6519	7/10/2019	ABBY COUNTY MARKET WATER	
750-00-53029-000-000		MISCELLANEOUS EXPENSE	70.90
Total			70.90
6520	7/10/2019	AIRGAS USA LLC OXYGEN	
750-00-53050-002-000		AMBULANCE SUPPLIES 9962745752	26.20
750-00-53050-002-000		AMBULANCE SUPPLIES 9962745753	239.95
Total			266.15
6521	7/10/2019	CARDMEMBER SERVICE	
750-00-53020-002-000		COMPUTER EXPENSE-EMS	199.60
750-00-53051-001-000		EQUIPMENT PURCHASES-FIRE	577.56
750-00-53000-000-000		OFFICE EXPENSE	126.00
750-00-53020-002-000		COMPUTER EXPENSE-EMS	16.99
Total			920.15
6522	7/10/2019	CHARTER COMMUNICATIONS ST. 3	
750-00-52050-000-000		PHONE & INTERNET ST. 3 0010357062619	193.81
Total			193.81
6523	7/10/2019	CITY OF ABBOTSFORD JULY	
750-00-52053-000-000		WATER STATION 2	155.00
Total			155.00
6524	7/10/2019	DIESEL TRUCK SERVICE, INC VEHICLE MAINTENANCE	

## CENTRAL FIRE &amp; EMS CHECKING

ALL Checks

Posted From: 7/10/2019 From Account:  
Thru: 7/10/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	791.30
		23297	
750-00-52021-002-000		EQUIPMENT MAINTENANCE-EMS	181.13
		23300	
750-00-52021-001-000		EQUIPMENT MAINTENANCE-FIRE	295.00
		23298	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	259.00
		23299	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	890.19
		23274	
		Total	2,416.62

6525 7/10/2019 EMERGENCY MEDICAL PRODUCTS INC.  
AMBULANCE SUPPLIES

750-00-53050-002-000		AMBULANCE SUPPLIES	1,389.26
		2081316	
		Total	1,389.26

6526 7/10/2019 FOURMEN'S FARM HOME  
PARTS FOR MAINTENANCE FIRE

750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	6.99
		3-131317	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	2.00
		3-131351	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	5.58
		3-136100	
750-00-52020-001-000		VEHICLE MAINTENANCE-FIRE	5.99
		3-136839	
		Total	20.56

6527 7/10/2019 MEDFORD MOTORS, INC  
REPAIR WIRING

750-00-52020-002-000		VEHICLE MAINTENANCE-EMS	776.00
		57808	
		Total	776.00

6528 7/10/2019 MID STATE TRUCK SERVICE  
REPLACE LIGHTS

750-00-52021-002-000		EQUIPMENT MAINTENANCE-EMS	69.43
		544215	

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 7/10/2019 From Account:  
Thru: 7/10/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>69.43</b>
6529	7/10/2019	SPENCER FIRE DEPARTMENT & AMBULANCE SERVICE HELP AT RACES	
750-00-21100-000-000		VOUCHERS PAYABLE	750.00
<b>Total</b>			<b>750.00</b>
6530	7/10/2019	VERIZON WIRELESS DATA IN MED	
750-00-52050-000-000		PHONE & INTERNET 9833042394	14.04
<b>Total</b>			<b>14.04</b>
6531	7/10/2019	VILLAGE OF DORCHESTER WATER BILL	
750-00-52053-000-000		WATER	126.24
<b>Total</b>			<b>126.24</b>
6532	7/10/2019	XCEL ENERGY ST. 2 & 3	
750-00-52051-000-000		ELECTRIC ST 3, 5/28-6/26	169.45
750-00-52051-000-000		ELECTRIC ST. 2, 5/20-6/19	574.21
<b>Total</b>			<b>743.66</b>
<b>Grand Total</b>			<b>7,911.82</b>



7/16/2019 2:15 PM

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

Page: 1  
ACCT

Dated From:  
Thru:

From Account:  
Thru Account:

Check Nbr	Check Date	Payee	Amount
6533	7/18/2019	CITY OF COLBY JULY ACCOUNTING	
750-00-52005-000-000		ACCOUNTING/SECRETARIAL SERVICE JULY	500.00
		Total	500.00
6534	7/18/2019	EO JOHNSON CO, INC COPIER	
750-00-53021-000-000		PRINTER/COPIER 25093325	120.78
		Total	120.78
6535	7/18/2019	HEARTLAND COOPERATIVE SERVICES FUEL	
750-00-53060-000-000		FUEL-VEHICLES JUNE	459.99
		Total	459.99
6536	7/18/2019	KWIK TRIP JUNE	
750-00-53060-000-000		FUEL-VEHICLES JUNE	1,474.77
		Total	1,474.77
6537	7/18/2019	MCHS HOSPITALS, INC LINEN SERVICE	
750-00-53050-002-000		AMBULANCE SUPPLIES RI221	27.00
		Total	27.00
		Grand Total	2,582.54

7/16/2019 2:40 PM

Reprint Payroll Register Full  
All Employees

Page: 45  
PAYRL

Check Date From: 7/01/2019  
Thru: 7/31/2019

From Dept:  
Thru Dept:

Total Checks: 77  
Pay Periods: 5/01/2017 Thru: 6/30/2019  
(Male: 59 Female: 18)

Earnings:

DISTRICT PAY	800.00
DUTY CREW	4,905.00
EMS DRIVER	281.25
EMS WAGES	4,120.00
FIRE CHIEF	600.00
FIRE INSPECTION	75.00
FIRE WAGES	6,003.75
MEETING PAY	875.00
OFFICER PAY	1,425.00
SCHOOLING	480.00
TRAINING	30.00
WEEKEND CALL	992.00
	-----
	20,587.00

Withholdings:

Federal	541.16
Social Security	1,276.40
Medicare	298.60
Wisconsin	217.88
	-----
	2,334.04

NET PAY 18,252.96

Flexible Time Off: Earned Used

## Fund: All Funds

Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
750-00-43000-000-000	FIRE & EMS FEE-ABBOTSFORD	0.00	49,806.00	99,612.00	-49,806.00	50.00
750-00-43100-000-000	FIRE & EMS FEE-COLBY	0.00	31,032.00	62,064.00	-31,032.00	50.00
750-00-43200-000-000	FIRE & EMS FEE-DORCHESTER	0.00	18,360.00	36,720.00	-18,360.00	50.00
750-00-43300-000-000	FIRE & EMS FEE-TOWN OF COLBY	0.00	16,182.00	32,364.00	-16,182.00	50.00
750-00-43400-000-000	FIRE & EMS FEE-TOWN OF HULL	0.00	22,068.00	44,136.00	-22,068.00	50.00
750-00-43500-000-000	FIRE & EMS FEE-TOWN OF HOLTON	0.00	21,132.00	42,264.00	-21,132.00	50.00
750-00-43600-000-000	FIRE & EMS FEE-TOWN MAYVILLE	0.00	21,420.00	42,840.00	-21,420.00	50.00
750-00-43700-000-000	CONTRACTED SERVICE FEES	0.00	12,750.00	16,000.00	-3,250.00	79.69
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	24,601.86	158,617.95	200,000.00	-41,382.05	79.31
750-00-43901-000-000	FIRE-FEES FOR SERVICE	90.50	10,059.76	0.00	10,059.76	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	487.23	3,045.78	0.00	3,045.78	0.00
750-00-48300-000-000	DONATION REVENUES	0.00	2,000.00	0.00	2,000.00	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	6,543.43	8,564.93	0.00	8,564.93	0.00
750-00-49100-000-000	GRANT REVENUES	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		<b>31,723.02</b>	<b>375,038.42</b>	<b>596,000.00</b>	<b>-220,961.58</b>	<b>62.93</b>

		Fund: All Funds				
Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
750-00-51001-000-000	SALARIES-DISTRICT CHIEF	0.00	0.00	30,000.00	30,000.00	0.00
750-00-51001-001-000	SALARIES-FIRE	9,990.00	53,084.00	95,000.00	41,916.00	55.88
750-00-51001-002-000	SALARIES-EMS	12,147.75	71,433.50	145,500.00	74,066.50	49.10
750-00-51002-000-000	SALAREIS-ADMIN/BOARD	825.00	6,170.00	4,150.00	-2,020.00	148.67
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	1,756.72	9,997.89	21,000.00	11,002.11	47.61
750-00-51020-000-000	LENGTH OF SERVICE AWARD	0.00	15,335.00	20,000.00	4,665.00	76.68
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	3,000.00	8,500.00	5,500.00	35.29
750-00-52006-000-000	GRANT WRITING/PLANNING	0.00	0.00	0.00	0.00	0.00
750-00-52010-000-000	INSURANCE PREMIUMS	8,435.00	4,754.00	25,000.00	20,246.00	19.02
750-00-52020-000-000	VEHICLE MAINTENANCE	24.95	24.95	0.00	-24.95	0.00
750-00-52020-001-000	VEHICLE MAINTENANCE-FIRE	1,455.23	10,489.86	15,000.00	4,510.14	69.93
750-00-52020-002-000	VEHICLE MAINTENANCE-EMS	0.00	8,741.18	8,000.00	-741.18	109.26
750-00-52021-001-000	EQUIPMENT MAINTENANCE-FIRE	103.34	2,563.11	12,000.00	9,436.89	21.36
750-00-52021-002-000	EQUIPMENT MAINTENANCE-EMS	2,224.47	6,440.42	2,000.00	-4,440.42	322.02
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	279.13	3,850.47	5,000.00	1,149.53	77.01
750-00-52028-000-000	BUILDING MAINTENANCE/SUPPLIES	198.42	292.20	4,000.00	3,707.80	7.31
750-00-52050-000-000	PHONE & INTERNET	797.89	4,550.64	5,200.00	649.36	87.51
750-00-52051-000-000	ELECTRIC	417.03	7,746.92	14,000.00	6,253.08	55.34
750-00-52052-000-000	HEAT	151.05	5,630.98	9,000.00	3,369.02	62.57
750-00-52053-000-000	WATER	330.00	2,000.30	6,000.00	3,999.70	33.34
750-00-52054-000-000	WATER/TRUCK FILL	110.86	110.86	500.00	389.14	22.17
750-00-52055-000-000	RENT	0.00	2,000.00	0.00	-2,000.00	0.00
750-00-53000-000-000	OFFICE EXPENSE	223.30	2,009.29	2,000.00	-9.29	100.46
750-00-53000-001-000	OFFICE EXPENSE-FIRE	0.00	136.00	0.00	-136.00	0.00
750-00-53000-002-000	OFFICE EXPENSE-EMS	36.75	138.50	0.00	-138.50	0.00
750-00-53001-000-000	MEETING EXPENSE	60.04	539.20	1,000.00	460.80	53.92
750-00-53010-000-000	DUES & SUBSCRIPTIONS	0.00	125.00	0.00	-125.00	0.00
750-00-53010-001-000	DUES & SUBSCRIPTIONS-FIRE	73.84	287.84	700.00	412.16	41.12
750-00-53010-002-000	DUES & SUBSCRIPTIONS-EMS	0.00	300.00	1,500.00	1,200.00	20.00
750-00-53020-000-000	COMPUTER EXPENSE	0.00	0.00	3,000.00	3,000.00	0.00
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	120.78	730.72	2,000.00	1,269.28	36.54
750-00-53029-000-000	MISCELLANEOUS EXPENSE	46.24	497.89	1,000.00	502.11	49.79
750-00-53030-000-000	ADVERTISING/PROMOTIONS	0.00	0.00	1,500.00	1,500.00	0.00
750-00-53031-001-000	CLOTHING/UNIFORMS-FIRE	51.00	748.00	2,250.00	1,502.00	33.24
750-00-53031-002-000	CLOTHING/UNIFORMS-EMS	0.00	0.00	2,250.00	2,250.00	0.00
750-00-53035-000-000	MILEAGE REIMBURSEMENT	0.00	0.00	1,000.00	1,000.00	0.00
750-00-53040-001-000	TRAINING & EDUCATION-FIRE	0.00	2,010.61	4,750.00	2,739.39	42.33
750-00-53040-002-000	TRAINING & EDUCATION-EMS	184.00	3,623.11	24,750.00	21,126.89	14.64
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	239.96	7,741.14	12,000.00	4,258.86	64.51
750-00-53051-001-000	EQUIPMENT PURCHASES-FIRE	576.60	4,147.56	1,500.00	-2,647.56	276.50
750-00-53051-002-000	EQUIPMENT PURCHASES-EMS	19.99	195.89	5,000.00	4,804.11	3.92
750-00-53052-001-000	TURN OUT GEAR	4,092.00	4,450.16	20,800.00	16,349.84	21.40
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	0.00	252.91	6,100.00	5,847.09	4.15

## Fund: All Funds

Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
750-00-53059-000-000	HAZ MAT MATERIALS	0.00	188.63	500.00	311.37	37.73
750-00-53060-000-000	FUEL-VEHICLES	1,223.71	6,572.54	10,000.00	3,427.46	65.73
750-00-57001-000-000	VEHICLE PURCHASE	0.00	218,823.00	0.00	-218,823.00	0.00
750-00-57010-000-000	CAPITAL EQUIPMENT PURCHASES	0.00	0.00	27,025.00	27,025.00	0.00
750-00-59100-000-000	CONTINGENCY FUND	0.00	0.00	27,025.00	27,025.00	0.00
<b>Total Expenses</b>		46,695.05	471,734.27	596,000.00	124,265.73	79.15
<b>Net Totals</b>		-14,972.03	-96,695.85	0.00	96,695.85	0.00

7/16/2019 2:41 PM

Reprint Receipt Register - Full Report

Page: 1  
ACCT

CENTRAL FIRE & EMS CHECKING

ALL Receipts

Posted From: 6/01/2019 From Account:  
Thru: 6/30/2019 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
211	6/19/2019	SK SPEEDWAY LLC RACES, 1ST NIGHT	
750-00-21100-000-000		VOUCHERS PAYABLE	750.00
Total			750.00
212	6/26/2019	DNR ACCOUNTS RECEIVABLE RETURN OF UNUSED EQUIPMENT	
750-00-48400-000-000		MISCELLANEOUS REVENUES	6,543.43
Total			6,543.43
Grand Total			7,293.43

## CENTRAL FIRE &amp; EMS CHECKING

## ALL Checks

Posted From: 6/21/2019 From Account:  
Thru: 7/18/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
6513	6/27/2019	CHARTER COMMUNICATIONS ST. 1 & 2	343.90
6514	6/27/2019	COLBY WATER DEPARTMENT JULY	175.00
6515	6/27/2019	CONWAY SHIELD SAFETY VEST	242.90
6516	6/27/2019	OFFICE DEPOT SUPPLIES	198.42
6517	6/27/2019	VERIZON WIRELESS CELL PHONES	246.14
6518	6/27/2019	WE ENERGIES ST. 1 & 2	96.65
6519	7/10/2019	ABBY COUNTY MARKET WATER	70.90
6520	7/10/2019	AIRGAS USA LLC OXYGEN	266.15
6521	7/10/2019	CARDMEMBER SERVICE	920.15
6522	7/10/2019	CHARTER COMMUNICATIONS ST. 3	193.81
6523	7/10/2019	CITY OF ABBOTSFORD JULY	155.00
6524	7/10/2019	DIESEL TRUCK SERVICE, INC VEHICLE MAINTENANCE	2,416.62
6525	7/10/2019	EMERGENCY MEDICAL PRODUCTS INC AMBULANCE SUPPLIES	1,389.26
6526	7/10/2019	FOURMEN'S FARM HOME PARTS FOR MAINTENANCE FIRE	20.56
6527	7/10/2019	MEDFORD MOTORS, INC REPAIR WIRING	776.00
6528	7/10/2019	MID STATE TRUCK SERVICE REPLACE LIGHTS	69.43
6529	7/10/2019	SPENCER FIRE DEPARTMENT & AMBULANCE SERVICE HELP AT RACES	750.00
6530	7/10/2019	VERIZON WIRELESS DATA IN MED	14.04
6531	7/10/2019	VILLAGE OF DORCHESTER WATER BILL	126.24

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 6/21/2019 From Account:  
Thru: 7/18/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
6532	7/10/2019	XCEL ENERGY ST. 2 & 3	743.66
6533	7/18/2019	CITY OF COLBY JULY ACCOUNTING	500.00
6534	7/18/2019	EO JOHNSON CO, INC COPIER	120.78
6535	7/18/2019	HEARTLAND COOPERATIVE SERVICES FUEL	459.99
6536	7/18/2019	KWIK TRIP JUNE	1,474.77
6537	7/18/2019	MCHS HOSPITALS, INC LINEN SERVICE	27.00

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Grand Total:  
\$ 11,797.37



# Colby/Abbotsford Police Commission

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**AGENDA FOR THE COLBY/ABBOTSFORD BOARD OF POLICE COMMISSIONERS  
MEETING TO BE HELD  
MONDAY, JULY 8, 2019 AT 6:30 P.M.  
AT THE COLBY/ABBOTSFORD POLICE DEPARTMENT  
112 W SPRUCE STREET, ABBOTSFORD, WI 54405**

1. Call meeting to order
2. Roll call
3. Comments from the public
4. Minutes from the June 10, 2019 meeting
5. Expenditures
6. Click it or ticket
7. Revised Police Commission Ordinances
8. Chief's report
9. Meeting date for August
10. Adjourn

Posted: July 2, 2019

*\*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.*

**June 30, 2019 FINANCIAL STATEMENT-POLICE DEPT**

<b>Beginning Balance</b>		<b>\$ 153,581.65</b>
<b>Receipts received in June</b>		
City of Colby	\$ 30,219.42	
City of Abbotsford	\$ 36,774.92	
Reports	\$ 24.00	
Interest	\$ 72.31	
Temporary Plates	\$ 166.00	
Lockouts	\$ 30.00	
Abbyland Foods Donation	\$ 32,005.00	
Xfer for K9 purchases	\$ -	
<b>Total Receipts</b>		<b>\$ 99,291.65</b>

<b>Disbursements-June</b>		
Net Payroll	\$ 29,538.81	
SS, FWH, WI Pmts.	\$ 11,923.82	
Union Dues	\$ 252.00	
Support Obligation	\$ 369.22	
State Retirement-Dept. Share	\$ 6,910.23	
Vouchers Payable	\$ -	
Auto Fuel	\$ 1,382.70	
Internet	\$ 69.99	
Telephone	\$ 423.11	
Heat	\$ 145.87	
Electric	\$ 335.78	
Water	\$ 69.04	
Liability Insurance	\$ -	
Health Insurance	\$ 15,749.24	
Dental Insurance	\$ 664.20	
Worker's Compensation	\$ 2,442.00	
Auto Insurance	\$ -	
Radio Maintenance	\$ -	
Auto Maintenance	\$ 187.65	
Clothing	\$ -	
Training	\$ 48.50	
Office Supplies	\$ 365.74	
Janitorial Supplies	\$ 173.25	
Copies	\$ -	
Radar Certification	\$ -	
Miscellaneous	\$ 21.98	
Exp from Grant/Plate Fnd/Misc	\$ -	
Computer Software Maintenance	\$ -	
Air Cards	\$ 50.00	
Computer Maintenance	\$ 526.95	
Office Equipment Maintenance	\$ -	
Building Maintenance	\$ -	
Equipment	\$ 1,429.32	
Equipment Transfers	\$ -	
Investigations	\$ 91.65	
Drug Dog	\$ 245.01	
Audit	\$ -	
Legal	\$ -	
Time System	\$ -	
Auto Purchase	\$ -	
Auto Fund	\$ -	
Clothing-Vests	\$ -	
Department Policies	\$ -	

<b>Total Disbursements</b>		<b>\$ 73,416.06</b>
		<b>\$ 179,457.24</b>

<b>Trans Detail Ending Balance 6/30/19</b>	<b>\$ 179,457.24</b>
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<b>Designated Funds</b>	
Trans Detail Balance 6/30/19	\$ 179,457.24
Auto Fund	\$46,958.78
Reserved SRO Pay	\$50,000.00
Sick Leave Accum. Retirement fund	\$ 24,495.70
<b>TOTAL Designated Funds</b>	<b>\$121,454.48</b>
<b>TOTAL Working Cash</b>	<b>\$ 58,002.76</b>

# Colby/Abbotsford Police Commission Meeting

June 10, 2019

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, Dan Hederer, Brent Faber and Dennis Kramer. Frankie Soto arrived at 6:33 p.m. Randy Hesgard was absent. Also present were: Chief Jason Bauer, City of Colby Mayor Jim Schmidt, CAPD Administrative Assistant/Confidential Secretary Jessica Weich, and Kevin O'Brien-TP Printing..

**Public Comment:** There were no comments made by the public.

**Minutes from the May 13, 2019 meeting:** Motion was made by Hederer, seconded by Kramer to approve the minutes from the May 13, 2019 meeting as presented. Motion carried with a voice vote.

**Expenditures:** Motion was made by Hederer, seconded by Faber to approve the expenditures as presented in the amount of \$20,432.96. Kramer asked about the line item for Nicolet Bank-Credit Card Purchases. Chief Bauer explained expenditures for duty ammunition, evidence supplies and items for testing for marijuana and LSD. Chief Bauer said recording equipment for the interview room had been purchased from Per Mar because it was the most cost-effective. Motion carried with a voice vote.

**Appoint Record Keeper:** Motion was made by Hederer, seconded by Faber to appoint President Todd Schmidt as Record Keeper until the May 2020 meeting.

**Police Commission Ordinances:** President Schmidt reviewed several differences in the City of Colby and the City of Abbotsford's CAPC ordinances. Both ordinances have been revised to match what is currently in practice by the CAPC regarding: the position of President/Vice President; designating which municipality handles the accounting for the CAPD; and having the CAPC designate a Recording Secretary for meetings. President Schmidt said the City of Abbotsford's section 5-1-3 regarding the Maintenance of Personnel Records and Performance Evaluations had been added to the City of Colby's ordinance. President Schmidt said ordinances formatted for adoption by both city councils at their July meetings would be prepared as soon as possible. Motion was made by Hederer, seconded by Kramer to approve the revised Police Commission ordinances as presented. Motion carried with a voice vote.

**Policy 710:** Motion was made by Hederer, seconded by Kramer to approve revised Policy 710 (Cash Handling, Security and Management) as presented. Motion carried with a voice vote.

**Purchase Three Squad Car Dash Cameras:** Chief Bauer said purchasing the equipment from Watch Guard was the best option. He described the equipment as "state of the art" and said images would be updated on the computer server as soon as the squad car pulled into the garage. He noted body cams would be integrated with the squad cameras. He said there would be a small installation charge in addition to the purchase price of \$32,005. He said Harland Schraufnagel of Abbyland Foods presented a check in the amount of \$32,005 to fund the purchase. Motion was made by Hederer, seconded by Faber to purchase three squad car dash cameras in the amount of \$32,005, using the donated funds and thanking Schraufnagel for the generous contribution. Motion carried with a voice vote.

**Purchase of New Squad Car:** Chief Bauer presented quotes from Ewald and Colby Chrysler for the purchase of a 2019 Pursuit Dodge Durango to replace the Ford Expedition, which has approximately 140,000 miles on it. He noted the resale value of a Hemi may be a little higher, but he said the V-6 would be more than adequate. At the present time, there is over \$40,000 in the Vehicle Replacement Fund. Chief Bauer noted the quote from Colby Chrysler was \$635 higher than the Ewald quote for a 2019 Pursuit Durango (V-6). He said it is preached to people in both cities to shop locally; he also noted Colby Chrysler had donated \$5,000 to the K9 Fund. Chief Bauer said it would be less expensive to transfer equipment from the Expedition to the Durango (approximately \$1,800), with another \$3,000 in equipment needed. He said he was working on a grant application to fund the cost of the equipment. Motion was made by Hederer, seconded by Faber to purchase a 2019 Pursuit Durango (V-6) from Colby Chrysler in the amount of \$29,145. Motion carried with a voice vote.

**Chief's Report:** Chief Bauer reported on the K9 activity for the month of May, which resulted in nine total activities with six arrests. He said the K9 attended a week-long recertification program that included new tracking techniques. Total documented officer and office-related activities were 906 during the month of May. Chief Bauer said the state had completed its investigation of the officer-related shooting incident, with the report submitted to the Marathon County District Attorney. He said the time frame was undetermined for action by the district attorney. He said School Resource Officer Patrick Leichtnam was voted as class leader at the Recruit Academy he is attending at Chippewa Valley Technical College in Eau Claire, with his return to his CAPD duties anticipated the first week of October 2019. Kramer asked which officer(s) would be dispatched to a school in the absence of the SRO, and if other officers were versed in school issues. Chief Bauer said if two officers were on duty, both would respond, and if one officer was on duty, the CAPD would reach out to county officers for assistance. Kramer requested all documents be included in meeting packets ahead of time, instead of receiving some items at the meeting. Motion was made by Hederer, seconded by Faber to receive and file the Chief's Report. Motion carried with a voice vote.

**Meeting date for July:** The next CAPC meeting will be held on Monday, July 8, 2019 at 6:30 p.m. at the CAPD.

**Closed Session:** Motion was made by Hederer, seconded by Kramer to move to 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: Jessica Weich wage negotiations, including Colby Mayor Jim Schmidt in the Closed Session. Roll call vote: President Schmidt, Yes; Kramer, yes; Hederer, Yes; Soto, Yes; Faber, Yes.

**Return to Open Session:** Motion was made by Kramer, seconded by Soto to return to Open Session at 7:42 p.m. Roll call vote: President Schmidt, Yes; Kramer, yes; Hederer, Yes; Soto, Yes; Faber, Yes. Motion was made by Faber, seconded by Hederer to recommend to the Abbotsford and Colby city councils a wage increase of \$1.15 per hour for Administrative Assistant/Confidential Secretary Jessica Weich, increasing her hourly rate to \$18.00 through December 2020, with the hourly rate to be adjusted at the first pay period in July 2019 following approval by the respective city councils, which will have the subject on their agendas at their regular July monthly meetings. Motion carried with a voice vote.

**Meeting adjournment:** Motion was made by Hederer, seconded by Soto to adjourn at 7:50 p.m. Motion carried with a voice vote.

Check Date From: 6/01/2019  
Thru: 6/30/2019

From Dept:  
Thru Dept:

Total Checks: 22  
Pay Periods: 5/19/2019 Thru: 6/15/2019  
(Male: 18 Female: 4)

Earnings:

Regular Pay	36,786.64	1,499.00	Hours
Overtime Pay	4,209.78	111.50	Hours
HOLIDAYS	1,092.91		
INSURANCE	700.00		
NIGHT SHIFT	378.50		
ON CALL	75.78		

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43,243.61

Withholdings:

Federal	3,529.44
Social Security	2,542.84
Medicare	594.68
Wisconsin	2,119.34
CHILD SUPPORT	369.22
HEALTH INS.	2,230.22
OTHER DEDUCTION	0.00
UNION DUES	252.00
WRS Contrib.	2,067.06

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13,704.80

NET PAY 29,538.81

Flexible Time Off:                      Earned                      Used

## Fund: All Funds

Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of 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	30,219.42	181,316.52	362,621.00	-181,304.48	50.00
500-00-43002-000-000	CITY OF ABBOTSFORD	36,774.92	183,874.60	441,299.00	-257,424.40	41.67
500-00-43002-001-000	COLBY SCHOOL DISTRICT	0.00	0.00	25,387.50	-25,387.50	0.00
500-00-43002-002-000	ABBOTSFORD SCHOOL DISTRICT	0.00	6,873.00	25,387.50	-18,514.50	27.07
500-00-43003-000-000	REPORTS	24.00	201.00	250.00	-49.00	80.40
500-00-43004-000-000	EARNED INTEREST	72.31	537.48	0.00	537.48	0.00
500-00-43005-000-000	OTHER INCOME - TEMP PLATE	166.00	1,084.00	1,000.00	84.00	108.40
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	30.00	245.00	400.00	-155.00	61.25
500-00-43005-411-000	OTHER INCOME-DONATIONS	0.00	10.00	0.00	10.00	0.00
500-00-43005-412-000	CARRYOVERS	0.00	0.00	28,000.00	-28,000.00	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	32,005.00	44,080.09	1,000.00	43,080.09	4,408.01
500-00-43005-415-000	DONATION INCOME - DRUG DOG	0.00	1,140.43	2,500.00	-1,359.57	45.62
500-00-43005-416-000	METAL PLATE INCOME-4001940	10,618.10	50,044.55	104,000.00	-53,955.45	48.12
500-00-43005-417-000	TEMP PLATE INCOME-180273	3,580.76	3,580.76	0.00	3,580.76	0.00
<b>Total Revenues</b>		<b>113,490.51</b>	<b>472,987.43</b>	<b>992,945.00</b>	<b>-519,957.57</b>	<b>47.63</b>

Fund: All Funds

Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
500-00-51001-000-000	SALARIES	42,543.61	256,733.91	516,700.00	259,966.09	49.69
500-00-51002-000-000	FUEL	1,382.70	6,809.17	22,500.00	15,690.83	30.26
500-00-51002-001-000	INTERNET	69.99	349.95	1,000.00	650.05	35.00
500-00-51003-000-000	TELEPHONE	423.11	2,583.07	4,000.00	1,416.93	64.58
500-00-51003-001-000	HEAT	145.87	2,453.80	2,500.00	46.20	98.15
500-00-51003-002-000	ELECTRIC	335.78	2,432.54	6,000.00	3,567.46	40.54
500-00-51003-003-000	WATER	69.04	431.29	800.00	368.71	53.91
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	14,219.02	63,833.54	127,314.00	63,480.46	50.14
500-00-51004-408-000	INSURANCE - DENTAL	664.20	3,985.20	8,500.00	4,514.80	46.88
500-00-51004-409-000	WORKMEN'S COMPENSATION	2,442.00	8,909.00	14,600.00	5,691.00	61.02
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	575.00	575.00	0.00
500-00-51006-000-000	AUTOMOBILE MAINTENANCE	187.65	3,269.36	6,000.00	2,730.64	54.49
500-00-51007-000-000	CLOTHING ALLOWANCE	0.00	3,063.10	4,800.00	1,736.90	63.81
500-00-51008-000-000	SOC.SEC.(EMPLOYER SHARE)	3,137.52	19,156.53	39,378.00	20,221.47	48.65
500-00-51009-000-000	TRAINING	48.50	6,154.41	11,600.00	5,445.59	53.06
500-00-51010-000-000	OFFICE SUPPLIES	365.74	2,107.05	3,600.00	1,492.95	58.53
500-00-51010-005-000	JANITORIAL SUPPLIES	173.25	453.56	400.00	-53.56	113.39
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	21.98	951.97	3,000.00	2,048.03	31.73
500-00-51013-000-000	STATE RETIREMENT-DEPT SHARE	5,018.40	30,981.83	59,905.00	28,923.17	51.72
500-00-51016-000-000	COMPUTER SOFTWARE MAINTENANCE	0.00	5,694.00	5,694.00	0.00	100.00
500-00-51016-001-000	MOBILE DATA (AIR CARDS)	50.00	250.00	1,100.00	850.00	22.73
500-00-51017-000-000	COMPUTER MAINTENANCE	526.95	2,658.95	4,900.00	2,241.05	54.26
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	429.78	1,200.00	770.22	35.82
500-00-51018-000-000	EQUIPMENT	1,429.32	6,814.83	9,000.00	2,185.17	75.72
500-00-51018-001-000	EQUIPMENT TRANSFERS	0.00	0.00	0.00	0.00	0.00
500-00-51019-000-000	INVESTIGATIONS	91.65	1,847.57	4,000.00	2,152.43	46.19
500-00-51019-001-000	DRUG/SEARCH DOG	245.01	630.93	2,500.00	1,869.07	25.24
500-00-51020-000-000	AUDIT	0.00	1,500.00	3,000.00	1,500.00	50.00
500-00-51021-000-000	LEGAL	0.00	0.00	0.00	0.00	0.00
500-00-51022-000-000	TIME SYSTEM	0.00	468.00	1,510.00	1,042.00	30.99
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	9,750.50	56,746.75	100,000.00	43,253.25	56.75
500-00-51028-001-000	TEMP PLATE FEES & PURCHASES	3,580.74	3,580.74	0.00	-3,580.74	0.00
500-00-51029-000-000	DEPARTMENT POLICIES	0.00	0.00	3,649.00	3,649.00	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>86,922.53</b>	<b>495,280.83</b>	<b>992,945.00</b>	<b>497,664.17</b>	<b>49.88</b>
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<b>Net Totals</b>	<b>26,567.98</b>	<b>-22,293.40</b>	<b>0.00</b>	<b>22,293.40</b>	<b>0.00</b>
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7/03/2019 10:17 AM

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

Page: 1  
ACCT

Dated From:  
Thru:

From Account:  
Thru Account:

Check Nbr	Check Date	Payee	Amount
12980	7/08/2019	BBD SPORTS SHOP DOG FOOD	
500-00-51019-001-000		DRUG/SEARCH DOG	48.99
		12029	
		Total	48.99
12981	7/08/2019	CELL COM CELL PHONES & AIR CARDS	
500-00-51003-000-000		TELEPHONE	257.98
		CELL PHONES	845829
500-00-51016-001-000		MOBILE DATA (AIR CARDS)	50.00
		AIR CARDS	845829
		Total	307.98
12982	7/08/2019	CHARTER COMMUNICATIONS PHONE & INTERNET	
500-00-51002-001-000		INTERNET	139.98
500-00-51003-000-000		TELEPHONE	339.51
		Total	479.49
12983	7/08/2019	CITY OF ABBOTSFORD JULY	
500-00-51003-003-000		WATER	69.04
		JULY	
		Total	69.04
12984	7/08/2019	COLBY ABBOTSFORD PROFESSIONAL POLICE JUNE UNION DUES	
500-00-21115-000-000		UNION DUES PAYABLE	252.00
		JUNE	
		Total	252.00
12985	7/08/2019	COLBY CHRYSLER CENTER AUTO MAINT.	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	146.79
		79460	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	72.94
		79539	



Dated From: From Account:  
 Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	175.66
		79632	
		Total	395.39
12986	7/08/2019	COMMUNITY CODE SERVICE REVIEW & PREPARE REVISED ORDINANCES	
500-00-51012-000-000		MISCELLANEOUS EXPENSE	298.75
		Total	298.75
12987	7/08/2019	DELTA DENTAL OF WISCONSIN JULY PREMIUMS	
500-00-51004-408-000		INSURANCE - DENTAL	583.52
		JULY 1313555	
		Total	583.52
12988	7/08/2019	HOLIDAY COMMERCIAL JUNE FUEL	
500-00-51002-000-000		FUEL	466.88
		JUNE	
		Total	466.88
12989	7/08/2019	MENDEZ, JOHN INTERPRETER	
500-00-51019-000-000		INVESTIGATIONS	60.00
		6/23, 7:30AM-11:30AM	
		Total	60.00
12990	7/08/2019	NICOLET NATIONAL BANK TRAINING, K9, SUPPLIES, EQUIPMENT	
500-00-51018-000-000		EQUIPMENT	218.74
500-00-51012-000-000		MISCELLANEOUS EXPENSE	13.07
500-00-51010-000-000		OFFICE SUPPLIES	30.81
500-00-51019-001-000		DRUG/SEARCH DOG	504.01
500-00-51002-000-000		FUEL	174.49
500-00-51009-000-000		TRAINING	650.00

7/03/2019 10:17 AM

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
			Total 1,591.12
12991 7/08/2019 SECURITY HEALTH PLAN AUGUST PREMIUMS			
500-00-51004-407-000		HEALTH INSURANCE	10,070.31
		AUG	
			Total 10,070.31
12992 7/08/2019 WATCH GUARD DASH CAMERAS			
500-00-51018-000-000		EQUIPMENT	5,275.00
		BCMINV0007679	
500-00-51018-000-000		EQUIPMENT	4,875.00
		4BOINV0004866	
500-00-51018-000-000		EQUIPMENT	14,265.00
		4REINV0009280	
500-00-51018-000-000		EQUIPMENT	3,055.00
		BCMINV0007678	
500-00-51018-000-000		EQUIPMENT	4,285.00
		4BOINV0004901	
			Total 31,755.00
12993 7/08/2019 WE ENERGIES 5/16-6/14			
500-00-51003-001-000		HEAT	66.66
		5/16-6/14	
			Total 66.66
12994 7/08/2019 WEICH, JESSICA REIMBURSE FOR MILEAGE			
500-00-51009-000-000		TRAINING	211.12
		MILEAGE	
			Total 211.12
12995 7/08/2019 WISCONSIN DEPARTMENT OF REVENUE BUSINESS REGISTRATION TAX			
500-00-51012-000-000		MISCELLANEOUS EXPENSE	10.00
		BUSINESS REGISTRATION RENEWAL FEE	
			Total 10.00

7/03/2019 10:17 AM

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
12996	7/08/2019	XCEL ENERGY	
	5/20-6/19		
500-00-51003-002-000		ELECTRIC	348.45
	5/20-6/19		
		Total	348.45
		Grand Total	47,014.70

**COLBY-ABBY POLICE**  
**BANK RECONCILLIATION ACCT# 4001940**  
**Metal Plate Fund**  
**5/31/2019**

Outstanding Checks			
No.	Amount	No.	Amount
DMV	986.25		
CVR	364.50		

Balance per Bank 10,191.43  
Less Outstanding 1,350.75

Plus deposit in Transit  
Adjusted bank balance \$ 8,840.68

Beginning Balance per general 8,424.58

**Deposits:**

	2,201.00
	2,151.75
10,618.10 -JE	1,006.25
	952.25
	4,306.50
Interest	0.35

**Checks written:**

DMV	9,386.00
CVR	364.50
9,750.50 -JE	

**Other:**


Balance per General Ledger \$ 9,292.18

**COLBY-ABBY POLICE**  
**BANK RECONCILIATION ACCT# 180273**  
**TEMPORARY PLATE FUND**  
**5/31/2019**

Outstanding Checks			
No.	Amount	No.	Amount
3745	178.74		
3746	459.00		
3747	698.50		

Balance per Bank	2,250.65
Less Outstanding	1,336.24

Plus deposit in Transit	
Adjusted bank balance	<b>\$ 914.41</b>

Beginning Balance per general	462.89
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**Deposits:**

	226.00
	3.00
3,580.76	1,535.50
	658.74
	1,157.50
<b>Interest</b>	0.02

**Checks written:**

Total checks in register	3,580.74
3,580.74	

**Other:**


Balance per General Ledger	<b>\$ 462.91</b>
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Designated Funds for the Colby/Abbotsford Police Dept			
	Auto Fund	Retirement Fund	SRO Pay
Jan. 1, 2019 Balance	\$33,758.78	\$14,495.70	\$0.00
Budget amount for 2019	\$13,200.00	\$0.00	\$0.00
Fund balance transfer for Sick time payout	-	\$4,000.00	-
Fund balance transfer for SRO pay in future	-	-	\$50,000.00
Check from Metal Plate for Sick time payout		\$6,000.00	
Current Balance	\$46,958.78	\$24,495.70	\$50,000.00
	<b>TOTAL DESIGNATED FUNDS</b>		
	\$121,454.48		

Police Trans Detail Balance 6/30/19	179,457.24
Designated Funds	121,454.48
<b>TOTAL WORKING CASH 6/30/19</b>	<b>58,002.76</b>

7/02/2019 2:26 PM

Bank Reconciliation Report

Page: 1  
ACCT

POLICE CHECKING NOW

Reconciliation Date: 6/30/2019

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6/30/2019	Computer Balance:	179,457.24
Plus Outstanding Payments:		
12885	2/11/2019 XCEL ENERGY	452.15
12957	6/10/2019 BRANDNER, CHRIS	48.50
12969	6/10/2019 MENDEZ, JOHN	30.00
	Total Payments:	530.65
<hr/>		
6/30/2019	Statement Balance:	179,987.89

ALL Posted From: 6/01/2019 From Account:  
Thru: 6/30/2019 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
0619	6/01/2019	JUNE JOURNAL ENTRIES		
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD INTEREST	72.31	
500-00-43004-000-000		EARNED INTEREST RECORD INTEREST		72.31
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE RECORD SS, FWH #1	3,341.04	
500-00-21113-000-000		U.S. WITHHOLDING TAXES PAYABLE RECORD SS, FWH #1	1,923.89	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD SS, FWH #1		5,264.93
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE RECORD SS, FWH #2	2,934.00	
500-00-21113-000-000		U.S. WITHHOLDING TAXES PAYABLE RECORD SS, FWH #2	1,605.55	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD SS, FWH #2		4,539.55
500-00-21114-000-000		STATE WITHHOLDING TAXES PAYABL RECORD STATE WITHHOLDING #1	1,153.05	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD STATE WITHHOLDING #1		1,153.05
500-00-21114-000-000		STATE WITHHOLDING TAXES PAYABL RECORD STATE WITHHOLDING #2	966.29	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RECORD STATE WITHHOLDING #2		966.29
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE RETIREMENT PAID FOR MAY	6,910.23	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW RETIREMENT PAID FOR MAY		6,910.23
500-00-11100-013-000		METAL PLATE ACCT #400194 METAL PLATE INCOME FOR MAY	10,618.10	
500-00-43005-416-000		METAL PLATE INCOME-4001940 METAL PLATE INCOME FOR MAY		10,618.10
500-00-51028-000-000		METAL PLATE FEES & PURCHASES METAL PLATE PURCHASES AND FEES	9,750.50	
500-00-11100-013-000		METAL PLATE ACCT #400194 METAL PLATE PURCHASES AND FEES		9,750.50
500-00-51004-407-000		HEALTH INSURANCE HRA PAYMENT	3.88	



ALL Posted From: 6/01/2019 From Account:  
Thru: 6/30/2019 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PAYMENT		3.88
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
500-00-51004-407-000		HEALTH INSURANCE HRA PAYMENT	3,828.35	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PAYMENT		3,828.35
500-00-11100-012-000		TEMP PLATE ACCT #180273 TEMP PLATE INCOME	3,580.76	
500-00-43005-417-000		TEMP PLATE INCOME-180273 TEMP PLATE INCOME		3,580.76
500-00-51028-001-000		TEMP PLATE FEES & PURCHASES TEMP PLATE EXPENSES	3,580.74	
500-00-11100-012-000		TEMP PLATE ACCT #180273 TEMP PLATE EXPENSES		3,580.74
500-00-51004-407-000		HEALTH INSURANCE HRA PYMT	408.79	
500-00-11100-014-000		TREASURER'S WORKING CASH-NOW HRA PYMT		408.79
Total			51,046.70	51,046.70

PAYROLL 6/06/2019 Payroll Fringe Benefits - Social Security

500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) HEALTH INSURANC Fringes	43.40	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) HOLIDAYS Fringes	64.17	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) NIGHT SHIFT Fringes	12.95	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) ON CALL Fringes	0.97	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) OVERTIME Fringes	158.15	

ALL Posted From: 6/01/2019 From Account:  
Thru: 6/30/2019 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	1,074.25	
		SALARIES Fringes		
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE		1,353.89
		Social Security Fringes		
		Total	1,353.89	1,353.89

PAYROLL 6/06/2019 Payroll Fringe Benefits - Medicare

500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	10.16	
		HEALTH INSURANC Fringes		
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	15.00	
		HOLIDAYS Fringes		
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	3.02	
		NIGHT SHIFT Fringes		
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	0.23	
		ON CALL Fringes		
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	37.00	
		OVERTIME Fringes		
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE)	251.22	
		SALARIES Fringes		
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE		316.63
		Medicare Fringes		
		Total	316.63	316.63

PAYROLL 6/06/2019 Payroll Fringe Benefits - Retirement

500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	139.50	
		HOLIDAYS Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	27.59	
		NIGHT SHIFT Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	2.91	
		ON CALL Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	300.74	
		OVERTIME Fringes		
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE	2,177.98	
		SALARIES Fringes		
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE		2,648.72
		Retirement Fringes		
		Total	2,648.72	2,648.72

PAYROLL 6/20/2019 Payroll Fringe Benefits - Social Security

ALL Posted From: 6/01/2019 From Account:  
Thru: 6/30/2019 Thru Account:

---- Journal Entry ----

Number	Date		Debit	Credit
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) NIGHT SHIFT Fringes	9.03	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) ON CALL Fringes	3.35	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) OVERTIME Fringes	88.46	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) SALARIES Fringes	1,088.11	
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE Social Security Fringes		1,188.95
Total			1,188.95	1,188.95
<hr/>				
PAYROLL 6/20/2019 Payroll Fringe Benefits - Medicare				
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) NIGHT SHIFT Fringes	2.11	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) ON CALL Fringes	0.78	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) OVERTIME Fringes	20.69	
500-00-51008-000-000		SOC.SEC.(EMPLOYER SHARE) SALARIES Fringes	254.47	
500-00-21112-000-000		SOC. SEC. TAXES PAYABLE Medicare Fringes		278.05
Total			278.05	278.05
<hr/>				
PAYROLL 6/20/2019 Payroll Fringe Benefits - Retirement				
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE NIGHT SHIFT Fringes	19.72	
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE ON CALL Fringes	10.18	
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE OVERTIME Fringes	161.82	
500-00-51013-000-000		STATE RETIREMENT-DEPT SHARE SALARIES Fringes	2,177.96	
500-00-21116-000-000		EMPLOYEE RETIREMENT PAYABLE Retirement Fringes		2,369.68
Total			2,369.68	2,369.68
Grand Total			59,202.62	59,202.62

Attorney Alan Harvey has reviewed and formatted the revised Police Ordinances as the Colby-Abbotsford Police Commission (CAPC) has recommended thus far. He has suggested a few updates to the 50-year old ordinances, which I believe should be adopted. I have summarized the situation as follows, which we will discuss at the July 8 CAPC meeting. I am suggesting that we incorporate whatever changes we agree upon in new ordinances Mr. Harvey will prepare for consideration by both city councils in August.

