

VILLAGE BOARD

Monday, September 12, 2016

7:00 P.M.

**McFarland Municipal Center
Community Room**

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE ROLL CALL.
3. PUBLIC APPEARANCES.
4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcement
 - (1) Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016.
 - b. Public Communications
 - (1) Town of Dunn Comprehensive Plan Amendments
5. CONSENT AGENDA.
 - a. Motion to approve pre-paid checks #67064-67088 in the amount of \$29,629.15 and current checks #67095-67198 in the amount of \$859,468.40.
 - b. Motion to approve the minutes of the August 22, 2016 Village Board meeting.
 - c. Motion to approve the minutes of the August 29, 2016 special Village Board meeting.
 - d. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Amy May (5100), and Paul Jaber (Spartan Bowl) be approved and license issued for the period of September 13, 2016 through July 31, 2017.
 - e. Motion to approve the Street Use Permit applications from Sarah Cayou for a block party occurring on September 25th from 4:00 p.m. to 7:00 p.m. on Rustic Way.
 - f. Motion to approve the appointment of additional election inspector's for the 2016-2017 term on the report dated September 12, 2016.
6. BUSINESS.
 - a. Discussion and possible action on Resolution 2016-07: Resolution requesting exemption from County Library tax.
 - b. Report on 2016 merit pay Program.
 - c. Discussion and possible action on Resolution 2016-08: Resolution Requesting adequate and sustainable funding for Wisconsin's multi-modal transportation system.
 - d. Discussion and possible action on intergovernmental agreement with the City of Madison for records management system (LERMS).
 - e. Update from Village Administrator regarding the Action Plan prepared to address 6-month goals for the position.
 - f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
7. CLOSED SESSION. Motion to convene in closed session in accordance with Wis. Stats. §19.85
 - (1) (e) to deliberate or negotiate the investment of public funds or other specified public

business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3).

8. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.

9. ADJOURNMENT.

NOTES:

- 1) Persons needing special accommodations should call 838-3153 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 838-3153.

This agenda was posted, or caused to be posted, by my hand on the 9th day of September, 2016 the following three (3) posting places in the Village of McFarland, to wit McFarland Municipal Center, 5915 Milwaukee Street, E D. Locke Public Library, 5920 Milwaukee Street, and McFarland State Bank, 5990 Hwy 51.

Cassandra Suettinger, Clerk/Deputy Treasurer



Memorandum

To: Village Board of Trustees
From: Matthew G. Schuenke, Village Administrator 
Date: September 9, 2016
Re: **Village Board Meeting – September 12, 2016**

4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS

a. Public Announcements

(1) *Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016* – Recent court decisions have relaxed restrictions on the duration of absentee voting that have been put into place over the years. Prior to these recent decisions, absentee voting could only take place during the two weeks prior to the election and now there is essentially no restriction on the timing once the local Clerk is ready to begin accepting ballots. There are a few things yet to come together, but the Village will be prepared to accept in person absentee voting on September 26th. This is significant since the November election will have a significant turnout (probably greater than 80%) of which approximately 2,800 registered electors voted absentee four years ago. That represents almost half of the approximate 5,600 registered voters in McFarland. Expanding the time and accommodating the absentee requests helps to relieve some pressure on the polling place come election day when high turnouts can slow the process.

b. Public Communications

(1) *Town of Dunn Comprehensive Plan Amendments* – The Village has extraterritorial jurisdiction at a mile and a half around its borders which includes portions of the Town of Dunn. They are required to have a Comprehensive Plan and work with Dane County to administer along with their zoning. As such they are providing notice to the Village as a neighboring municipality and one with jurisdiction within some of its boundaries. A summary of the amendments is provided on the notice.

5. CONSENT AGENDA

a. **Motion to approve pre-paid checks #67064-67088 in the amount of \$29,629.15 and current checks #67095-67198 in the amount of \$859,468.40** – Presented for approval.

b. **Motion to approve the minutes of the August 22, 2016 Village Board meeting** – Presented for approval.

c. **Motion to approve the minutes of the August 29, 2016 special Village Board meeting** – Presented for approval.

5915 Milwaukee St	•	P.O. Box 110	•	McFarland, WI 53558-0110	•	FAX: (608) 838 3619	
Administration		Community Development		EMS	Fire	Outreach	Police
838 3153		838-3154		838 3152	838-3278	838-7117	838 3151

d. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Amy May (5100), and Paul Jaber (Spartan Bowl) be approved and license issued for the period of September 13, 2016 through July 31, 2017 – Presented for approval.

e. Motion to approve the Street Use Permit applications from Sarah Cayou for a block party occurring on September 25th from 4:00 p.m. to 7:00 p.m. on Rustic Way – Presented for approval.

f. Motion to approve the appointment of additional election inspector's for the 2016-2017 term on the report dated September 12, 2016 – Presented for approval.

6. BUSINESS

a. Discussion and possible action on Resolution 2016-07: Resolution requesting exemption from County Library tax – Dane County has instituted a sales tax to help pay for Library Services within the County as not all municipalities are capable of providing for this service. This is an annual requirement to exempt the Village from the County Library tax since we levy separately for these services through the local property tax levy and provide service in excess of County spending requirements in order to be exempt. Recommended for approval.

b. Report on 2016 merit pay Program – Merit Pay was tied to Performance Evaluations in 2016 as well as other wage adjustments to better align employees with the Compensation and Benefits Manual that was approved late in 2015. Included within your packet are some general emails from Department Heads regarding their experience with the program. Additionally, some statistics will be provided in the meeting to give the Board a general overview of how funds were allocated. The overall experience was received positively amongst Staff and there is a desire to continue to implement as long as funding for it continues. Further discussion regarding the program for 2017 can take place during the budget discussions this Fall and then scheduled for implementation early next year. No action is needed on this item.

c. Discussion and possible action on Resolution 2016-08: Resolution Requesting adequate and sustainable funding for Wisconsin's multi-modal transportation system – The League of Wisconsin Municipalities has prepared a campaign to encourage the Legislature and Governor to come up with a more sustainable model for funding transportation improvements system wide. Local governments are provided funds to help maintain local roads and the State is responsible for larger capital improvements. It is well documented the discussions that have been had at the State level regarding the differences in opinion on how this work should be funded. A long term solution needs to be developed so projects remain on schedule and roads across the entire system continue to be maintained. The resolution before you was drafted by the League and would allow the Village to go on record to encourage our leadership to find a solution. Recommended for approval.

d. Discussion and possible action on intergovernmental agreement with the City of Madison for records management system (LERMS) – The City of Madison regularly contracts with neighboring municipalities to provide the necessary services for their record management system. It is not ideal to have this contracted out but functional and efficient to share in this service with other jurisdictions so that reporting remains consistent amongst Departments. The agreement within your packet extends this service with the City and continues this working relationship. Recommended for approval.

e. Update from Village Administrator regarding the Action Plan prepared to address 6-month goals for the position – Several meetings ago, the Village Board set goals for the new Village Administrator to address in his first 6 months in the position or for the second half of 2016. This was in line with the discussion they had about setting goals for Department Heads as part of the 2017 Budget process. These goals were discussed with the Administrator on August 10th with President Czebotar and Trustee Kolk (representatives of the Personnel Committee) and subsequently an Action Plan to address these goals was completed by the Administrator on August 26th. The complete document is provided in your packet as an update to show the Board the goals with the action plan as has currently been prepared. No action is needed on this item.

f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates – Requests for items of interest that need to be placed on future Village Board meeting agendas, referrals of issues to committees, and other general updates are appropriate at this time. Discussion and action of these interests and issues are discouraged as they have not been dually noticed on the official meeting agenda.

7. CLOSED SESSION

Motion to convene in closed session in accordance with Wis. Stats. §19.85 (l) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3).

8. OPEN SESSION

Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.

Village of McFarland

PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS

September 12, 2016



ABSENTEE VOTING TO BEGIN IN SEPTEMBER FOR NOVEMBER 8TH PRESIDENTIAL ELECTION

VOTE EARLY, AVOID THE LINES!

The November 8th Presidential Election is rapidly approaching and one thing is for certain...there will be lines! The Village is encouraging you to exercise your right to vote via absentee ballot.

Photo identification will be required for all voters for the November 8th election.* It is important to note, the affidavit in lieu of photo ID option WILL NOT be available in November.

*Military, permanent overseas, and indefinitely confined electors are exempt from the photo ID requirement, see below for details.

Clerk's Office Absentee Voting to begin September 26th

The Village of McFarland will be holding clerk's office absentee voting beginning September 26, 2016 for the November 8th Presidential Election. Voters will be able to cast a ballot during office hours Monday through Friday 8am to 4:30 p.m. Voters will need to show a valid proof of identification to be issued an absentee ballot. Additional information on valid forms of proof of residence is included at the end of this bulletin.

Absentee Ballots by Mail beginning September 22nd

Beginning September 22nd absentee ballots will be available by mail. Registered voters must make their request in writing to have an absentee ballot mailed to them. The request must include:

- name
- address
- address to which the ballot should be mailed
- signature
- a copy of Photo ID, if not already on file.

Indefinitely Confined Electors – If you are indefinitely confined because of age, illness, infirmity or disability, you may request absentee ballots be sent to you on a permanent basis. For more information, contact office staff 608-838-3153. Indefinitely confined electors ARE NOT required to provide photo ID with their request.

All requests should be mailed to Village Clerk, 5915 Milwaukee St, McFarland WI 53558 or emailed to village.administration@mcfarland.wi.us

All valid requests to receive an absentee ballot by mail will be honored within one business day of the request.

Military Voters

Military voters are exempt from both the requirement to register to vote and the requirement to provide photo ID to receive an absentee ballot. Military electors may request an absentee ballot be sent to them via mail, email, or fax. All requests should be mailed to Village Clerk, 915 Milwaukee St, McFarland WI 53558 or emailed to village.administration@mcfarland.wi.us

Additionally, the State of Wisconsin created the My Vote Wisconsin site to provide easy access for military electors. Military electors can request and download a ballot directly from the myvote.wisconsin.gov.

Permanent Overseas Voters

A permanent overseas voter is defined as a United States citizen, 18 years or older, who resided (or whose parent resided) in Wisconsin before leaving the United States, and who is now living outside the U.S. with NO PRESENT INTENT TO RETURN, and is not registered to vote in any other location. Permanent Overseas voters must register to vote but are exempt from the requirement to provide proof of residence or proof of identification. Permanent overseas electors may request an absentee ballot be sent to them via mail, email, or fax. All requests should be mailed to Village Clerk, 5915 Milwaukee St, McFarland WI 53558 or emailed to village.administration@mcfarland.wi.us

Additionally, the State of Wisconsin created the My Vote Wisconsin site to provide easy access for permanent overseas electors. Permanent overseas electors can request and download a ballot directly from the myvote.wisconsin.gov.

Permanent overseas voters are only eligible to voting in federal elections.

~~Additional Voter Registration Information~~

1. Open Registration period (Now until Wednesday October 19th) – Electors can submit a voter registration form, along with valid proof of residence, in person or by mail.
2. October 20th through November 4th at 5pm – Electors **must** come into the Clerk's Office to register to vote. Voters will sign the voter registration form in the presence of office staff, and provide their valid proof of residence. Electors may register and absentee vote in the same trip.
There is no voter registration on November 7th
3. Election Day – Voters can register to vote and provide their proof of residence on Election Day.

*Valid forms of proof of residence include :

- A current and valid State of Wisconsin Driver License or State ID card .
- Any other official identification card or license issued by a Wisconsin governmental body or unit.
- Any identification card issued by an employer in the normal course of business and bearing a photo of the card holder, but not including a business card .
- A real estate tax bill or receipt for the current year or the year preceding the date of the election .
- A University, college, or technical college identification card (must include photo) ONLY if the voter provides a fee receipt dated within the last 9 months or the institution provides a certified housing list, that indicates citizenship, to the municipal clerk .

- A gas, electric, or telephone service statement (utility bill) for the period commencing no earlier than 90 days before Election Day.
- Bank statement.
- Paycheck or paystub.
- A check or other document issued by a unit of government.
- A letter on public or private social service agency letterhead identifying a homeless voter and describing the individual's residence for voting purposes.
- Residential lease that is effective on date of registration. (Not valid if registering by mail.)
- An intake document from a residential care facility such as a nursing home or assisted living facility. This is not a comprehensive list, but categories of the most common types used by voters.

For more information or questions contact:

Cassandra Suettinger
Village Clerk/Deputy Treasurer
5915 Milwaukee St.
McFarland WI 53558

Memorandum

To Town of Dunn Adjoining and Cooperating Jurisdictions

From Erica Schmitz, Town of Dunn Land Use Manager

Date August 16, 2016

Re Town of Dunn Comprehensive Plan Amendments

This memo is to inform your municipality that the Town of Dunn has amended the Town of Dunn Comprehensive Plan on August 15, 2016. Please see the list below for a summary of changes

You may view the complete Comprehensive Plan at the Dunn Town Hall at 4156 County Road B, McFarland, WI or at the Fitchburg, Oregon, Stoughton, or McFarland Public Libraries. A copy is also available to view or download from the Town's website at town.dunn.wi.us/land-use/2015-2016-comprehensive-plan-update/. Please contact Town Land Use Manager, Erica Schmitz, at 608-838-1081 ext. 205 with any questions regarding the amendments.

Summary of Updates to the Comprehensive Plan

Issues and Opportunities

- Updated language on “encourage compatible infill development” goal because survey indicated many did not understand what this meant. New goal reads: “Encourage compatible development of vacant parcels in existing neighborhoods”
- Detailed the public participation processes for this Comp Plan Update
- Updated population and demographic information about the town

Chapter 2: Land Use Plan

- Updated “density policy” – renamed “Land Division Allocation Policy” and updated to match the Land Division Ordinance
- Added item clarifying policies for agricultural land sales
- Added a provision allowing lots up to 2.3 acres net if needed to meet RH-1 zoning district requirements
- Reviewed and updated conditional uses that can be applied for agricultural zoning districts
- Clarified that the Environmental and Cultural Resources Protection Area is an overlay district and underlying planning district policies (i.e. Agricultural Preservation Area) policies apply.
- Updated Wetland Setback language for clarity
- Updated Parks and Recreation Area policies to better match the updated Parks Plan
- Updated Limited Service Area policy to reflect and include Regional Planning Commission Limited Service Area requirements
- Updated Limited Service Area policy to clarify land division policy, include variance policy from the Land Division Ordinance
- Reformatted to differentiate multifamily and duplex zoning policies
- Removed Town Hall mixed use area
- Updated Site Plan Review and Development policies to clarify when a site plan is needed.

Village of McFarland

C O N S E N T A G E N D A

September 12, 2016

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
08/19/2016	PC	08/25/2016	67064	DOSTALEK, JEFFREY J	600	17.90
08/19/2016	PC	08/25/2016	67065	MADISON WHITING	675	54.38
08/19/2016	PC	08/25/2016	67066	LICHT TRAVIS	1019	70.65
08/19/2016	PC	08/25/2016	67067	HELLER, TYNAN COLE	1029	14.78
Grand Totals :			<u>4</u>			<u>157.71</u>

Check Issue Dates: 8/23/2016 - 8/23/2016

Aug 23, 2016 11:09AM

Report Criteria
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
08/16	08/23/2016	67068	16362	KLATT, KRISTINA	PARK SECURITY DEP REFUND	KK-082016	1	100-1624	100.00
Total 67068									100.00
Grand Totals:									100.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	100.00	.00	100.00
100-2120	.00	100.00-	100.00-
Grand Totals:	100.00	100.00-	.00

Report Criteria :
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
08/16	08/25/2016	67069	303	DWD-UI	WOLF-JULY	0000078325	1	100-52-1010-110	2,220.00
08/16	08/25/2016	67069	303	DWD-UI	ASTRELLA-JULY	0000078325	2	100-51-4141-110	74.92
Total 67069:									2,294.92
08/16	08/25/2016	67070	516	KWIK TRIP INC	FUEL	00176007-07	1	100-52-1010-351	77.36
Total 67070:									77.36
08/16	08/25/2016	67071	16365	SCHUENKE, MATT	MTHLY PHONE ALLOWANCE	PHONE-081	1	100-51-4131-225	50.00 M
Total 67071 :									50.00
Grand Totals :									2,422.28

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-2120	.00	2,422.28-	2,422.28-
100-51-4131-225	50.00	.00	50.00
100-51-4141-110	74.92	.00	74.92
100-52-1010-110	2,220.00	.00	2,220.00
100-52-1010-351	77.36	.00	77.36
Grand Totals	2,422.28	2,422.28-	.00

Check Issue Dates: 8/26/2016 - 8/26/2016

Aug 26, 2016 03:39PM

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
08/16	08/26/2016	67072	249	DANE COUNTY TREASURER	PROP TAX PMT DEPOSITED IN ERROR	PARC#0610-	1	100-1624	2,375.47 M
Total 67072:									2,375.47
Grand Totals:									2,375.47

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	2,375.47	.00	2,375.47
100-2120	.00	2,375.47-	2,375.47-
Grand Totals:	2,375.47	2,375.47-	.00