Changes we have approved thus far: *Election of officers, President/Vice President; Having the CAPC designate which municipality handles the accounting for the Colby-Abbotsford Police Department (CAPD); Having the CAPC designate a Recording Secretary for meetings; Adding the City of Abbotsford's section regarding the Maintenance of Personnel Records and Performance Evaluations to the City of Colby ordinance; and fixing several typos identifying the City of Abbotsford and the City of Colby in their respective ordinances.*

New Change #1 recommended: Clear up section on which officials are authorized to sign checks regarding CAPD and CAPC expenditures. *Checks drawn on the account of the Colby-Abbotsford Police Department and the Colby-Abbotsford Police Commission shall require two signatures. Checks may be signed by the President or Vice-President or Mayor of the municipality designated to handle the accounting of funds for the year payment is being made and the Clerk or Deputy Clerk of the municipality designated to handle the accounting of funds for the year payment is being made.*

New Change #2 recommended: Current ordinances call for termination of the joint agreement with only 60 days notice, which could occur prior to May 1 of each calendar year. *Change agreement to be effective from now until Jan. 1, with annual renewal Jan. 1 to run with calendar and budget years to minimize fiscal disruptions. In addition, change 60-day notice to a one-year notice so proper planning and budgeting can be done to make any future transition smoother.*

New Change #3 recommended: Current ordinances do not spell out the ownership of CAPD equipment/vehicles and how ongoing financial obligations are to be addressed in the event of nonrenewal of the agreement. *Change agreement to allow the municipality which did not give the nonrenewal notice to keep the CAPD equipment and vehicles and to require the terminating municipality to pay for its fair share of debt or other obligations.*

*Respectfully Submitted,*

*Todd M. Schmidt, CAPC President*

# Community Code Service

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**ALAN J. HARVEY, ATTORNEY-AT-LAW**

3900 VINBURN ROAD  
DEFOREST, WISCONSIN 53532  
TELEPHONE (608) 846-5897  
alanjharvey@gmail.com

July 22, 2019

Dan Grady, Administrator  
City of Abbotsford  
203 N. First Street  
Abbotsford, WI 54405

RE: Revised Colby-Abbotsford Police Department & Joint Commission Ordinance

Dear Dan and City Officials:

I recently submitted an amended version of a joint Ordinance to be enacted by the Cities of Abbotsford and Colby regarding the Colby-Abbotsford Police Commission and Department. I also made a number of recommendations as to how I thought the joint Ordinance could be improved, with some "gaps" addressed.

Todd Schmidt, president of the Commission, responded that the Commission was receptive to my recommendations and that the joint Ordinance needed further revisions to incorporate these additions. With that in mind, enclosed you will find the Abbotsford version of the revised Ordinance. It is my understanding that the Common Council hopes to adopt this version at its August meeting.

Please feel free to contact me if you have questions or if I can be of further assistance.

Thank you.

Very truly yours,  
COMMUNITY CODE SERVICE

  
Alan J. Harvey

AJH:dsk

Enc.

cc: City of Colby  
Todd Schmidt

**ORDINANCE No.** 2019-5

**AN ORDINANCE REGARDING LAW ENFORCEMENT,  
THE COLBY-ABBOTSFORD POLICE DEPARTMENT  
AND THE COLBY-ABBOTSFORD POLICE COMMISSION**

The Common Council of the City of Abbotsford, Clark and Marathon Counties, Wisconsin, do ordain as follows:

**SECTION I. REPEAL AND ADOPTION OF PROVISIONS.**

Based upon a list of possible ordinance amendments pertaining to law enforcement, the Colby-Abbotsford Police Commission and the joint Colby-Abbotsford Police Department, the Colby-Abbotsford Police Commission voted on June 19, 2019 to recommend that the common councils of the City of Colby and the City of Abbotsford respectively repeal existing Title 5, Chapter 1 of the respective Codes of Ordinances of each municipality, first adopted in 1969 and amended August 6, 2013, and adopt and replace those provisions with the following Ordinance text. Sections 5-1-1 through 5-1-4 of the City of Abbotsford Code of Ordinances are hereby repealed in their entirety and recreated as follows:

## Chapter 1

---

### **Law Enforcement**

- 5-1-1** Colby-Abbotsford Police Commission
- 5-1-2** General Powers of Police Officers
- 5-1-3** Maintenance of Personnel Records and Performance Evaluations
- 5-1-4** Civilians to Assist

## **Sec. 5-1-1 Colby-Abbotsford Police Commission.**

- (a) **Creation.** Pursuant to Sections 66.30 and 52.13(2m), Wis. Stats., and other applicable Wisconsin law, the City of Colby and the City of Abbotsford shall provide police services through the "Colby-Abbotsford Police Department", a joint police department. There shall be a "Colby-Abbotsford Police Commission" which shall facilitate administration of the Colby-Abbotsford Police Department for both cities as provided herein and perform the duties of a police commission under Section 62.13(3),(4) and (5), Wis. Stats., in lieu of separate police and fire commissions.
- (b) **Composition.** The Colby-Abbotsford Police Commission shall consist of six (6) members. Three (3) members shall be appointed by the mayor of the City of Colby and three (3) members shall be appointed by the mayor of the City of Abbotsford, from members of the respective common councils, subject to confirmation by each respective council. Commission members shall serve annual terms, commencing immediately after the April re-organizational meeting of each respective common council in the year of appointment, except each commissioner shall serve until his/her successor is appointed and qualified. Vacancies shall be filled as original appointments. Commission members serving as of the date of this Section/ ordinance (August 5, 2019) shall continue to serve as Commission members for the remainder of their term.
- (c) **Contract; Renewal.**
- (1) Adoption of this Section by both participating cities constitutes a binding contract under Sections 62.13(2m) and 66.30, Wis. Stats., and is an amendment of the original agreement enacted by mutual ordinance by the cities of Colby and Abbotsford in 1969. This is an annual agreement running from January 1 of each year, which will automatically renew for successive terms of one (1) year, unless either municipality notifies the other, in writing, at least one (1) year before the expiration of any term, of its intention to withdraw from the joint Police Department and joint Police Commission at the end of such term.
  - (2) In the event of non-renewal of the agreement, the municipality which did not give a non-renewal notice retains the equipment and vehicles of the Colby-Abbotsford Police Department. The terminating municipality shall pay its fair share, as determined by the Commission, of outstanding Department debt and other financial obligations.
- (d) **Organization.**
- (1) The joint Police Commission shall elect a President and Vice-President, and such other officers as may in its judgment be necessary, and keep an actual written record of its proceedings to include all actions taken.
  - (2) The function of recording secretary shall be established by majority vote of the joint Police Commission.
  - (3) Members of the Police Commission shall be compensated for regular attendance in the same manner as attendance of committees duly

established respectively by the City of Colby Mayor and Common Council and the City of Abbotsford Mayor and Common Council, and shall be considered a meeting as a law enforcement committee of each respective council while meeting as a joint Police Commission.

- (e) **Rules and Regulations.** The Police Commission shall establish rules and regulations for the performance of its duties and where not specifically set forth otherwise as to the conduct of meetings, *Roberts Rules of Order* shall prevail.
- (f) **Duties and Authority.**
  - (1) The mayor of each city shall be the head of the police department with regard to law enforcement activities in their respective cities. The Chief of Police shall obey all lawful written orders of the mayors or common councils of each city as to matters within the respective jurisdictions of said mayors or common councils.
  - (2) The Police Commission shall, subject to the approval of both common councils, direct the operation of the joint Police Department, such as to contracts for and of purchase squad cars, apparatus and supplies, and authorize payment of bills, salaries, and other expenses. The Police Commission shall monthly submit to the city councils of Colby and Abbotsford its actions and accounts for review by each common council. Submission in the form of meeting minutes and account worksheets shall be sufficient, unless further documentation is necessary or requested after consideration of the minutes and accounts as submitted. However, the Police Commission may pay the following obligations prior to submission for approval to the common councils:
    - a. Employee salaries and benefits in amounts previously approved by each common council;
    - b. Expenditures for supplies or services not greater than Two Thousand Five Hundred Dollars (\$2,500.00);
    - c. Any other continuing expenditures approved by written resolution of both common councils.
  - (3) All collective bargaining agreements and employee compensation determinations shall be approved by both common councils, and the mayors of each city shall sign any collective bargaining agreement on behalf of their respective cities.
  - (4) Any and all contracts, obligations, policies or actions of the Colby-Abbotsford Police Commission entered, conducted, and decided or determined prior to enactment of this Section are hereby approved and ratified.
  - (5) Appointment of subordinates shall be in accordance with Section 62.13(4), Wis. Stats., within the limitation of available funds. The municipal clerks of each respective municipality shall swear in all police officers. Prior to the first day of October of each year, the Police Commission shall submit to the Common Council of the City of Colby and the Common Council of the City of Abbotsford an annual budget for the ensuing year, and file the same with the



respective municipal clerks of each municipality. Upon the approval of each governing common council, a determined percentage shall be included in each municipal budget.

- (6) The Colby-Abbotsford Police Commission shall designate one (1) municipality to handle the accounting of the Colby-Abbotsford Police Department and the Colby-Abbotsford Police Commission. Checks drawn on the account of the Colby-Abbotsford Police Department and the Colby-Abbotsford Police Commission shall require two (2) signatures. Checks may be signed by the Commission's President, Vice-President or Mayor of the municipality designated to handle the accounting of funds for the year in which payment is being made and the City Clerk-Treasurer or Deputy Clerk-Treasurer of the municipality designated to handle the accounting of funds for the year in which payment is being made.
- (7) Each municipal governing body may, from time-to-time, also request a report as to activities and expenditures of the Police Commission.
- (8) The designated municipality shall pay from the funds so appropriated the expenses of administration. All expenditures shall be made by orders of the respective clerks of the municipal unit drawn upon to pay bills that have been ordered and approved by the Police Commission and approved in accordance with this Section, and presented to the respective municipal clerks. The Police Commission shall not contract any liability in excess of the budget of said Commission authorized by the respective governing bodies and such other income as shall be received by the Commission.

## **Sec. 5-1-2 General Powers of Police Officers.**

Every member of the Colby-Abbotsford Police Department shall:

- (a) - Familiarize himself/herself with the ordinances of the City of Colby and the City of Abbotsford and the Wisconsin Statutes and attend to the enforcement of such ordinances and statutes by all lawful means.
- (b) Help prevent crimes, misdemeanors and violations of City ordinances and protect the health, safety, public peace and order of the City of Colby and the City of Abbotsford and their inhabitants.
- (c) Report all street and sidewalk obstructions, unlighted street lamps, unlawful street signs or signals, and defective or dangerous streets and sidewalks to the appropriate person or organization responsible for their repair or service.
- (d) Maintain order at the scene of a fire or any other fire response within the City of Colby or City of Abbotsford.
- (e) See that the necessary permits and licenses issued by the State of Wisconsin, City of Colby and/or City of Abbotsford are in the possession of or properly displayed by any person engaged in an activity or business respectively within the City of Colby or the City of Abbotsford for which such permit

or license is required and that the terms of such permits or licenses are complied with.

- (f) Perform such other lawful duties as ordered by the Chief of Police or his/her authorized representative.

### **Sec. 5-1-3 Maintenance of Personnel Records and Performance Evaluations.**

The Chief of Police shall cause to be maintained adequate personnel records of employment, assignment, promotions, attendance, performance and training for all members of the Colby-Abbotsford Police Department. The Chief of Police shall also comply with all requirements of the Law Enforcement Standards Board in regard to background investigations. The Chief of Police shall keep himself/herself adequately informed of the activities of the Colby-Abbotsford Police Department and be assured that the duties of his/her subordinates are properly discharged. The Chief of Police shall establish procedures for recognizing outstanding performance by Colby-Abbotsford Police Department members for investigating complaints of misconduct by any member and for taking appropriate disciplinary action subject to the provisions of the applicable Wisconsin Statutes and the Rules and Procedures of the Colby-Abbotsford Police Department.

### **Sec. 5-1-4 Civilians to Assist.**

All persons in the City of Colby and the City of Abbotsford, when called upon by any police officer or peace officer, shall promptly aid and assist the officer in the execution of his/her duties. Whomever shall neglect or refuse to give such aid or assistance shall be subject to the general penalty as provided in the appropriate Section of the respective Code of Ordinances.

## **SECTION II. SEVERABILITY AND CONFLICTS OF LAW.**

If any provision of this Ordinance is found to be invalid or unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of the Ordinance shall continue in full force and effect.

## **SECTION III. EFFECTIVE DATE.**

This Ordinance shall take effect and be enforced from and after the date of its passage and publication as provided by law.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF ABBOTSFORD, WISCONSIN

\_\_\_\_\_  
Lori Voss, Mayor

\_\_\_\_\_  
Dan Grady, City Administrator

INTRODUCED: \_\_\_\_\_  
ADOPTED: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_

State of Wisconsin:  
Counties of Clark & Marathon:

I hereby certify that the foregoing Ordinance is a true, correct, and complete copy of an Ordinance duly and regularly enacted by the City of Abbotsford Common Council on the \_\_\_\_ day of \_\_\_\_\_, 2019 and that said Ordinance has not been repealed or amended and is now in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Dan Grady, City Administrator

**ORDINANCE NO: 2019-7**  
**Amending Section 10-1-13(b)**  
**Stop Signs Enumerated**

1       The Abbotsford/Colby Police Department has received numerous complaints of  
2       Excessive Speeding on West Spruce Street. Increased traffic and excessive speeding  
3       Has created public safety concerns for residents and children walking to and from  
4       School. The Abbotsford/Colby Police Department does not have adequate  
5       Manpower to enforce the speed limit. As such, the Abbotsford/Colby Police  
6       Department has requested that the intersection of North Fourth Avenue and West  
7       Spruce Street be made into a 4 way stop intersection.  
8       NOW THEREFORE, BE IT ORDAINED, that the Abbotsford City Council approves  
9       Of amending Section 10-1-13 (b), Stop Signs Enumerated, by adding the following  
10      Lines:  
11      (118) West Spruce Street, eastbound, at North 4th Avenue  
12      (119) West Spruce Street, westbound, at North 4<sup>th</sup> Avenue

Attest:

\_\_\_\_\_  
Mayor Lori Voss

\_\_\_\_\_  
Dan Grady – City Administrator/Clerk/Treasurer

\_\_\_\_\_  
Duly and Officially Adopted on

City of Abbotsford, WI

General Obligation Borrowing Capacity - As of August 1, 2019

Levy Year	Collect Year	TID In Equalized Valuation	2009 G.O. Prom. Note \$140,000	2010 State Trust Fund Loan \$100,000	2010 Water Tax G.O. Bond \$1,220,000	2012 G.O. Ref. Bond \$2,325,000	2015 G.O. Prom. Note \$35,000	2015 G.O. Prom. Note \$579,699	5% G.O. Borrowing Capacity	Beginning of Year Principal Outstanding	Beginning of Year Remaining Borrowing Capacity	Beginning of Year Percent Remaining	Total Principal Payment	End of Year Principal Outstanding	End of Year Remaining Borrowing Capacity	End of Year Percent Remaining
2018	2019	130,972,600			70,000				6,548,630	2,499,499	4,049,131	62%	70,000	2,429,499	4,119,131	63%
2019	2020	130,972,600		12,093	75,000	155,000	7,406		6,548,630	2,429,499	4,119,131	63%	249,499	2,180,000	4,368,630	67%
2020	2021	130,972,600			75,000	155,000			6,548,630	2,180,000	4,368,630	67%	230,000	1,950,000	4,598,630	70%
2021	2022	130,972,600			80,000	160,000			6,548,630	1,950,000	4,598,630	70%	240,000	1,710,000	4,838,630	74%
2022	2023	130,972,600			80,000	165,000			6,548,630	1,710,000	4,838,630	74%	245,000	1,465,000	5,083,630	78%
2023	2024	130,972,600			85,000	170,000			6,548,630	1,465,000	5,083,630	78%	255,000	1,210,000	5,338,630	82%
2024	2025	130,972,600			90,000	175,000			6,548,630	1,210,000	5,338,630	82%	265,000	945,000	5,603,630	86%
2025	2026	130,972,600			90,000	180,000			6,548,630	945,000	5,603,630	86%	270,000	675,000	5,873,630	90%
2026	2027	130,972,600			105,000	185,000			6,548,630	675,000	5,873,630	90%	290,000	385,000	6,163,630	94%
2027	2028	130,972,600				190,000			6,548,630	385,000	6,163,630	94%	190,000	195,000	6,353,630	97%
2028	2029	130,972,600				195,000			6,548,630	195,000	6,353,630	97%	195,000	0	6,548,630	100%
<b>Total</b>			-	12,093	750,000	1,730,000	7,406	-								

## Exhibit 2

For Discussion Only

### City of Abbotsford, WI

Debt Levy - Existing

Levy Year	Collect Year	TID Out Equalized Valuation	2009 G.O. Prom. Note \$140,000	2010 State Trust Fund Loan \$100,000	2010 Water Tax G.O. Bond \$1,220,000	2012 G.O. Ref. Bond \$2,325,000	2015 G.O. Prom. Note \$35,000	2015 G.O. Prom. Note \$579,699	Subtotal	Total Revenues	Projected Debt Levy	Projected Equalized Mill Rate
2018	2019	112,342,200	17,672	12,638	112,825	197,440	7,621	76,321	424,517	204,107	220,410	1.96
2019	2020	112,342,200		12,638	114,675	199,390	8,610		335,313	127,313	208,000	1.85
2020	2021	112,342,200			111,300	196,213			307,513	111,300	196,213	1.75
2021	2022	112,342,200			111,800	197,785			309,585	111,800	197,785	1.76
2022	2023	112,342,200			107,000	198,923			305,923	107,000	198,923	1.77
2023	2024	112,342,200			107,200	199,735			306,935	107,200	199,735	1.78
2024	2025	112,342,200			107,100	200,160			307,260	107,100	200,160	1.78
2025	2026	112,342,200			101,700	200,190			301,890	101,700	200,190	1.78
2026	2027	112,342,200			108,150	199,803			307,953	108,150	199,803	1.78
2027	2028	112,342,200				198,990			198,990		198,990	1.77
2028	2029	112,342,200				198,023			198,023		198,023	1.76

### Exhibit 3

For Discussion Only

**City of Abbotsford, WI**

Debt Revenues - Existing

Levy Year	Collect Year	TID 5	TID 5	Water	Water	Total Revenues
		2009 G.O. Prom. Note \$140,000	2010 State Trust Fund Loan \$100,000	2010 Water Tax G.O. Bond \$1,220,000	2015 G.O. Prom. Note \$579,699	
2018	2019	17,672	12,638	112,825	60,972	<b>204,107</b>
2019	2020		12,638	114,675		<b>127,313</b>
2020	2021			111,300		<b>111,300</b>
2021	2022			111,800		<b>111,800</b>
2022	2023			107,000		<b>107,000</b>
2023	2024			107,200		<b>107,200</b>
2024	2025			107,100		<b>107,100</b>
2025	2026			101,700		<b>101,700</b>
2026	2027			108,150		<b>108,150</b>

City of Abbotsford, WI

Tax Increment Forecast

TID No. 6 - Mixed Use District (With Boundary Amendment approved in 2018)

Creation Date 9/21/2016  
 End of Expenditure Period 2031  
 Maximum Life of District (Final Year) 2036  
 Final Revenue Collection Year 2037

Inflation Factor: 0.00%

Construction Year	Valuation Year	Revenue Year	Inflation Increment	REVENUES			PRIMARY USE OF TID 6 REVENUES			SECONDARY USE OF TID 6 REVENUES						Projected Annual Balance	Projected Cumulative Balance		
				5 Apartments \$2.4 Million Each New Valuation	TID Value Increment	Blended Rate Tax Rate	Projected Tax Increment	2018 Tax Increment Revenue Bond \$2,325,000	Primary Use Debt Coverage	Projected Remaining TID No. 1 Revenues	Shilling Land Purchase	Develop. Incentive	Estimated Playground Equipment	Estimated Swamp Buck Drive	Estimated Parks & Recreation			Projected Admin. Expenses	Projected Total
2015	2016	2017	-				-												
2016	2017	2018	-		10,853,000	23.98	260,251			260,251	47,000	20,000				20,000	87,000	173,251	54,573
2017	2018	2019	-		15,992,000	25.10	401,353	152,758	2.63	248,592	40,000		50,000		7,500	97,500	151,092	205,665	
2018	2019	2020	-	2,400,000	18,392,000	25.10	461,586	306,750	1.50	154,834	40,000				7,500	47,500	107,334	312,999	
2019	2020	2021	-	7,200,000	25,592,000	25.10	642,285	307,720	2.09	334,563	40,000				7,500	87,500	247,063	560,062	
2020	2021	2022	-	2,400,000	27,992,000	25.10	702,518	308,260	2.28	394,255				40,000	7,500	47,500	346,755	906,817	
2021	2022	2023	-		27,992,000	25.10	702,518	303,370	2.32	399,145				40,000	7,500	47,500	351,645	1,258,462	
2022	2023	2024	-		27,992,000	25.10	702,518	308,265	2.28	394,250				40,000	7,500	47,500	346,750	1,605,213	
2023	2024	2025	-		27,992,000	25.10	702,518	307,515	2.28	395,000				40,000	7,500	47,500	347,500	1,952,713	
2024	2025	2026	-		27,992,000	25.10	702,518	306,335	2.29	396,180				40,000	7,500	47,500	348,680	2,301,393	
2025	2026	2027	-		27,992,000	25.10	702,518	304,725	2.31	397,790				40,000	7,500	47,500	350,290	2,651,684	
2026	2027	2028	-		27,992,000	25.10	702,518	307,685	2.28	394,830				40,000	7,500	47,500	347,330	2,999,014	
2027	2028	2029	-		27,992,000	25.10	702,518			702,518				40,000	7,500	47,500	655,018	3,654,032	
2028	2029	2030	-		27,992,000	25.10	702,518			702,518				40,000	7,500	47,500	655,018	4,309,049	
2029	2030	2031	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	5,004,067	
2030	2031	2032	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	5,699,085	
2031	2032	2033	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	6,394,102	
2032	2033	2034	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	7,089,120	
2033	2034	2035	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	7,784,137	
2034	2035	2036	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	8,479,155	
2035	2036	2037	-		27,992,000	25.10	702,518			702,518					7,500	7,500	695,018	9,174,173	



	Balance 1/1/2018	Increases	Decreases	Balance 12/31/2018	Amounts Due Within One Year
<b>Governmental Activities</b>					
Bonds and notes payable:					
General obligation debt	\$ 2,156,480	\$ -	\$ 205,565	\$ 1,950,915	\$ 200,513
TID revenue bonds	-	2,325,000	-	2,325,000	75,000
Add/Subtract Amounts For:					
Premiums/Discount on debt	(23,355)	-	(2,063)	(21,292)	-
Total bonds and notes payable	<u>2,133,125</u>	<u>2,325,000</u>	<u>203,502</u>	<u>4,254,623</u>	<u>275,513</u>
<b>Business-Type Activities</b>					
Bonds and notes payable:					
General obligation debt	\$ 969,278	\$ -	\$ 160,539	\$ 808,739	\$ 128,739
Mortgage revenue bonds	17,464,100	-	339,600	17,124,500	349,100
Add/Subtract Amounts For:					
Premiums/Discount on debt	(10,295)	-	(1,143)	(9,152)	-
Total bonds and notes payable	<u>18,423,083</u>	<u>-</u>	<u>498,996</u>	<u>17,924,087</u>	<u>477,839</u>

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rate</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/2018</u>
<b><u>Governmental Activities</u></b>					
G.O. promissory note	2/11/2009	2/1/2019	2.35 - 3.95%	\$ 140,000	\$ 17,000
State trust fund loan	3/16/2010	3/15/2020	4.50%	100,000	23,582
G.O. refunding bonds	8/15/2012	3/1/2029	2.0 - 3.10%	2,325,000	1,880,000
G.O. promissory note	3/17/2015	3/17/2020	2.90%	35,000	15,592
G.O. promissory note	7/20/2015	7/20/2018	2.80%	227,732	14,741
TID revenue bond	12/21/2018	10/1/2028	4.30%	2,325,000	2,325,000
Total governmental activities					<u>\$ 4,275,915</u>

Years	Governmental Activities	
	Principal	Interest
2019	\$ 275,513	\$ 127,965
2020	385,402	141,901
2021	375,000	128,933
2022	390,000	116,045
2023	400,000	102,293
2024-2028	2,255,000	278,403
2025-2029	195,000	3,023
Totals	<u>\$ 4,275,915</u>	<u>\$ 898,563</u>

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rate</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/2018</u>
<b><u>Business-Type Activities</u></b>					
Water revenue bond	10/29/1997	10/1/2037	4.875%	\$ 2,747,300	\$ 1,959,600
Water revenue bond	3/26/2012	10/1/2051	2.25%	9,187,000	8,021,500
Water taxable G.O. bond	10/4/2010	5/1/2027	2.75-6.0%	1,220,000	750,000
Water G.O. promissory note	7/20/2015	7/20/2018	2.80%	341,195	58,739
Sewer revenue bond	6/16/2016	5/1/2056	2.25%	7,376,000	7,143,400
Total business-type activities					<u>\$ 17,933,239</u>

Years	Business-Type Activities	
	Principal	Interest
2019	\$ 477,839	\$ 478,761
2020	433,900	463,786
2021	443,900	450,512
2022	459,300	435,794
2023	470,100	420,442
2024-2028	2,495,500	1,850,438
2029-2033	2,455,200	1,475,225
2034-2038	2,680,800	1,094,724
2039-2043	2,346,600	779,946
2044-2048	2,625,300	501,469
2049-2053	2,233,400	201,701
2054-2056	811,400	27,659
Totals	<u>\$ 17,933,239</u>	<u>\$ 8,180,457</u>

CITY OF ABBOTSFORD  
Debt Margin  
12/31/2018

Clark County Debt Limit	3,342,040	FF-09
Marathon County Debt Limit	3,206,590	FF-09
	<u>6,548,630</u>	Ⓜ
G.O. DEBT	<u>2,759,654</u>	42.14%
DEBT MARGIN	<u><u>3,788,976</u></u>	57.86%

City of Abbotsford  
Amortization for Footnote Disclosure  
12/31/2018

	Governmental Funds							\$579,699 G.O	1,985K G.O	MRB's	Total	Grand Total
	\$579,699 G.O	35K G.O.	2,325K TIF Bonds	140K G.O.	2,325 G.O	100 STFL	Total					
2019 P	14,741.85	7,197.31	75,000.00	17,000	150,000	11,574	275,512.67	58,739.22	-	419,100.00	477,839.22	753,351.89
I	607.03	423.48	77,758.33	672	47,440	1,065	127,965.32	2,233.00	-	476,527.62	478,760.62	606,725.94
2020 P	-	8,394.55	210,000.00	-	155,000	12,009	385,403.33	-	-	433,900.00	433,900.00	819,303.33
I	-	215.23	96,750.00	-	44,390	546	141,900.90	-	-	463,786.24	463,786.24	605,687.14
2021 P	-	-	220,000.00	-	155,000	375,000.00	-	-	-	443,900.00	443,900.00	818,900.00
I	-	-	87,720.00	-	41,213	128,932.50	-	-	-	450,511.62	450,511.62	579,444.12
2022 P	-	-	230,000.00	-	160,000	390,000.00	-	-	-	459,300.00	459,300.00	849,300.00
I	-	-	78,260.00	-	37,785	116,045.00	-	-	-	435,794.36	435,794.36	551,839.36
2023 P	-	-	235,000.00	-	165,000	400,000.00	-	-	-	470,100.00	470,100.00	870,100.00
I	-	-	68,370.00	-	33,923	102,292.50	-	-	-	420,442.41	420,442.41	522,734.91
2024 P	-	-	250,000.00	-	170,000	420,000.00	-	-	-	486,300.00	486,300.00	906,300.00
I	-	-	58,265.00	-	29,735	88,000.00	-	-	-	404,743.02	404,743.02	492,743.02
2025 P	-	-	260,000.00	-	175,000	435,000.00	-	-	-	502,800.00	502,800.00	937,800.00
I	-	-	47,515.00	-	25,160	72,675.00	-	-	-	388,380.47	388,380.47	461,055.47
2026 P	-	-	270,000.00	-	180,000	450,000.00	-	-	-	514,700.00	514,700.00	964,700.00
I	-	-	36,335.00	-	20,190	56,525.00	-	-	-	371,346.46	371,346.46	427,871.46
2027 P	-	-	280,000.00	-	185,000	465,000.00	-	-	-	541,900.00	541,900.00	1,006,900.00
I	-	-	24,725.00	-	14,803	39,527.50	-	-	-	350,771.90	350,771.90	390,299.40
2028 P	-	-	295,000.00	-	190,000	485,000.00	-	-	-	449,800.00	449,800.00	934,800.00
I	-	-	12,685.00	-	8,990	21,675.00	-	-	-	335,196.07	335,196.07	358,871.07
2029 P	-	-	-	-	195,000	195,000.00	-	-	-	462,800.00	462,800.00	657,800.00
I	-	-	-	-	3,023	3,022.50	-	-	-	322,345.00	322,345.00	325,367.50
2030 P	-	-	-	-	-	-	-	-	-	476,500.00	476,500.00	476,500.00
I	-	-	-	-	-	-	-	-	-	309,059.31	309,059.31	309,059.31
2031 P	-	-	-	-	-	-	-	-	-	490,500.00	490,500.00	490,500.00
I	-	-	-	-	-	-	-	-	-	295,319.70	295,319.70	295,319.70
2032 P	-	-	-	-	-	-	-	-	-	505,200.00	505,200.00	505,200.00
I	-	-	-	-	-	-	-	-	-	281,104.74	281,104.74	281,104.74
2033 P	-	-	-	-	-	-	-	-	-	520,200.00	520,200.00	520,200.00
I	-	-	-	-	-	-	-	-	-	267,396.29	267,396.29	267,396.29
2034 P	-	-	-	-	-	-	-	-	-	535,600.00	535,600.00	535,600.00
I	-	-	-	-	-	-	-	-	-	251,177.85	251,177.85	251,177.85
2035 P	-	-	-	-	-	-	-	-	-	552,000.00	552,000.00	552,000.00
I	-	-	-	-	-	-	-	-	-	235,430.10	235,430.10	235,430.10
2036 P	-	-	-	-	-	-	-	-	-	568,600.00	568,600.00	568,600.00
I	-	-	-	-	-	-	-	-	-	219,124.34	219,124.34	219,124.34
2037 P	-	-	-	-	-	-	-	-	-	585,900.00	585,900.00	585,900.00
I	-	-	-	-	-	-	-	-	-	202,242.39	202,242.39	202,242.39
2038 P	-	-	-	-	-	-	-	-	-	438,700.00	438,700.00	438,700.00
I	-	-	-	-	-	-	-	-	-	186,748.89	186,748.89	186,748.89
2039 P	-	-	-	-	-	-	-	-	-	448,500.00	448,500.00	448,500.00
I	-	-	-	-	-	-	-	-	-	176,800.51	176,800.51	176,800.51
2040 P	-	-	-	-	-	-	-	-	-	458,600.00	458,600.00	458,600.00
I	-	-	-	-	-	-	-	-	-	166,628.26	166,628.26	166,628.26
2041 P	-	-	-	-	-	-	-	-	-	469,100.00	469,100.00	469,100.00
I	-	-	-	-	-	-	-	-	-	156,226.51	156,226.51	156,226.51
2042 P	-	-	-	-	-	-	-	-	-	479,800.00	479,800.00	479,800.00
I	-	-	-	-	-	-	-	-	-	145,586.26	145,586.26	145,586.26
2043 P	-	-	-	-	-	-	-	-	-	490,600.00	490,600.00	490,600.00
I	-	-	-	-	-	-	-	-	-	134,704.13	134,704.13	134,704.13
2044 P	-	-	-	-	-	-	-	-	-	501,700.00	501,700.00	501,700.00
I	-	-	-	-	-	-	-	-	-	123,576.76	123,576.76	123,576.76
2045 P	-	-	-	-	-	-	-	-	-	513,200.00	513,200.00	513,200.00
I	-	-	-	-	-	-	-	-	-	112,197.39	112,197.39	112,197.39
2046 P	-	-	-	-	-	-	-	-	-	524,700.00	524,700.00	524,700.00
I	-	-	-	-	-	-	-	-	-	100,558.13	100,558.13	100,558.13
2047 P	-	-	-	-	-	-	-	-	-	536,800.00	536,800.00	536,800.00
I	-	-	-	-	-	-	-	-	-	88,655.64	88,655.64	88,655.64
2048 P	-	-	-	-	-	-	-	-	-	548,900.00	548,900.00	548,900.00
I	-	-	-	-	-	-	-	-	-	76,480.89	76,480.89	76,480.89
2049 P	-	-	-	-	-	-	-	-	-	561,200.00	561,200.00	561,200.00
I	-	-	-	-	-	-	-	-	-	64,032.77	64,032.77	64,032.77
2050 P	-	-	-	-	-	-	-	-	-	574,000.00	574,000.00	574,000.00
I	-	-	-	-	-	-	-	-	-	51,303.39	51,303.39	51,303.39
2051 P	-	-	-	-	-	-	-	-	-	587,000.00	587,000.00	587,000.00
I	-	-	-	-	-	-	-	-	-	38,284.89	38,284.89	38,284.89
2052 P	-	-	-	-	-	-	-	-	-	252,700.00	252,700.00	252,700.00
I	-	-	-	-	-	-	-	-	-	26,915.63	26,915.63	26,915.63
2053 P	-	-	-	-	-	-	-	-	-	258,500.00	258,500.00	258,500.00
I	-	-	-	-	-	-	-	-	-	21,164.63	21,164.63	21,164.63
2054 P	-	-	-	-	-	-	-	-	-	264,400.00	264,400.00	264,400.00
I	-	-	-	-	-	-	-	-	-	15,282.00	15,282.00	15,282.00
2055 P	-	-	-	-	-	-	-	-	-	270,400.00	270,400.00	270,400.00
I	-	-	-	-	-	-	-	-	-	9,265.50	9,265.50	9,265.50
2056 P	-	-	-	-	-	-	-	-	-	276,600.00	276,600.00	276,600.00
I	-	-	-	-	-	-	-	-	-	3,111.75	3,111.75	3,111.75
P	14,741.85	15,591.86	2,325,000.00	17,000.00	1,880,000.00	23,582.29	4,275,916.00	58,739.22	-	17,874,500.00	17,933,239.22	22,209,155.22
I	607.03	638.71	588,383.33	671.50	306,650.00	1,610.65	898,561.22	2,233.00	-	8,178,223.82	8,180,456.82	9,079,018.04
	15,348.88	16,230.57	2,913,383.33	17,671.50	2,186,650.00	25,192.94	5,174,477.22	60,972.22	-	26,052,723.82	26,113,696.04	31,288,173.26

	Principal	Interest	Total	Principal	Interest	Total
2019	275,512.67	127,965.32	403,477.99	477,839.22	478,760.62	956,599.84
2020	385,403.33	141,900.90	527,304.23	433,900.00	463,786.24	897,686.24
2021	375,000.00	128,932.50	503,932.50	443,900.00	450,511.62	894,411.62
2022	390,000.00	116,045.00	506,045.00	459,300.00	435,794.36	895,094.36
2023	400,000.00	102,292.50	502,292.50	470,100.00	420,442.41	890,542.41
2024-2028	2,255,000.00	278,402.50	2,533,402.50	2,495,500.00	1,850,437.92	4,345,937.92
2029-2033	195,000.00	3,022.50	198,022.50	2,455,200.00	1,475,225.04	3,930,425.04
2034-2038	-	-	-	2,680,800.00	1,094,723.57	3,775,523.57
2039-2043	-	-	-	2,346,600.00	779,945.67	3,126,545.67
2044-2048	-	-	-	2,625,300.00	501,468.81	3,126,768.81
2049-2053	-	-	-	2,233,400.00	201,701.31	2,435,101.31
2054-2056	-	-	-	811,400.00	27,659.25	839,059.25
	4,275,916.00	898,561.22	5,174,477.22	17,933,239.22	8,180,456.82	26,113,696.04

**City of Abbotsford, WI****CLIENT LIAISON:**

Dan Borchardt, PE  
Phone: 715.304.0448  
Cell: 715.216-3601  
dborchardt@msa-ps.com

**DATE:**

August 5, 2019

**SAFE ROUTES TO SCHOOL DESIGN - MSA PROJECT #07681015****SPRUCE ST. (BUS. 29) RECONDITIONING PROJECT - MSA PROJECT #07681024****PROJECT STATUS UPDATE - SRTS**

Real estate in progress. Railroad coordination with WisDOT indicated easement needed from railroad to address sidewalk crossing the tracks.