Check Issue Dates: 8/30/2016 - 8/30/2016

Aug 30, 2016 09:01AM

Report Criteria
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	PUBLIC WORKS	082216	1	100-51-8080-220	629.91
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	WATER TOWER-HOLSCHER	082216	2	600-57-0030-622	12.93
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	WELL #3	082216	3	600-57-0030-622	1,663.90
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	BRANDT PARK PAVILION	082216	4	100-55-6050-220	1,018.97
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	LEWIS PARK	082216	5	100-55-6050-221	11.42
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	MCDANIEL	082216	6	100-55-6050-222	42.90
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	CEDAR GLADE AERATOR	082216	7	650-53-3040-220	78.28
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	STREET LIGHTING 2	082216	8	100-53-3030-222	238.63
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	TRAFFIC FLASHERS	082216	9	100-53-3030-222	8.46
08/16	08/30/2016	67073	30	ALLIANT ENERGY/P&L	SIRENS	082216	10	100-51-8081-220	20.82
Total 67073:									3,726.22
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	ADMIN	BMO-081816	1	100-1624	619.06
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	COMMDEV	BMO-081816	2	100-1624	91.95
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	CABLE	BMO-081816	3	100-1624	2,521.87
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	OUTREACH	BMO-081816	4	100-1624	191.30
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	LIBRARY	BMO-081816	5	100-1624	1,085.80
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	EMS	BMO-081816	6	100-1624	446.30
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	POLICE	BMO-081816	7	100-1624	3,388.91
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	FIRE	BMO-081816	8	100-1624	4,105.45
08/16	08/30/2016	67074	566	BMO HARRIS BANK NA	PUBLIC WORKS	BMO-081816	9	100-1624	494.58
Total 67074:									12,945.22
08/16	08/30/2016	67075	158	CHARTER COMMUNICATIONS	PW CHARTER	1647-083116	1	100-51-8080-340	89.04
Total 67075:									89.04
Grand Totals:									16,760.48

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	A mount
08/20/2016	CDPT	08/31/2016	67076	WI SCTF	5	207 69
08/20/2016	CDPT	08/31/2016	67077	WPPA TREASURER	6	415 00
09/03/2016	PC	09/09/2016	67089	TOWNS JACOB	62	654 41
09/03/2016	PC	09/09/2016	67090	CALL, MICHAEL	209	22 22
09/03/2016	PC	09/09/2016	67091	GEHRKE SHERI	4037	200 24
09/03/2016	PC	09/09/2016	67092	GARRETT LARSEN	4038	91 39
09/03/2016	CDPT	09/09/2016	67093	WI SCTF	5	228.46
08/20/2016	CDPT	09/09/2016	67094	> AFSCME	7	44 24
09/03/2016	CDPT	09/09/2016	67094		7	44 49
09/03/2016	CDPT	09/09/2016	67094		7	52 00

1960 14

Report Criteria
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
08/16	08/31/2016	67078	1241	BARNIER, JOSHUA	UNIFORM ALLOW-BARNIER	JB-083016	1	100-52-1010-346	39.99
Total 67078: 39.99									
08/16	08/31/2016	67079	249	DANE COUNTY TREASURER	PROP TAX PMT DEPOSITED IN ERROR	PARC#0710	1	100-1624	2,660.03
Total 67079: 2,660.03									
08/16	08/31/2016	67080	1387	FLEURY, DAWN	MILEAGE REIMBURSEMENT	DF-081716	1	100-55-5530-353	29.70
Total 67080: 29.70									
08/16	08/31/2016	67081	2254	KELLY, LAUREN	MILEAGE REIMBURSEMENT	LK-081816	1	100-55-5510-353	84.00
Total 67081: 84.00									
08/16	08/31/2016	67082	2162	KNOLL, KAREN	SUPPLIES	KK-080616	1	100-51-7272-310	14.44
Total 67082: 14.44									
08/16	08/31/2016	67083	16367	MOORE, JEFFREY	PARK DEPOSIT	JM-081016	1	100-1624	100.00
Total 67083: 100.00									
08/16	08/31/2016	67084	748	PURCHASE POWER	JULY POSTAGE	071716	1	100-1622	2,000.00
08/16	08/31/2016	67084	748	PURCHASE POWER	JULY POSTAGE	071716	2	100-51-4141-315	20.99
Total 67084: 2,020.99									
08/16	08/31/2016	67085	1011	VERIZON WIRELESS	MDC DATA	9770210428	1	100-52-4040-225	63.78
08/16	08/31/2016	67085	1011	VERIZON WIRELESS	MDC DATA	9770210428	2	100-52-2020-225	103.88
Total 67085: 167.66									
08/16	08/31/2016	67086	1307	WI AFSCME COUNCIL 32	AFSCME DUES	DUES-08121	1	100-2161	96.24
08/16	08/31/2016	67086	1307	WI AFSCME COUNCIL 32	AFSCME DUES	DUES-08261	1	100-2161	44.24

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67086:									
08/16	08/31/2016	67087	16368	ZAMASTIL, JENNIFER	PARK DEPOSIT	JZ-082816	1	100-1624	100.00
Total 67087:									
08/16	08/31/2016	67088	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	1	650-53-3040-340	165.26
08/16	08/31/2016	67088	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	2	600-56-0040-840	165.26
08/16	08/31/2016	67088	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	3	600-57-0080-903	165.26
Total 67088:									
									495.78
Grand Totals:									5,853.07

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1622	2,000.00	.00	2,000.00
100-1624	2,860.03	.00	2,860.03
100-2120	.00	5,357.29-	5,357.29-
100-2161	140.48	.00	140.48
100-51-4141-315	20.99	.00	20.99
100-51-7272-310	14.44	.00	14.44
100-52-1010-346	39.99	.00	39.99
100-52-2020-225	103.88	.00	103.88
100-52-4040-225	63.78	.00	63.78
100-55-5510-353	84.00	.00	84.00
100-55-5530-353	29.70	.00	29.70
600-2120	.00	330.52-	330.52-
600-56-0040-840	165.26	.00	165.26
600-57-0080-903	165.26	.00	165.26
650-2120	.00	165.26-	165.26-
650-53-3040-340	165.26	.00	165.26

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/12/2016	67095	1397	ALL COMFORT SERVICES	HVAC REPAIR	550555	1	100-51-8081-350	494.77
Total 67095: 494.77									
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	LIFT #3	083116	1	600-56-0020-821	118.65
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	MUNICIPAL CENTER	090116	1	100-51-8081-220	3,844.16
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	BURMA WATER TOWER	090116	2	600-57-0030-622	38.08
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	WELL #1	090116	3	600-57-0030-622	568.50
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	WELL #4	090116	4	600-57-0030-623	14.27
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	LIFT #1	090116	5	600-56-0020-821	121.71
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	LIFT #2	090116	6	600-56-0020-821	176.06
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	FLOWER CORNER	090116	7	100-55-6050-222	8.63
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	GAZEBO	090116	8	100-55-6050-222	27.63
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	STREET LIGHTING	090116	9	100-53-3030-222	7,466.08
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	TRAFFIC FLASHERS	090116	10	100-53-3030-222	8.46
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	TRAFFIC FLASHERS	090116	11	100-53-3030-222	8.31
09/16	09/12/2016	67096	30	ALLIANT ENERGY/P&L	TRAFFIC FLASHERS	090116	12	100-53-3030-222	8.83
Total 67096: 12,409.37									
09/16	09/12/2016	67097	2020	AMERICAN TEST CENTER	LADDER TESTING	2162121	1	100-52-2020-241	1,190.00
Total 67097: 1,190.00									
09/16	09/12/2016	67098	10	ARAMARK	mat rental	1640072872	1	900-55-0011-240	50.72
09/16	09/12/2016	67098	10	ARAMARK	mat rental	1640078020	1	900-55-0011-240	46.72
09/16	09/12/2016	67098	10	ARAMARK	mat rental	1640083125	1	900-55-0011-240	46.72
09/16	09/12/2016	67098	10	ARAMARK	mat rental	1640088275	1	900-55-0011-240	46.72
Total 67098: 190.88									
09/16	09/12/2016	67099	68	BADGER WELDING SUPP INC	PW SUPPLIES	3355319	1	100-53-3030-340	21.72
09/16	09/12/2016	67099	68	BADGER WELDING SUPP INC	OXYGEN FOR WELD	3360023	1	600-57-0070-930	10.88
09/16	09/12/2016	67099	68	BADGER WELDING SUPP INC	OXYGEN	3362770	1	100-52-4040-345	15.50

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Total 67099:									
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032138071	1	900-55-0011-395	529.33
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032154659	1	900-55-0011-395	55.94
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032178162	1	900-55-0011-395	115.78
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032208115	1	900-55-0011-395	227.44
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032209577	1	900-55-0011-395	137.09
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032215891	1	900-55-0011-395	42.08
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032219823	1	900-55-0011-395	448.09
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032225807	1	900-55-0011-395	168.42
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032236566	1	900-55-0011-395	220.68
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032250874	1	900-55-0011-395	1,075.82
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032257496	1	900-55-0011-395	393.77
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032257874	1	900-55-0011-395	260.98
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	2032268055	1	900-55-0011-395	335.26
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	5014214746	1	900-55-0011-395	13.59
09/16	09/12/2016	67100	74	BAKER & TAYLOR BOOKS	AV MATERIALS	B23668360	1	900-55-0011-396	28.79
Total 67100:									
09/16	09/12/2016	67101	1264	BARNES INC	MC APPLICATION	92417	1	100-51-8081-340	50.00
09/16	09/12/2016	67101	1264	BARNES INC	PW APPLICATION	92421	1	100-51-8080-340	90.00
Total 67101:									
09/16	09/12/2016	67102	16374	BEAM, BROOKE	PARK DEPOSIT	BB-090416	1	100-1624	100.00
Total 67102:									
09/16	09/12/2016	67103	16369	BINDER LIFT LLC	patient lift	16196	1	100-52-2020-395	549.00
Total 67103:									
09/16	09/12/2016	67104	109	BONESS, PAULINE	MILEAGE REIMBURSEMENT	PB-082616	1	100-51-7272-330	20.42
Total 67104:									
09/16	09/12/2016	67105	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82233175	1	100-52-4040-345	337.90

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67105:									
09/16	09/12/2016	67106	114	BP	FUEL	NP48344240	1	100-52-2020-351	17.82
Total 67106:									
09/16	09/12/2016	67107	2207	BUCKYS PORTABLE TOILETS I	LEWIS TOILET	55932	1	100-55-8050-341	95.00
09/16	09/12/2016	67107	2207	BUCKYS PORTABLE TOILETS I	DOG PARK	56199	1	100-55-8050-343	95.00
Total 67107:									
09/16	09/12/2016	67108	2274	CAPITAL AREA REGIONAL PLA	BILL SCHOOL	124	1	100-2640	4,368.00
Total 67108:									
09/16	09/12/2016	67109	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17286335	1	650-53-3040-810	321.76
09/16	09/12/2016	67109	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17286335	2	600-57-0070-923	321.77
09/16	09/12/2016	67109	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17286335	3	600-56-0020-828	321.77
09/16	09/12/2016	67109	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17286335	4	100-53-3030-805	965.30
Total 67109:									
09/16	09/12/2016	67110	157	CHAMPIONSHIP AWARDS	NAME PLATE - ADMIN	50996	1	100-51-4141-310	18.50
Total 67110:									
09/16	09/12/2016	67111	158	CHARTER COMMUNICATIONS	ADMIN	8441-083116	1	100-51-4141-225	163.98
09/16	09/12/2016	67111	158	CHARTER COMMUNICATIONS	COMM & TECH	8441-083116	2	200-51-0049-215	131.64
09/16	09/12/2016	67111	158	CHARTER COMMUNICATIONS	FIRE/EMS	8441-083116	3	100-52-2020-225	84.00
09/16	09/12/2016	67111	158	CHARTER COMMUNICATIONS	PD	8441-083116	4	100-52-1010-225	101.00
Total 67111:									
09/16	09/12/2016	67112	172	CITY OF MADISON TREASURE	SIGNS	6317	1	100-53-3030-363	264.64
09/16	09/12/2016	67112	172	CITY OF MADISON TREASURE	MPO PROGRAM COSTS	6463	1	100-51-7272-210	2,544.00
Total 67112:									
									2,808.64

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09/16	09/12/2016	67113	16303	CLARK, KATHARINE	MILEAGE	KC-081816	1	900-55-0011-330	92.39
Total 67113:									92.39
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	ROLLER FOR PRINTER	20142577	1	100-55-5510-310	15.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	NITRO PDF SOFTWARE	20142577	2	100-51-4141-310	145.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	COURT	MSP-2603	1	100-51-2121-210	88.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	GEN ADMIN	MSP-2603	2	100-51-4170-311	484.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	POLICE COMM MAINT	MSP-2603	3	100-52-1010-240	880.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	FIRE	MSP-2603	4	100-52-2020-241	484.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	EMS	MSP-2603	5	100-52-4040-241	220.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	OUTREACH	MSP-2603	6	100-55-5520-240	44.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	OUTREACH	MSP-2603	7	100-55-5510-240	132.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	COMM DEV	MSP-2603	8	100-51-7272-240	132.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	PUBLIC WORKS	MSP-2603	9	100-53-3030-240	132.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	WATER	MSP-2603	10	600-57-0070-923	88.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	SEWER	MSP-2603	11	600-56-0050-852	88.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	STORMWATER	MSP-2603	12	650-53-3040-310	88.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	ENGMNT	MSP-2603	13	100-52-5050-292	44.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	FAM FEST	MSP-2603	14	100-51-4170-311	44.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	SERVERS	MSP-2603	15	100-51-4170-311	308.00
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	SERVER BACK-UP	MSP-2603	16	100-51-4170-311	477.50
09/16	09/12/2016	67114	193	COMPUTER MAGIC INC	PC BACKUP/ADDT'L SPAM FILTER	MSP-2603	17	100-51-4170-311	75.00
Total 67114:									3,988.50
09/16	09/12/2016	67115	194	CONCENTRA	TOWNS-REPLACEMENT TESTING	102545926	1	100-51-4141-300	598.50
Total 67115:									598.50
09/16	09/12/2016	67116	196	CONNEX SAFETY PRODUCTS	SAFETY SUPPLIES	05187546	1	600-56-0020-827	117.95
09/16	09/12/2016	67116	196	CONNEX SAFETY PRODUCTS	SAFETY SUPPLIES	05187546	2	600-57-0050-641	117.95
09/16	09/12/2016	67116	196	CONNEX SAFETY PRODUCTS	UNIFORM/CROSS GUARDS	05210552	1	100-52-1010-346	171.55
Total 67116:									407.45
09/16	09/12/2016	67117	16366	COREX EXCAVATION & CONST	LEWIS PARK SHELTER PROJ	530	1	500-55-0050-857	7,850.00

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	Total 67117:								7,850.00
09/16	09/12/2016	67118	16370	COVERT MITCHELL	TRAUMA CONFERENCE	M/C-083016	1	100-52-4040-348	65.00
	Total 67118:								65.00
09/16	09/12/2016	67119	2093	CREAM CTY STATELINE SCAL	SCALE REPAIR	0000074097	1	600-57-0040-635	690.99
	Total 67119:								690.99
09/16	09/12/2016	67120	216	CTW CORPORATION	WELL #4 work	23814	1	600-57-0030-625	225.00
	Total 67120:								225.00
09/16	09/12/2016	67121	234	DANE CO EMERGENCY MGMT	LEVEL BHIT	082516	1	100-52-2020-320	214.29
	Total 67121:								214.29
09/16	09/12/2016	67122	9145	DANE CO LIBRARY SERVICE	BOOKS	20160823 G	1	900-55-0011-395	84.40
	Total 67122:								84.40
09/16	09/12/2016	67123	247	DANE CO TREASURER	DOG LICENSE SETTLEMENT	DL-090116	1	100-2433	4,950.00
	Total 67123:								4,950.00
09/16	09/12/2016	67124	16378	DANE COUNTY REGISTER OF	RECORD FEE FOR RES 2000-05	090718	1	100-51-4141-310	30.00
	Total 67124:								30.00
09/16	09/12/2016	67125	16377	DCAVS	DCAVS MEMBERSHIP	083016	1	100-55-5510-320	35.00
09/16	09/12/2016	67125	16377	DCAVS	VOLUNTEER SVCS CONFER	083016-CON	1	100-55-5510-330	30.00
	Total 67125:								65.00
09/16	09/12/2016	67126	1819	DEAN CLINIC	DRUG SCREEN	552118162	1	100-52-4040-240	66.00