The Plat is complete signed and recorded.

**INDUSTRIAL PARK CONNECTION TO STH 13 - MSA PROJECT #07681025****CONSTRUCTION UPDATE**

Prime Contractor Steen Construction needs to complete the final lift of asphalt and perform restoration work. Substantial completion was July 26, and Final completion was August 2. The City is allowing O'Reilly's to utilize the new roadway segment for their site construction. To minimize damage to the surface, asphalt and restoration work has paused on this project.

**SCHILLING SUBDIVISION – MSA PROJECT #07681026****CONSTRUCTION UPDATE**

Haas will work on cleaning up the Schilling subdivision site by topsoiling and fine grading for asphalt July 29-August 2. Haas will bring manholes to grade August 2 and 5. They will clean 4<sup>th</sup> Avenue on August 5, and place remaining asphalt on August 7. The City plans on playground equipment arriving August 12, for installation.

**2018 STREET & UTILITY PROJECT (CEDAR & 2<sup>ND</sup>) - MSA PROJECT #07681014****CONSTRUCTION UPDATE**

All work has been completed on this project and it is ready for final payment. A zero-balance change order will adjust all the estimated unit quantities in the contract to show the project is 100% complete.



## PROJECT UPDATE

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### **SPORTSMAN'S ADDITION STREET IMPROVEMENTS – MSA PROJECT #07681027** **CONSTRUCTION UPDATE**

Contractor Francis Melvin's anticipated schedule is shown below:

**Week of August 5 – August 9**

- Storm Sewer
- Grading

**Week of August 12 – August 16**

- Concrete Curb

**Week of August 19 – August 23**

- Paving

**Week of August 26– August 30**

- Restoration

### **COPPER COMPLIANCE ACTION PLAN– MSA PROJECT #07681034**

MSA submitted a Copper Action Plan to the Wisconsin Department of Natural Resources on July 1. The Copper Action Plan was required as part of the City's WPDES permit compliance schedule for copper. As of August 2, the WDNR had not provided any comments or questions regarding the Copper Action Plan.

The results of recent tests of effluent copper at the wastewater treatment plant utilizing a different sampling protocol have been consistently low, and suggest that the future monthly average effluent copper limit of 22 ug/L may be achievable. The results of three samples utilizing both the old and new sampling protocol resulted in a significant difference in test results. However, the influent copper concentrations during that time were also quite low. MSA had recommended testing of three influent and effluent samples per week for four weeks. We are now recommending that sampling of one influent and effluent sample per week continue until there is a high degree of confidence that the future copper limits can be met when the influent copper concentrations are higher. In the meantime, the items in the Copper Action Plan are "on hold" as it appears the issue might be resolved by the simple change in sampling protocol.

### **SOUTH 1<sup>ST</sup> AVENUE REHAB (LINDEN TO ELM) – MSA PROJECT #07681030**

This project design is approximately 75% complete and is anticipated to follow the bid schedule below.

Run Ad for Bids: August 14 and 21, 2019

Bid Opening: August 30, 2019 @ 9:00AM

Award Contract: September 3 or 11, 2019 (Council Board Meeting)

# MSA Memo

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**To:** Dan Grady, City of Abbotsford Administrator  
**From:** Chad Besaw, PLS  
**Subject:** Industrial Park Connection (Oreilly's) Certified Survey Map  
**Date:** July 10, 2019

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Dan,

Enclosed is the recordable copy of the Industrial Park Connection Certified Survey Map. Please take a moment to review it and let me know if there any desired edits to be made. If it is satisfactory, please put it on the August 5<sup>th</sup> agenda for review, acceptance, and signatures (page 3 of 3). After it is approved and signed, it needs to be recorded at Clark County Register of Deeds Office.

Please mail the map back to me if you prefer MSA records it. Or, if you prefer to record it, request a recorded copy to be emailed to you and forward it to me for our records. The cost to record it and purchase a recorded copy should be \$34.00. Please let me know who will be recording the document.

Thank you,



MSA Professional Services  
Chad Besaw, PLS Senior Project Surveyor

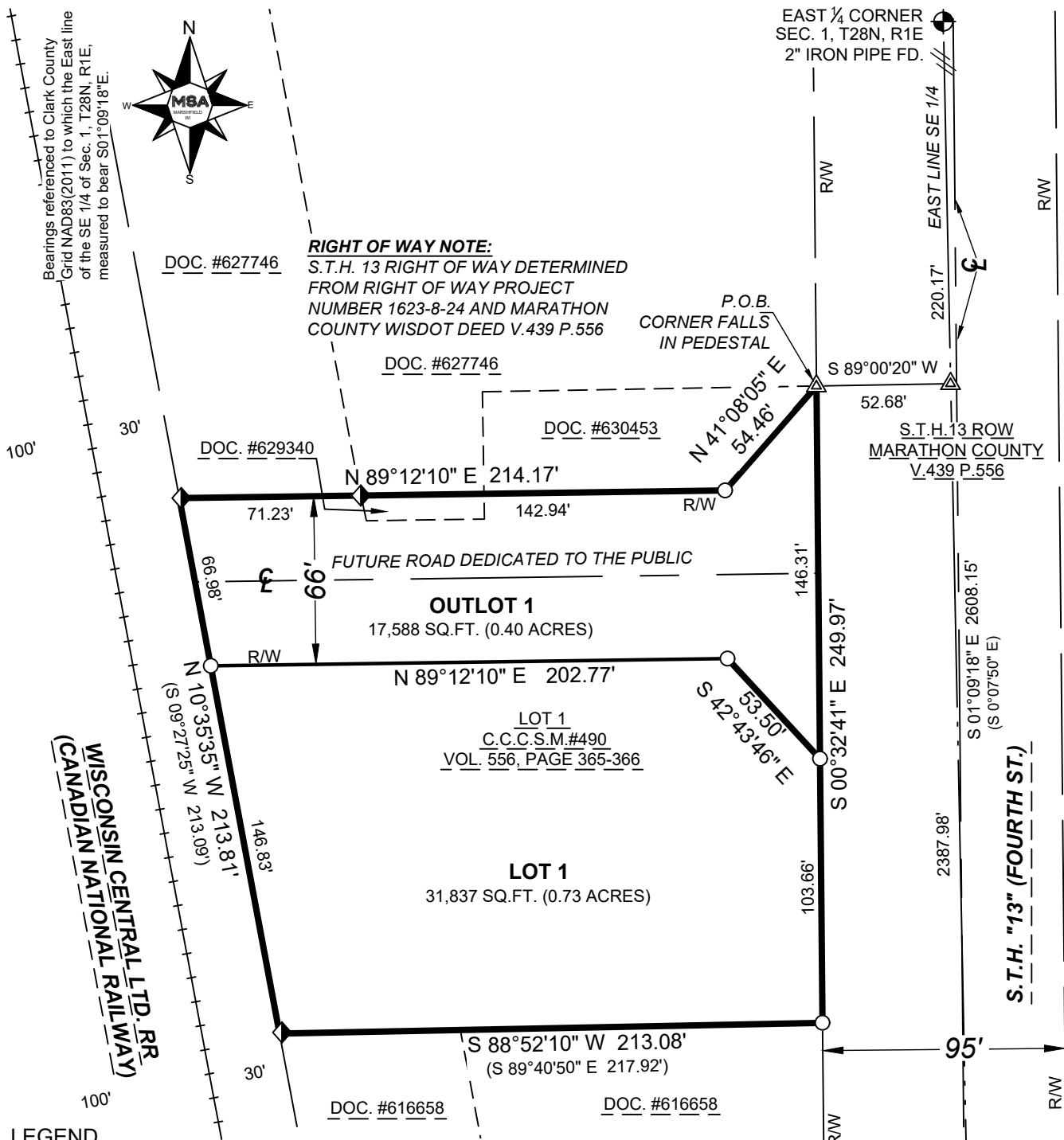


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 146 North Central Ave, Marshfield WI 54449  
 (715) 384-2133 www.msa-ps.com  
 © MSA Professional Services, Inc.

PROJECT NO. 07681025	OWNER: CITY OF ABBOTSFORD 203 NORTH FIRST STREET ABBOTSFORD, WI, 54405
DRAWN BY: EJS	
CHECK BY: CAB	
FILE NO. 07681025	
SHEET NO. 1 OF 3	

CLARK COUNTY CERTIFIED SURVEY MAP #

PART OF LOT 1 OF CLARK COUNTY CERTIFIED SURVEY MAP NO. 490,  
 AND LANDS DESCRIBED IN CLARK COUNTY DOCUMENT NO. 629340,  
 BEING LOCATED IN THE NE 1/4 OF THE SE 1/4,  
 OF SECTION 1, TOWNSHIP 28 NORTH, RANGE 1 EAST,  
 CITY OF ABBOTSFORD, CLARK COUNTY, WISCONSIN.



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PROJECT NO.	07681025
DRAWN BY:	EJS
CHECKED BY:	CAB
FILE:	07681025
SHEET NO.	2 OF 3

CLARK COUNTY CERTIFIED SURVEY MAP # \_\_\_\_\_

*PART OF LOT 1 OF CLARK COUNTY CERTIFIED SURVEY MAP NO. 490,  
 AND LANDS DESCRIBED IN CLARK COUNTY DOCUMENT NO. 629340,  
 BEING LOCATED IN THE NE 1/4 OF THE SE1/4,  
 OF SECTION 1, TOWNSHIP 28 NORTH, RANGE 1 EAST,  
 CITY OF ABBOTSFORD, CLARK COUNTY, WISCONSIN.*

**Surveyor's Certificate:**

I, Chad A. Besaw, Wisconsin Professional Land Surveyor #S-3029 hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes, Chapter AE-7 of the Wisconsin Administrative Code, and Title Fourteen - Subdivision Regulations of the City Ordinances of the City of Abbotsford, that under the direction of the City of Abbotsford, I have surveyed, divided, and mapped this plat; that such plat correctly represents all exterior boundaries of the land surveyed to the best of my knowledge and belief; and that this land is part of Clark County Certified Survey Map Number 490, and lands described in Clark County Document Number 629340, being located in the Northeast Quarter of the Southeast Quarter of Section 1, Township 28 North, Range 1 East, City of Abbotsford, Clark County, Wisconsin, containing 49,426 Square Feet or 1.13 acres of land more or less and described as follows:

Commencing at the East Quarter corner of said Section 1;  
 thence S01°09'18"E along the East line of the Southeast Quarter of said Section 1 a distance of 220.17 feet;  
 thence S89°00'20"W a distance of 52.68 feet to the West right of way line of State Trunk Highway "13" and being the Point of Beginning;  
 thence S00°32'41"E along said West right of way line of State Trunk Highway "13" a distance of 249.97 feet to the North line of a parcel described in Document No. 616658;  
 thence S88°52'10"W along the North line of said parcel a distance of 213.08 feet to the East right of way line of Wisconsin Central LTD Railroad (Canadian National Railway);  
 thence N10°35'35"W along said right of way line a distance of 213.81 feet to the Northwest corner of Lot 1 of Clark County Certified Survey Map No. 490;  
 thence N89°12'10"E along a portion of the North line of said Lot 1 a distance of 214.17 feet;  
 thence N41°08'05"E a distance of 54.46 feet to the Point of Beginning.

Together with and subject to any and all easements, restrictions, covenants, and right of ways of record.

\_\_\_\_\_  
 MSA PROFESSIONAL SERVICES DATE  
 CHAD A. BESAW,  
 WISCONSIN PROFESSIONAL SURVEYOR, #S-3029

CLIENT:
CITY OF ABBOTSFORD 203 NORTH FIRST STREET ABBOTSFORD, WI, 54405

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 146 North Central Ave, Marshfield WI 54449  
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PROJECT NO.	07681025
DRAWN BY:	EJS
CHECKED BY:	CAB
FILE:	07681025
SHEET NO.	3 OF 3

CLARK COUNTY CERTIFIED SURVEY MAP # \_\_\_\_\_

**PART OF LOT 1 OF CLARK COUNTY CERTIFIED SURVEY MAP NO. 490,  
 AND LANDS DESCRIBED IN CLARK COUNTY DOCUMENT NO. 629340,  
 BEING LOCATED IN THE NE 1/4 OF THE SE1/4,  
 OF SECTION 1, TOWNSHIP 28 NORTH, RANGE 1 EAST,  
 CITY OF ABBOTSFORD, CLARK COUNTY, WISCONSIN.**

**Owner's Certificate of Dedication:**

As owner(s), I (we) hereby certify that I (we) caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. I (we) also certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: City of Abbotsford

WITNESS the hand and seal of said owner(s) this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Lori Voss, Mayor

**(Owner's Notary Certificate)**

STATE OF WISCONSIN)  
 COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named \_\_\_\_\_ to me known to be the same person who executed the foregoing instrument and acknowledged the same.

(Notary Seal) \_\_\_\_\_  
 Notary Public, \_\_\_\_\_, Wisconsin  
 My commission expires \_\_\_\_\_.

**Common Council Approval Certificate**

Resolved, that this Certified Survey in the city of Abbotsford, \_\_\_\_\_, representative of owner, is hereby approved by the common council.

Date \_\_\_\_\_  
 Approved \_\_\_\_\_  
 Lori Voss, Mayor

Date \_\_\_\_\_  
 Signed \_\_\_\_\_  
 Attest: City Clerk

CLIENT:  
 CITY OF ABBOTSFORD  
 203 NORTH FIRST STREET  
 ABBOTSFORD, WI, 54405

**City of Abbotsford**  
**Spruce Street (Bus. 29) Reconditioning Hiline Rd to STH 13**  
Construction Cost Estimate  
Prepared by: MSA Professional Services, Inc.  
Updated: October 12, 2017

**Scope of Work:**

The project will recondition approximately 5,200 lineal feet of Spruce Street from Hiline Rd. to STH 13. The estimate assumes narrowing 3,200 feet of the corridor (5th Avenue to Railroad crossing) from 49-feet (face-to-face) to 41-feet (face-to-face) and installing new 5-foot sidewalks with grass terraces as part of the SRTS project. New storm sewer is also assumed between 5th Avenue and the Railroad crossing.

**Assumptions:**

<b>Reconditioning Length</b>	<b>5200</b>
<b>Existing Curb Width Face of Curb to Face of Curb</b>	<b>49</b>
<b>Driving Lane Width</b>	<b>12</b>
<b>Parking Lane Width</b>	<b>6</b>
<b>Curb and Gutter Width</b>	<b>2.5</b>
<b>Assumed ROW Width</b>	<b>66</b>

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
<b>General</b>					
1.	Mobilization, Bonds, and Insurance	1	LS	\$ 32,000.00	\$ 32,000.00
2.	Site Maintenance and Restoration	1	LS	\$ 10,000.00	\$ 10,000.00
3.	Erosion and Sedimentation Controls	1	LS	\$ 2,500.00	\$ 2,500.00
4.	Concrete Quality Control	1	LS	\$ 2,000.00	\$ 2,000.00
5.	Traffic Control	1	LS	\$ 10,000.00	\$ 10,000.00
<b>Storm Sewer</b>					
6.	Storm Inlet (2-Foot x 3-Foot)	18	EA	\$ 2,200.00	\$ 39,600.00
7.	Storm Manhole (4-Foot Dia.)	9	EA	\$ 2,500.00	\$ 22,500.00
8.	12-Inch HDPE Storm Sewer	375	LF	\$ 32.00	\$ 12,000.00
9.	18-Inch HDPE Storm Sewer	1,550	LF	\$ 40.00	\$ 62,000.00
10.	24-Inch HDPE Storm Sewer	1,550	LF	\$ 48.00	\$ 74,400.00
11.	Connect to Existing Storm Sewer	2	EA	\$ 500.00	\$ 1,000.00
<b>Street Construction</b>					
12.	Mill and Remove 2-Inch Asphalt Pavement	26,000	SY	\$ 1.75	\$ 45,500.00
13.	2-Inch Asphaltic Pavement	22,100	SY	\$ 12.00	\$ 265,200.00
14.	4-Inch Asphaltic Pavement Lower Layer	3,500	SY	\$ 18.00	\$ 63,000.00
15.	12-Inch Base Aggregate Dense, 1 1/4"	3,500	SY	\$ 7.50	\$ 26,250.00
16.	6-Inch Underdrain	6,200	LF	\$ 6.50	\$ 40,300.00
17.	Geotextile Fabric	3,500	SY	\$ 7.50	\$ 26,250.00
18.	Unclassified Excavation, Fill and Grading	1	LS	\$ 8,500.00	\$ 8,500.00
19.	30-Inch Curb & Gutter	6,200	LF	\$ 12.00	\$ 74,400.00
20.	6-Inch Concrete Sidewalk/Driveway w/Base	6,000	SF	\$ 6.00	\$ 36,000.00
	<b>Estimated Subtotal</b>				<b>\$ 853,400.00</b>
	Estimated Engineering				\$ 133,000.00
	Estimated Contingencies (10%)				\$ 85,000.00
	Geotechnical Investigation				\$ 3,000.00
	<b>ESTIMATED TOTAL</b>				<b>\$ 1,074,400.00</b>

60% estimate

**C Abbotsford NON-SRTS Improvements  
Various Locations- Non HWY  
City of Abbotsford  
Clark County  
7861024**

ITEM NO.	DOT ITEM	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
1	204.0120	Removing Asphaltic Surface Milling	15,040	SY	\$ 2.75	\$ 41,360.00
2	204.0150	Removing Curb & Gutter	1,371	LF	\$ 2.60	\$ 3,564.60
3	204.0155	Removing Concrete Sidewalk	113	SY	\$ 4.50	\$ 508.50
4	204.0210	Removing Manholes	13	EA	\$ 400.00	\$ 5,200.00
5	204.0220	Removing Inlets	36	EA	\$ 250.00	\$ 9,000.00
6	204.0245.01	Removing Storm Sewer 12-inch	191	LF	\$ 18.00	\$ 3,438.00
7	204.0245.02	Removing Storm Sewer 15-inch	39	LF	\$ 22.00	\$ 858.00
8	305.0110	Base Aggregate Dense 3/4-Inch	190	TON	\$ 28.50	\$ 5,415.00
9	305.0120	Base Aggregate Dense 1 1/4-Inch	1,980	TON	\$ 16.00	\$ 31,680.00
10	416.0160	Concrete Driveway 6-Inch	135	SY	\$ 49.50	\$ 6,682.50
11	455.0605	Tack Coat	1,078	GAL	\$ 4.00	\$ 4,312.00
12	460.5224	HMA Pavement 4 MT 58-28H	2,362	TON	\$ 77.00	\$ 181,874.00
13	465.0120	Asphaltic Surface Driveways and Field Entrances	40	TON	\$ 160.00	\$ 6,400.00
14	601.0576	Concrete Curb & Gutter 4-Inch Sloped 36-Inch Type J	1,415	LF	\$ 18.00	\$ 25,470.00
15	608.0315	Storm Sewer Reinforced Concrete Class III 15-inch	5	LF	\$ 35.00	\$ 175.00
16	608.0318	Storm Sewer Reinforced Concrete Class III 18-inch	4	LF	\$ 40.00	\$ 160.00
17	611.8110	Adjusting Manhole Covers	1	EA	\$ 250.00	\$ 250.00
18	628.2006	Erosion Mat Urban Class I Type A	925	SY	\$ 2.00	\$ 1,850.00
19	638.2102	Moving Signs Type II	22	EA	\$ 75.00	\$ 1,650.00
20	646.1020	Marking Line Epoxy 4-inch	18,085	LF	\$ 0.75	\$ 13,563.75
21	646.3020	Marking Line Epoxy 8-inch	90	LF	\$ 2.00	\$ 180.00
22	646.5020	Marking Arrow Epoxy	2	EA	\$ 350.00	\$ 700.00
23	646.5120	Marking Word Epoxy	1	EA	\$ 500.00	\$ 500.00
24	646.5320	Marking Railroad Crossing Epoxy	1	EA	\$ 850.00	\$ 850.00
25	690.0150	Sawing Asphalt	2,511	LF	\$ 1.25	\$ 3,138.75
26	690.0250	Sawing Concrete	456	LF	\$ 3.00	\$ 1,368.00
27	SPV.0060.01	Nyoplast 2-ft x 3-ft Curb Inlet (24-inch)	40	EA	\$ 2,650.00	\$ 106,000.00
28	SPV.0060.02	Nyoplast 2-ft x 3-ft Curb Inlet (30-inch)	6	EA	\$ 2,650.00	\$ 15,900.00
29	SPV.0060.02	Nyoplast Drain Basin 18-inch	5	EA	\$ 2,000.00	\$ 10,000.00
30	SPV.0060.04	Connect to Existing Pipe	7	EA	\$ 500.00	\$ 3,500.00
31	SPV.0060.05	Connect to Existing Inlet	2	EA	\$ 500.00	\$ 1,000.00
32	SPV.0060.06	Relocate Hydrant	6	EA	\$ 1,500.00	\$ 9,000.00
33	SPV.0060.07	Relocate Water Valve	3	EA	\$ 1,000.00	\$ 3,000.00
34	SPV.0060.08	Adjust Water Valve	17	EA	\$ 300.00	\$ 5,100.00
35	SPV.0060.09	Connect to Existing Water Main	6	EA	\$ 750.00	\$ 4,500.00
36	SPV.0060.10	Connect to Existing Water Service	41	EA	\$ 100.00	\$ 4,100.00
37	SPV.0060.11	Curb Stop and Box	41	EA	\$ 425.00	\$ 17,425.00
38	SPV.0060.12	Adjust Curb Stop	1	EA	\$ 150.00	\$ 150.00
39	SPV.0060.13	Adjust Sanitary Manhole	9	EA	\$ 400.00	\$ 3,600.00
40	SPV.0090.01	Slurry Fill Pipe	1,966	LF	\$ 40.00	\$ 78,640.00
41	SPV.0090.02	HDPE Storm Sewer 12-inch	1,221	LF	\$ 33.00	\$ 40,293.00
42	SPV.0090.03	HDPE Storm Sewer 15-inch	1,026	LF	\$ 36.00	\$ 36,936.00
43	SPV.0090.04	HDPE Storm Sewer 18-inch	749	LF	\$ 40.00	\$ 29,960.00
44	SPV.0090.05	HDPE Storm Sewer 24-inch	643	LF	\$ 45.00	\$ 28,935.00
45	SPV.0090.06	PVC Storm Sewer 4-inch	10	LF	\$ 40.00	\$ 400.00
46	SPV.0090.07	PVC Storm Sewer 12-inch	10	LF	\$ 60.00	\$ 600.00
47	SPV.0090.08	PVC Storm Sewer 18-inch	5	LF	\$ 70.00	\$ 350.00
48	SPV.0090.09	1" HDPE (CTS)	410	LF	\$ 26.00	\$ 10,660.00
49	SPV.0105.01	Grading Project 7681024	1	LS	\$ 10,000.00	\$ 10,000.00
50	SPV.0105.03	Restoration Project 7681024	1	LS	\$ 5,000.00	\$ 5,000.00
51		10% contingency	1	LS	\$ 76,000.00	\$ 76,000.00
Subtotal						<b>\$ 851,197.10</b>

**Contractor's Application For Payment No. 5- FINAL**

To (Owner): City of Abbotsford	Application Period: 1/3/19 - 7/25/19	Application Date: 7/25/19
Project: Abbotsford 2018 Street & Utility	From (Contractor): Haas Sons, Inc.	Notice to Proceed Date: 4/23/18
	Contract:	Via (Engineer): MSA Professional Services, Inc.
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 07681014

**Application for Payment**

**Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$2,520.00	
2	\$3,330.00	
3	27284.21	
TOTALS	\$33,134.21	\$0.00
NET CHANGE BY CHANGE ORDERS		\$33,134.21

<b>1. ORIGINAL CONTRACT PRICE</b>	\$ 871,217.95
<b>2. Net change by Change Orders</b>	\$ 33,134.21
<b>3. CURRENT CONTRACT PRICE (Line 1 ± 2)</b>	\$ 904,352.16
<b>4. TOTAL COMPLETED AND STORED TO DATE</b> (Column G on Progress Estimate)	\$ 904,352.16
<b>5. RETAINAGE:</b>	
a. 0 % x \$ _____ Work Completed	\$ 0.00
b. 0 % x \$ _____ Stored Material	\$ 0.00
c. Total Retainage (Line 5a + Line 5b)	\$ 0.00
<b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)</b>	\$ 904,352.16
<b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)</b>	\$ 809,665.32
<b>8. AMOUNT DUE THIS APPLICATION</b>	\$ <b>94,686.84</b>
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b> (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.

By: Brandon Haas Date: 8-1-19

Payment of: \$94,686.84  
(Line 8 or other - attach explanation of other amount)

is recommended by: Dan Bochnalt 8/1/19  
(Engineer) (Date)

Payment of: \$94,686.84  
(Line 8 or other - attach explanation of other amount)

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

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



Progress Estimate

Contractor's Application

Project: Abbotsford 2018 Street and Utility						Application Number: 4						
						Application Date: 7/25/19						
A			B1	B2	C	D	E	F	G	H	I	
Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or F	\$ (C*B1 + E + F)	% (G / B)	(B - G)
<b>General</b>												
1	Mobilization, Bonds and Insurance	1	LS	\$10,000.00	\$10,000.00	1.00		\$0.00	\$0.00	\$10,000.00	100%	\$0.00
2	Clearing and Grubbing	1	LS	\$14,100.00	\$14,100.00	1.00		\$0.00	\$0.00	\$14,100.00	100%	\$0.00
3	Traffic Control	1	LS	\$5,000.00	\$5,000.00	1.00		\$0.00	\$0.00	\$5,000.00	100%	\$0.00
4	Erosion Control	1	LS	\$3,500.00	\$3,500.00	1.00		\$0.00	\$0.00	\$3,500.00	100%	\$0.00
5	Concrete Quality Control	1	LS	\$2,600.00	\$2,600.00	1.00		\$0.00	\$0.00	\$2,600.00	100%	\$0.00
6	Site Maintenance and Restoration	1	LS	\$31,500.00	\$31,500.00	0.25	0.75	\$23,625.00	\$0.00	\$31,500.00	100%	\$0.00
7	Imported Granular Fill	20	CY	\$20.00	\$400.00			\$0.00	\$0.00	\$0.00	0%	\$400.00
8	Field Density Testing	7	EA	\$200.00	\$1,400.00			\$0.00	\$0.00	\$0.00	0%	\$1,400.00
9	2-Inch Rigid Polystyrene Insulation	640	SF	\$2.00	\$1,280.00	224.00		\$0.00	\$0.00	\$448.00	35%	\$832.00
10	Railroad Crossing Construction Requirements	1	LS	\$5,000.00	\$5,000.00		1	\$5,000.00	\$0.00	\$5,000.00	100%	\$0.00
11	Salvage Existing Pavement	5,440	SY	\$1.82	\$9,900.80	5,440.00		\$0.00	\$0.00	\$9,900.80	100%	\$0.00
<b>Water Main</b>												
12	Remove Existing Watermain	1	LS	\$5,000.00	\$5,000.00	1.00		\$0.00	\$0.00	\$5,000.00	100%	\$0.00
13	6-Inch PVC Water Main	50	LF	\$39.25	\$1,962.50	51.50		\$0.00	\$0.00	\$2,021.38	103%	-\$58.88
14	8-Inch PVC Water Main	1,530	LF	\$40.25	\$61,582.50	1,537.00		\$0.00	\$0.00	\$61,864.25	100%	-\$281.75
15	8-Inch Valve and Box	11	EA	\$1,500.00	\$16,500.00	12.00		\$0.00	\$0.00	\$18,000.00	109%	-\$1,500.00
16	6-Inch Valve and Box	4	EA	\$1,200.00	\$4,800.00	4.00		\$0.00	\$0.00	\$4,800.00	100%	\$0.00
17	8-Inch x 8-Inch Cross	2	EA	\$1,960.00	\$3,920.00	2.00		\$0.00	\$0.00	\$3,920.00	100%	\$0.00
18	8-Inch x 8-Inch Tee	1	EA	\$700.00	\$700.00	1.00		\$0.00	\$0.00	\$700.00	100%	\$0.00
19	8-Inch x 6-Inch Tee	4	EA	\$300.00	\$1,200.00	4.00		\$0.00	\$0.00	\$1,200.00	100%	\$0.00
20	8-Inch x 6-Inch Reducer	3	EA	\$825.00	\$2,475.00	3.00		\$0.00	\$0.00	\$2,475.00	100%	\$0.00
21	1-Inch HDPE Water Service	540	LF	\$28.10	\$15,174.00	563.00		\$0.00	\$0.00	\$15,820.30	104%	-\$646.30
22	1-Inch Corp., Curb Stop & Box (Saddle)	17	EA	\$425.00	\$7,225.00	19.00		\$0.00	\$0.00	\$8,075.00	112%	-\$850.00
23	Connect to Existing Water Service	17	EA	\$90.00	\$1,530.00	19.00		\$0.00	\$0.00	\$1,710.00	112%	-\$180.00
24	Connect to Existing Water Main	7	EA	\$600.00	\$4,200.00	7.00		\$0.00	\$0.00	\$4,200.00	100%	\$0.00
25	Fire Hydrant Complete	2	EA	\$3,350.00	\$6,700.00	3.00		\$0.00	\$0.00	\$10,050.00	150%	-\$3,350.00
26	Salvage and Reinstall Existing Hydrant	2	EA	\$1,050.00	\$2,100.00	1.00		\$0.00	\$0.00	\$1,050.00	50%	\$1,050.00
27	Temporary Water Service	1	LS	\$8,500.00	\$8,500.00	1.00		\$0.00	\$0.00	\$8,500.00	100%	\$0.00
<b>Sanitary Service</b>												
28	Sanitary Manhole, 4-Foot Diameter, Complete	5	EA	\$2,960.00	\$14,800.00	5.00		\$0.00	\$0.00	\$14,800.00	100%	\$0.00
29	Sanitary Manhole w/ Outside Drop, 4-Foot Diar	2	EA	\$4,810.00	\$9,620.00	2.00		\$0.00	\$0.00	\$9,620.00	100%	\$0.00
30	8-Inch PVC Sanitary Sewer	1,710	LF	\$46.50	\$79,515.00	1,709.00		\$0.00	\$0.00	\$79,468.50	100%	\$46.50
31	8-Inch PVC Sanitary Sewer Lateral	220	LF	\$35.75	\$7,865.00	157.00		\$0.00	\$0.00	\$5,612.75	71%	\$2,252.25
32	8-Inch x 6-Inch Sewer Wye	25	EA	\$85.00	\$2,125.00	20.00		\$0.00	\$0.00	\$1,700.00	80%	\$425.00
33	Connect to Existing Sanitary Sewer	9	EA	\$460.00	\$4,140.00	12.00		\$0.00	\$0.00	\$5,520.00	133%	-\$1,380.00
34	Connect to Existing Sanitary Lateral	25	EA	\$90.00	\$2,250.00	20.00		\$0.00	\$0.00	\$1,800.00	80%	\$450.00
35	Sanitary Sewer Lateral Investigation	1	LS	\$1,000.00	\$1,000.00	1.00		\$0.00	\$0.00	\$1,000.00	100%	\$0.00
36	Adjust Existing Sanitary Manhole and Casting	1	EA	\$750.00	\$750.00	1.00		\$0.00	\$0.00	\$750.00	100%	\$0.00

Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres.	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	Stored not in C or	\$ (C*B1 + E + F)	% (G / B)	(B - G)
<b>Storm Sewer</b>												
37	Remove Storm Sewer	1	LS	\$3,000.00	\$3,000.00	1.00		\$0.00	\$0.00	\$3,000.00	100%	\$0.00
38	12-Inch HDPE Storm Sewer	375	LF	\$35.25	\$13,218.75	379.50		\$0.00	\$0.00	\$13,377.38	101%	-\$158.63
	15-Inch HDPE Storm Sewer	410	LF	\$37.30	\$15,293.00	404.00		\$0.00	\$0.00	\$15,069.20	99%	\$223.80
40	18-Inch HDPE Storm Sewer	110	LF	\$40.00	\$4,400.00	109.00		\$0.00	\$0.00	\$4,360.00	99%	\$40.00
41	Nyloplast 2-Ft x 3-Ft curb Inlet (24-Inch)	14	EA	\$2,650.00	\$37,100.00	14.00		\$0.00	\$0.00	\$37,100.00	100%	\$0.00
42	48-Inch Diameter Storm Manhole	4	EA	\$2,550.00	\$10,200.00	4.00		\$0.00	\$0.00	\$10,200.00	100%	\$0.00
43	Connect to Existing Storm Sewer	3	EA	\$800.00	\$2,400.00	3.00		\$0.00	\$0.00	\$2,400.00	100%	\$0.00
<b>Roadway</b>												
44	Unclassified Excavation and Grading	1	LS	\$68,000.00	\$68,000.00	1.00		\$0.00	\$0.00	\$68,000.00	100%	\$0.00
45	Excavation Below Subgrade (EBS)	200	CY	\$29.50	\$5,900.00	28.00		\$0.00	\$0.00	\$826.00	14%	\$5,074.00
46	4-Inch Asphaltic Concrete Pavement (2 Lifts)	6,350	SY	\$15.40	\$97,790.00	4,458.00	1892	\$29,136.80	\$0.00	\$97,790.00	100%	\$0.00
47	2-Inch Asphalt Driveway w/ Base	30	SY	\$32.50	\$975.00	30.00		\$0.00	\$0.00	\$975.00	100%	\$0.00
48	4-Inch Asphalt Driveway w/ Base	250	SY	\$33.50	\$8,375.00	273.00	77	\$2,579.50	\$0.00	\$11,725.00	140%	-\$3,350.00
49	30-Inch Curb & Gutter, Type L	3,100	LF	\$11.05	\$34,255.00	3,171.00		\$0.00	\$0.00	\$35,039.55	102%	-\$784.55
50	12-Inch Gravel Driveway (3/4 Inch CABC)	100	SY	\$11.11	\$1,111.00	100.00		\$0.00	\$0.00	\$1,111.00	100%	\$0.00
51	1 1/4 Inch Dense Graded Base (12-Inch Depth)	570	SY	\$8.17	\$4,656.90	570.00		\$0.00	\$0.00	\$4,656.90	100%	\$0.00
52	1 1/4 Inch Dense Graded Base (8-Inch Depth)	7,825	SY	\$6.11	\$47,810.75	7946		\$0.00	\$0.00	\$48,550.06	102%	-\$739.31
53	Select Crush Material (16-Inch Depth)	7,825	SY	\$8.88	\$69,486.00	7825		\$0.00	\$0.00	\$69,486.00	100%	\$0.00
54	4-Inch Reinforced Concrete Sidewalk w/Base	11,400	SF	\$4.70	\$53,580.00	11218		\$0.00	\$0.00	\$52,724.60	98%	\$855.40
55	6-Inch Reinforced Concrete Sidewalk w/Base	3,000	SF	\$5.45	\$16,350.00	3244		\$0.00	\$0.00	\$17,679.80	108%	-\$1,329.80
56	6-Inch Concrete Driveway w/Base	270	SF	\$5.10	\$1,377.00	697		\$0.00	\$0.00	\$3,554.70	258%	-\$2,177.70
57	4-Inch Concrete Carriage Walk w/Base	215	SF	\$4.85	\$1,042.75	400		\$0.00	\$0.00	\$1,940.00	186%	-\$897.25
58	Detectable Warning Field	14	EA	\$360.00	\$5,040.00	12		\$0.00	\$0.00	\$4,320.00	86%	\$720.00
59	6-Inch HDPE Underdrain	320	LF	\$8.60	\$2,752.00	3025		\$0.00	\$0.00	\$26,015.00	945%	-\$23,263.00
60	Geotextile Fabric Type SAS	8,395	SY	\$2.00	\$16,790.00	8448		\$0.00	\$0.00	\$16,896.00	101%	-\$106.00
<b>CHANGE ORDERS/ EXTRAS</b>												
CHANGE ORDER #1												
	Clear and Grub/ Contract Extention	1	LS	\$2,520.00	\$2,520.00	1.00		\$0.00	\$0.00	\$2,520.00	100%	\$0.00
CHANGE ORDER #2												
	Core Drill Sanitary Manholes	1	LS	\$3,330.00	\$3,330.00	1.00		\$0.00	\$0.00	\$3,330.00	100%	\$0.00
CHANGE ORDER #3												
		1	LS	\$27,284.21	\$27,284.21			\$0.00		\$0.00	0%	\$27,284.21
<b>TOTAL</b>					\$904,352.16			\$60,341.30	\$0.00	\$904,352.16		-\$27,284.21

EJCDC No. C-620 (2007 Edition)

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

# Change Order

## No. 3

Date of Issuance: August 1, 2019 Effective Date: August 1, 2019

Project: Abbotsford 2018 Street & Utility Project	Owner: City of Abbotsford	Owner's Contract No.:
Contract: City of Abbotsford - Abbotsford 2018 Street & Utility Project	Date of Contract: April 3, 2018	
Contractor: Haas Sons, Inc.	Engineer's Project No.:	07681014

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

Description:

Change order to zero out.

Attachments (list documents supporting change):

None

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$871,217.95

Increase from previously approved Change Orders:

\$ 5,850

Contract Price prior to this Change Order:

\$877,067.95

Increase of this Change Order:

\$27,284.21

Contract Price incorporating this Change Order:

\$904,352.16

Original Contract Times:

Working days

Calendar days

Substantial completion (days or date): August 31, 2018

Ready for final payment (days or date): September 28, 2018

Increase from previously approved Change Orders:

Substantial completion (days): October 31, 2018

Ready for final payment (days): June 8, 2019

Contract Times prior to this Change Order:

Substantial completion (days or date): August 31, 2018

Ready for final payment (days or date): September 28, 2018

Increase of this Change Order:

Substantial completion (days or date): N/A

Ready for final payment (days or date): N/A

Contract Times with all approved Change Orders:

Substantial completion (days or date): October 31, 2018

Ready for final payment (days or date): June 8, 2019

RECOMMENDED:

By: Don Buchholtz

Engineer (Authorized Signature)

Date: 8/1/19

ACCEPTED:

By: \_\_\_\_\_

Owner (Authorized Signature)

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

ACCEPTED:

By: Brandon Haas

Contractor (Authorized Signature)

Date: 8-1-19

# Change Order

## Instructions

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### A. GENERAL INFORMATION

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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.

Abbotsford 2018 Street & Utility Project (#5556497)

Owner: City of Abbotsford

Solicitor: MSA Professional Services - Marshfield

04/02/2018 10:00 AM CDT

					Haas Sons, Inc. Thorp, WI		Change Order #3
Section Title	Line Item	Item Description	Unit	Quantity	Unit Price	Balance to Finish	Zero Balance
<b>General</b>							
	1	Mobilization, Bonds and Insurance	LS	1	\$10,000.00	\$0.00	\$0.00
	2	Clearing and Grubbing	LS	1	\$14,100.00	\$0.00	\$0.00
	3	Traffic Control	LS	1	\$5,000.00	\$0.00	\$0.00
	4	Erosion Control	LS	1	\$3,500.00	\$0.00	\$0.00
	5	Concrete Quality Control	LS	1	\$2,600.00	\$0.00	\$0.00
	6	Site Maintenance and Restoration	LS	1	\$31,500.00	\$0.00	\$0.00
	7	Imported Granular Fill	CY	20	\$20.00	\$400.00	(\$400.00)
	8	Field Density Testing	EA	7	\$200.00	\$1,400.00	(\$1,400.00)
	9	2-Inch Rigid Polystyrene Insulation	SF	640	\$2.00	\$832.00	(\$832.00)
	10	Railroad Crossing Construction Requirements	LS	1	\$5,000.00	\$0.00	\$0.00
	11	Salvage Existing Pavement	SY	5440	\$1.82	\$0.00	\$0.00
<b>Water Main</b>							
	12	Remove Existing Watermain	LS	1	\$5,000.00	\$0.00	\$0.00
	13	6-Inch PVC Water Main	LF	50	\$39.25	(\$58.88)	\$58.88
	14	8-inch PVC Water Main	LF	1530	\$40.25	(\$281.75)	\$281.75
	15	8-Inch Valve and Box	EA	11	\$1,500.00	(\$1,500.00)	\$1,500.00
	16	6-Inch Valve and Box	EA	4	\$1,200.00	\$0.00	\$0.00
	17	8-Inch x 8-Inch Cross	EA	2	\$1,960.00	\$0.00	\$0.00
	18	8-Inch x 8-Inch Tee	EA	1	\$700.00	\$0.00	\$0.00
	19	8-Inch x 6-Inch Tee	EA	4	\$300.00	\$0.00	\$0.00
	20	8-Inch x 6-Inch Reducer	EA	3	\$825.00	\$0.00	\$0.00
	21	1-Inch HDPE Water Service	LF	540	\$28.10	(\$646.30)	\$646.30
	22	1-Inch Corp., Curb Stop & Box (Saddle)	EA	17	\$425.00	(\$850.00)	\$850.00
	23	Connect to Existing Water Service	EA	17	\$90.00	(\$180.00)	\$180.00
	24	Connect to Existing Water Main	EA	7	\$600.00	\$0.00	\$0.00
	25	Fire Hydrant Complete	EA	2	\$3,350.00	(\$3,350.00)	\$3,350.00
	26	Salvage and Reinstall Existing Hydrant	EA	2	\$1,050.00	\$1,050.00	(\$1,050.00)
	27	Temporary Water Service	LS	1	\$8,500.00	\$0.00	\$0.00
<b>Sanitary Sewer</b>							
	28	Sanitary Manhole, 4-Foot Diameter, Complete	EA	5	\$2,960.00	\$0.00	\$0.00
	29	Sanitary Manhole w/Outside Drop, 4-Foot Diameter, Complete	EA	2	\$4,810.00	\$0.00	\$0.00
	30	8-Inch PVC Sanitary Sewer	LF	1710	\$46.50	\$46.50	(\$46.50)
	31	6-Inch PVC Sanitary Sewer Lateral	LF	220	\$35.75	\$2,252.25	(\$2,252.25)
	32	8-Inch x 6-Inch Sewer Wye	EA	25	\$85.00	\$425.00	(\$425.00)
	33	Connect to Existing Sanitary Sewer	EA	9	\$460.00	(\$1,380.00)	\$1,380.00
	34	Connect to Existing Sanitary Lateral	EA	25	\$90.00	\$450.00	(\$450.00)
	35	Sanitary Sewer Lateral Investigation	LS	1	\$1,000.00	\$0.00	\$0.00
	36	Adjust Existing Sanitary Manhole and Casting	EA	1	\$750.00	\$0.00	\$0.00
<b>Storm Sewer</b>							
	37	Remove Storm Sewer	LS	1	\$3,000.00	\$0.00	\$0.00
	38	12-Inch HDPE Storm Sewer	LF	375	\$35.25	(\$158.63)	\$158.63
	39	15-Inch HDPE Storm Sewer	LF	410	\$37.30	\$223.80	(\$223.80)
	40	18-Inch HDPE Storm Sewer	LF	110	\$40.00	\$40.00	(\$40.00)
	41	Nyloplast 2-Ft x 3-Ft Curb Inlet (24-Inch)	EA	14	\$2,650.00	\$0.00	\$0.00
	42	48-Inch Diameter Storm Manhole	EA	4	\$2,550.00	\$0.00	\$0.00
	43	Connect to Existing Storm Sewer	EA	3	\$800.00	\$0.00	\$0.00
<b>Roadway</b>							
	44	Unclassified Excavation and Grading	LS	1	\$68,000.00	\$0.00	\$0.00
	45	Excavation Below Subgrade (EBS)	CY	200	\$29.50	\$5,074.00	(\$5,074.00)
	46	4-Inch Asphaltic Concrete Pavement (2 Lifts)	SY	6350	\$15.40	\$0.00	\$0.00
	47	2-Inch Asphalt Driveway w/Base	SY	30	\$32.50	\$0.00	\$0.00
	48	4-Inch Asphalt Driveway w/Base	SY	250	\$33.50	(\$3,350.00)	\$3,350.00
	49	30-Inch Curb and Gutter, Type L	LF	3100	\$11.05	(\$784.55)	\$784.55
	50	12-Inch Gravel Driveway (3/4 Inch CABG)	SY	100	\$11.11	\$0.00	\$0.00
	51	1 1/4 Inch Dense Graded Base (12-Inch Depth) Alley A	SY	570	\$8.17	\$0.00	\$0.00
	52	1 1/4 Inch Dense Graded Base (8-Inch Depth)	SY	7825	\$6.11	(\$739.31)	\$739.31
	53	Select Crush Material (16-Inch Depth)	SY	7825	\$8.88	\$0.00	\$0.00
	54	4-Inch Reinforced Concrete Sidewalk w/Base	SF	11400	\$4.70	\$855.40	(\$855.40)
	55	6-Inch Reinforced Concrete Sidewalk w/Base	SF	3000	\$5.45	(\$1,329.80)	\$1,329.80
	56	6-Inch Concrete Driveway w/Base	SF	270	\$5.10	(\$2,177.70)	\$2,177.70
	57	4-Inch Concrete Carriage Walk w/Base	SF	215	\$4.85	(\$897.25)	\$897.25
	58	Detectable Warning Field	EA	14	\$360.00	\$720.00	(\$720.00)
	59	6-Inch HDPE Underdrain	LF	320	\$8.60	(\$23,262.99)	\$23,262.99
	60	Geotextile Fabric Type SAS	SY	8395	\$2.00	(\$106.00)	\$106.00
<b>BASE BID TOTAL ITEMS: #1-#60</b>							
<b>Change Order 1</b>							
	C1	Clear and Grub/Contract Extension	LS	1	\$2,520.00	\$0.00	\$0.00
<b>Change Order 2</b>							
	C2	Core Drill Sanitary Manholes	LS	1	\$3,330.00	\$0.00	\$0.00
<b>TOTAL</b>						<b>(\$27,284.21)</b>	<b>\$27,284.21</b>

# Change Order No. 1

Date of Issuance: August 1, 2019 Effective Date: August 1, 2019

Project: <b>Abbotsford Schilling Farm</b>	Owner: <b>City of Abbotsford</b>	Owner's Contract No.:
Contract: <b>City of Abbotsford - Abbotsford Schilling Farm</b>		Date of Contract: <b>August 7, 2018</b>
Contractor: <b>Haas Sons, Inc.</b>		Engineer's Project No.: <b>07681026</b>

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

Description:

Swampbuck to West

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

See attached list of bid items.

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$1,151,238.52

Original Contract Times:

Working days

Calendar days

Substantial completion (days or date): June 28, 2019

Ready for final payment (days or date): July 19, 2019

[Increase] [Decrease] from previously approved Change Orders  
No. \_\_\_\_\_ to No. \_\_\_\_\_ N/A

\$N/A

[Increase] [Decrease] from previously approved Change Orders  
No. \_\_\_\_\_ to No. \_\_\_\_\_ N/A

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Price prior to this Change Order:

\$1,151,238.52

Contract Times prior to this Change Order:

Substantial completion (days or date): June 28, 2019

Ready for final payment (days or date): July 19, 2019

Increase of this Change Order:

\$259,641.15

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): August 31, 2019

Ready for final payment (days or date): September 27, 2019

Contract Price incorporating this Change Order:

\$1,410,879.67

Contract Times with all approved Change Orders:

Substantial completion (days or date): August 31, 2019

Ready for final payment (days or date): September 27, 2019

RECOMMENDED:

By: [Signature]

Engineer (Authorized Signature)

Date: 8/2/19

Approved by Funding Agency (if applicable):

ACCEPTED:

By: \_\_\_\_\_

Owner (Authorized Signature)

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

ACCEPTED:

By: [Signature]

Contractor (Authorized Signature)

Date: 8-2-19

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

# Change Order Instructions

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Owner: City of Abbotsford  
Solicitor: MSA Professional Services - Marshfield  
07/11/2018 02:00 PM CDT

				Haas Sons, Inc.	
Line Item	Item Description	UofM	Quantity	Unit Price	Extension
<b>CHANGE ORDER 1 SWAMPBUCK TO WEST</b>					
C1	Mobilization, Bonds & Insurance	LS	1	\$9,500.00	\$9,500.00
C2	Traffic Control	LS	1	\$1.00	\$1.00
C3	Erosion Control	LS	1	\$250.00	\$250.00
C4	Concrete Quality Control	LS	1	\$500.00	\$500.00
C5	Site Maintenance and Restoration	LS	1	\$7,300.00	\$7,300.00
C6	Nyoplast 2-Ft x 3-Ft curb inlet (24-inch)	EA	2	\$4,400.00	\$8,800.00
C7	Nyoplast Drain Basin	EA	1	\$4,400.00	\$4,400.00
C8	18-Inch HDPE Storm Sewer	LF	472	\$34.00	\$16,048.00
C9	Connect to Existing Storm Sewer	EA	1	\$550.00	\$550.00
C10	Sanitary Manhole, 4-Foot Diameter, Complete	EA	2	\$2,750.00	\$5,500.00
C11	8-Inch PVC Sanitary Sewer	LF	600	\$43.75	\$26,250.00
C12	6-Inch PVC Sanitary Sewer Lateral	LF	210	\$27.50	\$5,775.00
C13	8-Inch x 6-Inch Sewer Wye	EA	6	\$200.00	\$1,200.00
C14	Connect to Existing Sanitary Sewer	EA	1	\$550.00	\$550.00
C15	8-Inch PVC Water Main	LF	597	\$33.00	\$19,701.00
C16	6-Inch PVC Water Main	LF	41	\$34.75	\$1,424.75
C17	6-Inch Valve and Box	EA	2	\$1,350.00	\$2,700.00
C18	8-Inch x 6-Inch Tee	EA	2	\$675.00	\$1,350.00
C19	8-Inch Plug	EA	1	\$200.00	\$200.00
C20	1-Inch HDPE Water Service	LF	190	\$23.50	\$4,465.00
C21	1-Inch Corporation, Curb Stop & Box	EA	5	\$375.00	\$1,875.00
C22	Rigid Polystyrene Insulation 2-Inch	SF	385	\$2.00	\$770.00
C23	Connect to Existing Water Main	EA	1	\$850.00	\$850.00
C24	Fire Hydrant Complete	EA	1	\$3,750.00	\$3,750.00
C25	Adjust Existing Water Valve	EA	1	\$200.00	\$200.00
C26	Excavation Common	LS	1	\$31,900.00	\$31,900.00
C27	Excavation Below Subgrade (EBS)	CY	50	\$15.00	\$750.00
C28	1 1/4-Inch Dense Graded Base (8-Inch Depth)	SY	2720	\$5.11	\$13,899.20
C29	Select Crush Material (16-Inch Depth)	SY	2720	\$8.86	\$24,099.20
C30	4-Inch Asphalt Pavement	SY	2020	\$17.50	\$35,350.00
C31	30-Inch Concrete Curb & Gutter Mountable	LF	1136	\$12.50	\$14,200.00
C32	6-Inch HDPE Underdrain	LF	1195	\$7.00	\$8,365.00
C33	6-Inch Concrete Driveway w/Base	SF	288	\$6.00	\$1,728.00
C34	Geotextile Fabric Type SAS	SY	2720	\$2.00	\$5,440.00
<b>TOTALS: C1-C34</b>					<b>\$259,641.15</b>



**Contractor's Application For Payment No. 4**

To (Owner): City of Abbotsford	Application Period: 1/3/19 - 7/25/19	Application Date: 7/25/19
Project: Abbotsford Schilling Farm	From (Contractor): Haas Sons, Inc.	Notice to Proceed Date: 4/23/18
Owner's Contract No.:	Contract:	Via (Engineer): MSA Professional Services, Inc.
	Contractor's Project No.:	Engineer's Project No.: 07681026

**Application for Payment**

**Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$259,641.15	
TOTALS	\$259,641.15	\$0.00
NET CHANGE BY CHANGE ORDERS	\$259,641.15	

<b>1. ORIGINAL CONTRACT PRICE</b>	\$ 1,151,238.52
<b>2. Net change by Change Orders</b>	\$ 259,641.15
<b>3. CURRENT CONTRACT PRICE (Line 1 ± 2)</b>	\$ 1,410,879.67
<b>4. TOTAL COMPLETED AND STORED TO DATE</b> (Column G on Progress Estimate)	\$ 1,186,172.42
<b>5. RETAINAGE:</b>	
a. <u>2.5</u> % x \$ _____ Work Completed	\$ 29,666.81
b. <u>0</u> % x \$ _____ Stored Material	\$ 0.00
c. Total Retainage (Line 5a + Line 5b)	\$ 29,666.81
<b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)</b>	\$ 1,156,505.61
<b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)</b>	\$ 878,504.44
<b>8. AMOUNT DUE THIS APPLICATION</b>	\$ <b>278,001.17</b>
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b> (Column I on Progress Estimate + Line 5 above)	\$ 195,040.44

**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.

By: Brandon Haas Date: 8-2-19

Payment of: \$278,001.17  
(Line 8 or other - attach explanation of other amount)

is recommended by: *Don Bahst* (Engineer) 8/2/19 (Date)

Payment of: \$278,001.17  
(Line 8 or other - attach explanation of other amount)

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

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

EJCDC No. C-620 (2007 Edition)  
Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

**Progress Estimate**

**Contractor's Application**

Project: Abbotsford Schilling Farm					Application Number: 4							
					Application Date: 7/24/19							
A		B1		B2	C	D	E	F	G	H	I	
Item	Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish	
Bid Item #	Description	Qty	Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or I	\$ (C*B1 + E + F)	% (G / B)	(B - G)	
<b>BASE BID</b>												
<b>General</b>												
1	Mobilization, Bonds & Insurance	1	LS	\$22,000.00	\$22,000.00	0.75	0.25	\$5,500.00	\$0.00	\$22,000.00	100%	\$0.00
2	Clearing and Grubbing	1	LS	\$10,000.00	\$10,000.00		1	\$10,000.00	\$0.00	\$10,000.00	100%	\$0.00
3	Traffic Control	1	LS	\$1,000.00	\$1,000.00	1		\$0.00	\$0.00	\$1,000.00	100%	\$0.00
4	Erosion Control	1	LS	\$2,000.00	\$2,000.00	1.25	-0.25	-\$500.00	\$0.00	\$2,000.00	100%	\$0.00
5	Concrete Quality Control	1	LS	\$1,500.00	\$1,500.00		1	\$1,500.00	\$0.00	\$1,500.00	100%	\$0.00
6	Site Maintenance and Restoration	1	LS	\$6,700.00	\$6,700.00			\$0.00	\$0.00	\$0.00	0%	\$6,700.00
7	Field Density Testing	7	EA	\$200.00	\$1,400.00			\$0.00	\$0.00	\$0.00	0%	\$1,400.00
8	Silt Fence	2,000	LF	\$1.40	\$2,800.00	2061		\$0.00	\$0.00	\$2,885.40	103%	-\$85.40
9	Rip Rap	185	CY	\$48.00	\$8,880.00	185		\$0.00	\$0.00	\$8,880.00	100%	\$0.00
10	Erosion Mat Class I, Type A	8,006	SY	\$1.60	\$12,809.60			\$0.00	\$0.00	\$0.00	0%	\$12,809.60
11	Erosion Mat Class III, Type C	52	SY	\$2.00	\$104.00			\$0.00	\$0.00	\$0.00	0%	\$104.00
12	2-Inch Rigid Polystyrene Insulation	800	SF	\$2.00	\$1,600.00	800		\$0.00	\$0.00	\$1,600.00	100%	\$0.00
13	4-Inch Rigid Polystyrene Insulation	800	SF	\$3.00	\$2,400.00	800		\$0.00	\$0.00	\$2,400.00	100%	\$0.00
<b>Water Main</b>												
14	6-Inch PVC Water Main	249	LF	\$29.75	\$7,407.75	240	9	\$267.75	\$0.00	\$7,407.75	100%	\$0.00
15	8-Inch PVC Water Main	1,950	LF	\$33.00	\$64,350.00	1917	33	\$1,089.00	\$0.00	\$64,350.00	100%	\$0.00
16	8-Inch Valve and Box	8	EA	\$1,700.00	\$13,600.00	8		\$0.00	\$0.00	\$13,600.00	100%	\$0.00
17	6-Inch Valve and Box	7	EA	\$1,350.00	\$9,450.00	7		\$0.00	\$0.00	\$9,450.00	100%	\$0.00
18	8-Inch x 8-Inch Cross	3	EA	\$1,200.00	\$3,600.00	1		\$0.00	\$0.00	\$1,200.00	33%	\$2,400.00
19	8-Inch x 8-Inch Tee	1	EA	\$825.00	\$825.00	2		\$0.00	\$0.00	\$1,650.00	200%	-\$825.00
20	8-Inch x 6-Inch Tee	7	EA	\$675.00	\$4,725.00	7		\$0.00	\$0.00	\$4,725.00	100%	\$0.00
21	6-Inch Plug	3	EA	\$140.00	\$420.00	3		\$0.00	\$0.00	\$420.00	100%	\$0.00
22	8-Inch Plug	2	EA	\$185.00	\$370.00	2		\$0.00	\$0.00	\$370.00	100%	\$0.00
23	1-Inch HDPE Water Service	296	LF	\$23.50	\$6,956.00	295		\$0.00	\$0.00	\$6,932.50	100%	\$23.50
24	1-Inch Corporation, Curb Stop & Box (Saddle)	10	EA	\$375.00	\$3,750.00	10		\$0.00	\$0.00	\$3,750.00	100%	\$0.00
25	2-Inch HDPE Water Service	7	LF	\$24.50	\$171.50	10		\$0.00	\$0.00	\$245.00	143%	-\$73.50
26	2-Inch Corporation, Curb Stop & Box (Saddle)	1	EA	\$925.00	\$925.00	1		\$0.00	\$0.00	\$925.00	100%	\$0.00
27	Connect to Existing Water Main	2	EA	\$850.00	\$1,700.00	2		\$0.00	\$0.00	\$1,700.00	100%	\$0.00
28	Fire Hydrant complete	4	EA	\$3,750.00	\$15,000.00	4		\$0.00	\$0.00	\$15,000.00	100%	\$0.00
29	Remove, Salvage and Reinstall Existing Valve	1	EA	\$1,200.00	\$1,200.00			\$0.00	\$0.00	\$0.00	0%	\$1,200.00
30	Remove and Salvage Existing Tee	2	EA	\$505.00	\$1,010.00			\$0.00	\$0.00	\$0.00	0%	\$1,010.00
<b>Sanitary Sewer</b>												
31	Sanitary Manhole, 4-Foot Diameter, Complete	4	EA	\$4,400.00	\$17,600.00	4		\$0.00	\$0.00	\$17,600.00	100%	\$0.00
32	Sanitary Manhole w/ Outside Drop, 4-Foot Dia	1	EA	\$5,900.00	\$5,900.00	1		\$0.00	\$0.00	\$5,900.00	100%	\$0.00
33	8-Inch PVC Sanitary Sewer	1,613	LF	\$48.80	\$78,665.60	1612		\$0.00	\$0.00	\$78,665.60	100%	\$48.80

Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or F	\$ (C*B1 + E + F)	% (G / B)	(B - G)
34	6-Inch PVC Sanitary Sewer Lateral	463	LF	\$29.75	\$13,774.25	564		\$0.00	\$0.00	\$16,779.00	122%	-\$3,004.75
35	8-Inch x 6-Inch Sewer Wye	14	EA	\$200.00	\$2,800.00	14		\$0.00	\$0.00	\$2,800.00	100%	\$0.00
36	Connect to Existing Sanitary Sewer	1	EA	\$650.00	\$650.00	1		\$0.00	\$0.00	\$650.00	100%	\$0.00
<b>Storm Sewer</b>												
37	12-Inch HDPE Storm Sewer	453	LF	\$29.75	\$13,476.75	420		\$0.00	\$0.00	\$12,495.00	93%	\$981.75
38	15-Inch HDPE Storm Sewer	24	LF	\$31.75	\$762.00	60		\$0.00	\$0.00	\$1,905.00	250%	-\$1,143.00
39	18-Inch HDPE Storm Sewer	425	LF	\$34.00	\$14,450.00	451		\$0.00	\$0.00	\$15,334.00	106%	-\$884.00
40	24-Inch HDPE Storm Sewer	59	LF	\$49.50	\$2,920.50	69		\$0.00	\$0.00	\$3,415.50	117%	-\$495.00
41	30-Inch HDPE Storm Sewer	253	LF	\$55.25	\$13,978.25	253		\$0.00	\$0.00	\$13,978.25	100%	\$0.00
42	21-Inch Class III RCP Storm Sewer	140	LF	\$56.00	\$7,840.00		140	\$7,840.00	\$0.00	\$7,840.00	100%	\$0.00
43	36-Inch Class III RCP Storm Sewer	50	LF	\$93.00	\$4,650.00	50		\$0.00	\$0.00	\$4,650.00	100%	\$0.00
44	36-Inch Class III RCP Apron Endwall	1	EA	\$2,325.00	\$2,325.00	1		\$0.00	\$0.00	\$2,325.00	100%	\$0.00
45	Nyoplast 2-Ft x 3-Ft curb Inlet (24-Inch)	13	EA	\$3,400.00	\$44,200.00	13		\$0.00	\$0.00	\$44,200.00	100%	\$0.00
46	4-Footer Diameter Storm Manhole	1	EA	\$2,670.00	\$2,670.00	1		\$0.00	\$0.00	\$2,670.00	100%	\$0.00
47	5-Footer Diameter Storm Manhole	1	EA	\$4,850.00	\$4,850.00	1		\$0.00	\$0.00	\$4,850.00	100%	\$0.00
48	6-Footer Diameter Storm Manhole	1	EA	\$5,200.00	\$5,200.00	1		\$0.00	\$0.00	\$5,200.00	100%	\$0.00
49	Connect to Existing Storm Sewer/Manhole	4	EA	\$850.00	\$3,400.00	2		\$0.00	\$0.00	\$1,700.00	50%	\$1,700.00
50	Wet Detention Basin Excavation and Grading	1	LS	\$54,000.00	\$54,000.00	1		\$0.00	\$0.00	\$54,000.00	100%	\$0.00
51	Pond Outlet Structure (4-Footer) w/ Grate	1	LS	\$5,500.00	\$5,500.00	1		\$0.00	\$0.00	\$5,500.00	100%	\$0.00
<b>Roadway</b>												
52	Unclassified Excavation and Grading (Road and	1	LS	\$25,000.00	\$25,000.00	1		\$0.00	\$0.00	\$25,000.00	100%	\$0.00
53	Excavation Below subgrade (EBS)	150	CY	\$6.00	\$900.00			\$0.00	\$0.00	\$0.00	0%	\$900.00
54	2.25-Inch Lower Layer Asphaltic Concrete Pav	4,744	SY	\$9.20	\$43,644.80	3585		\$0.00	\$0.00	\$32,982.00	76%	\$10,662.80
55	1.75-Inch Upper Layer Asphaltic Concrete Pav	4,744	SY	\$8.10	\$38,426.40	213		\$0.00	\$0.00	\$1,725.30	4%	\$36,701.10
56	30-Inch Curb and Gutter, Type HM	2,392	LF	\$12.50	\$29,900.00	1970	246	\$3,075.00	\$0.00	\$27,700.00	93%	\$2,200.00
57	1 1/4 Inch Dense Graded Base (8-Inch Depth)	4,917	SY	\$5.11	\$25,125.87	4917		\$0.00	\$0.00	\$25,125.87	100%	\$0.00
58	Select Crush Material (16-Inch Depth)	4,917	SY	\$8.86	\$43,564.62	4917		\$0.00	\$0.00	\$43,564.62	100%	\$0.00
59	4-Inch Reinforced Concrete Sidewalk w/ Base	3,800	SF	\$0.50	\$1,900.00		3800	\$1,900.00	\$0.00	\$1,900.00	100%	\$0.00
60	6-Inch Reinforced Concrete Sidewalk w/ Base	240	SF	\$6.40	\$1,536.00	240		\$0.00	\$0.00	\$1,536.00	100%	\$0.00
61	6-Inch Concrete Driveway w/ Base	486	SF	\$6.00	\$2,916.00	450		\$0.00	\$0.00	\$2,700.00	93%	\$216.00
62	6-Inch HDPE Underdrain	2,359	LF	\$8.10	\$19,107.90	1959		\$0.00	\$0.00	\$15,867.90	83%	\$3,240.00
63	Geotextile Fabric Type SAS	4,917	SY	\$2.00	\$9,834.00	4917		\$0.00	\$0.00	\$9,834.00	100%	\$0.00
<b>Additive Alternate A</b>												
<b>General</b>												
1	Mobilization, Bonds & Insurance	1	LS	\$2,500.00	\$2,500.00	0.5	0.5	\$1,250.00	\$0.00	\$2,500.00	100%	\$0.00
2	Traffic Control	1	LS	\$100.00	\$100.00	1		\$0.00	\$0.00	\$100.00	100%	\$0.00
3	Erosion Control	1	LS	\$500.00	\$500.00	1		\$0.00	\$0.00	\$500.00	100%	\$0.00
4	Concrete Quality Control	1	LS	\$500.00	\$500.00			\$0.00	\$0.00	\$0.00	0%	\$500.00
5	Site Maintenance and Restoration	1	LS	\$2,000.00	\$2,000.00			\$0.00	\$0.00	\$0.00	0%	\$2,000.00
6	Field Density Testing	3	EA	\$200.00	\$600.00			\$0.00	\$0.00	\$0.00	0%	\$600.00

Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or E	\$ (C*B1 + E + F)	% (G / B)	(B - G)
<b>Storm Sewer</b>												
7	12-Inch HDPE Storm Sewer	91	LF	\$29.75	\$2,707.25	91		\$0.00	\$0.00	\$2,707.25	100%	\$0.00
8	15-Inch HDPE Storm Sewer	661	LF	\$31.75	\$20,986.75	661		\$0.00	\$0.00	\$20,986.75	100%	\$0.00
9	18-Inch HDPE Storm Sewer	37	LF	\$34.00	\$1,258.00	37		\$0.00	\$0.00	\$1,258.00	100%	\$0.00
10	21-Inch Class III RCP Storm Sewer	177	LF	\$56.00	\$9,912.00	174		\$0.00	\$0.00	\$9,744.00	98%	\$168.00
11	21-Inch Class III RCP Apron Endwall	1	EA	\$815.00	\$815.00	1		\$0.00	\$0.00	\$815.00	100%	\$0.00
12	Nyoplast 2-Ft x 3-Ft curb Inlet (24-Inch)	7	EA	\$4,400.00	\$30,800.00	7		\$0.00	\$0.00	\$30,800.00	100%	\$0.00
13	4-Foot Diameter Inlet Manhole	3	EA	\$2,750.00	\$8,250.00	3		\$0.00	\$0.00	\$8,250.00	100%	\$0.00
<b>Roadway</b>												
14	Unclassified Excavation and Grading (Road and	1	LS	\$12,000.00	\$12,000.00	1		\$0.00	\$0.00	\$12,000.00	100%	\$0.00
15	Excavation Below subgrade (EBS)	50	CY	\$6.00	\$300.00			\$0.00	\$0.00	\$0.00	0%	\$300.00
16	2.25-Inch Lower Layer Asphaltic Concrete Pave	2,184	SY	\$9.20	\$20,092.80			\$0.00	\$0.00	\$0.00	0%	\$20,092.80
17	1.75-Inch Upper Layer Asphaltic Concrete Pave	2,184	SY	\$8.20	\$17,908.80			\$0.00	\$0.00	\$0.00	0%	\$17,908.80
18	30-Inch Curb and Gutter, Type HM	1,228	LF	\$12.50	\$15,350.00		1228	\$15,350.00	\$0.00	\$15,350.00	100%	\$0.00
19	1 1/4 Inch Dense Graded Base (8-Inch Depth)	2,797	SY	\$5.11	\$14,292.67	2797		\$0.00	\$0.00	\$14,292.67	100%	\$0.00
20	Select Crush Material (16-Inch Depth)	2,797	SY	\$8.86	\$24,781.42	2797		\$0.00	\$0.00	\$24,781.42	100%	\$0.00
21	6-Inch HDPE Underdrain	1,222	LF	\$8.10	\$9,898.20	1250		\$0.00	\$0.00	\$10,125.00	102%	-\$226.80
22	Geotextile Fabric Type SAS	2,797	SY	\$2.00	\$5,594.00	2797		\$0.00	\$0.00	\$5,594.00	100%	\$0.00
<b>Additive Alternate B</b>												
<b>General</b>												
1	Mobilization, Bonds & Insurance	1	LS	\$2,000.00	\$2,000.00	0.5	0.5	\$1,000.00	\$0.00	\$2,000.00	100%	\$0.00
2	Traffic Control	1	LS	\$100.00	\$100.00	1		\$0.00	\$0.00	\$100.00	100%	\$0.00
3	Erosion Control	1	LS	\$500.00	\$500.00	1		\$0.00	\$0.00	\$500.00	100%	\$0.00
4	Concrete Quality Control	1	LS	\$500.00	\$500.00			\$0.00	\$0.00	\$0.00	0%	\$500.00
5	Site Maintenance and Restoration	1	LS	\$2,000.00	\$2,000.00			\$0.00	\$0.00	\$0.00	0%	\$2,000.00
6	Field Density Testing	3	EA	\$200.00	\$600.00			\$0.00	\$0.00	\$0.00	0%	\$600.00
<b>Water Main</b>												
7	6-Inch PVC Water Main	22	LF	\$34.75	\$764.50	22		\$0.00	\$0.00	\$764.50	100%	\$0.00
8	8-Inch PVC Water Main	597	LF	\$33.00	\$19,701.00	575		\$0.00	\$0.00	\$18,975.00	96%	\$726.00
9	6-Inch Valve and Box	1	EA	\$1,350.00	\$1,350.00	1		\$0.00	\$0.00	\$1,350.00	100%	\$0.00
10	8-Inch x 6-Inch Tee	1	EA	\$675.00	\$675.00	1		\$0.00	\$0.00	\$675.00	100%	\$0.00
11	1-Inch HDPE Water Service	164	LF	\$23.50	\$3,854.00	164		\$0.00	\$0.00	\$3,854.00	100%	\$0.00
12	1-Inch Corporation, Curb Stop & Box (Saddle)	6	EA	\$375.00	\$2,250.00	6		\$0.00	\$0.00	\$2,250.00	100%	\$0.00
13	Connect to Existing Water Main	1	EA	\$850.00	\$850.00	1		\$0.00	\$0.00	\$850.00	100%	\$0.00
14	Fire Hydrant Complete	1	EA	\$3,750.00	\$3,750.00	1		\$0.00	\$0.00	\$3,750.00	100%	\$0.00
<b>Sanitary Sewer</b>												
15	Sanitary Manhole w/ Outside Drop, 4-Foot Dia	1	EA	\$5,350.00	\$5,350.00	1		\$0.00	\$0.00	\$5,350.00	100%	\$0.00
16	8-Inch PVC Sanitary Sewer	613	LF	\$43.75	\$26,818.75	588		\$0.00	\$0.00	\$25,725.00	96%	\$1,093.75

Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or F	\$ (C*B1 + E + F)	% (G / B)	(B - G)
17	6-Inch PVC Sanitary Sewer Lateral	180	LF	\$27.50	\$4,950.00	195		\$0.00	\$0.00	\$5,362.50	108%	-\$412.50
18	8-Inch x 6-Inch Sewer Wye	6	EA	\$200.00	\$1,200.00	6		\$0.00	\$0.00	\$1,200.00	100%	\$0.00
19	Connect to Existing Sanitary Sewer	1	EA	\$550.00	\$550.00	1		\$0.00	\$0.00	\$550.00	100%	\$0.00
<b>Roadway</b>												
20	Unclassified Excavation and Grading (Road and	1	LS	\$12,000.00	\$12,000.00	1		\$0.00	\$0.00	\$12,000.00	100%	\$0.00
21	Excavation Below subgrade (EBS)	50	CY	\$6.00	\$300.00			\$0.00	\$0.00	\$0.00	0%	\$300.00
22	2.25-Inch Lower Layer Asphaltic Concrete Pave	2,342	SY	\$9.20	\$21,546.40			\$0.00	\$0.00	\$0.00	0%	\$21,546.40
23	1.75-Inch Upper Layer Asphaltic Concrete Pave	2,342	SY	\$8.20	\$19,204.40			\$0.00	\$0.00	\$0.00	0%	\$19,204.40
24	30-Inch Curb and Gutter, Type HM	1,243	LF	\$12.50	\$15,537.50		1243	\$15,537.50	\$0.00	\$15,537.50	100%	\$0.00
25	1 1/4 Inch Dense Graded Base (8-Inch Depth)	2,817	SY	\$5.11	\$14,394.87	2817		\$0.00	\$0.00	\$14,394.87	100%	\$0.00
26	Select Crush Material (16-Inch Depth)	2,817	SY	\$8.86	\$24,958.62	2817		\$0.00	\$0.00	\$24,958.62	100%	\$0.00
27	6-Inch HDPE Underdrain	1,226	LF	\$7.00	\$8,582.00	1226		\$0.00	\$0.00	\$8,582.00	100%	\$0.00
28	Geotextile Fabric Type SAS	2,817	SY	\$2.00	\$5,634.00	2817		\$0.00	\$0.00	\$5,634.00	100%	\$0.00
<b>CHANGE ORDERS/ EXTRAS</b>												
<b>CHANGE ORDER #1 Swampbuck to West</b>												
<b>General</b>												
1	Mobilization, Bonds & Insurance	1	LS	\$9,500.00	\$9,500.00		0.75	\$7,125.00	\$0.00	\$7,125.00	75%	\$2,375.00
2	Traffic Control	1	LS	\$1.00	\$1.00		0.75	\$0.75	\$0.00	\$0.75	75%	\$0.25
3	Erosion Control	1	LS	\$250.00	\$250.00		0.75	\$187.50	\$0.00	\$187.50	75%	\$62.50
4	Concrete Quality Control	1	LS	\$500.00	\$500.00			\$0.00	\$0.00	\$0.00	0%	\$500.00
5	Site Maintenance and Restoration	1	LS	\$7,300.00	\$7,300.00			\$0.00	\$0.00	\$0.00	0%	\$7,300.00
<b>Storm Sewer</b>												
6	Nyoplast 2-Ft x 3-Ft curb Inlet (24-Inch)	2	EA	\$4,400.00	\$8,800.00		2	\$8,800.00	\$0.00	\$8,800.00	100%	\$0.00
7	Nyoplast Drain Basin	1	EA	\$4,400.00	\$4,400.00		1	\$4,400.00	\$0.00	\$4,400.00	100%	\$0.00
8	18-Inch HDPE Storm Sewer	472	LF	\$34.00	\$16,048.00		472	\$16,048.00	\$0.00	\$16,048.00	100%	\$0.00
9	Connect to Existing Storm Sewer	1	EA	\$550.00	\$550.00		1	\$550.00	\$0.00	\$550.00	100%	\$0.00
<b>Sanitary Sewer</b>												
10	Sanitary Manhole, 4-Foot Diameter, Complete	2	EA	\$2,750.00	\$5,500.00		2	\$5,500.00	\$0.00	\$5,500.00	100%	\$0.00
11	8-Inch PVC Sanitary Sewer	600	LF	\$43.75	\$26,250.00		598	\$26,162.50	\$0.00	\$26,162.50	100%	\$87.50
12	6-Inch PVC Sanitary Sewer Lateral	210	LF	\$27.50	\$5,775.00		205	\$5,637.50	\$0.00	\$5,637.50	98%	\$137.50
13	8-Inch x 6-Inch Sewer Wye	6	EA	\$200.00	\$1,200.00		6	\$1,200.00	\$0.00	\$1,200.00	100%	\$0.00
14	Connect to Existing Sanitary Sewer	1	EA	\$550.00	\$550.00		1	\$550.00	\$0.00	\$550.00	100%	\$0.00

Item		Bid	Unit	Unit	Bid	Work Completed			Materials Pres. Stored	Tot. Completed & Stored to Date		Balance to Finish
Bid Item #	Description	Qty		Price	Value	From Prev. Application	Qty this Period	Value this Application	not in C or I	\$ (C*B1 + E + F)	% (G / B)	(B - G)
<b>Water Main</b>												
15	8-Inch PVC Water Main	597	LF	\$33.00	\$19,701.00		600	\$19,800.00	\$0.00	\$19,800.00	101%	-\$99.00
16	6-Inch PVC Water Main	41	LF	\$34.75	\$1,424.75		48	\$1,668.00	\$0.00	\$1,668.00	117%	-\$243.25
17	6-Inch Valve and Box	2	EA	\$1,350.00	\$2,700.00		2	\$2,700.00	\$0.00	\$2,700.00	100%	\$0.00
18	8-Inch x 6-Inch Tee	2	EA	\$675.00	\$1,350.00		2	\$1,350.00	\$0.00	\$1,350.00	100%	\$0.00
19	8-Inch Plug	1	EA	\$200.00	\$200.00		1	\$200.00	\$0.00	\$200.00	100%	\$0.00
20	1-Inch HDPE Water Service	190	LF	\$23.50	\$4,465.00		204	\$4,794.00	\$0.00	\$4,794.00	107%	-\$329.00
21	1-Inch Corporation, Curb Stop & Box	5	EA	\$375.00	\$1,875.00		5	\$1,875.00	\$0.00	\$1,875.00	100%	\$0.00
22	Rigid Polystyrene Insulation 2-Inch	385	SF	\$2.00	\$770.00		385	\$770.00	\$0.00	\$770.00	100%	\$0.00
23	Connect to Existing Water Main	1	EA	\$850.00	\$850.00		1	\$850.00	\$0.00	\$850.00	100%	\$0.00
24	Fire Hydrant Complete	1	EA	\$3,750.00	\$3,750.00		1	\$3,750.00	\$0.00	\$3,750.00	100%	\$0.00
25	Adjust Existing Water Valve	1	EA	\$200.00	\$200.00			\$0.00	\$0.00	\$0.00	0%	\$200.00
<b>Roadway</b>												
26	Excavation Common	1	LS	\$31,900.00	\$31,900.00		1	\$31,900.00	\$0.00	\$31,900.00	100%	\$0.00
27	Excavation Below subgrade (EBS)	50	CY	\$15.00	\$750.00			\$0.00	\$0.00	\$0.00	0%	\$750.00
28	1 1/4 Inch Dense Graded Base (8-Inch Depth)	2,720	SY	\$5.11	\$13,899.20		2720	\$13,899.20	\$0.00	\$13,899.20	100%	\$0.00
29	Select Crush Material (16-Inch Depth)	2,720	SY	\$8.86	\$24,099.20		2720	\$24,099.20	\$0.00	\$24,099.20	100%	\$0.00
30	4-Inch Asphalt Pavement	2,020	SY	\$17.50	\$35,350.00			\$0.00	\$0.00	\$0.00	0%	\$35,350.00
31	30-Inch Concrete Curb & Gutter Mountable	1,136	LF	\$12.50	\$14,200.00			\$0.00	\$0.00	\$0.00	0%	\$14,200.00
32	6-Inch HDPE Underdrain	1,195	LF	\$7.00	\$8,365.00		1195	\$8,365.00	\$0.00	\$8,365.00	100%	\$0.00
33	6-Inch Concrete Driveway w/Base	288	SF	\$6.00	\$1,728.00			\$0.00	\$0.00	\$0.00	0%	\$1,728.00
34	Geotextile Fabric Type SAS	2,720	SY	\$2.00	\$5,440.00		2720	\$5,440.00	\$0.00	\$5,440.00	100%	\$0.00
<b>TOTAL</b>					\$1,410,879.67			\$261,430.90	\$0.00	\$1,186,172.42		\$224,707.25

**DISASTER DECLARATION**

**WHEREAS** on July 19 and 20, 2019, a disaster, namely severe storm events has struck the City of Abbotsford, WI; and

**WHEREAS**, because of such emergency conditions, the Common Council, is unable to meet with promptness; and

**WHEREAS**, it is necessary and expedient for the health, safety, welfare and good order of the City to proclaim that emergency conditions exists; and

**WHEREAS**, the disaster has caused the City of Abbotsford to expand, commit and exhaust all of its available resources; and

**WHEREAS**, the City of Abbotsford is asking for county assistance and requests the county to advise the State of Wisconsin of our emergency conditions:

**NOW, THEREFORE**, pursuant to sections 323.11 and 323.14 (4) of the Wisconsin Statutes, as Chief Elected Official of the City of Abbotsford in testimony whereof I have hereunto set my hand and have caused the great seal of the City of Abbotsford to be affixed.