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Total 67126:									
09/16	09/12/2016	67127	281	DECKER SUPPLY CO INC	SIGNS FOR MN	892613	1	500-53-0030-850	1,425.00
Total 67127:									
09/16	09/12/2016	67128	280	DIAMOND VOGEL CO	STREET PAINT	255148956	1	100-53-3030-231	295.00
09/16	09/12/2016	67128	280	DIAMOND VOGEL CO	STREET PAINT	255147897	1	100-53-3030-231	819.60
Total 67128:									
09/16	09/12/2016	67129	281	DIGGERS HOTLINE INC	LOCATES	160737601	1	600-56-0050-852	125.28
09/16	09/12/2016	67129	281	DIGGERS HOTLINE INC	LOCATES	160737601	2	600-57-0070-923	125.28
Total 67129:									
09/16	09/12/2016	67130	16371	DOTY BELT L.L.C.	LIFTING BELTS	1379	1	100-52-4040-349	310.90
Total 67130:									
09/16	09/12/2016	67131	16379	ENGAGEDPATRONS ORG	MEETING RM SCHED SW	3343-16-01	1	900-55-0011-296	200.00
Total 67131:									
09/16	09/12/2016	67132	338	ENGELHART INC	MOWER BLADES	1529766	1	100-53-3030-352	64.47
09/16	09/12/2016	67132	338	ENGELHART INC	MOWER OIL	1529769	1	100-53-3030-351	27.00
09/16	09/12/2016	67132	338	ENGELHART INC	FUEL TREATMENT	1530446	1	100-53-3030-351	11.34
09/16	09/12/2016	67132	338	ENGELHART INC	MOWER BLADES	1534497	1	100-53-3030-352	74.70
Total 67132:									
09/16	09/12/2016	67133	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	216687	1	100-51-4141-310	179.97
09/16	09/12/2016	67133	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	216687	2	100-52-7230-310	159.20
09/16	09/12/2016	67133	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	216687	3	100-55-5510-310	64.47
Total 67133:									
09/16	09/12/2016	67134	353	FERGUSON ENTERPRISES	PAINT HYDRANTS	0202232	1	600-57-0050-654	7,600.00

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09/16	09/12/2016	67134	353	FERGUSON ENTERPRISES	LEWIS PARK PIPE	3522374	1	100-56-6050-341	204.14
Total 67134: 7,804.14									
09/16	09/12/2016	67135	16363	FIRE SMART PROMOTIONS	FF PHOTO PROP	103475	1	100-52-2020-311	100.00
09/16	09/12/2016	67135	16363	FIRE SMART PROMOTIONS	EMT PHOTO PROP	103475	2	100-52-4040-311	175.00
Total 67135: 275.00									
09/16	09/12/2016	67136	361	FIRST SUPPLY LLC MADISON	WATER SUPPLY PARTS	10144633-00	1	600-57-0050-641	193.25
Total 67136: 193.25									
09/16	09/12/2016	67137	369	FOSTER COACH SALES INC	08' AMBO ANTIFREEZE PUMP	10275	1	100-52-4040-352	154.62
Total 67137: 154.62									
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	1	600-56-0050-851	138.09
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	2	600-57-0070-921	138.09
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	3	650-53-3040-340	69.05
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	4	100-51-4141-225	57.54
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	5	100-52-2020-225	28.76
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	6	100-52-4040-225	28.76
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	7	100-55-5510-225	57.54
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	8	100-53-3030-225	57.54
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	9	100-52-7230-225	57.54
09/16	09/12/2016	67138	1921	FRONTIER	PHONE BILL	081616	10	100-52-1010-225	57.54
09/16	09/12/2016	67138	1921	FRONTIER	PHONEBILL	082216	1	900-55-0011-225	85.33
Total 67138: 775.78									
09/16	09/12/2016	67139	408	GRAINGER INC	PW SUPPLIES	9195200549	1	100-53-3030-340	35.37
09/16	09/12/2016	67139	408	GRAINGER INC	ALL THREAD	9196689593	1	100-53-3030-340	153.30
Total 67139: 188.67									
09/16	09/12/2016	67140	1694	HEARTLAND LTHO	INSPECTION FORM	63577	1	600-57-0070-930	75.63
09/16	09/12/2016	67140	1694	HEARTLAND LTHO	831 UTILITY BILLING	63657	1	650-53-3040-340	74.61
09/16	09/12/2016	67140	1694	HEARTLAND LTHO	831 UTILITY BILLING	63657	2	600-56-0040-840	74.62

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/12/2016	67140	1694	HEARTLAND LTHO	831 UTILITY BILLING	63657	3	600-57-0060-903	74.62
Total 67140: 299.48									
09/16	09/12/2016	67141	442	HOMETOWN NEWS LIMITED PA	GEN EMP HIRING	4184-080216	1	100-51-4141-300	524.40
09/16	09/12/2016	67141	442	HOMETOWN NEWS LIMITED PA	BOARD PUB	4184-080216	2	100-51-1111-321	228.17
09/16	09/12/2016	67141	442	HOMETOWN NEWS LIMITED PA	PLAN COMM	4184-080216	3	100-51-1111-321	61.10
Total 67141: 813.67									
09/16	09/12/2016	67142	1374	HORNBECK JOSEPH	HORNBECK-UNIFORM ALLOW	JH-082616	1	100-52-1010-346	103.97
Total 67142: 103.97									
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	PLUG CREDIT	1115879	1	100-53-3030-352	51.16-
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	TIE STRAPS	1117789	1	100-53-3030-350	8.78
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	OIL FILTER	1118234	1	100-53-3030-352	6.52
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	FILTERS	1118537	1	100-53-3030-352	3.69
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	TRUCK FILTER	1118903	1	100-53-3030-352	3.56
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	OIL FILTER: T17	1119414	1	100-53-3030-352	7.43
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	OIL FILTER: M4 VEHICLE MAINT	1119533	1	100-53-3030-352	18.63
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	M4 VEHICLE MAINT	1120113	1	100-52-1010-350	4.01
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	OIL FILTER: TRK 16	1120747	1	100-53-3030-352	3.56
09/16	09/12/2016	67143	1904	HUMPHREY SERVICE PARTS I	MOWER FILTER	11218904	1	100-53-3030-352	29.00
Total 67143: 34.02									
09/16	09/12/2016	67144	452	HYDRITE CHEMICAL	WATER CHEMICALS	01931062	1	600-57-0040-631	209.70
09/16	09/12/2016	67144	452	HYDRITE CHEMICAL	WATER CHEMICALS	01934996	1	600-57-0040-631	738.87
09/16	09/12/2016	67144	452	HYDRITE CHEMICAL	WATER CHEMICALS	01939446	1	600-57-0040-631	211.50
Total 67144: 1,160.07									
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	MC YEARLY EXTING	228958	1	100-51-8081-340	133.05
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	FIRE EXTINGUISH MAINT	228959	1	100-52-2020-241	99.00
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	EQUIP RENTAL & MAINT	228960	1	100-52-1010-240	23.40
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	FIRE EXTINGUISH MAINT	228961	1	100-52-2020-241	15.60
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	YEARLY EXTING	228962	1	100-53-3030-340	153.60
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	YEARLY EXTING	228962	2	600-56-0050-852	153.60

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09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	YEARLY EXTING	228962	3	600-57-0070-923	153.60
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	YEARLY EXTING	228962	4	650-53-3040-340	153.60
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	EXTINGUISHER INSPECT	228963	1	900-55-0011-240	63.40
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	PROTECTIVE HOODS	229301	1	100-52-2020-346	464.00
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	AIR ADAPTERS	229467	1	100-52-2020-395	737.17
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	PPV FAN REPAIR	229674	1	100-52-2020-241	43.99
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	GEAR RETURN	CM002593	1	100-52-2020-346	737.00-
09/16	09/12/2016	67145	476	JEFFERSON FIRE & SAFETY IN	SUSPENDER RETURN	CM002790	1	100-52-2020-346	138.00-
Total 67145:									1,319.01
09/16	09/12/2016	67146	478	JENSEN EQUIPMENT CO INC	LOCATE PAINT	J-566117	1	600-57-0070-930	90.72
Total 67146:									90.72
09/16	09/12/2016	67147	1469	KENDELL Doors & Hardware Inc	BUILDING MAINT	S1033959	1	100-51-8081-350	626.54
Total 67147:									626.54
09/16	09/12/2016	67148	16340	KENT, HEATHER	PROGRAM SUPPLIES	HK-072716	1	900-55-0011-350	135.50
Total 67148:									135.50
09/16	09/12/2016	67149	512	KRIS CUSTOM SEWING	TURNOUT REPAIR	23844	1	100-52-2020-346	51.25
Total 67149:									51.25
09/16	09/12/2016	67150	16364	KWIK TRIP EXTENDED NETWO	FUEL	BG2339863-	1	100-52-2020-351	162.22
09/16	09/12/2016	67150	16364	KWIK TRIP EXTENDED NETWO	FUEL	NP48211727	1	100-52-2020-351	6.45
Total 67150:									168.67
09/16	09/12/2016	67151	531	LARK UNIFORM OUTFITTERS	CRAFT-INITIAL ISSUE	227317	1	100-52-1010-346	86.90
09/16	09/12/2016	67151	531	LARK UNIFORM OUTFITTERS	TOWNS-INITIAL ISSUE	227657	1	100-52-1010-346	1,270.74
Total 67151:									1,357.64
09/16	09/12/2016	67152	538	LAWSON PRODUCTS INC	MISC WATER SUPPLIES	9304275695	1	600-57-0070-930	417.17