Done at the City hall this 5th day of August, 2019.

\_\_\_\_\_  
Mayor Lori Voss

NOTE: Under 323.14(4)(b), Stats., this proclamation shall be subject to ratification, alteration, modification or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the proper validity of this proclamation.

ATTEST:

\_\_\_\_\_  
Dan Grady – City Administrator/Clerk/Treasurer

**From:** [Natalyn Jannene](#)  
**To:** [Dan Grady](#)  
**Subject:** Naming of the new subdivision  
**Date:** Friday, July 5, 2019 8:39:48 PM

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Hello!

Here are my family's ideas for the name of the new subdivision.

Cole Jannene - Schilling Meadows - named after the lady who sold the City the land.

Natalyn Jannene - Olde Abbott Manor - after Edwin Abbott who the City was named after.

Preston Belanger - Twin County Crossings - because we are split between Clark and Marathon County and "crossings" because of HWY 13 and 29.

Hope those help!

This email message (and attachments) may contain confidential AbbyBank information. If you are not the intended recipient, you cannot use, distribute, or copy the message or attachments. In such a case, please notify the sender by return email immediately and erase all copies of the message and attachments. Opinions, conclusions, and other information in this message and attachments that do not relate to official business are neither given nor endorsed by AbbyBank.





July 22, 2019

Todd Medenwaldt  
Abbotsford, City  
PO Box 589  
Abbotsford, WI 54405

Subject: Public Notice Reminder Letter  
Reissuance to WPDES General Permit No. WI-0046540-06-0  
**Permittee Name:** Abbotsford, City  
**Facility Name:** Abbotsford Eau Pleine Water Treatment Plant  
**Facility Address:** Maple Road, Abbotsford, WI 54405  
**Site ID (FIN):** 61057  
**Facility ID (FID):**

Dear Permittee:

The Wisconsin Department of Natural Resources (hereafter Department) has public noticed its intent to reissue the *Water Treatment and Conditioning* Wisconsin Pollutant Discharge Elimination System (WPDES) General Permit No. WI-0046540-06-0 on **July 23, 2019**. The department is sending this letter out to all facilities that currently have coverage under the *Potable Water Treatment and Conditioning* WPDES General Permit No. WI-0046540-05-0 as indicated by our records. This general permit covers waste disposal discharges (e.g. backwash water, regeneration water, concentrate or reject water, unit washwater or drainage water, and decant water or supernatant) from water treatment and conditioning processes to surface waters or indirectly to groundwaters via seepage. You will have 30-days (**August 22, 2019**) to comment on the proposed permit. Public comment procedures can be found on the public notice. A summary of proposed changes can be found on the public notice as well. More specific changes from the previous permit and justification for those changes can be found in the fact sheet for the proposed permit. The proposed general permit, fact sheet, and the public notice are available on the DNR webpage for "WPDES Permits on public notice" here: <http://dnr.wi.gov/topic/Wastewater/PublicNotices.html>. To view a **public notice**, click on the date of public notice indicated under the column heading entitled "Notice Publication Date". The **proposed permit** can be downloaded by clicking on the file size indicated under the column entitled "Permit Draft". The **fact sheet** can be downloaded by clicking on the file size indicated under the column entitled "Supporting Documents".

If you have any questions, please contact me by email: [Trevor.Moen@Wisconsin.gov](mailto:Trevor.Moen@Wisconsin.gov) or by phone: (920) 424-7883.

Thank you,

Trevor Moen  
Wastewater Engineer  
Bureau of Water Quality



# WPDES PERMIT

## *STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES*

### **GENERAL PERMIT TO DISCHARGE UNDER THE WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM**

In compliance with the provisions of Chapter 283, Wisconsin Statutes, any facility engaged in

#### **WATER TREATMENT AND/OR CONDITIONING**

located in the State of Wisconsin and meeting the applicability criteria listed in this General Permit, is permitted to discharge wastewaters from these operations directly to surface waters of the state and/or indirectly to groundwaters of the state in accordance with the effluent limitations, monitoring requirements and other conditions set forth in this permit.

State of Wisconsin Department of Natural Resources (hereafter department)  
For the Secretary

By

\_\_\_\_\_  
Adrian Stocks  
Director, Bureau of Water Quality

\_\_\_\_\_  
Date Permit Signed/Issued

**PERMIT TERM: EFFECTIVE DATE – November 1, 2019**

**EXPIRATION DATE – October 31, 2024**

## TABLE OF CONTENTS

<b>1 APPLICABILITY CRITERIA .....</b>	<b>1</b>
<b>2 OBTAINING PERMIT COVERAGE .....</b>	<b>4</b>
<b>3 SURFACE WATER DISCHARGE REQUIREMENTS .....</b>	<b>5</b>
<b>4 GROUNDWATER DISCHARGE REQUIREMENTS.....</b>	<b>12</b>
<b>5 IMPAIRED WATERS &amp; TMDL REQUIREMENTS FOR SURFACE WATER DISCHARGES .....</b>	<b>16</b>
<b>6 WATER TREATMENT ADDITIVES .....</b>	<b>17</b>
<b>7 STANDARD REQUIREMENTS .....</b>	<b>18</b>
<b>8 SUMMARY OF REPORTS DUE .....</b>	<b>25</b>

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# 1 Applicability Criteria

## 1.1 Discharges Covered

This permit is applicable to water treatment and conditioning facilities that result in any of the following discharges to a water of the state:

- Discharges of backwash water;
- Discharges of regeneration water;
- Discharges of concentrate or reject water;
- Discharges of unit washwater or drainage water;
- Discharges of decant water or supernatant; and
- Discharges of other similar wastewaters as determined by the department to be applicable under this general permit on case-by-case basis.

This general permit may cover the following water treatment and conditioning processes:

- Iron/manganese filters;
- Demineralizers or ion exchange units;
- Granular media filters;
- Membrane filtration units;
- Lime/soda ash softeners;
- Coagulation/flocculation and sedimentation units; or
- Other water treatment and conditioning processes.

## 1.2 Discharges Not Covered

The discharges listed in this section are not applicable to this general permit and may require application under an another general or individual WPDES permit. The following discharges to the waters of the state are not applicable to this general permit:

- The disposal or land application of sludges or precipitated solids from water treatment systems;
- Discharges from sodium or potassium cycle ion exchange regeneration units;
- Discharges from water treatment systems operated to meet drinking water standards for arsenic, radium or other radionuclides;
- Discharges from water treatment processes that significantly concentrate metals and have a reasonable potential to exceed the surface water quality standards in chs. NR 105 and NR 106, Wis. Adm. Code or groundwater standards in ch. NR 140, Wis. Adm. Code;
- Discharges of domestic wastewater, contaminated stormwater, contaminated groundwater, industrial process wastewaters, whey, whey permeate, whey filtrate, contact cooling water, noncontact cooling water, cooling tower blowdown, leachates, boiler blowdown, or condensates;
- Discharges from the development or rehabilitation of water supply wells;

- Discharges from the draining, flushing, leakage testing, or hydrostatic testing of water distribution or storage systems;
- Discharges to a seepage cell or pond system that have a maximum monthly average flow rate equal to or greater than 15,000 gallons per day and require groundwater monitoring in accordance with s. NR 214.21, Wis. Adm. Code. The department may waive the requirement to install a groundwater monitoring well system, allowing facilities to remain eligible under this permit pursuant to s. NR 214.21(1)(d), Wis. Adm. Code;
- Discharges from any accidental or unplanned release, spill, leak, or overflow;
- Discharges containing water treatment additives where the additive use is not approved in writing by the department;
- Discharges to a wetland where the department has determined that the discharge of pollutants will not meet the wetland protection requirements of ch. NR 103, Wis. Adm. Code;
- Discharges directly to an outstanding resource water as defined in s. NR 102.10, Wis. Adm. Code, or discharges that would lower the water quality of downstream outstanding resource waters;
- Discharges directly to an exceptional resource water as defined in s. NR 102.11, Wis. Adm. Code, or discharges that would lower the water quality of downstream exceptional water resources;
- Discharges that result in the significant lowering of water quality in fish and aquatic life waters identified in s. NR 102.13, Wis. Adm. Code, Great Lakes system waters, and variance waters identified within ss. NR 104.05 through 104.10, Wis. Adm. Code;
- The increased discharge to fish and aquatic life waters identified in s. NR 102.13, Wis. Adm. Code, Great Lakes system waters, and variance waters identified within ss. NR 104.05 through 104.10, Wis. Adm. Code;
- Discharges of hazardous substances that are required to be reported under ch. NR 706, Wis. Adm. Code;
- Discharges that will adversely impact endangered and threatened species, including causing an incidental take, unless the department determines that the discharges comply with the endangered and threatened resource protection requirements of s. 29.604, Wis. Stats., and ch. NR 27, Wis. Adm. Code;
- Discharges that will adversely affect any historic property that is listed property, or on the inventory or on the list of locally designated historic places under s. 44.45, Wis. Stats., unless the department determines that the discharges will not have an adverse effect on any historic property pursuant to s. 44.40(3), Wis. Stats.;
- Discharges from properties within tribal lands. The Tribe or U.S. EPA regulates discharges within tribal lands (land owned by or held in trust for the tribes and land within recognized reservation boundaries);
- Discharges containing substances that will have a reasonable potential to exceed the surface water quality standards in chs. NR 102, NR 104, NR 105, NR 106, NR 207, and NR 217 Wis. Adm. Code, or other applicable surface water quality standards; and
- Discharges containing substances that will have a reasonable potential to exceed the groundwater quality standards in ch. NR 140, Wis. Adm. Code.

### **1.3 Permit Exclusions**

The discharges listed below are excluded from requiring coverage under this WPDES permit:

- Discharges to a holding tank that are pumped and hauled to a publicly owned treatment works;
- Discharges to a sanitary sewer system that conveys the wastewater to a publicly-owned treatment works; and
- Discharges to a sanitary sewer system that conveys the wastewater to a privately-owned treatment works.

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## 2 Obtaining Permit Coverage

An applicant shall comply with the following requirements to obtain coverage and authorization to discharge to the waters of the state under this general permit.

### 2.1 Submittal of a Notice of Intent

The applicant shall submit a complete notice of intent (NOI) under this general permit to the department at least thirty (30) business days before the expected start date of discharge. The NOI can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>. NOIs shall be submitted electronically, if made available by the department, or mailed to the attention of “Wastewater General Permits” at the headquarters office of the region in which the project is located unless otherwise indicated on the department’s webpage. A list of the department general permit reviewers for each region with contact information can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>. Please scroll to the “How to Apply” section and click the department region that you are located.

**Note:** The department is in the process of developing and requiring electronic submissions of NOIs to discharge under this general permit. Once the NOIs are online, paper copies will be no longer accepted. The department will post this update on our general permit webpage.

### 2.2 Incomplete NOI

The department may require an applicant to submit additional information if the department determines a NOI is incomplete. The applicant shall submit the requested information.

### 2.3 Granting of Coverage

All applicants meeting the applicability requirements of this general permit shall receive a letter from the department granting coverage under this general permit prior to commencing discharge to the waters of the state. If the applicant has not received a coverage letter from the department granting coverage under this general permit, an applicant may not discharge to the waters of the state until coverage under this general permit is granted by the department.

**Note:** If the department notifies an applicant that a discharge is ineligible for coverage under this general permit but still requires WPDES permit coverage, the applicant shall apply for and obtain coverage under an individual WPDES permit (or alternative general permit, if available) prior to discharging to the waters of the state. The necessary steps to apply for coverage under an individual permit can be found at the department website:

<http://dnr.wi.gov/topic/wastewater/PermitApplications.html>.

### 3 Surface Water Discharge Requirements

The requirements of this section only apply to surface water discharges. Surface water discharges means any discernible, confined and discrete conveyance system including but not limited to any pipe, ditch, channel, tunnel, conduit, swale, or storm sewer that will carry wastewater to surface waters within the state of Wisconsin. Discharges to a storm water pond that is hydraulically connected to a surface water is considered a surface water discharge.

#### 3.1 Sampling Point(s)

The discharge(s) shall be limited to the waste type(s) designated for the listed sampling point(s).

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, Waste Type/Sample Contents and Treatment Description (as applicable)
001	Discharges from water treatment and/or conditioning processes shall be sampled following treatment (if applicable) and prior to discharge to surface water or wetlands via Outfall 001. The samples taken shall be representative of the discharge that consists solely of the treated effluent before mixing with any other water. Sampling is only required when wastewater is being discharged during the reporting period.

#### 3.2 Monitoring Requirements and Effluent Limitations

The permittee shall comply with the following monitoring requirements and limitations for each applicable outfall.

##### 3.2.1 Sampling Point (Outfall) 001 – Surface Water Discharge

Monitoring Requirements and Effluent Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Flow Rate		gpd	Daily	Total Daily	See Section 3.4
Suspended Solids, Total	Daily Max	40 mg/L	Monthly	Grab	See Sections 3.3 and 3.5
	Monthly Avg	40 mg/L			
pH Field	Daily Min	6.0 s.u.	Monthly	Grab	See Sections 3.3 and 3.6
	Daily Max	9.0 s.u.			
Chlorine, Total Residual	Daily Max	19 µg/L	Monthly	Grab	See Sections 3.3 and 3.7
	Weekly Avg	7.3 µg/L			
	Monthly Avg	7.3 µg/L			
Dissolved Oxygen	Daily Min	See Permit Note	Monthly	Grab	See Sections 3.3 and 3.8
Chloride	Daily Max	760 mg/L	Monthly	Grab	See Sections 3.3 and 3.9



<b>Monitoring Requirements and Effluent Limitations</b>					
<b>Parameter</b>	<b>Limit Type</b>	<b>Limit and Units</b>	<b>Sample Frequency</b>	<b>Sample Type</b>	<b>Notes</b>
	Weekly Avg	400 mg/L			
	Monthly Avg	400 mg/L			
Potassium Permanganate	Daily Max	14 µg/L	Monthly	Measure	See Sections 3.3 and 3.10
	Weekly Avg	0.77 µg/L			
	Monthly Avg	0.77 µg/L			
Manganese, Total Recoverable	Daily Max	1700 µg/L	Monthly	Grab Comp	See Sections 3.3 and 3.11
	Weekly Avg	93 µg/L			
	Monthly Avg	93 µg/L			
Iron, Total Recoverable	Narrative	No Visible Color	Daily	Visual Inspection	Record in a daily log. See Sections 3.3 and 3.12
Cadmium, Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Chromium (+3), Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Copper, Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Lead, Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Nickel, Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Zinc, Total Recoverable	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Hardness, Total as CaCO <sub>3</sub>	-	mg/L	Monthly	Grab Comp	See Sections 3.3 and 3.13
Phosphorus, Total	-	mg/L	Quarterly	Grab	See Section 3.14
Water Treatment Additives - Specify	TBD	TBD	Monthly	Grab	Refer to Section 6

### 3.3 Sampling Frequency Reduction

The department may approve in writing a sampling frequency reduction for total suspended solids, pH, total residual chlorine, dissolved oxygen, chloride, potassium permanganate, total recoverable manganese, total hardness, total recoverable cadmium, total recoverable chromium, total recoverable copper, total recoverable lead, total recoverable nickel, or total recoverable zinc. The permittee must comply with the following conditions:

1. To allow a reduced sampling frequency of quarterly rather than monthly, the permittee has collected 24 representative samples of the discharge or two years of monthly discharge data and the average of the monitoring results are less than 50% of the discharge limitations for total suspended solids, total residual chlorine, chloride, potassium permanganate, or total recoverable manganese. For pH, the average pH concentration must be between 6.0 to 9.0 s.u. For dissolved oxygen, the average concentration must be greater than 5.0 mg/L.
2. To allow a reduced sampling frequency of once per six months rather than monthly, the permittee has collected 24 representative samples of the discharge or two years of monthly discharge data and the average of the monitoring results are less than 25% of the discharge limitations for total suspended solids, total residual chlorine, chloride, potassium permanganate, or total recoverable manganese. For pH, the average pH concentration must be between 6.5 to 8.5 s.u. For dissolved oxygen, the average concentration must greater than 6.0 mg/L. The sampling frequency for cadmium, chromium, copper, lead, nickel, zinc, and effluent total hardness may be reduced to once per six months if the permittee has collected 24 representative samples of the discharge or two years of monthly discharge data and water quality based effluent limits are determined not necessary based on chs. NR 105 and NR 106, Wis. Adm. Code.
3. Permittees requesting reduced sampling frequencies must submit a sampling frequency reduction request to the department with supporting monitoring results. Permittees may use historical discharge data, if available, in the sampling frequency reduction request.
4. Permittees may only receive reduced sampling frequencies if they are in substantial compliance with the limits and have not had any violations with the permit limitations during the two-year period or 24 representative samples.
5. Sampling frequency reductions are only valid for the term of the permit. Permittees shall reapply each permit term.
6. If a limit exceedance occurs, a monthly monitoring frequency shall resume the following month until the permittee can comply with conditions 1. or 2. above.

### **3.4 Flow Rate**

The permittee shall estimate the total daily flow rate of the discharge. The flow rate may be estimated by the readings of a water meter on the discharge, readings from a calibrated pump handling the discharge, the total gallons pumped divided by the operating period of the pump per day or any other approved flow estimating methods in s. NR 218.04(15), Wis. Adm. Code. The permittee may request, in writing, the approval of an additional method for estimating flow.

#### **3.4.1 Flow Rate Control**

The permittee shall control the flow rate to minimize the stream bank erosion, resuspension of sediment, downstream flooding, or property damage.

### **3.5 Total Suspended Solids (TSS)**

The permittee shall monitor the discharge for TSS and limit the TSS concentration to 40 mg/L or less. For the filter backwash water discharges, the TSS grab sample must be taken during the first five minutes of backwashing. The monthly average limit of 40 mg/L applies to continuous dischargers only.

#### **3.5.1 Filter Backwashing**

If available, filter backwash discharges may have to be routed for the first thirty (30) seconds of the backwash cycle to a proper sanitary sewer system or other holding tank to meet TSS limits.

### 3.6 pH Monitoring

The permittee shall maintain the pH of the discharge between 6.0 to 9.0 standard units except if the department approves a higher daily maximum pH limit for lime softening discharges based on Section 3.6.1.

#### 3.6.1 pH Monitoring for Lime Softening

For lime softening dischargers, the permittee may request, at the time of the submittal of the Notice of Intent (NOI), a daily maximum pH limit of 11 s.u. if the receiving water flow (7-day flow that occurs once in 10 years) to average effluent flow ratio is greater than or equal to 2:1.

Those facilities that fail to have enough mixing and dilution will have to meet a daily maximum pH limit of 9.0 s.u. at the end of the pipe.

### 3.7 Total Residual Chlorine (TRC)

The permittee shall monitor the discharge for TRC and limit the TRC concentration to 19 µg/L as daily maximum and 7.3 µg/L as weekly average except if the department approves a higher TRC limit based on Section 3.7.1. The monthly average limit of 7.3 µg/L applies to continuous dischargers only. This permit requires TRC monitoring and limits only if the permittee chlorinates for disinfection purposes prior to discharge or the discharge contains chlorine-based additives.

#### 3.7.1 TRC Limitations to High Flow Streams

The permittee may request, at the time of the submittal of the Notice of Intent (NOI), a daily maximum limit of 38 µg/L and weekly and monthly average limit of 11 µg/L if the receiving water flow (7-day flow that occurs once in 10 years) to average effluent flow ratio is greater than or equal to 2:1. Those facilities that fail to have enough mixing and dilution will have to meet a daily maximum limit of 19 µg/L and a weekly and monthly average limit of 7.3 µg/L at the end of the pipe.

### 3.8 Dissolved Oxygen (DO)

The permittee shall monitor the discharge for DO and limit the DO of the discharge to the minimum DO levels provided in Table 1. This permit requires DO monitoring and limits only if the water is chemically dechlorinated prior to discharge.

**Table 1. DO Limits**

<b>Stream Classification</b>	<b>DO Limit (mg/L)</b>
All Surface Waters excluding trout streams	5
Trout Streams	6
Trout Spawning Season	7

**Note:** Classified trout streams can be found here:

<https://dnr.wi.gov/topic/fishing/trout/streammaps.html>. Trout spawning season runs September 15<sup>th</sup> through May 15<sup>th</sup> for all classified trout streams, the Root River (Racine County), the Kewaunee River (Kewaunee County) and Strawberry Creek (Door County). The regional Department Fisheries Biologist may waive or modify timing restrictions in writing. To find your biologist and request in writing a waiver or modification of trout spawning timing restrictions for your facility, use the webpage here: <https://dnr.wi.gov/topic/Fishing/people/index.html>.

## **3.9 Chlorides**

The permittee shall monitor the discharge for chlorides and limit the chloride concentration of the discharge to 760 mg/L as daily maximum and 400 mg/L as a weekly average except if the department approves a higher chloride limit based on Section 3.9.1. The monthly average limit of 400 mg/L applies to continuous dischargers only. This permit requires chloride monitoring and limits only if the discharge is from softening or ion exchange treatment processes.

### **3.9.1 Chloride Limitations to High Flow Streams**

The permittee may request, at the time of the submittal of the Notice of Intent (NOI), a daily maximum limit of 1500 mg/L and weekly and monthly average limits of 600 µg/L if the receiving water flow (7-day flow that occurs once in 10 years) to average effluent flow ratio is greater than or equal to 2:1 and the receiving water is not on the 303(d) list for a chloride impairment. Those facilities that fail to have enough mixing and dilution will have to meet a daily maximum limit of 760 µg/L and a weekly and monthly average limit of 400 µg/L at the end of the pipe.

## **3.10 Potassium Permanganate Monitoring**

The permittee shall monitor the discharge for potassium permanganate and limit the potassium permanganate concentration to 14 µg/L as a daily maximum and 0.77 µg/L as a weekly average except if the department approves a higher weekly average limit based on Section 3.10.1. The monthly average limit of 0.77 µg/L applies to continuous dischargers only. The permit requires potassium permanganate monitoring and limits only if the discharge is from the water treatment processes that use potassium permanganate.

### **3.10.1 Potassium Permanganate Limitations to High Flow Streams**

The permittee may request, at the time of the submittal of the Notice of Intent (NOI), a weekly and monthly average limit of 1.2 µg/L if the receiving water flow (7-day flow that occurs once in 10 years) to average effluent flow ratio is greater than or equal to 2:1. Those facilities that fail to have enough mixing and dilution will have to meet a weekly and monthly average limit of 0.77 µg/L at the end of the pipe.

### **3.10.2 Test Method for Potassium Permanganate**

When testing for potassium permanganate, the permittee shall use approved Spectrophotometric Method #4500 – KMNO<sub>4</sub> from the Standard Methods for the Examination of Waters and Wastewater or another EPA approved test method or department approved test method from ch. NR 219, Wis. Adm. Code.

## **3.11 Total Recoverable Manganese**

The permittee shall monitor the discharge for total recoverable manganese and limit the discharge concentration to 1700 µg/L as a daily maximum and 93 µg/L as a weekly average except if the department approves a higher weekly average limit based on Section 3.11.1. The monthly average limit of 93 µg/L applies to continuous dischargers only. The permit requires total recoverable manganese monitoring and limits only if the discharge is from an iron/manganese removal process.

### **3.11.1 Total Recoverable Manganese Limitation to High Flow Streams**

The permittee may request, at the time of the submittal of the Notice of Intent (NOI), a weekly and monthly average limit of 140 µg/L if the receiving water flow (7-day flow that occurs once in 10 years) to average effluent flow ratio is greater than or equal to 2:1. Those facilities that fail to have enough mixing and dilution will have to meet a weekly and monthly average limit of 93 µg/L at the end of the pipe.

### **3.12 Total Recoverable Iron**

The permittees shall on a daily basis visually inspect the discharge for a yellowish or reddish-brown color and record the results in a daily log. The presence of yellowish or reddish-brown color in the discharge shall be considered an exceedance of the narrative permit limit and shall be reported to the department. The permit requires total recoverable iron monitoring and limits only if the discharge is from an iron/manganese removal process.

### **3.13 Metals and Hardness Monitoring**

The permittee shall monitor the discharge for total hardness, total recoverable cadmium, total recoverable chromium, total recoverable copper, total recoverable lead, total recoverable nickel, and total recoverable zinc. The permit requires metals and hardness monitoring and limits only if the discharge is from a membrane filtration unit.

#### **3.13.1 Metals and Hardness Monitoring Waiver**

The department may approve in writing a monitoring waiver for total recoverable cadmium, total recoverable chromium, total recoverable copper, total recoverable lead, total recoverable nickel, total recoverable zinc, and total hardness monitoring. Permittees requesting a waiver must comply with the following conditions:

1. The permittee has collected 11 representative samples of the discharge for total recoverable cadmium, total recoverable chromium, total recoverable copper, total recoverable lead, total recoverable nickel, or total recoverable zinc and results show no detections. The Department may consider samples that exceed the limit of detection, but are less than the limit of quantitation for this waiver if there is not a consistent pattern within this range;
2. The permittee certifies that there is no reasonable chance that metals will be present from the water treatment processes; and
3. The permittee submits a monitoring waiver request to the department with supporting monitoring results. Permittees may use historical discharge data, if available, for this monitoring waiver request.
4. Metals monitoring waivers are only valid for the term of the permit. Permittees shall reapply each permit term.

### **3.14 Total Phosphorus Monitoring**

The permit requires total phosphorus monitoring only if the discharge is from a water treatment process that uses polyphosphates additives.

### **3.15 Surface Water Uses and Criteria**

In accordance with s. NR 102.04, Wis. Adm. Code, surface water uses and criteria are established to govern water management decisions. Practices attributable to municipal, industrial, commercial, domestic, agricultural, land development or other activities shall be controlled so that all surface waters, including the mixing zone, meet the following conditions at all times and under all flow and water level conditions:

- a) Substances that will cause objectionable deposits on the shore or in the bed of a body of water, shall not be present in such amounts as to interfere with public rights in waters of the state.
- b) Floating or submerged debris, oil, scum or other material shall not be present in such amounts as to interfere with public rights in waters of the state.

- c) Materials producing color, odor, taste or unsightliness shall not be present in such amounts as to interfere with public rights in waters of the state.
- d) Substances in concentrations or in combinations which are toxic or harmful to humans shall not be present in amounts found to be of public health significance, nor shall substances be present in amounts which are acutely harmful to animal, plant or aquatic life

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## 4 Groundwater Discharge Requirements

The requirements of this section only apply to groundwater discharges. Groundwater discharge means any wastewater (treated or untreated) that is allowed to infiltrate or seep into the soil from a permeable surface that may impact groundwater quality. Discharges to a storm water pond that is not hydraulically connected to a surface water and completely confined on the property of the permittee is considered a groundwater discharge.

### 4.1 Sampling Point(s)

The discharge(s) shall be limited to the waste type(s) designated for the listed sampling point(s).

Sampling Point Designation	
Sampling Point Number	Sampling Point Location, WasteType/Sample Contents and Treatment Description (as applicable)
002	Discharges from water treatment and/or conditioning processes shall be sampled following treatment (if applicable) and prior to discharge to seepage systems then to groundwater via Outfall 002. The samples taken shall be representative of the discharge that consists solely of the treated effluent before mixing with any other water. Sampling is only required when wastewater is being discharged during the reporting period.

### 4.2 Monitoring Requirements and Effluent Limitations

The permittee shall comply with the following monitoring requirements and limitations for each applicable outfall.

#### 4.2.1 Sampling Point (Outfall) 002 – Groundwater Discharge

Monitoring Requirements and Effluent Limitations					
Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Flow Rate		gpd	Daily	Total Daily	See Section 4.4
Chloride, Dissolved	Monthly Avg	125 mg/L	Monthly	Grab	See Sections 4.3 and 4.5
Manganese, Dissolved	Monthly Avg	25 µg/L	Monthly	Grab	See Sections 4.3 and 4.6
Iron, Dissolved	Monthly Avg	150 µg/L	Monthly	Grab	See Sections 4.3 and 4.6
Cadmium, Dissolved	Monthly Avg	0.5 µg/L	Monthly	Grab	See Sections 4.3 and 4.7
Chromium, Dissolved	Monthly Avg	10 µg/L	Monthly	Grab	See Sections 4.3 and 4.7
Copper, Dissolved	Monthly Avg	130 µg/L	Monthly	Grab	See Sections 4.3 and 4.7
Lead, Dissolved	Monthly Avg	1.5 µg/L	Monthly	Grab	See Sections 4.3 and 4.7
Nickel, Dissolved	Monthly Avg	20 µg/L	Monthly	Grab	See Sections 4.3 and 4.7
Zinc, Dissolved	Monthly Avg	2.5 mg/L	Monthly	Grab	See Sections 4.3 and 4.7

### **4.3 Sampling Frequency Reduction**

The department may approve in writing a sampling frequency reduction for dissolved chlorides, dissolved manganese, dissolved iron, dissolved cadmium, dissolved chromium, dissolved copper, dissolved lead, dissolved nickel, and dissolved zinc. The permittee must comply with the following conditions:

1. To allow a reduced sampling frequency of quarterly rather than monthly, the permittee must collect 24 representative samples of the discharge or two years of monthly discharge data and the average of the monitoring results are less than 50% of the discharge limitations.
2. To allow a reduced sampling frequency of once per six months rather than monthly, the permittee must collect 24 representative samples of the discharge or two years of monthly discharge data and the average of the monitoring results are less than 25% of the discharge limitations.
3. Permittees requesting reduced sampling frequencies must submit a sampling frequency reduction request to the department with supporting monitoring results. Permittees may use historical discharge data, if available, in the sampling frequency reduction request.
4. Permittees may only receive reduced sampling frequencies if they are in substantial compliance with the limits and have not had any violations with the permit limitations during the two-year period or 24 representative samples.
5. Sampling frequency reductions are only valid for the term of the permit. Permittees shall reapply each permit term.
6. If a limit exceedance occurs, a monthly monitoring frequency shall resume the following month until the permittee can comply with conditions 1. or 2. above.

### **4.4 Flow Rate**

The permittee shall estimate the total daily flow rate of the discharge. The permittee is not required to report flow rate if the permittee is not required to sample for any other parameters. The flow rate may be estimated by the readings of a water meter on the discharge, readings from a calibrated pump handling the discharge, the total gallons pumped divided by the operating period of the pump per day or any other approved flow estimating methods in s. NR 218.04(15), Wis. Adm. Code. The permittee may request, in writing, the approval of an additional method for estimating flow.

### **4.5 Dissolved Chlorides**

The permittee shall monitor the discharge for chlorides and limit the chloride concentration of the discharge to the levels in Section 4.2.1. This permit requires chloride monitoring and limits only if the discharge is from a softening or ion exchange treatment process.

### **4.6 Dissolved Manganese and Iron**

The permittee shall monitor the discharge for dissolved manganese and iron and limit the concentration of these metals to the levels in Section 4.2.1. The permit requires dissolved manganese and iron monitoring and limits only if the discharge is from an iron/manganese removal process.

### **4.7 Metals Monitoring**

The permittee shall monitor the discharge for dissolved cadmium, chromium, copper, lead, nickel, and zinc and limit concentration of these metals to the levels in Section 4.2.1. The permit requires dissolved metals monitoring and limits only if the discharge is from a membrane filtration unit.



#### **4.7.1 Metals Monitoring Waiver**

The department may approve in writing a monitoring waiver for dissolved cadmium, chromium, copper, lead, nickel, and zinc. Permittees requesting a waiver must comply with the following conditions:

1. The permittee has collected 11 representative samples of the discharge and the upper 99<sup>th</sup> percentile of the monitoring results does not exceed the discharge limitations for dissolved cadmium, chromium, copper, lead, nickel, and zinc;
2. The permittee certifies that there is no reasonable chance that metals will be present from the water treatment processes;
3. The permittee submits a monitoring waiver request to the department with supporting monitoring results. Permittees may use historical discharge data, if available, for this monitoring waiver request; and
4. Metals monitoring waivers are only valid for the term of the permit. Permittees shall reapply each permit term.

#### **4.8 Solids Removal**

The permittee shall visually inspect seepage areas during times of discharge to check that the infiltrative capacity of the soils is sustained. Any accumulated solids shall be removed from seepage areas to maintain the infiltrative capacity of the soils.

#### **4.9 Discharge Location**

The permittee shall direct the discharge to grass, soil, gravel areas, or seepage areas to the extent possible and infiltration of the discharge shall be maximized.

#### **4.10 Discharge Rate**

The permittee shall limit the discharge flow rate to a rate that can infiltrate into the soil surface.

#### **4.11 Runoff Control**

The permittee shall limit the discharge flow rate to prevent the runoff from the site into surface waters.

#### **4.12 Rainfall Events**

The water may not be discharged during any rainfall events that cause runoff from the site into surface waters except if the infiltration area is located such that runoff from the area cannot enter a surface water.

#### **4.13 Erosion Control**

The permittee shall limit the discharge flow rate to prevent erosion when the vegetative cover has not developed sufficiently to anchor the soil and create the filter mat necessary for effective wastewater treatment.

#### **4.14 Adequate Design**

Wastewater discharges to absorption, seepage, or stormwater pond systems shall be limited so that the discharge volume combined with the precipitation from a 10-year frequency, 24-hour duration rainfall event does not reduce the available freeboard to less than one foot below the top of the dike.

#### **4.15 Winter Operations**

Discharges to groundwater may be allowed during frozen conditions provided infiltration is adequate to prevent long term ponding or pooling of water. Since infiltration decreases in the winter, the department may require storage during cold weather when feasible.

#### **4.16 Toxic Substances**

The discharge shall not contain substances in concentrations or combinations which are toxic or harmful to humans in amounts found to be of public health significance, nor shall substances be present in amounts that will have a significant damaging effect on groundwater quality.

#### **4.17 Groundwater Quality**

The concentration of any wastewater parameter that may impact groundwater quality shall be limited at the point of discharge to a value that will minimize the concentration of the substance in the groundwater to the extent technically and economically feasible and will prevent exceedance of the preventive action limit in the groundwater.

#### **4.18 Discharge Recordkeeping**

The permittee shall keep and maintain records of the discharge volume, date, and time as well as the results of the any visual inspections or monitoring. Records shall be made available for department inspection and submitted to the department upon request. Records shall be retained for a period of three years unless otherwise required by the department.

## **5 Impaired Waters & TMDL Requirements for Surface Water Discharges**

### **5.1 Report Discharge to an Impaired Surface Water**

Permittees shall report, on the NOI, if the wastewater has a detectable pollutant of concern (as identified per required monitoring) that discharges to an impaired surface water or a surface water with a State and EPA approved Total Daily Maximum Load (TMDL) allocation. The section 303(d) list of Wisconsin impaired surface water bodies may be obtained by contacting the department or by searching for the section 303(d) list on the department's Internet site. The department updates the section 303(d) list approximately every two years. The updated list is effective upon approval by EPA. The current link to the section 303(d) list is:

[http://dnr.wi.gov/topic/impairedwaters/2016IR\\_IWLlist.html](http://dnr.wi.gov/topic/impairedwaters/2016IR_IWLlist.html). State and Federal Approved TMDLs can be identified by contacting the department, or by searching for the State and Federal Approved TMDL list on the department Internet site. The current link to identify the list of State and Federal Approved Final TMDLs is: <http://dnr.wi.gov/topic/TMDLs/index.html>.

### **5.2 TMDL Compliance**

Permittees that discharge a pollutant of concern that is subject to an approved TMDL shall comply with the requirements of the State and Federally approved TMDL allocation that is in effect on the effective date of this general permit. Existing pollutant discharges covered under this general permit are expected to be consistent with the baseline wasteload allocation granted to Wisconsin general permit discharges in all State and EPA approved TMDLs in effect on the effective date of this general permit.

### **5.3 New or Increased Pollutant Discharge to a 303(d) Listed Impaired Surface Water**

Applicants or permittees must notify the department when they propose a new or increased discharge of a pollutant of concern to an impaired water body in accordance with Section 7.1.6. The permittee may not establish a new or increased discharge of a pollutant of concern to an impaired water body until the department has determined that the new or increased discharge does not contribute to the receiving water impairment, or the discharge is consistent with a State and Federal approved TMDL wasteload allocation for the impaired water body. Any new or increased pollutant of concern discharge to an impaired surface water with a State and Federal approved TMDL authorized under this general permit shall be consistent with the baseline wasteload allocation for general permittees within the basin.

## 6 Water Treatment Additives

### 6.1 Use of Water Treatment Additives

Permittees shall not add any substance or water treatment additive to the discharge unless the use of the water treatment additive is reviewed and approved, in writing, by the department. Examples of water treatment additives include biocides (i.e. algaecides, microbicides, fungicides, molluscicides, etc.), water quality conditioners (i.e. scale and corrosion inhibitors, pH adjustment chemicals, oxygen scavengers, conditioning agents, and water softening compounds, etc.), erosion control products, and clarifying agents.

### 6.2 Approval of Water Treatment Additives Usage

A water treatment additive review and approval is necessary for substances that may enter surface water or groundwater without receiving treatment or substances that are used in a water treatment process but are not expected to be removed by wastewater treatment. Water treatment additive review and approval is not required for chlorine-based compounds and pH-adjusters. Also, chemicals added as part of a water treatment process (such as ferric chloride, alum or pickle liquor) are not considered water treatment additives and need not require a water treatment additive review. For each water treatment additive used, the permittee shall submit a copy of the Additive Review Worksheet (Form 3400-213) to the department. Upon approval, the permittee shall comply with the conditions specified in the approval. If the permittee wishes to commence use of a new water treatment additive or increase the usage of an approved water treatment additive, the permittee shall submit a written request and receive written approval from the department prior to initiating such changes. For more information on the water treatment additive review process, see the guidance document titled [Water Quality Review Procedures for Water treatment additives](#).

Water treatment additive discharge concentrations shall comply with applicable secondary values and standards in ss. NR 102.04 and NR 105.05 and, Wis. Adm. Code, for surface water discharges, and shall comply with human health standards in ch. NR 140, Wis. Adm. Code, for discharges to groundwater.

Please note that water treatment additives which are approved under ANSI/NSF Standard 60 “Drinking Water Treatment Chemical” must receive additive review and approval by the department for discharges to surface water and are pre-approved for use by the department for discharges to groundwater.

### 6.3 Water Treatment Additive Usage Record

The permittee shall maintain records of the monthly water treatment additive usage including the water treatment additive name, manufacturer, and daily maximum and monthly average amount used. Water treatment additive use may be recorded as the quantity of the pollutant added to the discharge.

### 6.4 Public Notice of Additive Use Restrictions

If the department determines that a water treatment additive requires a usage restriction and effluent limits, the department is required to public notice those proposed limits prior to the limits becoming effective and implemented through this general permit. The public notice period is to last 30-days and be issued in a newspaper of general circulation in the area affected by the discharge and the department’s public notice webpage. The effluent limitations, limit type, and sample type for substances will be stated in the additive use approval letter.

## 7 Standard Requirements

The conditions in ss. NR 205.07(1), 205.07(3), and 205.08(3), Wis. Adm. Code and 40 CFR 122 are included by reference in this permit. Some of these requirements are outlined in the Standard Requirements section of this permit. Requirements not specifically outlined in the Standard Requirements can be found in the ss. NR 205.07(1), 205.07(3), and 205.08, Wis. Adm. Code and 40 CFR 122.

### 7.1 Reporting Requirements

The permittee shall comply with the following reporting requirements.

#### 7.1.1 Submittal of Monitoring Results

This permit requires that all monitoring data be submitted on an electronic discharge monitoring report (eDMR) in accordance with s. NR 205.07(1)(r), Wis. Adm. Code. Monitoring forms are due 21 days following the end of the reporting period. For instance, if a parameter is to be sampled monthly, the monitoring results are due 21 days following the end of each month. The eDMR shall be submitted regardless if there is a discharge or not during any reporting period. The eDMR shall be certified electronically by a responsible executive or municipal officer, manager, partner, proprietor or other duly authorized representative as specified in s. NR 205.07(1)(g), Wis. Adm. Code, with an “eReport Certify” page that certifies that the electronic report form is true, accurate and complete. The eDMR can be accessed through DNR Switchboard (<http://dnr.wi.gov/topic/switchboard/index.html>) using Internet Explorer. Other browsers such as Safari, Firefox, and Google Chrome may not work with the Switchboard.

**Note:** You must have or create a Wisconsin Web Access Management System (WAMS) ID and request access for each facility in order to access the forms. If you already have a WAMS ID, then you do not need to recreate one to access the eDMR.

Instructions and help with Switchboard/WAMS ID Registration can be found here: <http://dnr.wi.gov/topic/wastewater/documents/WAMsSwitchboardHelp.pdf>.

Instructions and help with filling out and submitting monitoring forms can be found here: <http://dnr.wi.gov/topic/wastewater/eReporting.html>.

#### 7.1.2 Reporting Conventions

The permittee shall use the following conventions when reporting effluent monitoring results except when otherwise noted:

- Pollutant concentrations less than the limit of detection shall be reported as < (less than) the value of the limit of detection. For example, if a substance is not detected at a detection limit of 0.1 mg/L, report the pollutant concentration as < 0.1 mg/L.
- Pollutant concentrations equal to or greater than the limit of detection, but less than the limit of quantitation, shall be reported and the limit of quantitation shall be specified unless otherwise noted.
- For the purposes of reporting a calculated result, average or a mass discharge value, the permittee may substitute a value of 0 (zero) for any pollutant concentration that is less than the limit of detection. However, if the effluent limitation is less than the limit of detection, the department may substitute a value other than zero for results less than the limit of detection, after considering the number of monitoring results that are greater than the limit of detection and if warranted when applying appropriate statistical techniques.
- For days with no flow, the flow rate shall be reported as “0” on those days.

### 7.1.3 More Frequent Monitoring

As specified in NR 205.07(1)(r), if the permittee monitors any parameter more frequently than required by the permit, using test procedures specified in ch. NR 204 or 219, Wis. Adm. Code or as specified in the permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the discharge monitoring report.

### 7.1.4 Noncompliance Reporting

The permittee shall report the following types of noncompliance by a telephone call or email to the department's regional office within 24 hours after becoming aware of the noncompliance:

- any noncompliance which may endanger health or the environment;
- any violation of an effluent limitation resulting from a bypass;
- any violation of an effluent limitation resulting from an upset; and
- any violation of a maximum discharge limitation for any of the pollutants listed by the department in the permit, either for effluent or sludge.

A written report describing the noncompliance shall also be submitted to the department as directed at the end of this permit within 5 days after the permittee becomes aware of the noncompliance. On a case-by-case basis, the department may waive the requirement for submittal of a written report within 5 days and instruct the permittee to submit the written report with the next regularly scheduled monitoring report. In either case, the written report shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times; the steps taken or planned to reduce, eliminate and prevent reoccurrence of the noncompliance; and if the noncompliance has not been corrected, the length of time it is expected to continue.

A scheduled bypass approved by the department as specified in s. NR 205.07(1)(u)2, Wis. Adm. Code, shall not be subject to the reporting required under this section.

### 7.1.5 Spill Reporting

The permittee shall notify the department in accordance with ch. NR 706 (formerly ch. NR 158), Wis. Adm. Code, in the event that a spill or accidental release of any material or substance results in the discharge of pollutants to the waters of the state at a rate or concentration greater than the effluent limitations established in the permit, or the spill or accidental release of the material is unregulated in the permit, unless the spill or release of pollutants has been reported to the department under this section.

**Note:** Section 292.11(2)(a), Wis. Stats., requires any person who possesses or controls a hazardous substance or who causes the discharge of a hazardous substance to notify the department **immediately** of any discharge not authorized by the permit. **The discharge of a hazardous substance that is not authorized by this permit or that violates this permit may be a hazardous substance spill. To report a hazardous substance spill, call DNR's 24-hour HOTLINE at 1-800-943-0003.**

### 7.1.6 Planned Changes

In accordance with ss. 283.31 (4) (b) and 283.59 (1), Wis. Stats., the permittee shall report to the department any facility expansion, production increase or process modifications which will result in new, different or increased discharges of pollutants. The report shall either be a new general permit notice of intent or, if the new discharge will not violate the effluent limitations of the general permit, a written notice of the new, different or increased discharge. The notice shall contain a description of the new activities, an estimate of the new, different or increased discharge of pollutants and a description of the effect of the new or increased discharge on

existing waste treatment facilities. Following receipt of this report, the department may modify the general permit coverage letter to specify any discharges of pollutants not previously covered by the general permit.

## **7.2 General Conditions for General Permits**

The permittee shall comply with the following general conditions for general permits.

### **7.2.1 Delegation of Signature Authority**

The permittee must provide a delegation of signature authority (DSA) request (Form 3400-220, Delegation of Signature Authority) or equivalent for a duly authorized representative to submit specific documents on the behalf of a responsible executive, officer, manager, partner, or proprietor of a permitted discharge. An executive, officer, manager, partner, or proprietor can only delegate signature authority to a duly authorized representative if that person is responsible for the overall operation of the facility or activity regulated by this general permit. The DSA request shall specify the name of the individual and their employment position. The DSA request must be submitted to the department with the NOI or together with the submittal of any required documents. If there are any changes to this request, a new DSA request shall be submitted to the department.

### **7.2.2 Permit Coverage Transfers**

A permit is not transferrable to any person except after notice to the department. Permittees that wish to transfer general permit coverage to a new permittee must submit a Transfer of Coverage (TOC, Form 3400-222). The TOC must be submitted at least thirty (30) days in advance of the proposed transfer date. All TOCs shall be completed by both the existing and new permittees including the “Certification & Signature” section and sent via mail or email to the department. The department will then send a letter to the existing permittee stating that their coverage is terminated under this general permit.

If the quality or quantity of the discharge has not changed at the facility, the department will send a letter of determination that grants coverage to the new permittee under this general permit. If there have been significant changes at the permitted facility, the new permittee shall submit a new NOI to the department.

### **7.2.3 Permit Coverage Terminations**

Permittees that wish to terminate their general permit coverage must submit a Notice of Termination (NOT, Form 3400-221) to the department. All NOTs must be completed by the permittee and including the “Certification & Signature” section and sent via mail or email to the department. The department will then send a termination letter to the permittee stating that their coverage is terminated under this general permit.

### **7.2.4 Continuation of an Expired General Permit**

If a permittee submitted a complete and timely NOI to be covered by this general permit, all conditions of an expired general permit shall continue to apply until the effective date of a new general permit.

## **7.3 General Conditions for WPDES Permits**

### **7.3.1 Duty to Comply**

The permittee shall comply with all conditions of the permit. Any permit noncompliance is a violation of the permit and is grounds for enforcement action; permit coverage termination; or denial of reapplying for permit coverage. If a permittee violates any terms of the permit, the permittee is subject to the penalties established in ch. 283, Wis. Stats.

### **7.3.2 Property Rights**

The permit does not convey any property rights of any sort, or any exclusive privilege. The permit does not authorize any injury or damage to private property or any invasion of personal rights, or any infringement of federal, state or local laws or regulations.

### **7.3.3 Inspection and Entry**

The permittee shall allow an authorized representative of the department, upon the presentation of credentials, to:

- Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records are required under the conditions of the permit;
- Have access to and copy, at reasonable times, any records that are required under the conditions of the permit;
- Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices or operations regulated or required under the permit; and
- Sample or monitor at reasonable times, for the purposes of assuring permit compliance, any substances or parameters at any location.

### **7.3.4 Recording of Results**

The permittee shall maintain records which provide the following information for each effluent measurement or sample taken:

- the date, exact place, method and time of sampling or measurements;
- the individual who performed the sampling or measurements;
- the date the analysis was performed;
- the individual who performed the analysis;
- the analytical techniques or methods used; and
- the results of the analysis.

### **7.3.5 Records Retention**

The permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by the permit, and records of all data used to complete the application for the permit for a period of at least 3 years from the date of the sample, measurement, report or application. All pertinent sludge information, including notice of intent information and other documents specified in the permit or ch. NR 204, Wis. Adm. Code, shall be retained for a minimum of 5 years.

### **7.3.6 Signatory Requirement**

All permit notice of intents, reports and other information requested by the department shall be signed by a responsible executive or municipal officer, manager, partner or proprietor as specified in s. 283.37(3), Wis. Stats., or a duly authorized representative of the officer, manager partner or proprietor that has been delegated signature authority pursuant to NR 205.07(1)(g)2, Wis. Adm. Code.

### **7.3.7 Proper Operation and Maintenance**

The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control which are installed or used by the permittee to achieve compliance with the conditions of the permit.



### **7.3.8 Duty to Mitigate**

The permittee shall take all reasonable steps to minimize or prevent the likelihood of any adverse impacts to public health, the waters of the state, or the environment resulting from noncompliance with the permit.

### **7.3.9 Duty to Provide Information**

The permittee shall furnish the department, within a reasonable time, any information which the department may request to determine whether cause exists for modifying, terminating, suspending, revoking or reissuing the permit or to determine compliance with the permit. The permittee shall give advance notice to the department of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements. The permittee shall also furnish the department, upon request, copies of records required to be kept by the permittee.

### **7.3.10 Need to Halt or Reduce Activity Not a Defense**

It is not a defense for a permittee in an enforcement action to claim that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of the permit.

### **7.3.11 Sampling Procedures**

The permittee shall take samples and measurements that are representative of the volume and nature of the monitored discharge at points specified in the permit using sample types specified in the permit. The permittee shall also follow the effluent flow measurement and sample collection procedures in ch. NR 218, Wis. Adm. Code.

### **7.3.12 Testing Procedures**

Samples collected under this permit shall be tested for the parameters listed in this permit and follow approved test methods and procedures specified in ch. NR 219, Wis. Adm. Code. If the required level cannot be met by any of the methods available in ch. NR 219, Wis. Adm. Code, then the method with the lowest limit of detection shall be selected. Additional test procedures may be specified in the permit.

### **7.3.13 Laboratory Certification or Registration**

Samples collected under this permit shall be tested and analyzed by a laboratory certified or registered under ch. NR 149, Wis. Adm. Code. A list of Wisconsin DNR accredited laboratories can be found here: <https://dnr.wi.gov/regulations/labCert/LabLists.html>. The following tests are excluded from this requirement:

- Temperature;
- Turbidity;
- Bacteria tests in wastewater effluent and sludges;
- pH;
- Chlorine residual;
- Specific conductance;
- Physical properties of soils and sludges;
- Nutrient tests of soils and sludges; and
- Flow measurements.

### **7.3.14 Other Information**

Where the permittee becomes aware that it failed to submit any relevant facts in a notice of intent or submitted incorrect information in a notice of intent or in any report to the department, it shall promptly submit such facts or correct information to the department.

### **7.3.15 Bypassing**

Except for a controlled diversion as specified in s. NR 205.07(1)(v), Wis. Adm. Code, any bypass is prohibited. The department may approve a bypass if the permittee demonstrates all the following conditions apply:

- The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
- There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities or adequate back-up equipment, retention of untreated wastes, reduction of inflow and infiltration, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance. When evaluating feasibility of alternatives, the department may consider factors such as technical achievability, costs and affordability of implementation and risks to public health, the environment and, where the permittee is a municipality, the welfare of the community served; and
- The bypass was reported in accordance with the ‘Noncompliance Reporting’ section of this permit.

### **7.3.16 Permit as Enforcement Shield**

Compliance with a permit during its term constitutes compliance for purposes of enforcement with 33 USC 1311, 1312, 1316, 1317, 1328, and 1345 (a) and (b), except for any toxic effluent standard or prohibition, and standards for sewage sludge use or disposal. If a new or revised toxic effluent standard or toxic prohibition becomes effective during the term of the permit, the permittee may be subject to enforcement action if the discharge exceeds the new or revised effluent standard for the toxic pollutant even though the discharge is in compliance with the existing permit. The permittee may also be subject to enforcement action standards for sewage sludge use or disposal. However, a permit may be modified, revoked and reissued, or terminated during its term for cause as set forth in ch. 283, Wis. Stats., and ch. NR 203, Wis. Adm. Code.

### **7.3.17 Severability**

The provisions of this permit are severable, and if any provisions of this permit or the application of any provision of this permit to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this permit, shall not be affected thereby.

### **7.3.18 Removed Substances**

Solids, sludges, filter backwash or other pollutants removed from or resulting from treatment or control of wastewaters or intake waters shall be stored and disposed of in a manner to prevent any pollutant from the materials from entering the waters of the state. Land disposal or application of treatment plant solids and sludges shall be at a site or operation licensed by the department under chs. NR 500 to 538, Wis. Adm. Code or chs. NR 660 to 670, Wis. Adm. Code or in accordance with ch. NR 204 or 214, Wis. Adm. Code.

### **7.3.19 Duty to Halt or Reduce Activity**

Upon failure or impairment of treatment facility operation, the permittee shall, to the extent necessary to maintain compliance with its permit, curtail production or wastewater discharges or both until the treatment facility operations are restored or an alternative method of treatment is provided.

DRAFT

## 8 Summary of Reports Due

FOR INFORMATIONAL PURPOSES ONLY

Description	Due Date	Page
Notice of Intent	30 business days before the expected start date of discharge	4
Electronic Discharge Monitoring Report (eDMR)	21 days following the end of the reporting period	18
Delegation of Signature Authority (Form 3400-220)	Submitted with the NOI or together with the submittal of any required documents	20
Notice of Termination (Form 3400-221)	After discontinuing permitted discharge	20
Transfer of Coverage (Form 3400-222)	30 days in advance of the proposed transfer date	20

Report forms shall be submitted electronically in accordance with the reporting requirements herein. Any facility plans or plans and specifications of industrial wastewater systems shall be submitted to the Bureau of Water Quality, P.O. Box 7921, Madison, WI 53707-7921. All other submittals required by this permit shall be submitted to the department regional general permit contact. A listing of the general permit contacts for each region with mailing addresses and phone numbers can be found at <http://dnr.wi.gov/topic/wastewater/GeneralPermits.html>.



**PROPOSAL**

Date
July 17, 2019

PROPOSAL SUBMITTED TO:	BUSINESS OFFICE:
<b>CITY OF ABBOTSFORD WATER UTILITY</b> <i>Attn: Josh Soyk, Operator</i> <b>203 N. 1<sup>st</sup> Street</b> <b>Abbotsford, WI 54405</b>	P.O. Box 500 • Menomonie, WI 54751 Phone: 715-235-3110 • Fax: 715-235-5385 Email: <a href="mailto:lanetank@charter.net">lanetank@charter.net</a>
Job Name:	<b>Treatment Plant #1</b>

We hereby submit specifications and estimates for: Draining, cleaning, inspecting and disinfecting the water storage reservoirs as follows:

RE: 100,000 gallon clear well tank, 70,000 gallon contact tank, 70,000 gallon waste tank, 20,000 gallon backwash tank & aerator

Utility will pump out and clean the backwash and waste tanks.

Contractor will drain and clean the clear well and contact tanks of sediment and debris. If necessary, the side walls will be power washed to remove and film build-up. Contractor will inspect the tanks and aerator and send a DNR Inspection Report including recommendations and, if feasible, pictures to the Utility.

The Utility will be responsible for disposal of any sediment and debris removed from the reservoir.

The reservoirs will be disinfected according to AWWA Standard C652-11. The Utility will be responsible for taking two consecutive water samples taken 24 hours apart. If these bacteriological come back positive, the Contractor will be responsible for re-disinfection of the reservoir until safe samples are obtained.

This work will be done on a mutually agreed upon date in the 2019 season. A certificate of insurance showing five million dollar umbrella coverage on all liabilities will be submitted before this work is started.

We hereby propose to furnish labor and materials- complete in accordance with the above specifications, for the sum of:  
**\*\*\*Five Thousand Two Hundred\*\*\*dollars (\$ 5,200.00) Due and payable within thirty (30) days of receipt of written report.**

All material is guaranteed to be as specified. All work to be complete in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature: *Mary Lane* Vice-President  
LANE TANK CO., INC.

NOTE: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**ACCEPTANCE OF PROPOSAL**

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

Accepted:

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

Signature: \_\_\_\_\_  
(Customer Sign Here)

Signature: \_\_\_\_\_  
(Customer Sign Here)

# Water Tower Clean and Coat, Inc

## Proposal For Services



**Prepared For:**  
**Josh Soyk**  
**Abbotsford, WI**

Water Department

**Prepared By:**  
 Russ Fiene  
 Water Tower Clean & Coat, Inc.  
 608-592-7574 office  
 608-279-3438 cell

Water Tower Clean and Coat  
 W11822 Reynolds Rd.  
 Lodi, WI 53555

**EIN # 391-851002**

Phone # (608) 592-7574  
 Fax # (608) 592-7574

Customer P.O. #  
 Customer Tax Exempt #

Description	Quote
<p>Water Plant 1-</p> <p>100,000 gallon clearwell tank \$1500.00                      70,000 gallon contact tank \$1200                      (2) 43,500 gallon backwash tanks \$800 per tank=\$1600                      (2) 20,000 gallon diversion tanks \$800 per tank= \$1600                      1 aerator \$500 includes opening tank for inspection of media</p> <p>Each inspection includes a separate DNR 3300-248 Reservoir Inspection Report for each tank. A complete digital picture inspection report with recommendations and conditions report is also included for each tank.</p> <p>Water Plant 2-</p> <p>5,700 gallon detention tank \$1500                      3,000 gallon clearwell tank \$1200                      1 aerator. \$500</p>	<p style="font-size: 1.5em;">\$ 6400</p>
<p><b>Note:</b></p>	

Please sign, date and fax this proposal to (608) 592-7574

**Total \$**

Customer Signature \_\_\_\_\_ Date Accepted \_\_\_\_\_

Josh Soyk  
 Water Operator  
 City of Abbotsford  
 504 E Linden Street  
 Abbotsford, WI 54405  
 715-223-3444  
[j.soyk@ci.abbottsford.wi.us](mailto:j.soyk@ci.abbottsford.wi.us)

In accordance with the price, terms and conditions listed herein, we propose to furnish all labor, materials, equipment and insurance necessary to perform the work quoted. Please initial in the column next to your service selection.

Tank Type	Cap. Gal	Const. Type	Service	Insp. Only	Initial
Ground Storage Tank-Tank 1 Clearwell	100,000	Concrete	ROV In-Service Tank Inspection	\$1,400.00	
Ground Storage Tank-Tank 2 Contact Tank	70,000	Concrete	ROV In-Service Tank Inspection	\$1,400.00	
Ground Storage Tank-Tank 3 Backwash Tank	43,500	Concrete	ROV In-Service Tank Inspection	\$1,400.00	
Ground Storage Tank-tank 4 Backwash Tank	43,500	Concrete	ROV In-Service Tank Inspection	\$1,400.00	
Ground Storage Tank-Tank 5 Diversion Tank	20,000	Concrete	ROV In-Service Tank Inspection	\$1,400.00	
Ground Storage Tank-Tank 6 Diversion Tank	20,000	Concrete	ROV In-Service Tank Inspection	\$1,400.00	

**\*To perform all six (6) ROV inspections in the same trip for the sum of \$4,900.00.**

Inspection of tank(s) will be for compliance with the following codes and standards:

AWWA, EPA, NFPA, NFPA22, NFPA25, OSHA, TSS
--

**Perform Interior Inspection**

- Please note, our ROV unit requires, at minimum, a 12" diameter manway/opening.
- The interior in-service inspection will be performed using our ROV Inspection Robot and the exterior will be inspected by our personnel trained in OSHA regulations utilizing fall protection equipment. **Tank is to remain full during internal inspection.**
- This inspection will check for deficiencies and meet tank inspection requirements of OSHA, EPA, AWWA and NFPA. All structural, sanitary, safety, security and coating conditions will be reviewed. Items examined will include ladders, shell, roof, vent, manways, welds, seams, foundation, anchors, safety systems, hatch, and external overflow. Any emergency items will be brought to Owner's attention by our Inspector personnel.
- Owner will receive a detailed written report of findings with photographs, DVD of inspection, corrective recommendations and cost estimates.
- The following tests shall be performed during the inspection: Lead check – Interior & Exterior, Mil thickness test (coating thickness) – Exterior only, Cross hatch test (paint adhesion) – Exterior only, Ultra-sonic test of tank shell – Exterior only

Please Note: In the event it becomes necessary to drain the tank once we are on site, draining shall be performed by Owner.



July 22, 2019

**Subject:** PFAS Monitoring Request for Municipal Wastewater Treatment Facilities with Industrial Pretreatment Programs or Users Expected to be PFAS sources

Dear Permittee:

The Department of Natural Resources (hereafter department) is launching a statewide initiative to identify and quantify sources of perfluoroalkyl and polyfluoroalkyl substances (PFAS, formerly referred to as PFCs) with specific emphasis on perfluorooctanesulfonic acid (PFOS) and perfluorooctanoic acid (PFOA). In order to accomplish this, the department is requesting that municipal wastewater treatment facilities with industrial pretreatment programs or contributing industries expected to be sources of PFAS to sample their influent and effluent for PFAS compounds.

## **Background**

PFAS are a group of humanmade chemical compounds that have been widely used in industrial and consumer products since the 1940s. Common products containing these compounds include: nonstick coatings, paper and packaging materials, certain firefighting foams, and metal plating materials.

Studies indicate that PFOA and PFOS can cause reproductive and developmental, liver and kidney, and immunological effects in laboratory animals.<sup>1</sup> For humans, the most consistent findings are increased cholesterol levels among exposed populations, with more limited findings related to infant birth weights and effects on the immune system.<sup>1</sup> Additionally, PFAS have been shown to bioaccumulate in people, with detectable blood serum levels found in >98% of the US population.<sup>2</sup>

With some exceptions for limited industrial uses, chemical manufacturers in the United States have voluntarily ceased production of PFOA and PFOS, but these compounds are still manufactured in other countries and may be imported through consumer goods including carpets, paper and packaging, and coatings. It is also still legal to use existing stocks of PFOS-containing firefighting foams (Class B) in the United States. Due to the persistent nature of these compounds, PFAS may be present on or near sites years after they were used.

The following types of industries are known sources of PFAS compounds<sup>3</sup>:

- Platers/metal finishers
- Paper and packaging manufacturers
- Tanneries and leather/fabric/carpet treaters
- Manufacturers of parts with PTFE (polytetrafluoroethylene, Teflon type)
- Facilities that manufacture or use coatings
- Centralized waste treaters



- Dairy processing facilities and cheesemakers, where milk supply is sourced from livestock grazing on fields that have received PFAS-contaminated biosolids
- Fire-fighting equipment manufacturers
- Military bases
- Airports
- Household cleaning product manufacturers

Centralized waste treaters and/or wastewater treatment facilities are not sources that generate PFAS compounds; however, the compounds are often directed to and accumulate in or passed through these facilities.

*Note: The above list may not be exhaustive.*

## Requested Actions

As Phase 1 of the department's initiative, the department is requesting that if your POTW has an industrial pretreatment program, industries expected to be sources of PFAS discharge wastewater to your POTW, or if you have other reason to believe your POTW effluent may contain PFAS, the department requests that your facility completes the following steps:

**1. Monitor influent and effluent for PFAS:** The department is requesting that the influent and effluent of your facility be sampled and analyzed for PFAS within 90 days of receipt of this letter. Although PFOS and PFOA are the primary pollutants of concern at this time, the department has an interest in a suite of 34 additional PFAS compounds. Based on past experience, the department expects that lab costs will be approximately \$300 - \$400/sample. Please submit all of the reported PFAS compound results reported by the laboratory to the department. Results should be sent to [DNRWYPFASWastewater@wisconsin.gov](mailto:DNRWYPFASWastewater@wisconsin.gov). As our understanding of these emerging pollutants progresses, this information will likely be useful in quantifying the extent of contamination statewide. Currently, there are no USEPA-approved methods for PFAS analysis of wastewater, but the department recommends that facilities use a laboratory that utilizes an isotope dilution procedure.

**2. Investigate/Reduce Sources:** If the combined (additive) concentration of PFOS and PFOA in the influent or effluent is at or above 20 nanograms per liter (ng/L), the department recommends that you also conduct a review of your industrial users to identify facilities that may be potential sources of PFOA and PFOS. You will likely need to review records and interview your contacts to find out which industrial or commercial contributors use/have used or accept/have accepted PFAS-containing materials or wastes. Please note that since these compounds are persistent, they may adhere to the bottoms or sides of tanks and pits and be present long after PFAS-containing chemicals were used.

Once you have samples collected and have identified potential PFAS sources, the department would like to work with you to establish a sampling protocol of the wastewater from probable PFAS sources. After representative samples are collected and PFAS sources are more clearly identified, department staff would like to collaboratively work with municipalities and the industrial sources to reduce and eliminate PFAS in the effluent. Source reduction efforts may include: product substitution, operational controls, pretreatment, and clean-up of historical contamination.

1 – US Environmental Protection Agency ([www.epa.gov/pfas/basic-information-pfas#health](http://www.epa.gov/pfas/basic-information-pfas#health))

2 – Calafat et al, *Polyfluoroalkyl Chemicals in the U.S. Population: Data from the National Health and Nutrition Examination Survey (NHANES) 2003–2004 and Comparisons with NHANES 1999–2000* ([ehp.niehs.nih.gov/doi/pdf/10.1289/ehp.10598](http://ehp.niehs.nih.gov/doi/pdf/10.1289/ehp.10598))

3 – Organisation for Economic Cooperation and Development ([www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass](http://www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass))

## Fate and Transport Study Participation

The University of Wisconsin - Madison plans to conduct a study of twelve municipalities throughout the state that will examine the fate and transport of PFAS compounds within wastewater treatment facilities. The study will involve sampling of each facility's influent, internal points of interest, biosolids, effluent, upstream receiving water, and downstream receiving water in order to conduct a mass balance analysis and to assess how these compounds behave. For facilities participating in the study, all costs associated with the study's sampling efforts will be covered.

If you are interested in participating in this study, please contact Nate Willis at [nathaniel.willis@wisconsin.gov](mailto:nathaniel.willis@wisconsin.gov) within 45 days of receipt of this letter for consideration. Please note that interest in this study does not necessarily mean your facility will be chosen for participation. Several factors will go into determining which facilities are chosen, including but not limited to: likelihood of presence of PFAS in the effluent, the design flow of the facility, the portion of the influent that originates from industrial contributors, etc. If your facility is chosen for this study and PFAS is detected above thresholds discussed in step 2, the department requests that you complete step 2 as outlined above. Additionally, if your facility is not chosen for this study, the department still requests that the actions outlined above be completed.

The department appreciates your efforts to support this initiative. Data collected through this initiative will be used to mitigate PFAS impacts statewide. The data will also be used to evaluate and support rulemaking and associated economic impact analyses to adopt statewide water quality standards for PFAS compounds. Development of surface water quality standards for PFAS was identified as a priority in the most recent Triennial Standards Review, and the Department of Health Services has developed a recommendation for a groundwater enforcement standard of 20 ng/L combined PFOA and PFOS that the department intends to adopt. The department's intent is that completion of the steps outlined will position facilities to more easily comply with expected PFAS standards upon promulgation.

## More Information

To find out more about PFAS, go to [dnr.wi.gov/topic/Contaminants/PFAS.html](http://dnr.wi.gov/topic/Contaminants/PFAS.html), <https://pfas-1.itrcweb.org/fact-sheets/> or [www.epa.gov/pfas](http://www.epa.gov/pfas). More information on industrial sources can be found at [www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass](http://www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass). Toxicological information can be found at [www.atsdr.cdc.gov/pfas](http://www.atsdr.cdc.gov/pfas).

If you have any questions or comments regarding this monitoring request, please contact Nate Willis at [nathaniel.willis@wisconsin.gov](mailto:nathaniel.willis@wisconsin.gov).

STATE OF WISCONSIN  
DEPARTMENT OF NATURAL RESOURCES  
For the Secretary



Jason Knutson, P.E.  
Chief, Wastewater Section  
Bureau of Water Quality



Wade Strickland  
Chief, Water Permits Section  
Bureau of Water Quality

1 – US Environmental Protection Agency ([www.epa.gov/pfas/basic-information-pfas#health](http://www.epa.gov/pfas/basic-information-pfas#health))

2 – Calafat et al, *Polyfluoroalkyl Chemicals in the U.S. Population: Data from the National Health and Nutrition Examination Survey (NHANES) 2003–2004 and Comparisons with NHANES 1999–2000* ([ehp.niehs.nih.gov/doi/pdf/10.1289/ehp.10598](http://ehp.niehs.nih.gov/doi/pdf/10.1289/ehp.10598))

3 – Organisation for Economic Cooperation and Development ([www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass](http://www.oecd.org/chemicalsafety/portal-perfluorinated-chemicals/aboutpfass))

BREAKING ATC identified mechanical issue before last week's Downtown explosion, power outage



[https://madison.com/wsj/news/local/environment/wisconsin-dnr-asks-sewage-treatment-plants-to-test-for-pfas/article\\_2ad61aa8-cb52-5d6f-9235-d524bd78431d.html](https://madison.com/wsj/news/local/environment/wisconsin-dnr-asks-sewage-treatment-plants-to-test-for-pfas/article_2ad61aa8-cb52-5d6f-9235-d524bd78431d.html)

TOPICAL

## Wisconsin DNR asks sewage treatment plants to test for PFAS

CHRIS HUBBUCH chubbuch@madison.com 7 hrs ago

\$3 FOR 3 MONTHS

The Wisconsin Department of Natural Resources is asking local wastewater treatment plants to begin testing for hazardous industrial chemicals.

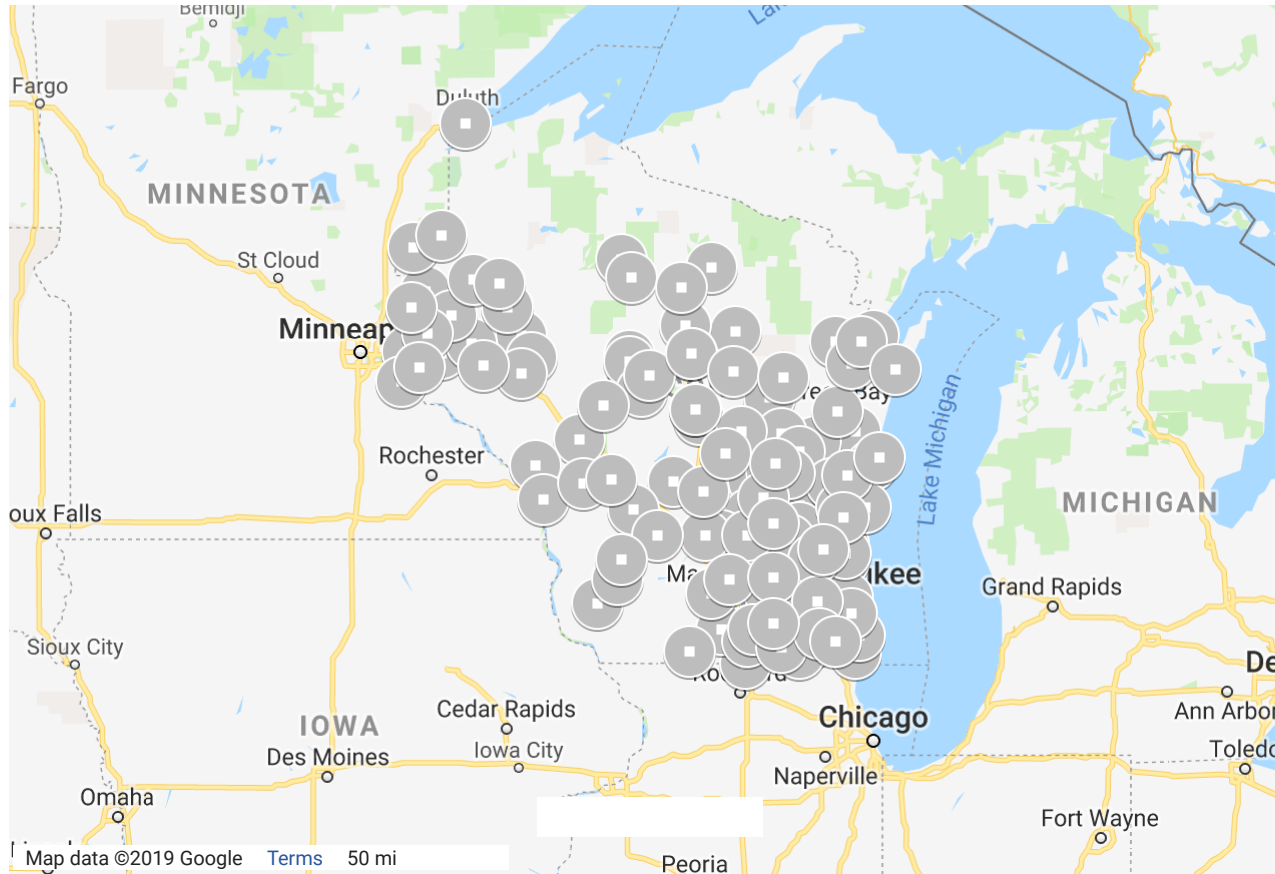
The agency sent a letter Monday to 125 municipal utilities encouraging them to begin sampling of water flowing into and out of the plants for highly fluorinated compounds known as PFAS, in an effort to understand how and where the chemicals find their way into drinking water.

“No one should ever be afraid to turn on their tap. Clean drinking water is a public health priority,” said DNR Secretary-designee Preston Cole. “Water is life-giving. We have an opportunity with this initiative to take a large step forward in protecting our citizens and our natural resources from harmful contaminants.”



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## Wisconsin DNR seeks PFAS testing of sewage ☆



Used for decades in products such as non-stick cookware, stain-resistant sprays, and certain types of firefighting foam, the virtually indestructible compounds often end up in sewage plants. The plants release the compounds with treated wastewater into public waters and treated sewage sludge that is applied to farm fields as fertilizer.

Madison and Sun Prairie are among the municipalities asked to do testing, as are Janesville and Beloit. The DNR said the utilities were chosen because they are most likely to receive wastewater from businesses that use the compounds.

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The Madison sewerage district handles more than 40 million gallons of wastewater per day from 26 communities. It hasn't tested for PFAS in the wastewater it receives or the effluent and sludge it releases.

Madison sewage plant employees have observed signs of PFAS contamination — excessive foaming that causes maintenance problems — for more than a decade.

The DNR is asking the utilities to conduct one-time tests, which are estimated to cost \$300 to \$400.

“We want to get a snapshot of PFAS contamination throughout the state,” said Jason Knutson, the DNR's wastewater section chief. “It lets us know what we're dealing with.”

📄 Wisconsin may adopt one of nation's toughest PFAS standards

Data from the voluntary sampling program will be used to develop plans to reduce the amount of two PFAS compounds — known as PFOA and PFOS — entering the plants. The information will also help the DNR develop rules and standards for safe levels of the chemicals in surface and groundwater.

The DNR plans to develop administrative rules in the fall to establish groundwater quality standards for PFOA and PFOS because the federal Environmental Protection Agency does not have standards for the contaminants.

The state Department of Health Services has recommended a combined groundwater enforcement standard of 20 parts per trillion for PFOA and PFOS.

That is similar to guidelines adopted by New Hampshire, New Jersey, Vermont and Minnesota.

PFAS has been detected at 10 Madison municipal wells, at levels below the new recommended state standard. One well about a mile from the Triax Air National Guard base site has been shut down as a precaution.

## MORE INFORMATION




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- Report: Watchdogs not looking hard enough for public health hazards in lakes, fish
- 

## Chris Hubbuch

Data journalist for the Wisconsin State Journal. Covers energy and transportation, among other things. Rhymes with Lubbock. Contact him at 608-252-6146.

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**From:** [Renee Koback](#)  
**To:** [Chris Groh](#)  
**Subject:** WRWA Alert to Members  
**Date:** Wednesday, July 24, 2019 10:29:21 AM  
**Attachments:** [Background on PFAS Contamination WRWA.docx](#)  
[PFAS Talking Points WRWA.docx](#)

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## **WRWA Alert to Members-Do Not Test for PFAS**

### **Update on Recent PFAS Regulatory and Legislative Activities**

Wisconsin Rural Water Association\*

July 24, 2019

Regulation of PFAS compounds is quickly moving forward in Wisconsin at both the legislative and administrative rule levels. In response, public sector organizations, including WRWA, are working together in a coalition to represent the interests of municipal water and wastewater utilities. The group's goals are to advocate collaboratively for science based PFAS standards, educate the public about PFAS, and communicate our concerns to DNR, the Legislature, and the Governor's office about the potential high cost to municipal utilities of complying with the proposed PFAS ground water standards. WRWA is working collaboratively with the other groups in the coalition, including the League of Municipalities and Municipal Environmental Group (MEG) – Wastewater. WRWA has adopted the recommendations suggested by both groups below.

***State Agency Regulatory Developments.*** On June 21, 2019, the Department of Health Services (DHS) recommended to the DNR that the groundwater quality standard for perfluorooctanoic acid (PFOA) and perfluorooctane sulfonic acid (PFOS) be set at 20 ng/l which is 20 parts per trillion (ppt). DHS also recommended a combined preventative action limit (PAL) of 2 ppt. The 20 ppt standard is significantly lower than the health advisory of 70 ppt established by the United States Environmental Protection Agency (EPA), and the PAL of 2 ppt establishes a near-zero discharge standard for groundwater despite the fact that these compounds already exist in groundwater. These are recommendations for standards that will need to go through the rule making process, which will take some time. Nevertheless, DNR is referring to these standards in the interim.

It is also important to emphasize that the standards recommended by DHS are groundwater standards; they are not surface water or biosolids standards. Surface water and land application each have different exposure pathways and different fate and transport factors than groundwater could result in a different standard. If the groundwater standards are applied to surface water and biosolids they could challenging implications for municipal wastewater treatment plants. With respect to biosolids, for example, the imposition of a limit of or approaching 2 ppt would likely foreclose the ability of many if not all plants to land apply their biosolids. DNR is moving forward with studies to develop standards for surface water, but development of this standard is a ways off.

***State Legislative Developments.*** There are also currently a number of bills legislators have introduced relating to PFAS:

[SB 109/AB 85](#). Imposes a 90-day timeframe for the establishment of groundwater



- quality standards for PFOA and PFOS. Because DHS already released standards for these compounds on June 21, this bill is not likely to proceed at this point.
- [SB 302/AB 321](#) Requires DNR to establish and enforce standards for a wide range of PFAS. This would include standards for drinking water, surface water, solid waste, soil and sediment, among other things. No hearing has yet been scheduled on this bill, which was introduced by Senator Miller (D-Madison) and Rep. Taylor (D-Madison). No Republican legislators are listed as co-sponsors.
- [SB 310/AB 323](#). Rep. Nygren (R-Marinette) and Sen. Cowles (R-Green Bay) introduced this bill, which prohibits the use of firefighting foams that contain intentionally added PFAS in training.

***Federal Legislation.*** At the federal level, amendments have been added to the National Defense Authorization Act that would require EPA to issue national regulations for PFOS and PFOA and establish a number of requirements regarding drinking water. A version of this bill recently passed in the House.

### ***Recent Correspondence from DNR to Municipal Wastewater Treatment Facilities***

***DNR's Request.*** On July 22, DNR began sending correspondence to about 125 municipal wastewater treatment facilities with industrial pretreatment programs and/or industries expected to be sources of PFAS discharge *requesting* that these facilities sample and analyze influent and effluent for PFAS. If facilities conducting such sampling and analysis obtain results showing PFAS at or above 20 ppt in the influent or effluent, DNR recommends they conduct a review of industrial users to identify potential sources of PFAS. DNR is also recommending source reduction efforts after PFAS sources have been identified. It is important to note that DNR is, at this point, requesting *voluntary* sampling and analysis.