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Total 67152:									
09/16	09/12/2016	67153	765	LEGAL SHIELD	LEGAL	0108629-081	1	100-2156	161.50
Total 67153:									
09/16	09/12/2016	67154	1759	MANDT SANDFILL TRUCKING	STORM REPAIR	27857	1	650-53-3040-230	728.12
Total 67154:									
09/16	09/12/2016	67155	634	MENARDS - MONONA	RETAIN WALL REPAIR	5744	1	100-55-6050-342	38.85
Total 67155:									
09/16	09/12/2016	67156	16372	MERCY HEALTH SYSTEM	TRAUMA CONF	082416	1	100-52-4040-348	66.00
09/16	09/12/2016	67156	16372	MERCY HEALTH SYSTEM	TRAUMA CONF	082416-TK	1	100-52-4040-348	65.00
Total 67156:									
09/16	09/12/2016	67157	640	MGE	STREET LIGHTS	11299443-08	1	100-53-3030-222	743.45
09/16	09/12/2016	67157	640	MGE	STREET LIGHT	13010467-08	1	100-53-3030-222	35.47
09/16	09/12/2016	67157	640	MGE	STREET LIGHT	14096945-08	1	100-53-3030-222	28.88
09/16	09/12/2016	67157	640	MGE	LIFT #4	21056320-08	1	600-56-0020-821	46.77
09/16	09/12/2016	67157	640	MGE	LIFT #5	27667872-08	1	600-56-0020-821	27.76
Total 67157:									
09/16	09/12/2016	67158	2058	MICROMARKETING LLC	AUDIO BOOKS	415054	1	900-55-0011-396	39.99
09/16	09/12/2016	67158	2058	MICROMARKETING LLC	AUDIO BOOKS	415632	1	900-55-0011-396	68.98
09/16	09/12/2016	67158	2058	MICROMARKETING LLC	AUDIO BOOKS	415710	1	900-55-0011-396	54.95
Total 67158:									
09/16	09/12/2016	67159	2089	MIDWEST METER INC	WATER METERS	0079873-IN	1	600-1824	5,385.97
09/16	09/12/2016	67159	2089	MIDWEST METER INC	MTR RDR TECH SUPPORT	0080484-IN	1	600-57-0070-823	257.00
Total 67159:									
									5,642.97

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09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	CREDIT-FUEL FOR PIZZA DELIVERY	1080683-00	1	100-52-2020-351	87.50-
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	DEF. RESCUE 84	1080791-00	1	100-52-4040-352	13.02
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	M5 - VEHICLE MAINT	1080840-00	1	100-52-1010-350	3.82
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	92' ENGINE BU ALARM	1080901-00	1	100-52-2020-352	26.88
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	FILTERS. TM8	1080802-00	1	100-53-3030-352	5.52
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	OIL FILTER	1080903-00	1	100-53-3030-352	3.47
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	OIL FTLLER: 21	1080904-00	1	100-53-3030-352	3.82
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	15' AMBO DEF	1080917-00	1	100-52-4040-352	13.02
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	M8 VEHICLE PAINT	1080922-00	1	100-52-1010-350	3.82
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	M7 VEHICLE MAINT	1080939-00	1	100-52-1010-350	16.95
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	15' AMBO FILTERS	1080940-00	1	100-52-4040-352	12.56
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	15' AMBO FUEL FILTER	1080940-01	1	100-52-4040-352	51.53
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	TRUCK BATTERY	1081181-00	1	100-53-3030-352	94.52
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	WC 10. MUD FLAP	1081182-00	1	100-52-2020-352	11.34
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	TRUCK V/CC	1081217-00	1	100-53-3030-340	9.86
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	TRUCK PARTS	1081246-00	1	100-53-3030-352	63.93
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	WELL #4 BATTERY	1081310-00	1	600-57-0080-641	94.52
09/16	09/12/2016	67160	1941	MIDWEST TRAILER SALES	ANTIFREEZE	1081445-00	1	100-52-4040-352	10.97
Total 67160:									352.08
09/16	09/12/2016	67161	657	MIKE'S PROP SHOP	PROP REPAIR	10920	1	100-52-2020-352	156.00
Total 67161:									156.00
09/16	09/12/2016	67162	667	MINNESOTA LIFE INS CO	10/16 LIFE INS	002832L-OC	1	100-2157	1,306.87
Total 67162:									1,306.87
09/16	09/12/2016	67163	1976	MURPHY DESMOND SC	MORGAN GARNISHMENT FEES	8013246	1	650-53-3040-211	297.50
09/16	09/12/2016	67163	1976	MURPHY DESMOND SC	UTLTY DISTRICT	8017494	1	600-56-0050-852	154.95
09/16	09/12/2016	67163	1976	MURPHY DESMOND SC	BILL SPANRIE	8019658	1	100-2640	213.00
09/16	09/12/2016	67163	1976	MURPHY DESMOND SC	BILL VERIDIAN	8019661	1	100-2640	3,886.81
09/16	09/12/2016	67163	1976	MURPHY DESMOND SC	JULY TRAFFIC MATTERS	8019765	1	100-51-2161-210	2,094.72
Total 67163:									6,646.98
09/16	09/12/2016	67164	2082	NASSCO INC	MC SUPPLIES	S2088165.00	1	100-51-8081-340	46.03
09/16	09/12/2016	67164	2082	NASSCO INC	FLOOR SAVERS	S2070751.00	1	100-51-8080-340	125.63

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09/16	09/12/2016	67164	2082	NASSCO INC	PARK SUPPLIES	S2073892.00	1	100-55-6050-340	35.82
09/16	09/12/2016	67164	2082	NASSCO INC	MC SUPPLIES	S2082231.00	1	100-51-8081-340	168.61
Total 67164:									376.09
09/16	09/12/2016	67165	15	NATIONAL FIRE CODES	NFPA CODES	6766177X	1	100-52-2020-341	1,305.00
Total 67165:									1,305.00
09/16	09/12/2016	67166	9151	PAGE PRODUCTION	SEPT SENIOR NEWS	16-23	1	100-55-5530-211	590.00
Total 67166:									590.00
09/16	09/12/2016	67167	2066	PELLITTERI WASTE SYSTEMS	AVG RECYCLE	67X02406	1	300-57-0010-290	6,580.68
09/16	09/12/2016	67167	2066	PELLITTERI WASTE SYSTEMS	AVG TRASH	67X02406	2	300-57-0020-290	17,638.47
Total 67167:									24,219.15
09/16	09/12/2016	67168	756	POMP'S TIRE SERVICE INC	TIRE REPAIR	80113050	1	100-53-3030-352	8.00
09/16	09/12/2016	67168	756	POMP'S TIRE SERVICE INC	TIRE REPAIR	80113137	1	100-53-3030-352	17.00
09/16	09/12/2016	67168	756	POMP'S TIRE SERVICE INC	LOADER TIRE REPAIR	80114289	1	100-53-3030-352	143.00
Total 67168:									168.00
09/16	09/12/2016	67169	1245	PROFESSIONAL PEST CONTR	PW PEST CONTROL	264092	1	100-51-8080-340	38.00
09/16	09/12/2016	67169	1245	PROFESSIONAL PEST CONTR	MC PEST CONTROL	264093	1	100-51-8081-340	45.00
09/16	09/12/2016	67169	1245	PROFESSIONAL PEST CONTR	PARK PEST CONTROL	265972	1	100-55-6050-341	35.00
Total 67169:									118.00
09/16	09/12/2016	67170	16357	PROTECTION TECHNOLOGIES	MC DOOR REPAIR	19465	1	100-51-8081-240	411.00
Total 67170:									411.00
09/16	09/12/2016	67171	797	REINDERS INC	PARK SEED	2249972.00	1	100-55-6050-341	121.50
Total 67171:									121.50
09/16	09/12/2016	67172	802	RENNERT'S FIRE EQUIP SRV IN	ENGINE LIGHT	34630	1	100-52-2020-352	105.00-