***Recommended Media Response.*** If you are asked for comment by the press or customers in the short term, we recommend the following response: **“We are in the process of evaluating the Department of Natural Resources’ request. We have not made a commitment as to sampling at our facility at this time. We will continue to work with the Department on a long term response to this issue.”**

***Recommended Long Term Response 1.*** If you have a *known source of concentrated PFAS* from manufacturing, or a spill from materials or products such as firefighting foam, efforts should be taken to prevent those sources from entering the sanitary sewer or groundwater. This will likely include working with DNR to establish a plan for source reduction measures.

***Recommended Long Term Response 2.*** We recommend that municipal wastewater treatment facilities *without a known source of PFAS contamination do not conduct sampling and analysis for PFAS compounds at this time.* Among the reasons for this recommendation are the following:

- As the letter from DNR recognizes, there are no EPA-approved methods for PFAS sampling and analysis of wastewater. Without standardized, approved methods, sampling results will not provide certainty or clarity as to the actual amount of PFAS in a POTW’s wastewater. One role of municipal wastewater facilities in the water

reclamation process is to provide reliable, science-based information to DNR and its customers. Sampling and analysis without standardized and approved methods does not advance this role.

- There is no standard for surface water or land application. Obtaining a test result that has no standard to measure against is not meaningful information. The 20 ppt standard recommended by DHS is a groundwater standard that is not transferrable to surface water or land application standards. Analyzing wastewater influent and effluent against a groundwater standard will result in misleading information.
- Municipal wastewater treatment facilities are not original sources of PFAS, do not add PFAS to waste streams during the treatment process, and do not have the capability to remove PFAS during the treatment process. For those communities without a known source of PFAS, the PFAS in wastewater is likely to be coming from a wide array of domestic and industrial dischargers that may have a limited ability to reduce the amount of PFAS in their wastewater discharges.

For these reasons, Wisconsin Rural Water Association recommends that municipal wastewater treatment facilities without a known source of PFAS contamination do not conduct sampling and analysis for PFAS compounds at this time. We recognize that every community will have unique circumstances it must evaluate when making this decision, and we would be happy to discuss those circumstances or any questions further at any time in this process.

\*Wisconsin Rural Water thanks Municipal Environmental Group (MEG) - Wastewater for assistance in drafting these recommendations.

*Chris Groh*

**Executive Director**

**Wisconsin Rural Water Association**

[cgroh@wrwa.org](mailto:cgroh@wrwa.org)

(715) 340-2055

Fund: 100 - GENERAL FUND

Account Number		2019		2019 Budget	Budget Status	% of Budget
		2019 June	Actual 06/30/2019			
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	439,199.05	891,906.42	-452,707.37	49.24
100-00-41115-000-000	EXEMPT COMPUTER AID	0.00	0.00	1,150.00	-1,150.00	0.00
100-00-41140-000-000	MOBILE HOME TAXES	-6,879.29	8,613.01	12,000.00	-3,386.99	71.78
100-00-41200-000-000	ROOM TAX	0.00	6,938.02	30,000.00	-23,061.98	23.13
100-00-41310-000-000	UTILITY PAYMENT LIEU OF TAXES	0.00	0.00	137,000.00	-137,000.00	0.00
100-00-41312-000-000	PILOT - IMPACT SEVEN	0.00	0.00	3,000.00	-3,000.00	0.00
100-00-41320-000-000	HOUS AUTH PAYMENT LIEU TAXES	0.00	0.00	11,000.00	-11,000.00	0.00
100-00-41330-000-000	FRANCHISE FEES - CABLE	0.00	6,477.12	13,000.00	-6,522.88	49.82
100-00-41800-000-000	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41810-000-000	INTEREST ON A/R	0.00	-0.39	0.00	-0.39	0.00
<b>TAXES</b>		<b>-6,879.29</b>	<b>461,226.81</b>	<b>1,099,056.42</b>	<b>-637,829.61</b>	<b>41.97</b>
100-00-42102-000-000	SPECIAL ASSESSMENT CURB/GUTTER	0.00	0.00	0.00	0.00	0.00
<b>INTERCITY REVENUES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-43310-000-000	STATE SHARED REVENUE	0.00	0.00	454,360.69	-454,360.69	0.00
100-00-43311-000-000	PERSONAL PROPERTY AID - STATE	0.00	11,541.67	0.00	11,541.67	0.00
100-00-43420-000-000	2% FIRE INSURANCE TAX	0.00	0.00	5,300.00	-5,300.00	0.00
100-00-43531-000-000	TRANSPORTATION AIDS	0.00	72,552.00	145,170.64	-72,618.64	49.98
100-00-43590-000-000	STATE RECYCLING RECEIPTS	0.00	0.00	7,800.00	-7,800.00	0.00
100-00-43610-000-000	PYMT MUNICIPAL SERVICES	0.00	0.00	2,373.64	-2,373.64	0.00
100-00-43650-000-000	CDBG GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-43690-000-000	OTHER STATE PAYMENTS	0.00	4,523.00	4,523.00	0.00	100.00
<b>INTERSTATE REVENUE</b>		<b>0.00</b>	<b>88,616.67</b>	<b>619,527.97</b>	<b>-530,911.30</b>	<b>14.30</b>
100-00-44100-000-000	BUSINESS & OCCUPATIONAL LICEN	5,375.46	5,797.44	8,300.00	-2,502.56	69.85
100-00-44200-000-000	NONBUSINESS LICENSES	-5,334.56	289.51	400.00	-110.49	72.38
100-00-44300-000-000	BUILDING PERMITS	11,211.37	17,547.96	6,000.00	11,547.96	292.47
<b>LICENSES &amp; PERMITS</b>		<b>11,252.27</b>	<b>23,634.91</b>	<b>14,700.00</b>	<b>8,934.91</b>	<b>160.78</b>
100-00-45100-000-000	LAW & ORDINANCE VIOL MUNI CT	934.58	12,529.82	26,000.00	-13,470.18	48.19
100-00-45102-000-000	PARKING VIOLATIONS	0.00	405.00	600.00	-195.00	67.50
<b>FINES, FORFEITURES, PENALTIES</b>		<b>934.58</b>	<b>12,934.82</b>	<b>26,600.00</b>	<b>-13,665.18</b>	<b>48.63</b>
100-00-46100-000-000	PUB CHGES FOR SERVICES GEN GOV	0.00	0.00	600.00	-600.00	0.00
100-00-46310-000-000	STREET MAINTENANCE & CONSTRUCT	0.00	0.00	500.00	-500.00	0.00
100-00-46430-000-000	SOLID WASTE DISPOSAL	0.00	0.00	0.00	0.00	0.00
100-00-46433-000-000	GARBAGE COLLECTION REVENUE	7,224.27	48,671.38	70,000.00	-21,328.62	69.53
100-00-46440-000-000	MOWING	420.00	420.00	2,000.00	-1,580.00	21.00
100-00-46900-000-000	OTHER PUB CHGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>7,644.27</b>	<b>49,091.38</b>	<b>73,100.00</b>	<b>-24,008.62</b>	<b>67.16</b>
100-00-47331-000-000	INTERGOV'T CHGES HWY	0.00	0.00	0.00	0.00	0.00
<b>OTHER INCOME</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-48111-000-000	INTEREST INCOME	3,681.09	23,995.20	2,000.00	21,995.20	1,199.76
100-00-48130-000-000	INTEREST ON SPEC ASSESSMENTS	0.00	0.00	400.00	-400.00	0.00
100-00-48150-000-000	MUNICIPAL BLDG FND INT	0.00	0.00	0.00	0.00	0.00
100-00-48201-000-000	RENT OF CITY BUILDINGS	600.00	3,850.00	9,000.00	-5,150.00	42.78

Fund: 100 - GENERAL FUND

Account Number		2019	2019	2019	Budget	Budget	Status	% of
		June	Actual 06/30/2019					
100-00-48203-000-000	POLICE DEPT REV - MAINTENANCE	0.00	0.00	0.00		0.00	0.00	0.00
100-00-48205-000-000	LEASE INCOME - CELL TOWERS	0.00	1,980.00	6,600.00		-4,620.00	30.00	
100-00-48206-000-000	DB COMMUNICATIONS - LEASE	0.00	0.00	0.00		0.00	0.00	
100-00-48225-000-000	RENT OF CITY EQUIPMENT	150.00	150.00	0.00		150.00	0.00	
100-00-48250-000-000	ADMIN LIBRARY	0.00	0.00	10,000.00		-10,000.00	0.00	
100-00-48306-000-000	SALE/RENT OF CITY PROPERTY	0.00	0.00	4,100.00		-4,100.00	0.00	
100-00-48306-000-002	CEMETARY - SALE OF PLOTS	0.00	1,200.00	0.00		1,200.00	0.00	
100-00-48500-000-000	DONATIONS	0.00	17,250.00	0.00		17,250.00	0.00	
100-00-48500-000-002	VENDING MACHINE	144.86	644.47	3,000.00		-2,355.53	21.48	
100-00-48500-000-003	MUNICIPAL BUILDING DONATIONS	0.00	0.00	0.00		0.00	0.00	
100-00-48500-000-006	CEMETARY - SERVICE FEE	0.00	0.00	1,350.00		-1,350.00	0.00	
100-00-48900-000-000	BLDG DONATIONS APPLIED	0.00	0.00	0.00		0.00	0.00	
100-00-48900-000-100	PY ROLL OVERS	0.00	0.00	0.00		0.00	0.00	
100-00-48900-000-110	15 YR REPMT FROM WTR UTILITY	0.00	0.00	95,000.00		-95,000.00	0.00	
100-00-48901-000-000	OTHER MISCELLANEOUS REVENUE	4,185.50	15,371.52	66,945.75		-51,574.23	22.96	
100-00-48901-000-001	OTHER MISC REVENUE - PW EQUIP	0.00	0.00	0.00		0.00	0.00	
100-00-48902-000-000	PROCEEDS FROM LONG-TERM DEBT	0.00	0.00	0.00		0.00	0.00	
100-00-48903-000-000	SALES - PUBLIC WORKS	0.00	39,603.00	40,000.00		-397.00	99.01	
100-00-48904-000-000	SAFE ROADS TO SCHOOL	0.00	0.00	63,585.00		-63,585.00	0.00	
100-00-48906-000-000	FIRE DEPT RENT	0.00	0.00	1,000.00		-1,000.00	0.00	
100-00-48907-000-000	INSURANCE REIMBURSE - FIRE	0.00	0.00	2,800.00		-2,800.00	0.00	
<b>MISCELLANEOUS REVENUES</b>		8,761.45	104,044.19	305,780.75		-201,736.56	34.03	
<b>Total Revenues</b>		21,713.28	739,548.78	2,138,765.14		-1,399,216.36	34.58	

## Fund: 100 - GENERAL FUND

Account Number		2019		2019 Budget	Budget Status	% of Budget
		2019 June	Actual 06/30/2019			
100-00-51100-011-000	CITY COUNCIL-WAGES	1,280.00	5,315.00	19,000.00	13,685.00	27.97
100-00-51100-011-100	CITY COUNCIL - FICA/MED	97.94	406.63	1,453.50	1,046.87	27.98
100-00-51100-012-000	CITY COUNCIL-SUPP & EQUIP	30.87	78.29	500.00	421.71	15.66
100-00-51100-013-000	CITY COUNCIL-DUES	0.00	125.00	850.00	725.00	14.71
100-00-51100-015-000	CITY COUNCIL-MEAL/MILE/SCHOOL	0.00	0.00	500.00	500.00	0.00
100-00-51200-011-000	JUDICIAL-WAGES	250.00	1,500.00	3,000.00	1,500.00	50.00
100-00-51200-011-006	JUDICIAL - COURT CLERK WAGES	363.74	2,182.44	4,367.20	2,184.76	49.97
100-00-51200-011-100	JUDICIAL - FICA/MED	46.97	281.82	709.50	427.68	39.72
100-00-51200-011-110	JUDICIAL - RETIREMENT	0.00	-270.00	0.00	270.00	0.00
100-00-51200-013-000	JUDICIAL-PLAN, MAINT, & OPER	13.20	3,073.50	4,500.00	1,426.50	68.30
100-00-51300-000-000	GENERAL ADMINISTRATION-LEGAL	8,798.66	11,163.66	6,000.00	-5,163.66	186.06
100-00-51300-001-000	GEN ADMIN LEGAL- CITY ATTORNEY	1,036.97	4,181.45	0.00	-4,181.45	0.00
100-00-51350-000-000	GENERAL ADMIN-CODIFICATION	0.00	890.50	2,500.00	1,609.50	35.62
100-00-51400-011-000	CITY CLERK-WAGES	1,886.67	14,623.78	10,608.00	-4,015.78	137.86
100-00-51400-011-100	CLERK - FICA/MED	144.22	1,083.20	811.51	-271.69	133.48
100-00-51400-011-110	CLERK - RETIREMENT	76.42	654.99	694.82	39.83	94.27
100-00-51400-011-121	CLERK - HEALTH INSURANCE	5.75	656.53	1,050.00	393.47	62.53
100-00-51400-011-135	CITY HALL WORKERS COMP	0.00	2,878.00	0.00	-2,878.00	0.00
100-00-51401-001-000	CITY CLERK-PRINTING	582.00	952.15	4,200.00	3,247.85	22.67
100-00-51401-002-000	CITY CLERK-SUPPLIES	3,187.76	6,889.56	6,100.00	-789.56	112.94
100-00-51401-003-000	CITY CLERK-COMP SUP/EQUIP	0.00	17,525.12	6,000.00	-11,525.12	292.09
100-00-51401-005-000	CITY CLERK-MEAL/MILE/SCHOOL	0.00	1,293.51	3,000.00	1,706.49	43.12
100-00-51401-008-000	CITY CLERK - PTY CSH OVR/UNDER	0.00	0.00	0.00	0.00	0.00
100-00-51403-000-000	CITY ADMINISTRATOR - WAGES	1,076.92	4,846.14	14,000.00	9,153.86	34.62
100-00-51403-011-100	CITY ADMINISTRATOR - FICA	76.45	344.01	1,071.00	726.99	32.12
100-00-51403-011-110	CITY ADMINISTRATOR - RETIREMEN	70.54	317.43	917.00	599.57	34.62
100-00-51403-011-120	CITY ADMINISTRATOR - HEALTH IN	310.58	1,398.20	3,923.25	2,525.05	35.64
100-00-51404-000-000	ADMIN ASST - WAGES	223.60	1,048.65	5,516.16	4,467.51	19.01
100-00-51404-011-100	ADMIN ASST - FICA	17.11	80.25	421.99	341.74	19.02
100-00-51404-011-121	ADMIN ASST -HEALTH INS	0.00	0.00	0.00	0.00	0.00
100-00-51404-120-000	ADMIN ASST - RETIREMENT	14.64	68.69	361.31	292.62	19.01
100-00-51404-121-000	ADMIN ASST - HEALTH INS	0.00	0.00	840.00	840.00	0.00
100-00-51405-011-000	MAYOR-WAGES	850.00	3,700.00	6,550.00	2,850.00	56.49
100-00-51405-011-100	MAYOR - FICA/MED	65.03	283.07	501.08	218.01	56.49
100-00-51405-012-000	MAYOR-EXPENSE	0.00	0.00	300.00	300.00	0.00
100-00-51410-011-000	ELECTION-WAGES	0.00	1,348.48	4,000.00	2,651.52	33.71
100-00-51410-012-000	ELECTION-EXPENSES	151.50	308.78	1,000.00	691.22	30.88
100-00-51432-000-000	GENERAL ADMIN-PREM HEALTH	2,757.75	16,596.50	0.00	-16,596.50	0.00
100-00-51432-001-000	GENERAL ADMIN-PHYS/DRUG TESTS	0.00	21.25	500.00	478.75	4.25
100-00-51500-000-000	GENERAL ADMIN-AUDITOR	3,200.00	3,200.00	15,000.00	11,800.00	21.33
100-00-51510-000-000	GENERAL ADMIN-ASSESSOR	1,056.29	8,192.28	16,225.00	8,032.72	50.49
100-00-51520-000-000	GENERAL ADMIN-PROF RECRUITMENT	0.00	0.00	0.00	0.00	0.00
100-00-51600-000-000	CITY -BLDG MAINT	1,720.54	18,623.04	30,000.00	11,376.96	62.08
100-00-51600-000-100	CITY HALL-CLEANING WAGES	655.11	4,818.06	10,850.00	6,031.94	44.41
100-00-51600-000-105	CITY HALL-CLEANING - FICA/MED	93.03	684.14	830.03	145.89	82.42
100-00-51600-000-200	CHAMBER OF COM - WAGES	0.00	0.00	0.00	0.00	0.00
100-00-51600-000-205	CHAMBER OF COM - FICA	0.00	0.00	0.00	0.00	0.00
100-00-51610-000-000	CITY HALL-UTILITIES	651.54	3,184.39	9,000.00	5,815.61	35.38
100-00-51620-000-000	GENERAL ADMIN-TELEPHONE	472.29	1,602.53	3,000.00	1,397.47	53.42
100-00-51910-000-000	ILLEGAL TAXES	0.00	0.00	0.00	0.00	0.00
100-00-51910-730-000	ILLEGAL TAXES	0.00	0.00	0.00	0.00	0.00
100-00-51938-000-000	GENERAL ADMIN-PROP & LIAB INS	0.00	24,109.50	59,341.00	35,231.50	40.63

## Fund: 100 - GENERAL FUND

Account Number		2019		2019 Budget	Budget Status	% of Budget
		2019 June	Actual 06/30/2019			
100-00-51938-100-000	WORKERS COMP ADMIN	0.00	0.00	4,471.00	4,471.00	0.00
100-00-51940-000-000	SS/MED MATCH EXPENSE	0.00	0.00	0.00	0.00	0.00
<b>WAGES HOURLY RETIREMENT</b>		<b>31,264.09</b>	<b>170,260.52</b>	<b>264,463.35</b>	<b>94,202.83</b>	<b>64.38</b>
100-00-52100-011-000	SCHOOL CROSS GUARD-WAGES	251.75	1,417.75	500.00	-917.75	283.55
100-00-52100-011-100	SCHOOL CROSSING GUARD FICA/MED	19.26	108.46	38.25	-70.21	283.56
100-00-52100-013-000	LAW ENFORCEMNT-PLAN,MAINT,OPER	36,774.92	183,874.60	441,299.00	257,424.40	41.67
100-00-52200-013-000	FIRE PROTECT-PLAN,MAINT,OPER	0.00	50,485.00	96,000.00	45,515.00	52.59
100-00-52200-014-000	FIRE CAP IMP FUND HELD BY CITY	0.00	0.00	0.00	0.00	0.00
100-00-52200-400-000	FIRE PROTECTN-2% FIRE INS TAX	0.00	0.00	5,325.00	5,325.00	0.00
100-00-52200-590-000	FIRE PROTECTION	0.00	0.00	89,783.00	89,783.00	0.00
100-00-52200-591-000	FIRE/AMB AUDIT EXP	0.00	0.00	0.00	0.00	0.00
100-00-52300-013-000	AMBULANCE-PLAN,MAINT,OPER	0.00	0.00	0.00	0.00	0.00
100-00-52400-000-000	MISC EXPENSE	0.00	770.08	0.00	-770.08	0.00
<b>PUBLIC SAFETY EXPENSE</b>		<b>37,045.93</b>	<b>236,655.89</b>	<b>632,945.25</b>	<b>396,289.36</b>	<b>37.39</b>
100-00-53100-810-000	MACH/EQUIP/VEHICLES	0.00	0.00	50,000.00	50,000.00	0.00
100-00-53311-011-000	PUBLIC WORKS-WAGES	13,895.94	84,707.92	191,173.96	106,466.04	44.31
100-00-53311-011-100	PUBLIC WORKS - FICA/MED	1,057.11	6,441.58	14,624.81	8,183.23	44.05
100-00-53311-011-110	PUBLIC WORKS - RETIREMENT	817.21	4,990.57	12,521.90	7,531.33	39.85
100-00-53311-011-121	PUBLIC WORKS - HEALTH INS.	310.58	2,019.19	12,936.00	10,916.81	15.61
100-00-53311-013-000	PUBLIC WORKS-PLAN,MAINT,OPER	1,489.68	8,666.38	9,000.00	333.62	96.29
100-00-53311-013-001	PUBLIC WORKS - UTILITIES	4,092.85	22,807.24	18,000.00	-4,807.24	126.71
100-00-53311-013-005	PUBLIC WORKS - FUEL	1,254.81	10,286.69	12,000.00	1,713.31	85.72
100-00-53311-013-006	PUBLIC WORKS - UNIFORMS CLOTHI	169.74	556.47	2,000.00	1,443.53	27.82
100-00-53311-013-015	PUBLIC WORKS - VEHICLE MNTCE	324.98	4,035.88	20,000.00	15,964.12	20.18
100-00-53311-013-020	PUBLIC WORKS - BRUSH WAGES	654.35	654.35	7,099.93	6,445.58	9.22
100-00-53311-013-021	PUBLIC WORKS - BRUSH FICA/MED	50.06	50.06	543.14	493.08	9.22
100-00-53311-013-022	PUBLIC WORKS - BRUSH RET	42.86	42.86	465.05	422.19	9.22
100-00-53311-013-025	PUBLIC WORKS - SNOW WAGES	0.00	19,584.53	18,459.83	-1,124.70	106.09
100-00-53311-013-026	PUBLIC WORKS - SNOW FICA/MED	0.00	1,498.21	1,412.18	-86.03	106.09
100-00-53311-013-027	PUBLIC WORKS - SNOW RET	0.00	1,282.77	1,209.12	-73.65	106.09
100-00-53311-013-100	PUBLIC WORKS - SALT	0.00	8,885.96	15,000.00	6,114.04	59.24
100-00-53311-013-200	PUBLIC WORKS - CRACK FILLING	10,000.00	10,000.00	10,000.00	0.00	100.00
100-00-53311-013-400	PUBLIC WORKS - STREET SWEEPING	3,800.00	3,800.00	7,500.00	3,700.00	50.67
100-00-53311-014-000	PUBLIC WORKS-CAP IMPROVEMENT	9,993.71	9,993.71	180,000.00	170,006.29	5.55
100-00-53311-014-010	CAP IMP - EMG RPR - BUTTERNUT	2,412.50	2,412.50	0.00	-2,412.50	0.00
100-00-53311-014-020	SAFE ROUTE TO SCHOOL	0.00	0.00	73,891.50	73,891.50	0.00
100-00-53311-014-100	CDBG - 2018	0.00	0.00	0.00	0.00	0.00
100-00-53311-014-120	CDBG - PROFESSIONAL SERVICES	0.00	1,500.00	0.00	-1,500.00	0.00
100-00-53311-015-000	STREET MAINT & SIDEWALK	0.00	0.00	0.00	0.00	0.00
100-00-53311-015-100	PUBLIC WORKS - WORKERS COMP	0.00	0.00	0.00	0.00	0.00
100-00-53311-121-022	PUBLIC WORKS - BRUSH HEALTH IN	0.00	0.00	630.00	630.00	0.00
100-00-53311-121-027	PUBLIC WORKS - SNOW HEALTH IN	0.00	0.00	1,638.00	1,638.00	0.00
100-00-53311-121-100	PUBLIC WORKS - ADMIN HEALTH IN	0.00	0.00	6,149.25	6,149.25	0.00
100-00-53420-000-000	STREET LIGHTING-UTILITIES	117.20	652.23	25,000.00	24,347.77	2.61
100-00-53630-012-000	GARBAGE COLL-PROFESSIONAL SERV	5,988.70	30,570.61	0.00	-30,570.61	0.00
100-00-53631-013-000	RECYCLING - PROFESSIONAL SERV	2,604.57	11,930.85	70,000.00	58,069.15	17.04
100-00-53631-013-620	RECYCLING - UTILITIES	0.00	21.78	0.00	-21.78	0.00
100-00-53631-014-000	LANDFILL- SUB TITLE D	3,150.00	3,150.00	6,580.00	3,430.00	47.87

## Fund: 100 - GENERAL FUND

Account Number		2019	2019	2019	Budget	% of
		June	Actual 06/30/2019	Budget	Status	Budget
<b>PUBLIC WORK EXPENSE</b>		62,226.85	250,542.34	767,834.67	517,292.33	32.63
100-00-54910-011-000	CEMETERY-WAGES	1,185.25	2,239.51	8,825.00	6,585.49	25.38
100-00-54910-011-100	CEMETERY - FICA/MED	90.69	170.18	675.11	504.93	25.21
100-00-54910-013-000	CEMETERY-PLAN,MAINT,OPER	86.75	86.75	0.00	-86.75	0.00
100-00-54910-014-000	CEMETERY-PERPETUAL CARE	0.00	0.00	0.00	0.00	0.00
<b>HEALTH &amp; HUMAN SERVICE EXPENSE</b>		1,362.69	2,496.44	9,500.11	7,003.67	26.28
100-00-55110-013-000	LIBRARY-PLAN,MAINT,OPER	0.00	0.00	89,415.00	89,415.00	0.00
100-00-55150-013-000	SHORTNER PARK-PLAN,MAINT,OPER	442.23	1,151.70	0.00	-1,151.70	0.00
100-00-55200-005-000	BEAUTIFICATION	1,277.77	1,262.77	2,000.00	737.23	63.14
100-00-55200-010-000	BEAUTIFICATION WAGES	0.00	0.00	0.00	0.00	0.00
100-00-55200-010-100	BEAUTIFICATION - FICA/MED	0.00	0.00	0.00	0.00	0.00
100-00-55200-011-000	PARKS AND RECREATION-WAGES	2,044.26	5,608.41	12,000.00	6,391.59	46.74
100-00-55200-011-100	PARK & REC - FICA/MED	156.37	429.05	918.00	488.95	46.74
100-00-55200-011-110	PARK & REC - RETIREMENT	45.41	278.87	0.00	-278.87	0.00
100-00-55200-012-000	PARKS AND RECREATN-SUP & EQUIP	841.70	1,062.21	0.00	-1,062.21	0.00
100-00-55200-013-000	PARKS/REC-PLAN,MAINT,OPER	2,398.32	8,177.92	20,000.00	11,822.08	40.89
100-00-55200-014-000	PARKS AND RECREATION-CAP IMP	0.00	0.00	0.00	0.00	0.00
100-00-55200-016-000	CLARK CO ECO DEV MBSHP	0.00	0.00	1,500.00	1,500.00	0.00
100-00-55290-000-000	CITY ADVERTISING/PROMOTION	0.00	0.00	8,000.00	8,000.00	0.00
100-00-55400-012-000	FIREWORKS-SUP & EQUIPMENT	0.00	3,700.00	2,500.00	-1,200.00	148.00
<b>LEISURE EXPENSE</b>		7,206.06	21,670.93	136,333.00	114,662.07	15.90
100-00-56700-000-000	ROOM TAX EXPENSE	0.00	16,560.71	0.00	-16,560.71	0.00
100-00-56705-000-000	VENDING MACHINE EXPENSE	56.78	240.93	0.00	-240.93	0.00
<b>BUS 29 PROJECT</b>		56.78	16,801.64	0.00	-16,801.64	0.00
100-00-57150-000-000	MUNICIPAL BUILDING	0.00	0.00	0.00	0.00	0.00
100-00-57152-000-000	INDUSTRIAL PARK EXPANSION	0.00	0.00	0.00	0.00	0.00
<b>CAPITAL OUTLAY</b>		0.00	0.00	0.00	0.00	0.00
100-00-58100-000-000	PRINCIPAL - LONG TERM DEBT	0.00	7,197.12	110,012.95	102,815.83	6.54
100-00-58110-000-000	PRINCIPAL - PUBLIC SAFETY	0.00	150,000.00	150,000.00	0.00	100.00
100-00-58290-000-000	INTEREST - LONG TERM DEBT	0.00	26,546.44	51,678.75	25,132.31	51.37
100-00-58300-000-000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
100-00-58390-000-000	BOND ISSUE COST	0.00	0.00	0.00	0.00	0.00
<b>DEBT SERVICE</b>		0.00	183,743.56	311,691.70	127,948.14	58.95
<b>Total Expenses</b>		139,162.40	882,171.32	2,122,768.08	1,240,596.76	41.56
<b>Net Totals</b>		-117,449.12	-142,622.54	15,997.06	158,619.60	-891.55

Fund: 400 - LIBRARY

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
400-00-40010-000-000	STATE AIDS	0.00	0.00	0.00	0.00	0.00
400-00-40020-000-000	CLARK COUNTY AIDS	0.00	33,508.53	0.00	33,508.53	0.00
400-00-40030-000-000	CITY OF ABBOTSFORD	0.00	0.00	0.00	0.00	0.00
400-00-40040-000-000	OTHER REVENUES	70.05	2,533.38	0.00	2,533.38	0.00
400-00-40041-000-000	FINES/PRINTER	348.70	1,682.26	0.00	1,682.26	0.00
400-00-40042-000-000	FROM SVGS	0.00	0.00	0.00	0.00	0.00
400-00-40043-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
<b>INCOME ACCOUNTS</b>		<b>418.75</b>	<b>37,724.17</b>	<b>0.00</b>	<b>37,724.17</b>	<b>0.00</b>
400-00-43790-000-000	GRANTS FROM OTHER LOCAL GOVTS	0.00	0.00	0.00	0.00	0.00
<b>INTERSTATE REVENUE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
400-00-48111-000-000	INTEREST INCOME	14.77	74.57	0.00	74.57	0.00
<b>MISCELLANEOUS REVENUES</b>		<b>14.77</b>	<b>74.57</b>	<b>0.00</b>	<b>74.57</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>433.52</b>	<b>37,798.74</b>	<b>0.00</b>	<b>37,798.74</b>	<b>0.00</b>



## Fund: 400 - LIBRARY

Account Number		2019	2019	2019	Budget	% of
		June	Actual 06/30/2019	Budget	Status	Budget
400-00-55140-100-000	LIBRARY COMPENSATION-SALARIES	4,840.87	31,484.96	0.00	-31,484.96	0.00
400-00-55140-133-000	LIBRARY COMPENSATION-RETIREMNT	237.32	1,558.65	0.00	-1,558.65	0.00
400-00-55140-135-000	LIBRARY COMPENSATION-FICA/MED	361.17	2,349.15	0.00	-2,349.15	0.00
400-00-55141-000-000	LIBRARY COMPENSATION - IND PR	0.00	0.00	0.00	0.00	0.00
400-00-55142-000-000	LIBRARY SALARIES - HI	400.00	3,438.65	0.00	-3,438.65	0.00
400-00-55147-000-000	GRANT EXPENSE/NON BUDGETED	0.00	75.00	0.00	-75.00	0.00
400-00-55150-000-000	BOOKS	3,301.98	7,638.34	0.00	-7,638.34	0.00
400-00-55151-000-000	PERIODICALS	0.00	55.00	0.00	-55.00	0.00
400-00-55152-000-000	OFFICE & COMPUTER	127.96	861.55	0.00	-861.55	0.00
400-00-55153-000-000	AUDIO VISUAL MATERIALS	136.40	1,458.23	0.00	-1,458.23	0.00
400-00-55154-000-000	COMPUTER SUPPLIES	0.00	0.00	0.00	0.00	0.00
400-00-55155-000-000	PROGRAMING & SPECIALS	4.68	302.74	0.00	-302.74	0.00
400-00-55156-000-000	EQUIPMENT	27.99	179.63	0.00	-179.63	0.00
400-00-55156-100-000	LICENSES	0.00	0.00	0.00	0.00	0.00
400-00-55157-000-000	WORKSHOPS AND EDUCATION	0.00	0.00	0.00	0.00	0.00
400-00-55158-000-000	TELEPHONE AND T1 LINE	134.20	454.79	0.00	-454.79	0.00
400-00-55159-000-000	PUBLICATION AND MISC EXPENSE	0.00	25.00	0.00	-25.00	0.00
400-00-55160-000-000	ADMIN CHARGES	0.00	0.00	0.00	0.00	0.00
400-00-55161-000-000	COURIER SERVICE	0.00	0.00	0.00	0.00	0.00
400-00-55162-000-000	VCAT/WISNET/ADMIN	0.00	3,282.20	0.00	-3,282.20	0.00
400-00-55163-000-000	POSTAGE	0.00	58.55	0.00	-58.55	0.00
400-00-55164-000-000	AUTOMATION START-UP	0.00	0.00	0.00	0.00	0.00
400-00-55165-000-000	WISCAT LICENSE	0.00	0.00	0.00	0.00	0.00
400-00-55166-000-000	UTILITIES/JANITORIAL/MAINT	0.00	0.00	0.00	0.00	0.00
400-00-55167-000-000	ACCOUNTING/INSURANCE	0.00	0.00	0.00	0.00	0.00
<b>LEISURE EXPENSE</b>		<b>9,572.57</b>	<b>53,222.44</b>	<b>0.00</b>	<b>-53,222.44</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>9,572.57</b>	<b>53,222.44</b>	<b>0.00</b>	<b>-53,222.44</b>	<b>0.00</b>
<b>Net Totals</b>		<b>-9,139.05</b>	<b>-15,423.70</b>	<b>0.00</b>	<b>15,423.70</b>	

Fund: 500 - POLICE DEPARTMENT

Account Number		2019	2019	2019	Budget	Budget	Status	% of
		June	Actual 06/30/2019					
500-00-40001-000-000	CASH ON HAND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INCOME ACCOUNTS</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43001-000-000	CITY OF COLBY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43002-000-000	CITY OF ABBOTSFORD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43003-000-000	REPORTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43004-000-000	EARNED INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43005-000-000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43005-406-000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-00-43005-410-000	OTHER INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>INTERSTATE REVENUE</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund: 500 - POLICE DEPARTMENT

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
500-00-51001-000-000	SALARIES	0.00	0.00	0.00	0.00	0.00
500-00-51002-000-000	AUTOMOBILE FUEL	0.00	0.00	0.00	0.00	0.00
500-00-51003-000-000	TELEPHONE	0.00	0.00	0.00	0.00	0.00
500-00-51004-000-000	LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
500-00-51004-407-000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
500-00-51004-409-000	WORKMEN'S COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
500-00-51004-411-000	AUTO INSURANCE	0.00	0.00	0.00	0.00	0.00
500-00-51005-000-000	RADIO MAINTENANCE	0.00	0.00	0.00	0.00	0.00
500-00-51006-000-000	AUTOMOBILE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
500-00-51007-000-000	CLOTHING ALLOWANCE	0.00	0.00	0.00	0.00	0.00
500-00-51007-401-000	CLOTHING ALLOWANCE	0.00	0.00	0.00	0.00	0.00
500-00-51008-000-000	SOC.SEC.(EMPLOYER SHARE)	0.00	0.00	0.00	0.00	0.00
500-00-51009-000-000	TRAINING,SCHOOLS,CONVENTIONS	0.00	0.00	0.00	0.00	0.00
500-00-51010-000-000	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
500-00-51010-010-000	COPIES	0.00	0.00	0.00	0.00	0.00
500-00-51011-000-000	RADAR PURCHASE	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00
500-00-51012-000-000	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
500-00-51013-000-000	STATE RETIREMENT-DEPT. SHARE	0.00	0.00	0.00	0.00	0.00
500-00-51014-000-000	CONTINGENCY FUND	0.00	0.00	0.00	0.00	0.00
500-00-51015-000-000	COPIER MAINTENANCE AGREEMENT	0.00	0.00	0.00	0.00	0.00
500-00-51016-000-000	TITAN MAINTENANCE AGREEMENT	0.00	0.00	0.00	0.00	0.00
500-00-51017-000-000	COMPUTER MAINTENANCE AGREEMENT	0.00	0.00	0.00	0.00	0.00
500-00-51017-010-000	INTERNET	0.00	0.00	0.00	0.00	0.00
500-00-51018-000-000	EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
500-00-51019-000-000	INVESTIGATIONS	0.00	0.00	0.00	0.00	0.00
500-00-51020-000-000	AUDIT	0.00	0.00	0.00	0.00	0.00
500-00-51021-000-000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
500-00-51022-000-000	TIME SYSTEM	0.00	0.00	0.00	0.00	0.00
500-00-51023-000-000	AUTO PURCHASE	0.00	0.00	0.00	0.00	0.00
500-00-51024-000-000	RENT	0.00	0.00	0.00	0.00	0.00
500-00-51025-000-000	PAGER SERVICE	0.00	0.00	0.00	0.00	0.00
<b>WAGES HOURLY RETIREMENT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Totals</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

Fund: 600 - WATER UTILITY FUND

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
600-00-43650-000-000	CDBG GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
<b>INTERSTATE REVENUE</b>						
600-00-46100-000-419	PUB CHGES SVCS GEN GOV-INT/DIV	0.00	0.00	0.00	0.00	0.00
600-00-46100-000-426	MISCELLANEOUS AMORTIZATION	0.00	0.00	0.00	0.00	0.00
600-00-46100-000-461	PUB CHGES SVCS GEN GOV-RES MET	19,019.99	161,816.00	282,000.00	-120,184.00	57.38
600-00-46100-000-462	PUB CHGES SVCS GEN GOV-COMM MT	5,951.11	54,157.77	103,000.00	-48,842.23	52.58
600-00-46100-000-463	PUB CHGES SVCS GEN GOV-MULTI F	3,090.11	30,448.64	41,000.00	-10,551.36	74.26
600-00-46100-000-464	PUB CHGES SVCS GEN GOV-PUB/AUT	3,034.43	27,993.99	45,000.00	-17,006.01	62.21
600-00-46100-000-465	PUB CHGES SVCS GEN GOV-INDUST	61,265.84	530,606.70	875,000.00	-344,393.30	60.64
600-00-46100-000-466	DISCONNECT CHARGES	0.00	90.00	0.00	90.00	0.00
600-00-46100-000-470	PUB CHGES SVCS GEN GOV-PENALTY	132.60	707.44	1,000.00	-292.56	70.74
600-00-46100-000-474	PUB CHGES SVCS GEN GOV-OTH WAT	5.97	57.28	3,000.00	-2,942.72	1.91
600-00-46100-000-476	CONTRIBUTED CAPITAL REVENUE	0.00	0.00	0.00	0.00	0.00
600-00-46100-000-489	PUB FIRE PROTECTION	0.00	0.00	89,783.00	-89,783.00	0.00
600-00-46100-000-490	PUB FIRE PROT - COMMERCIAL	2,923.04	19,909.44	35,000.00	-15,090.56	56.88
600-00-46100-000-492	PUB FIRE PROTECTION - INDUSTRI	2,546.06	17,821.71	31,000.00	-13,178.29	57.49
600-00-46100-000-494	PUB FIRE PROTECTION - PUB AUTH	1,632.88	11,155.21	22,000.00	-10,844.79	50.71
600-00-46100-000-496	PUB FIRE PROTECTION - RES	10,794.21	74,613.36	124,000.00	-49,386.64	60.17
<b>PUBLIC CHARGES FOR SERVICES</b>						
600-00-47100-000-419	WATER REVENUE-INT/DIV INCOME	380.61	2,291.45	1,000.00	1,291.45	229.15
600-00-47100-000-421	OTHER LOAN/CONT	33.36	33.36	3,000.00	-2,966.64	1.11
<b>OTHER INCOME</b>						
<b>Total Revenues</b>		<b>110,810.21</b>	<b>931,702.35</b>	<b>1,655,783.00</b>	<b>-724,080.65</b>	<b>56.27</b>