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09/16	09/12/2016	67172	802	RENNERTS FIRE EQUIP SRV IN	05' ENGINE REPAIRS	35657	1	100-52-2020-352	2,349.09
Total 67172: 2,244.09									
09/16	09/12/2016	67173	9137	RICOH USA INC	EQUIP RENTAL	21721983	1	100-52-1010-240	210.12
Total 67173: 210.12									
09/16	09/12/2016	67174	16376	ROCK COUNTY ADRC	DEMENTIA CONFER	LA-090816	1	100-55-5510-330	25.00
Total 67174: 25.00									
09/16	09/12/2016	67175	836	SCHILLING SUPPLY COMPANY	PARK GARBAGE BAGS	552639-00	1	100-55-6050-342	167.06
Total 67175: 167.06									
09/16	09/12/2016	67176	2179	SEW MANY THREADS LLC	JOB-UNIFORM ALLOW	1812	1	100-52-1010-346	58.00
Total 67176: 58.00									
09/16	09/12/2016	67177	1234	SHERVEN, CRAIG	TRAINING	CS-081016	1	100-52-1010-330	30.00
Total 67177: 30.00									
09/16	09/12/2016	67178	870	SLINDE TRUCKING	LEWIS PARK	24842	1	100-55-6050-341	30.00
09/16	09/12/2016	67178	870	SLINDE TRUCKING	LEWIS PARK	24891	1	100-55-6050-341	24.00
09/16	09/12/2016	67178	870	SLINDE TRUCKING	BRANDT PARK	24928	1	100-55-6050-340	70.00
09/16	09/12/2016	67178	870	SLINDE TRUCKING	BRANDT PARK	24952	1	100-55-6050-340	35.00
Total 67178: 159.00									
09/16	09/12/2016	67179	16332	SPEEDWAY SAND & GRAVEL, I	CTY HWY MN/ALBEN	082216	1	500-53-0030-850	692,441.56
Total 67179: 692,441.56									
09/16	09/12/2016	67180	912	STRUCK & IRWIN FENCE INC	FENCE @ LARSEN PARK	15418	1	500-53-0030-845	3,056.00
Total 67180: 3,056.00									

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09/16	09/12/2016	67181	1405	TAPCO	MIN SIGNS	1536890	1	500-53-0030-850	1,118.38
Total 67181:									1,118.38
09/16	09/12/2016	67182	1462	TASC	FSA ADMINISTRATION FEE	INR44434	1	100-51-4195-528	159.60
Total 67182:									159.60
09/16	09/12/2016	67183	2008	THE HOMESTEADERS STORE I	MOWER PARTS	38882	1	100-53-3030-352	270.04
Total 67183:									270.04
09/16	09/12/2016	67184	16375	THE MADISON TIMES	PD JOB POSTING	1473	1	100-51-4141-300	87.75
Total 67184:									87.75
09/16	09/12/2016	67185	944	THE SHERWIN-WILLIAMS CO.	STREET PAINT	2690-8	1	100-53-3030-231	216.64
Total 67185:									216.64
09/16	09/12/2016	67186	957	TOM'S AUTO CENTER INC	BRAKE ASSY	0033706	1	100-53-3030-352	359.97
Total 67186:									359.97
09/16	09/12/2016	67187	1246	TOTAL WATER TREATMENT SY	MC WATER SOFTENER SALT	072816	1	100-51-8081-340	41.92
Total 67187:									41.92
09/16	09/12/2016	67188	972	TRI COUNTY PAVING INC	STREET PATCHES	161144	1	100-53-3030-231	16,950.00
09/16	09/12/2016	67188	972	TRI COUNTY PAVING INC	SEWER PATCHES	161144	2	600-56-0030-835	3,465.00
09/16	09/12/2016	67188	972	TRI COUNTY PAVING INC	WATER PATCHES	161144	3	600-57-0050-651	4,855.00
09/16	09/12/2016	67188	972	TRI COUNTY PAVING INC	STORM SEWER PATCHES	161144	4	650-53-3040-230	8,903.00
09/16	09/12/2016	67188	972	TRI COUNTY PAVING INC	LIFT #2 PATCH	161144	5	600-56-0030-834	3,532.00
Total 67188:									37,705.00
09/16	09/12/2016	67189	9140	TRITECH FORENSICS INC	INVESTIGATION SUPPLIES	135202	1	100-52-1010-360	445.20

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GL	Check	Check	Vendor	Payee	Description	Invoice	Invoice	Invoice	Check
Period	Issue Date	Number	Number			Number	Sequence	GL Account	Amount
Total 67189:									
09/16	09/12/2016	67190	1917	U LINE SHIPPING SUPPLY	DOG BAGS	79048179	1	100-55-6050-343	464.43
Total 67190:									
09/16	09/12/2016	67191	1704	UNIQUE MANAGEMENT SERVI	COLLECTION SERVICES	430926	1	900-55-0011-215	8.95
Total 67191:									
09/16	09/12/2016	67192	16373	UNITY HEALTH	REFUND-DOUBLE PMT	15-142173	1	100-4523	1,121.36
Total 67192:									
09/16	09/12/2016	67193	2270	UNITY POINT HEALTH	BLOODWORK	082816	1	100-52-1010-295	160.00
Total 67193:									
09/16	09/12/2016	67194	982	US CELLULAR	PD PHONE	0152418356	1	100-52-1010-225	354.80
09/16	09/12/2016	67194	982	US CELLULAR	FD PHONE	0152418356	2	100-52-2020-225	63.45
09/16	09/12/2016	67194	982	US CELLULAR	EMS PHONE	0152418356	3	100-52-4040-225	63.45
09/16	09/12/2016	67194	982	US CELLULAR	ADMIN PHONE	0152418356	4	100-51-4141-225	79.87
09/16	09/12/2016	67194	982	US CELLULAR	OUTREACH PHONE	0152418356	5	100-55-5510-225	25.45
09/16	09/12/2016	67194	982	US CELLULAR	PW PHONE	0152418356	6	100-53-3030-225	34.00
09/16	09/12/2016	67194	982	US CELLULAR	WATER: PHONE	0152418356	7	600-57-0070-921	34.00
09/16	09/12/2016	67194	982	US CELLULAR	SEWER: PHONE	0152418356	8	600-56-0050-851	34.00
09/16	09/12/2016	67194	982	US CELLULAR	INSPECTIONS PHONE	0152418356	9	100-52-7230-225	5.80
Total 67194:									
694.82									
09/16	09/12/2016	67195	2298	VIKING ELECTRIC SUPPLY	MC LIGHTS	1613333	1	100-51-8081-340	196.57
09/16	09/12/2016	67195	2298	VIKING ELECTRIC SUPPLY	LIGHTING	1686878	1	100-51-8081-222	99.65
Total 67195:									
296.22									
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PUBLIC WORKS GARAGE	083116	1	100-53-3030-499	364.82
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	WOODLAND ESTATES PARK	083116	2	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	AUTUMN GROVE PARK	083116	3	100-53-3030-499	34.11

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VILLAGE OF MCFARLAND

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Period	Issue Date	Number	Number	Payee		Number	Sequence	GL Account	Amount
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	WELL #1	083116	4	600-57-0030-623	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	CEDAR RIDGE	083116	5	100-53-3030-499	53.39
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	BURMA WATER TOWER & PARK	083116	6	600-57-0050-641	60.80
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PEDESTRIAN PATH	083116	7	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	MCDANIEL PARK	083116	8	100-53-3030-499	99.36
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	OLD WELL HOUSE	083116	9	600-57-0030-623	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PUBLIC UTILITIES	083116	10	650-53-3040-260	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	WELL #3	083116	11	600-57-0030-623	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LIFT STATION #4	083116	12	600-56-0030-834	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	MUNICIPAL CENTER	083116	13	100-53-3030-499	481.31
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	BRANDT PARK	083116	15	100-53-3030-499	44.49
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LIFT STATION #1	083116	16	600-56-0030-834	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	RIDGE VIEW	083116	17	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PEDESTRIAN PATH	083116	18	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	MUNICIPAL CENTER	083116	19	100-53-3030-499	345.54
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	YAHARA RIVER PARK	083116	20	600-56-0030-834	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PEDESTRIAN PATH	083116	21	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	FLOWER CORNER	083116	22	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LEWIS PARK	083116	23	100-53-3030-499	57.94
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PEDESTRIAN PATH	083116	24	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LEGION PARK	083116	25	100-53-3030-499	56.35
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	WM MCFAR PARK	083116	26	100-53-3030-499	618.41
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LIBRARY	083116	27	100-53-3030-499	293.72
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	BRANDT PARK	083116	28	100-53-3030-499	171.90
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	4902 TERM DRIVE HOUSE	083116	29	400-51-0070-240	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	ROW CREAMERY	083116	30	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	EGNER PARK	083116	31	600-57-0030-623	19.28
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PARK LOT	083116	32	100-53-3030-499	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LIBRARY	083116	33	100-53-3030-499	164.61
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	CEDAR GLADE PARK	083116	34	100-53-3030-499	16.31
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	LIFT STATION #2	083116	35	600-56-0030-834	14.83
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	GAZEBO	083116	36	100-53-3030-499	29.66
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	OLD LIBRARY	083116	37	100-53-3030-499	29.66
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	HIGHLAND OAK PARK	083116	38	100-53-3030-499	32.63
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	HOLSCHER WATER TOWER	083116	39	600-57-0050-641	41.52
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	PUBLIC WORKS GARAGE	083116	40	100-53-3030-499	636.05
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	VILLAGE	083116	41	400-51-0070-240	13.91
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	COMM GARDEN	083116	42	100-55-6050-222	13.91
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	VILLAGE	083116	43	100-53-3030-499	14.83