## Fund: 600 - WATER UTILITY FUND

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
600-00-53200-000-000	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
600-00-53200-000-021	WATER - ENGINEERING SERVICES	0.00	1,017.00	0.00	-1,017.00	0.00
600-00-53200-000-403	WATER-DEPRECIATION EXPENSE	0.00	0.00	600,000.00	600,000.00	0.00
600-00-53200-000-408	WATER-TAXES	0.00	0.00	14,000.00	14,000.00	0.00
600-00-53200-000-426	DEPRECIATION EXPENSE-CONTRIBUT	0.00	0.00	160,000.00	160,000.00	0.00
600-00-53200-000-427	WATER-RECDS INTEREST PAYMT	0.00	138,007.12	411,559.81	273,552.69	33.53
600-00-53200-000-428	WATER - USDA PRIN	0.00	0.00	0.00	0.00	0.00
600-00-53200-000-432	WATER-BOND AMORTIZATION	0.00	21,412.50	361,500.00	340,087.50	5.92
600-00-53200-000-620	WATER-UTILITIES	7,977.77	47,871.50	112,000.00	64,128.50	42.74
600-00-53200-000-630	WATER-CHEMICALS	1,306.18	7,522.20	11,000.00	3,477.80	68.38
600-00-53200-000-640	WATER-OPER SUPP & EXPENSE	3,997.02	24,217.15	157,000.00	132,782.85	15.42
600-00-53200-000-650	WATER-RPRS PLNT/LINES/HYDR	10,233.31	17,313.26	176,000.00	158,686.74	9.84
600-00-53200-000-652	PILOT PROGRAM EXPENSE	0.00	0.00	0.00	0.00	0.00
600-00-53200-000-653	VEHICLE/EQUIP REPLACEMENT FND	0.00	0.00	20,000.00	20,000.00	0.00
600-00-53200-000-657	CDBG - 2018	0.00	0.00	50,000.00	50,000.00	0.00
600-00-53200-000-658	EAU PLN WELL FIELD EXPLORATION	0.00	0.00	0.00	0.00	0.00
600-00-53200-000-659	EAU PLEINE - RD FUNDING	0.00	0.00	0.00	0.00	0.00
600-00-53200-000-660	WATER-TRANSPORTATION	0.00	868.11	4,200.00	3,331.89	20.67
600-00-53200-000-681	WATER-OFFICE SUPPLIES	135.40	1,359.00	850.00	-509.00	159.88
600-00-53200-000-682	WATER-OUTSIDE SERVICES	3,975.00	3,975.00	6,000.00	2,025.00	66.25
600-00-53200-000-684	WATER-INSURANCE	0.00	10,554.75	13,461.00	2,906.25	78.41
600-00-53200-000-685	WATER - WORKERS COMP	0.00	0.00	2,500.00	2,500.00	0.00
600-00-53200-000-688	REGULATORY COMMISSION EXP	0.00	1,782.10	825.00	-957.10	216.01
600-00-53200-000-690	WATER WAGES/FICA 24/7 TEMP PNT	0.00	0.00	5,048.87	5,048.87	0.00
600-00-53200-001-000	WATER - LEGAL SERVICES	1,520.50	7,292.14	5,000.00	-2,292.14	145.84
600-00-53200-100-000	PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00
600-00-53200-100-680	WATER-ADMIN SALARIES	3,507.89	23,067.42	49,498.40	26,430.98	46.60
600-00-53200-120-680	WATER WAGES	8,762.63	50,932.73	65,998.31	15,065.58	77.17
600-00-53200-121-680	WATER - ADMIN HEALTH INS	0.00	0.00	8,348.06	8,348.06	0.00
600-00-53200-131-680	WATER-HEALTH INSURANCE	388.24	2,524.09	5,586.00	3,061.91	45.19
600-00-53200-133-680	WATER-ADMIN RETIREMENT	748.88	4,525.43	3,242.15	-1,283.28	139.58
600-00-53200-135-680	WATER-ADMIN FICA/MEDICARE	995.90	6,077.55	3,786.63	-2,290.92	160.50
600-00-53580-000-428	AMORTIZATION OF DEBT DISCOUNT	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORK EXPENSE</b>		<b>43,548.72</b>	<b>370,319.05</b>	<b>2,247,404.23</b>	<b>1,877,085.18</b>	<b>16.48</b>
<b>Total Expenses</b>		<b>43,548.72</b>	<b>370,319.05</b>	<b>2,247,404.23</b>	<b>1,877,085.18</b>	<b>16.48</b>
<b>Net Totals</b>		<b>67,261.49</b>	<b>561,383.30</b>	<b>-591,621.23</b>	<b>-1,153,004.53</b>	<b>-94.89</b>

## Fund: 700 - ECONOMIC DEVELOPMENT

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
700-00-48111-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
700-00-48306-000-000	SALE OF CITY PROPERTY	0.00	0.00	0.00	0.00	0.00
700-00-48900-000-000	REFUND OF ALLOWANCE FOR DBTFL	0.00	0.00	0.00	0.00	0.00
=====						
	<b>MISCELLANEOUS REVENUES</b>	0.00	0.00	0.00	0.00	0.00
=====						
	<b>Total Revenues</b>	0.00	0.00	0.00	0.00	0.00
=====						

## Fund: 700 - ECONOMIC DEVELOPMENT

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
700-00-56700-000-000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
700-00-56800-000-000	EXPENDITURES	0.00	0.00	0.00	0.00	0.00
700-00-56900-000-000	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
=====						
<b>BUS 29 PROJECT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
=====						
	<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
=====						
<b>Net Totals</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

Fund: 800 - SEWER UTILITY FUND

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
800-00-47100-000-419	SEWER REVENUE-INT/DIV INC	103.64	2,964.67	0.00	2,964.67	0.00
800-00-47100-000-623	SEWER REVENUE-RESID METERED	29,529.94	216,095.51	365,000.00	-148,904.49	59.20
800-00-47100-000-624	SEWER REVENUE-COMM METERED	8,482.59	66,105.96	117,000.00	-50,894.04	56.50
800-00-47100-000-625	SEWER REVENUE-IND METERED	4,838.06	34,307.37	59,000.00	-24,692.63	58.15
800-00-47100-000-626	SEWER REVENUE-PUB AUTH METERED	4,723.84	36,025.19	53,000.00	-16,974.81	67.97
800-00-47100-000-628	SEWER MULTI FAMILY REV	2,850.61	22,749.96	29,000.00	-6,250.04	78.45
800-00-47100-000-631	SEWER REVENUE-CUST PENALTIES	505.61	2,471.85	4,000.00	-1,528.15	61.80
800-00-47100-000-635	SEWER REVENUE-MISC OPERATING	300.00	-15,143.99	400,000.00	-415,143.99	-3.79
800-00-47100-000-637	SEWER REVENUE	0.00	0.00	0.00	0.00	0.00
800-00-47100-000-640	OTHER INC - CONTRIB/LOAN	0.00	0.00	0.00	0.00	0.00
800-00-47100-006-400	SEWER PREV YEAR ROLL OVER	0.00	0.00	0.00	0.00	0.00
<b>OTHER INCOME</b>		<b>51,334.29</b>	<b>365,576.52</b>	<b>1,027,000.00</b>	<b>-661,423.48</b>	<b>35.60</b>
<b>Total Revenues</b>		<b>51,334.29</b>	<b>365,576.52</b>	<b>1,027,000.00</b>	<b>-661,423.48</b>	<b>35.60</b>



Fund: 800 - SEWER UTILITY FUND

Account Number		2019		2019 Budget	Budget Status	% of Budget
		2019 June	Actual 06/30/2019			
800-00-53580-000-428	AMORTIZATION OF DEBT DISCOUNT	0.00	0.00	0.00	0.00	0.00
800-00-53610-000-150	SEWER	0.00	0.00	0.00	0.00	0.00
800-00-53610-000-426	DEPRECIATION EXPENCE-CONTRIBUT	0.00	0.00	300,000.00	300,000.00	0.00
800-00-53610-000-427	SEWER-INTEREST PAYMENT	0.00	80,363.25	279,649.50	199,286.25	28.74
800-00-53610-000-432	SEWER-BOND AMORTIZATION	0.00	0.00	120,300.00	120,300.00	0.00
800-00-53610-000-435	SEWER RESERVE FUND	0.00	0.00	0.00	0.00	0.00
800-00-53610-000-463	SEWER-INSURANCE	0.00	10,554.75	13,461.00	2,906.25	78.41
800-00-53610-000-464	SEWER - WORKERS COMP	0.00	0.00	2,500.00	2,500.00	0.00
800-00-53610-000-465	SEWER - LEGAL EXPENSES	0.00	0.00	2,000.00	2,000.00	0.00
800-00-53610-000-620	SEWER-UTILITIES	3,540.00	19,470.65	60,000.00	40,529.35	32.45
800-00-53610-000-630	SEWER-CHEMICALS	4,960.84	8,961.49	11,000.00	2,038.51	81.47
800-00-53610-000-640	SEWER-OPER SUPP/EXPENSE	2,826.90	25,645.68	56,000.00	30,354.32	45.80
800-00-53610-000-645	SEWER - LINE MAINTENANCE	26,775.00	26,901.00	46,000.00	19,099.00	58.48
800-00-53610-000-650	SEWER-REPAIRS TO PLANT/LINES	0.00	5,950.43	21,000.00	15,049.57	28.34
800-00-53610-000-656	SEWER - NEW PLANT 2014	0.00	23,467.76	0.00	-23,467.76	0.00
800-00-53610-000-657	CDBG - 2018	0.00	0.00	0.00	0.00	0.00
800-00-53610-000-660	SEWER-TRANSPORTATION	77.92	206.80	1,000.00	793.20	20.68
800-00-53610-000-661	VEHICLE REPLACEMENT FUND	0.00	0.00	5,000.00	5,000.00	0.00
800-00-53610-000-681	SEWER-OFFICE SUPPLIES	44.00	1,426.45	600.00	-826.45	237.74
800-00-53610-000-682	SEWER-OUTSIDE SERVICES	3,200.00	14,040.57	6,000.00	-8,040.57	234.01
800-00-53610-017-000	SEWER-DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
800-00-53610-100-680	SEWER-ADMINISTRATION SALARIES	5,022.43	36,963.61	49,890.48	12,926.87	74.09
800-00-53610-120-000	SEWER - RETIREMENT	0.00	0.00	4,322.89	4,322.89	0.00
800-00-53610-120-680	SEWER- WAGES	4,633.11	28,796.15	65,998.31	37,202.16	43.63
800-00-53610-121-000	SEWER - ADMIN HEALTH INS	0.00	0.00	8,348.06	8,348.06	0.00
800-00-53610-131-680	SEWER-HEALTH INSURANCE	388.30	2,524.20	5,586.00	3,061.80	45.19
800-00-53610-133-680	SEWER-RETIREMENT	601.83	4,125.86	3,267.83	-858.03	126.26
800-00-53610-135-680	SEWER-FICA/MEDICARE	666.59	4,471.62	8,865.49	4,393.87	50.44
<b>PUBLIC WORK EXPENSE</b>		<b>52,736.92</b>	<b>293,870.27</b>	<b>1,070,789.56</b>	<b>776,919.29</b>	<b>27.44</b>
800-00-58390-000-000	BOND ISSUE COST	0.00	0.00	0.00	0.00	0.00
<b>DEBT SERVICE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>52,736.92</b>	<b>293,870.27</b>	<b>1,070,789.56</b>	<b>776,919.29</b>	<b>27.44</b>
<b>Net Totals</b>		<b>-1,402.63</b>	<b>71,706.25</b>	<b>-43,789.56</b>	<b>-115,495.81</b>	<b>-163.75</b>

Fund: 900 - TIF DISTRICT #5

Account Number		2019	2019	2019	Budget Status	% of Budget
		June	Actual 06/30/2019	Budget		
900-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	7,178.05	0.00	7,178.05	0.00
900-00-41115-000-000	EXEMPT COMPUTER AID	0.00	0.00	0.00	0.00	0.00
900-00-41170-000-000	GEN PROPERTY TAX	0.00	0.00	0.00	0.00	0.00
<b>TAXES</b>						
		0.00	7,178.05	0.00	7,178.05	0.00
900-00-43311-000-000	PERSONAL PROPERTY AID - STATE	0.00	50.49	0.00	50.49	0.00
<b>INTERSTATE REVENUE</b>						
		0.00	50.49	0.00	50.49	0.00
900-00-48111-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
900-00-48900-000-000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
900-00-48901-000-000	TIF DISTRICT REVENUE	0.00	0.00	711,731.86	-711,731.86	0.00
<b>MISCELLANEOUS REVENUES</b>						
		0.00	0.00	711,731.86	-711,731.86	0.00
<b>Total Revenues</b>		0.00	7,228.54	711,731.86	-704,503.32	1.02

Fund: 900 - TIF DISTRICT #5

Account Number		2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
900-00-51000-000-000	TIF EXPENDITURES	200.00	1,015.78	0.00	-1,015.78	0.00
900-00-51000-000-120	TIF 5 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
<b>WAGES HOURLY RETIREMENT</b>						
		200.00	1,015.78	0.00	-1,015.78	0.00
900-00-53311-000-000	CAP IMP	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORK EXPENSE</b>						
		0.00	0.00	0.00	0.00	0.00
900-00-58100-000-000	TIF PRINIPAL	0.00	11,572.68	0.00	-11,572.68	0.00
900-00-58290-000-000	TIF INTEREST	0.00	1,065.81	0.00	-1,065.81	0.00
<b>DEBT SERVICE</b>						
		0.00	12,638.49	0.00	-12,638.49	0.00
<b>Total Expenses</b>						
		200.00	13,654.27	0.00	-13,654.27	0.00
<b>Net Totals</b>						
		-200.00	-6,425.73	711,731.86	718,157.59	-0.90

Fund: 960 - TIF DISTRICT #6

Account Number		2019	2019	2019	Budget	Budget	Status	% of
		June	Actual 06/30/2019					
960-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	269,106.88	356,170.00			-87,063.12	75.56
960-00-41115-000-000	EXEMPT COMPUTER AID	0.00	0.00	0.00			0.00	0.00
<b>TAXES</b>		0.00	269,106.88	356,170.00			-87,063.12	75.56
960-00-43311-000-000	PERSONAL PROPERTY AID - STATE	0.00	3,458.63	0.00			3,458.63	0.00
<b>INTERSTATE REVENUE</b>		0.00	3,458.63	0.00			3,458.63	0.00
960-00-48111-000-000	INTEREST INCOME	0.00	0.00	0.00			0.00	0.00
960-00-48900-000-000	TIF DISRICT REVENUE	0.00	0.00	0.00			0.00	0.00
<b>MISCELLANEOUS REVENUES</b>		0.00	0.00	0.00			0.00	0.00
<b>Total Revenues</b>		0.00	272,565.51	356,170.00			-83,604.49	76.53

## Fund: 960 - TIF DISTRICT #6

Account Number		2019	2019	2019	Budget	% of
		June	Actual 06/30/2019	Budget	Status	Budget
960-00-51000-000-000	OPERATING SUPPLIES/EXPENSES	266.59	368,994.20	0.00	-368,994.20	0.00
960-00-51000-000-020	TIF 6 - PROFESSIONAL SERVICES	500.00	500.00	0.00	-500.00	0.00
960-00-51000-000-021	TIF EXPENDITURES - ENG	36,418.75	73,698.75	0.00	-73,698.75	0.00
960-00-51000-000-120	TIF PROFESSIONAL SERVICES	1,209.25	6,027.25	0.00	-6,027.25	0.00
960-00-51000-000-150	TIF INCENTIVES	0.00	0.00	0.00	0.00	0.00
960-00-51000-001-000	TIF 6 LEGAL SERVICES	468.00	468.00	0.00	-468.00	0.00
960-00-51000-011-100	TIF 6 FICA/MEDICARE - HOURLY	0.00	0.00	0.00	0.00	0.00
960-00-51000-011-110	WAGES HOURLY RETIREMENT	0.00	0.00	0.00	0.00	0.00
960-00-51000-100-000	TIF 6 ADMIN WAGES	538.46	3,499.99	0.00	-3,499.99	0.00
960-00-51000-120-000	TIF 6 WAGES	0.00	0.00	0.00	0.00	0.00
960-00-51000-133-000	TIF 6 ADMIN RETIREMENT	35.26	229.19	0.00	-229.19	0.00
960-00-51000-135-000	TIF 6 ADMIN FICA/MEDICARE	38.21	248.37	0.00	-248.37	0.00
960-00-51000-140-000	TIF 6 ADMIN HEALTH INSURANCE	155.29	1,009.60	0.00	-1,009.60	0.00
<b>WAGES HOURLY RETIREMENT</b>		<b>39,629.81</b>	<b>454,675.35</b>	<b>0.00</b>	<b>-454,675.35</b>	<b>0.00</b>
960-00-53311-000-000	CAP IMP	0.00	0.00	0.00	0.00	0.00
960-00-53311-000-001	CDBG - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORK EXPENSE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
960-00-58100-000-000	PRINCIPAL-IAND PURCH-SCHILLING	0.00	0.00	0.00	0.00	0.00
960-00-58290-000-000	TIF INTEREST	0.00	0.00	0.00	0.00	0.00
960-00-58290-000-001	TIF 6 PRINCIPAL	0.00	0.00	152,758.33	152,758.33	0.00
960-00-58390-000-000	BOND ISSUE COST	0.00	0.00	0.00	0.00	0.00
<b>DEBT SERVICE</b>		<b>0.00</b>	<b>0.00</b>	<b>152,758.33</b>	<b>152,758.33</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>39,629.81</b>	<b>454,675.35</b>	<b>152,758.33</b>	<b>-301,917.02</b>	<b>297.64</b>
<b>Net Totals</b>		<b>-39,629.81</b>	<b>-182,109.84</b>	<b>203,411.67</b>	<b>385,521.51</b>	<b>-89.53</b>

## Fund: 970 - TIF DISTRICT #7

Account Number		2019	2019	2019	Budget	Budget	Status	% of
		June	Actual 06/30/2019					
970-00-41170-000-000	GEN PROPERTY TAX	0.00	0.00	0.00			0.00	0.00
<b>TAXES</b>		0.00	0.00	0.00			0.00	0.00
970-00-48111-000-000	INTEREST INCOME	0.00	0.00	0.00			0.00	0.00
970-00-48901-000-000	TIF DISTRICT REVENUE	0.00	0.00	0.00			0.00	0.00
<b>MISCELLANEOUS REVENUES</b>		0.00	0.00	0.00			0.00	0.00
<b>Total Revenues</b>		0.00	0.00	0.00			0.00	0.00

## Fund: 970 - TIF DISTRICT #7

Account Number	2019 June	2019 Actual 06/30/2019	2019 Budget	Budget Status	% of Budget
970-00-51000-000-000 TIF EXPENDITURES	0.00	0.00	0.00	0.00	0.00
<b>WAGES HOURLY RETIREMENT</b>	0.00	0.00	0.00	0.00	0.00
970-00-53311-000-000 CAP IMP	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORK EXPENSE</b>	0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	0.00	0.00	0.00	0.00	0.00
<b>Net Totals</b>	0.00	0.00	0.00	0.00	

# Kick-Off Meeting Agenda

**Date:** August 13, 2019  
**Time:** 9:30-1:30  
**Client Name:** City of Abbotsford, WI  
**Project Name:** Financial and Utility Billing Software Implementation

<u>AGENDA ITEM</u>	<u>TIME</u>	<u>ATTENDEES</u>
<b>INTRODUCTIONS &amp; IMPLEMENTATION/ PROJECT MANAGEMENT PHILOSOPHY</b>	<b>9:30 – 10:00</b>	<b>ALL KEY PLAYERS</b>
<b>TRAINING/IMPLEMENTATION TIMELINE</b> <ul style="list-style-type: none"><li>- Review key dates – payroll processes, utility billings, due dates, shut offs, vacations</li><li>- Review training location</li><li>- Review training equipment needs</li></ul>	<b>10:00 – 10:30</b>	<b>ALL KEY PLAYERS</b>
<b>GENERAL LEDGER &amp; MISC BREAKOUT PERSONNEL</b> <ul style="list-style-type: none"><li>- Review Chart of Accounts structure</li><li>- Sample general reports used internally (e.g. Budget to Actual)*</li><li>- Sample budget documents</li><li>- Review current budget, journal entry and reconciliations processes</li><li>- Sample Account Receivable Invoices</li></ul>	<b>10:30 – 11:15</b>	<b>FINANCIAL</b>
<b>ACCOUNTS PAYABLE BREAKOUT</b> <ul style="list-style-type: none"><li>- Sample Invoice Register used for payment approval, if one is used.</li><li>- Sample blank check stock</li><li>- Sample check stock printed with vendor information</li><li>- Other sample accounts payable reports used during the accounts payable process*</li><li>- Discussion of accounts payable process including approvals</li></ul>	<b>11:15 – 11:45</b>	<b>AP PERSONNEL</b>
<b>PAYROLL BREAKOUT</b> <ul style="list-style-type: none"><li>- Pay Code and Deduction Code Listing</li><li>- Sample Payroll Register</li><li>- Sample Benefits Register</li><li>- Sample blank check and direct deposit slip stock</li><li>- Sample check and direct deposit slip stock with employee information printed</li><li>- Other sample payroll reports used during the payroll process*</li><li>- Review payroll process</li><li>- Review information needed for time entry (types of tasks performed)</li></ul>	<b>11:45 – 12:30</b>	<b>PAYROLL PERSONNEL</b>



**civicsystems**



# Kick-Off Meeting Agenda

## UTILITY BILLING AND CASH

### RECEIPTING BREAKOUT

12:30 – 1:15

UB PERSONNEL

- Sample blank utility bill form
- Sample utility bill form with customer information printed
- Sample blank delinquent notice
- Sample delinquent notice with customer information printed
- Sample blank shutoff notice
- Sample shutoff notice with customer information printed
- Sample billing proof report\*
- Rate and service listing
- Other sample utility billing reports used during the billing process\*
- Review billing processes

### WRAP-UP

1:15 – 1:30





**PUBLIC EMPLOYEES SCHEDULE  
BOND DECLARATIONS**

BOND NO. 354224157

**Item 1.** Name of Oblige City of Abbotsford  
of 203 N. First Street, Abbotsford, WI 54405

**Item 2.** Bond Period: from the beginning of July 25, 2019 until Continuous or until canceled  
or terminated as herein provided in Condition 4.

**Item 3.** Employees covered hereunder and limits of liability as to each employee:

Item No. 1.	Name or Position 2.	Location 3.	Number of Positions Bonded 4.	Amount of Bond For Each 5.	Premium 6.
1.	Judith Ann Kalepp - Municipal Judge	Abbotsford, WI	1	\$10,000.00	
2.	Jessica Ann Weich - Municipal Court Clerk	Abbotsford, WI	1	\$5,000.00	
3.	Daniel Grady - City Administrator	Abbotsford, WI	1	\$150,000.00	
4.	Erin Michele Clausnitzer - Administrative Assistant	Abbotsford, WI	1	\$5,000.00	
5.	Louella Luedtke - Deputy Clerk/Treasurer	Abbotsford, WI	1	\$150,000.00	
6.	Jason P. Bauer - Chief of Police	Abbotsford, WI	1	\$5,000.00	

Total Bond Amount: **\$325,000.00**  
Total Premium: **\$1,169.00**

**Item 4.** The Oblige, by the acceptance of this Bond, gives notice to the Surety terminating or canceling prior bond No(s) 354-018-270 Such termination or cancellation to be effective as of the time this Bond becomes effective.

Signed and Sealed July 25th, 2019 \_\_\_\_\_



Liberty Mutual Insurance Company

By: Crystal Duberstein  
Crystal Duberstein Attorney-in-Fact

The Ohio Casualty Insurance Company, hereinafter called the Surety, in consideration of the payment of the premium and subject to the Declarations made a part hereof, and to all the conditions and other terms of this bond, agrees to indemnify the Obligee for direct loss through the failure of any person now or hereafter filling any position named in Item 3 of the Declarations, acting alone or in collusion with others, to perform faithfully his duties during the period that this bond is in force. The amount of indemnity on each position is limited to that amount set forth in Column 5 opposite the name of that position in Item 3 of the Declarations.

This bond is executed and accepted subject to the agreements and limitations set forth in Section A hereof, and to the conditions set forth in Section B hereof, which conditions shall be conditions precedent to recovery hereunder.

#### **-SECTION A-**

##### **Continuation**

FIRST: This bond, if written for a definite term, may be continued in force from time to time by continuation certificate executed by the Surety.

##### **Liability Non- Cumulative**

SECOND: Regardless of the number of years this bond shall continue or be continued in force, and of the number of annual premiums that shall be payable or paid, the Surety shall not be liable hereunder on account of defaults as aforesaid committed: (a) by any person filling any position covered hereunder for a larger amount in the aggregate than the amount set opposite the name of such position in Item 3 of the Declarations, or for which added thereto; or (b) by any person filling, at the same time or at different times, two or more positions covered hereunder in the same amount, for more in the aggregate than said last mentioned amount; or (c) by any person filling, at the same time or at different times, two or more positions covered hereunder in different amounts, for more in the aggregate than the larger or largest of said last mentioned amounts.

##### **Addition of New Positions**

THIRD: If the Obligee shall request the Surety to add to Item 3 of the Declarations any position not named therein, and the Surety shall elect so to do, the Surety shall add the name of such position to Item 3 of the Declarations by written acceptance setting forth the amount of suretyship and the time from which effective.

##### **Cancellation**

FOURTH: Either the Surety or the Obligee may cancel this bond as an entirety or as to any person or position, by written notice served upon the other, and specifying therein the effective date of such cancellation. Such date, if the notice be served by the Surety, shall be not less than twenty-five days after such service. In case of cancellation the Surety shall, on written demand, refund to the Obligee any unearned premium, but any premium refunded on account of any position covered hereunder shall be repaid to the Surety in case of payment of loss on account of such position.

##### **Termination as to Employee**

FIFTH: This bond shall terminate as to future acts of any person filling any position covered hereunder immediately upon discovery by the obligee of the failure of any such person to faithfully perform his duties.

##### **Obligee Required to Cover all Positions of the Same Designation**

SIXTH: In case all of the positions of the same designation are not covered hereunder, then the liability of the Surety on account of any person filling any position of such designation shall not exceed in the aggregate the quotient resulting from dividing the sum total of the amounts carried hereunder on such positions by the number of such positions.

#### **-SECTION B-**

##### **Notice to Surety of Loss**

FIRST: The Obligee shall notify the Surety of any default hereunder on the part of any person filling any position covered hereunder, within a reasonable time after discovery thereof by the Obligee, or if a corporation, by any director thereof by the Obligee, or if a corporation, by director thereof by any officer thereof not in collusion with such person. Such notice shall set forth the name and address of the person causing such loss and the position filled by such person.

##### **Filing of Claim**

SECOND: Within ninety days after discovery as aforesaid of any default hereunder, the Obligee shall file with the Surety affirmative proof of loss, itemized and duly sworn to, on proof of loss form in use by the Surety, and shall, if requested by the Surety, produce from time to time, for examination by its representatives, all books, documents and records pertaining to such default.

##### **Filing of Suit**

THIRD: Any suit to recover against the Surety on account of loss hereunder shall be brought before the expiration of twelve months from the discovery, as aforesaid, of such default.

##### **Statutory Limitations**

FOURTH: If any limitation herein for giving notice, filing proof of loss or bringing suit is prohibited or made void by any law controlling the construction hereof, such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.

##### **Riders**

FIFTH: The liability of the Surety hereunder is subject to the terms and conditions of the following riders attached thereto:

Notarial Acknowledgement – Attorney in Fact

STATE OF Wisconsin  
County of Marathon } S.S.

On this 25<sup>th</sup> day of July, 2019, before me, Derek Menard a Notary Public in and for said

Marathon County, State aforesaid, residing therein, duly  
commissioned and sworn, personally appeared Crystal Duberstein

know to me to be the person whose name is subscribed to the within instrument as the attorney in fact of

**Liberty Mutual Insurance Company**

and acknowledged to me that he subscribed the name of Liberty Mutual Insurance Company thereto as surety, and his own as attorney in fact.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in said county of

Marathon the day and year in this certificate first above written.

*Derek Menard*

Notary Public in and for the county of Marathon

State of Wisconsin

My commission expires 04/29/2022

DEREK MENARD  
Notary Public  
State of Wisconsin

SC0011  
01-92



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8200649-000022

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Crystal Duberstein, Pam Fromm, Renee A. Kolpacki, Phil Lazarski, Derek Menard, Marc Sacia

all of the city of Wausau state of Wisconsin each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 27th day of February, 2019.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: [Signature]

David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY

On this 27th day of February, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: [Signature]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 25th day of July, 2019.



By: [Signature]

Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

## Resolution 2019-5

### A resolution requiring that all checks written from City banks accounts require 2 (two) signatures

1. **WHEREAS**, the City Council previously authorized requiring only one signature on City
2. Checks so that the City could use a debit card.
- 3.
4. **WHEREAS**, on March 11, 2019, the City Council approved obtaining credit cards for the
5. City to improve accountability.
- 6.
7. **WHEREAS**, credit cards have been issued to the City of Abbotsford and the debit card is
8. Deactivated.
- 9.
10. **WHEREAS**, preferred cash management policies require two signatures for all checks
11. Written by the City.
- 12.
13. **NOWHEREFORE BE IT RESOLVED**, the City Council of the City of Abbotsford, Wisconsin,
14. Clark and Marathon Counties requires that all checks written by the City of Abbotsford
15. Require two signatures for payment.
- 16.
17. **BE IT FURTHER RESOLVED**, the approved signers for City banks accounts are Mayor Lori
18. Voss, Council President Brent Faber, City Administrator Dan Grady, and Deputy Clerk
19. Louella Luedtke.

Approved this 5<sup>th</sup> Day of August 2019

---

Mayor Lori Voss

ATTEST:

---

Dan Grady – City Administrator/Clerk/Treasurer

## Resolution 2019-6

### A Resolution Creating a Separate Savings Account for the Abbotsford Cemetery Perpetual Care Fund

1. **WHEREAS**, the City of Abbotsford has agreed to pay the Abbotsford Cemetery
2. Association interest earned from the Perpetual Care Fund every January and July based
3. up the prevailing interest rate for a savings account with a balance of \$10,000.00 or
4. More.
- 5.
6. **WHEREAS**, currently all perpetual care monies have been co-mingled with the City
7. General fund and, as a result, City taxpayers have been paying the interest.
- 8.
9. **WHEREAS**, creating a separate savings account for the perpetual care funds would allow
10. For greater accountability.
- 11.
12. **WHEREAS**, a separate savings account for the Perpetual Care Funds would generate a
13. Separate interest payment to pay Abbotsford Cemetery Association not funded by the
14. City taxpayers.
- 15.
16. **NOW THEREFORE BE IT RESOLVED**, the City Council of the City of Abbotsford,
17. Wisconsin, Clark and Marathon Counties, approves the opening of a new savings
18. Account for the Cemetery Perpetual Care Fund and depositing the current fund balance
19. Of \$38,455.92 (account # 100-00-27131-000-000) from the City general fund account
20. (account #100-00-10000-000-000).
- 21.
22. **BE IT FURTHER RESOLVED**, further interest payments to the Cemetery Association or its
23. Successor be paid from the interest generated from the new savings account.
- 24.
25. **BE IT FINALLY RESOLVED**, the approved signers for the new Perpetual Care Fund savings
26. Account are Mayor Lori Voss, Council President Brent Faber, City Administrator Dan
27. Grady, and Deputy Clerk Louella Luedtke.



Approved this 5<sup>th</sup> Day of August 2019

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Mayor Lori Voss

ATTEST:

---

Dan Grady – City Administrator/Clerk/Treasurer



## 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, 2019 to June 30, 2020** 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.

Korallus                      Jade                      K                      Ingersoll  
 Last                              First                      MI                      Maiden Name



Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_ Phone Number \_\_\_\_\_  
 \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Business License will be used Kwik Trip

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.

Jade Korallus  
 Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
 NOTARY PUBLIC  
 MY COMMISSION EXPIRES \_\_\_\_\_

*Noted 7/3/19*  
*38*



APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

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

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ANDERSON SANDRA J. ANDERSON
Last First MI Maiden Name

[Redacted address information]

[Redacted birth date] Sex Race Phone Number
KWIK TRIP

Social Security Number 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?
[ ] Yes Date of Conviction (If Any)
[X] 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.

Sandra J. Anderson
Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

NOTARY PUBLIC
MY COMMISSION EXPIRES \_\_\_\_\_



APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

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Reis Rachael A
Last First MI Maiden Name



Date of Birth Sex Race Phone Number
Social Security Number 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?
[ ] Yes Date of Conviction (If Any)
[X] No Nature of Offense

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Rachael Reis
Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

NOTARY PUBLIC
MY COMMISSION EXPIRES \_\_\_\_\_

## APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

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Bolanos-Bautista Crystal

Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_ Maiden Name \_\_\_\_\_  
 Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Social Security Number \_\_\_\_\_ Business License will be used Kwik Trip

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 \_\_\_\_\_

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[Signature]  
 Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

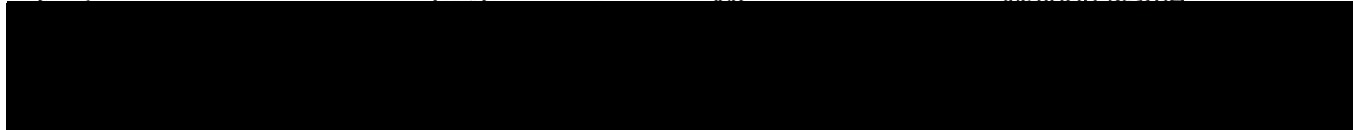


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Zimmerman Diane M Schmitt
First Name Middle Name Maiden Name



Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race Kwik Trip Phone Number \_\_\_\_\_

Social Security Number \_\_\_\_\_ 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?

[ ] 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.

[Signature]
Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_
NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

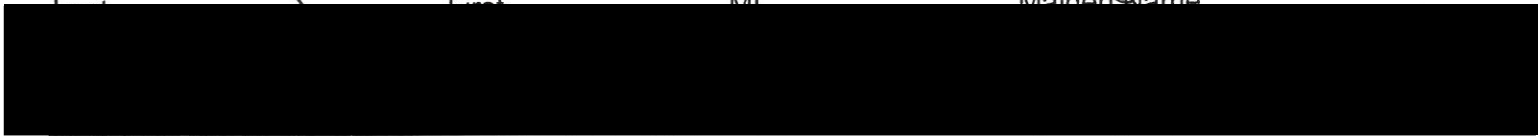


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Kroening Toni L Degenhardt
First MI Maiden Name



Date of Birth Sex Race Phone Number
Abbotsford/Colly Kuwik Trip
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] No Date of Conviction (If Any)
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.

Toni Kroening
Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF

\_\_\_\_\_

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_



## APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

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Viequet Taygen L Viequet  
 Last First MI Maiden Name

\_\_\_\_\_

Date of Birth Sex Race Phone Number

\_\_\_\_\_

Social Security Number Kwik Trip  
 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?

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.

Taygen Viequet  
 Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 NOTARY PUBLIC

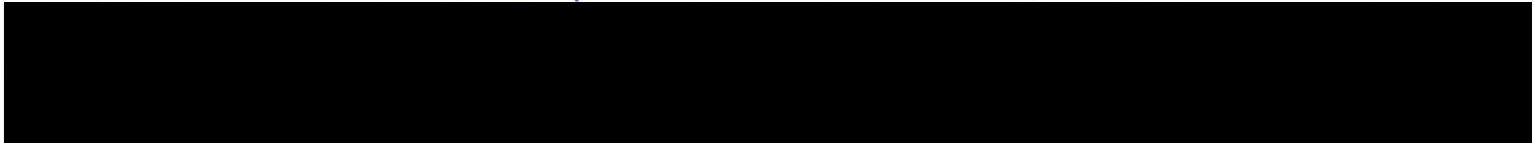
MY COMMISSION EXPIRES \_\_\_\_\_

## APPLICATION FOR BEVERAGE OPERATOR'S LICENSE

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 Renewal License   X   Fee \$25.00      **Abbottsford, WI 54405**

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Carman Christina M Lomax



Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_ Phone Number Kwik Trip  
 Social Security Number \_\_\_\_\_ Business License will be used \_\_\_\_\_

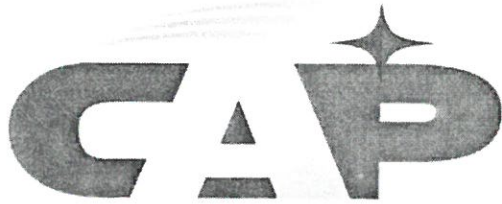
Have you been convicted of any felony **or** of violating any law of the State of Wisconsin or of the United States?  
 Yes      Date of Conviction (If Any) \_\_\_\_\_  
 No      Nature of Offense \_\_\_\_\_

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.

[Signature]  
 Applicant's Signature

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

\_\_\_\_\_  
 NOTARY PUBLIC  
 MY COMMISSION EXPIRES \_\_\_\_\_



600 Hamilton Street, Suite 500  
Allentown, PA 18101

**CROSSAMERICA**  
**PARTNERS LP**

Site ID: WI0049      Store Number: Holiday #30  
Address: 300 East Spruce St., Abbotsford, WI 54405

Current Operator: Either CAP Operations, Inc., DBA Holiday or Erickson Oil Products, Inc. DBA Freedom Valu Centers, Inc.

Future Operator: Applegreen Midwest, LLC      Start Date: PENDING – Third week in August

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Attached please find applications for New Liquor/Beer and Cigarette Licenses for Applegreen Midwest, LLC. I am assisting our new operators with their licensing applications. Please approve their applications, but do not issue their licenses until we are able to give you a firm start date. We will notify you as soon as possible.

If you have any questions concerning the attached applications, please contact:

Teri Mirth  
CAP Operations, Inc.  
Erickson Oil Products, Inc., Freedom Valu Centers, Inc.  
610-625-8007  
[Teri.Mirth@circlek.com](mailto:Teri.Mirth@circlek.com)

**Send FUTURE renewals for these applications to:**

Kim Hickingbotham  
Applegreen Midwest, LLC  
200 Brickstone Square, Suite 404  
Andover, MA 01810  
978-409-1205  
[LicensingUSNortheast@applegreen.ie](mailto:LicensingUSNortheast@applegreen.ie)

Thank you for your assistance!

Teri Mirth  
Dealer Support Specialist  
CrossAmerica Partners, LP

WI0049-HOLIDAY #30  
456-1030148174-04

# Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning DATE PENDING 20 20 ;  
ending JUNE 30 20 20

TO THE GOVERNING BODY of the:  Town of } ABBOTSFORD  
 Village of }  
 City of }

County of CLARK/MARATHON Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

1. The named  Individual  Partnership  Limited Liability Company  
 Corporation / Nonprofit Organization

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): APPLE GREEN MIDWEST, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name (Last, First, M.I.)	Home Address	Post Office & Zip Code
President/Member			
Vice President/Member	<u>SEE ATTACHED</u>		
Secretary/Member			
Treasurer/Member			

Agent ▶

Directors/Managers

3. Trade Name ▶ HOLIDAY #30 Business Phone Number \_\_\_\_\_

4. Address of Premises ▶ 300 E. SPRUCE ST., ABBOTSFORD Post Office & Zip Code ▶ WI 54405

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No

6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No

7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No

8. (a) Corporate/limited liability company applicants only: Insert state DELAWARE and date 5/23/19 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No

(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) SINGLE STORY CONVENIENCE STORE

10. Legal description (omit if street address is given above): \_\_\_\_\_

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No

(b) If yes, under what name was license issued? CAP OPERATIONS, INC.

12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277].  Yes  No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776].  Yes  No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

[Signature]  
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

WI0049 - Holiday #30

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

Applicant's Wisconsin 15-digit Sales Tax Account Number  
**456-1030148174-04**

← This must be issued in the same Legal Name of the licensee below.

License Number
Period Covered
Date of Issuance

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <b>APPLEGREEN MIDWEST, LLC</b>			Federal Employer Identification No. (FEIN) <b>84-2054129</b>		
Trade or Business Name (if different than Legal Name) <b>HOLIDAY #30</b>			Telephone Number <b>(970) 409-1205</b>		
Business Address (License Location) <b>300 EAST SPRUCE ST.</b>			Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town		Business Telephone <b>(715) 223-4600</b>
Municipality <b>ABBOTSFORD</b>	State <b>WI</b>	Zip Code <b>54405</b>	of: <b>ABBOTSFORD</b>		County <b>CLARK/MARATHON</b>
Mailing Address (if different than Business Address) <b>200 BRICKSTONE SQ SUITE 404</b>			Municipality <b>ANDOVER</b>	State <b>MA</b>	Zip Code <b>01810</b>

Organization (check one)

- Sole Proprietor       Wisconsin Corporation – Enter date incorporated: \_\_\_\_\_  
 Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     Yes     No  
 Other (describe) \_\_\_\_\_

- Yes     No    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?  
 Yes     No    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)  
 Yes     No    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?  
 Yes     No    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)  
 Yes     No    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?  
 Yes     No    6. Does the applicant understand that they may not sell single cigarettes?  
 Yes     No    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?  
 Yes     No    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold  over counter     through vending machine     both

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

*[Signature]*  
\_\_\_\_\_  
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)