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/12/2016	67196	1015	VILLAGE OF MCFARLAND	BOCCE	083116	44	100-55-6050-222	15.84
Total 67196:									3,977.19
09/16	09/12/2016	67197	1709	VON BRIESEN & ROPER S.C.	GRIEVANCE	219790	1	100-51-2161-211	345.00
Total 67197:									345.00
09/16	09/12/2016	67198	1910	ZURBUCHEN OIL INC	PW OIL	207780	1	100-53-3030-351	1,085.70
09/16	09/12/2016	67198	1910	ZURBUCHEN OIL INC	FIRE OIL	207780	2	100-52-2020-351	493.50
Total 67198:									1,579.20
Grand Totals:									859,468.44

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	100.00	.00	100.00
100-2120	1,118.86	82,936.35-	81,817.69-
100-2156	161.50	.00	161.50
100-2157	1,306.87	.00	1,306.87
100-2433	4,950.00	.00	4,950.00
100-2640	8,467.81	.00	8,467.81
100-4523	1,121.36	.00	1,121.36
100-51-1111-321	289.27	.00	289.27
100-51-2121-210	88.00	.00	88.00
100-51-2161-210	2,094.72	.00	2,094.72
100-51-2161-211	345.00	.00	345.00
100-51-4141-225	301.39	.00	301.39
100-51-4141-300	1,210.65	.00	1,210.65
100-51-4141-310	373.47	.00	373.47
100-51-4170-311	1,388.50	.00	1,388.50
100-51-4195-528	159.60	.00	159.60
100-51-7272-210	2,544.00	.00	2,544.00
100-51-7272-240	132.00	.00	132.00

M = Manual Check, V = Void Check

VILLAGE OF MCFARLAND
VILLAGE BOARD
Monday, August 22, 2016

1. **CALL TO ORDER.** Village Board President Brad Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 p.m. in the Community Room of the McFarland Municipal Center.

2. **ATTENDANCE ROLL CALL.**

Village Board members present: Trustees Jerry Adrian, Stephanie Brassington, Brad Czebotar, Dan Kolk, Mary Pat Lytle, Tom Mooney, and Clair Utter.

Staff Present: Village Administrator Matt Schuenke, Village Clerk/Deputy Treasurer Cassandra Suettinger, Fire & EMS Chief Chris Dennis, Police Chief Craig Sherven, and Finance Director Kelsy Boyd.

3. **PUBLIC APPEARANCE.**

Lars Barber, 5434 Bremer Road, appeared to speak in opposition of the proposed Waubesa Shores Condominium. Mr. Barber provided a handout to Village Board members and staff summarizing his concerns. The handout included information regarding the scale of the project, traffic, parking and safety concerns, storm water issues, lack of public access to lakefront, and economic development and impacts.

Scott Smith, 5624 Lake Edge Road, spoke in opposition of the proposed Waubesa Shores condominium proposal. He expressed concerns with the size of the development not fitting the character of the neighborhood and compliance with current zoning.

Debbie Nelson, 5618 Lake Edge Road, appeared to speak in opposition of the proposed Waubesa Shores Condominium proposal. Ms. Nelson highlighted concerns with storm water issues.

Sue Smith, 5434 Bremer Road, appeared to speak in opposition of the proposed Waubesa Shores Condominium proposal. Ms. Smith expressed concern the Waubesa Shores Condominium proposal is contradictory to the findings of the recent comprehensive plan survey. Ms. Smith also expressed concern with residents no longer having public access to the lakefront.

Wayne Charley, 5504 Bremer Road, appeared to request clarification on how far Larson Beach Road extends.

Craig Howery, 5307 Timber Lane, appeared to thank Public Works Director Allan Coville and his crew for the repairs done to Timber Lane in front of his residence.

President Czebotar noted the Waubesa Shores Condominium proposal will be on September 19th Plan Commission for review and possible recommendation. Residents will be provided an opportunity to provide public comment at that meeting.

4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**
 - a. **Public Announcements**

(1) Results from August 9, 2016

b. Public Communications

5. CONSENT AGENDA.

- a. Motion to approve pre-paid check #66955 in the amount of \$1,626.72 and current checks #66956-67063 in the amount of \$261,767.33.**
- b. Motion to approve the minutes of the July 25, 2016 Special Village Board meeting.**
- c. Motion to approve the minutes of the August 8, 2016 Village Board meeting.**
- d. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Shari M Krzykowski (BP) and Tyler S Anderson (\$100) be approved and licenses issued for the period of August 22, 2016 through July 31, 2017.**
- e. Motion to approve the recommendation from Police Chief Sherven that the Parade Permit application submitted by Tim Connor for the McFarland Family Festival Parade on September 18, 2016 from noon to 1:00 p.m. be approved and the permit be issued.**
- f. Motion to approve the Street Use Permit application from the McFarland Pool for the Family Fest Triathlon on September 17, 2016 from 8:00 a.m. to 12:00 p.m**

Motion by President Czebotar, second by Trustee Kolk, to approve the consent agenda. Motion Carries 7-0 by acclamation on items a., c, d, e, and f. Motion carries 6-1 by acclamation on item b with Trustee Lytle abstaining.

6. BUSINESS

a. Public Safety Committee Report (Trustees Adrian & Mooney)

1) Discussion and possible action to approve the installation of flashing lights adjacent to school sites.

Police Chief Sherven provided an overview of the request from the McFarland School District and the Public Safety Committee recommendation for approval. He reported the school district will participate in cost sharing of up to three of the devices. Chief Sherven provided the specifics of the devices, noting the Village receives a 10% discount if 3 or more devices are purchased. The units are self-contained, solar powered, low maintenance, and do not require permanent installation.

Motion by Trustee Adrian, second by Trustee Mooney, to approve the purchase of three of the flashing light sets for the three locations to be chosen by the Police Department. *Motion carries 6-1, by acclamation with Trustee Utter voting nay, with the following friendly amendment by Czebotar: "that the expense be taken out of the public works street improvement budget." The friendly amendment was accepted by Trustee Mooney and Trustee Adrian.*

2) Discussion and possible action to deny the issuance of an original alcohol beverage operator's license for Anthony Michael Nelson(Pick N' Save).

Motion by Trustee Adrian, second by Trustee Mooney, to deny the issuance of an original alcohol beverage operator's license for Anthony Michael Nelson (Pick N' save), pursuant to Village Ordinance 11-74(a)(2) if a licensee is convicted of an offense substantially related to the license activity the Board may act to revoke or suspend. Motion carries 7-0 by acclamation.

b. Discussion and possible action on proposed ordinance amendment #2016-07 AN ORDINANCE TO UPDATE SCHOOL BUS WARNING LIGHT REGULATION TO INCLUDE AMBER LIGHTS.

Motion by Trustee Adrian, second by Trustee Mooney, to approve proposed ordinance amendment #2016-07 AN ORDINANCE TO UPDATE SCHOOL BUS WARNING LIGHT REGULATION TO INCLUDE AMBER LIGHTS. Motion carries 6-1 by acclamation with Utter voting nay.

c. Discussion and action to prioritize the facilities security upgrade as recommended by Police Chief Sherven.

Police Chief Sherven provided an overview of the facilities security upgrade proposal. He reported the biggest priority is the key reader access upgrades for Village Hall. The rest of the upgrades would be spread out over 2-3 years.

The Board directed Chief Sherven to put together an RFP and obtain bids.

d. Discussion and possible action on capital communications request recommended by fire department.

Motion by President Czebotar, second by Trustee Mooney, to approve the capital communications request recommended by the fire department to expend 25,000 to buy the needed local radio equipment. Motion carries 6-1 by acclamation with Utter voting nay.

e. Report from Police Chief Sherven on internet safe zone policy

Chief Sherven provided the completed internet safe zone policy.

The Board directed Chief Sherven to proceed with the policy and provide future updates on the progress of the policy.

f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
No action taken.

- 7. CLOSED SESSION. Motion to convene in closed session in accordance with Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3).**
Motion by President Czebotar, second by Trustee Kolk, to convene in closed session in accordance with Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3) at 7:20 p.m. Motion carries 6-1 on a roll call vote Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-noe.
- 8. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.**
Motion by President Czebotar, second by Trustee Utter, to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session at 9:20. Motion carries 7-0 on a roll call vote Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-aye.

Motion by President Czebotar, second by Trustee Utter, for the Village President to send prepared letter to School Board President in response to the School District's offer to purchase the land at 6009 Johnson Street. Motion carries 7-0 by acclamation.

9. **ADJOURNMENT.**

Motion by Trustee Utter, second by Trustee Adrian, to adjourn at 9:23 p.m. Motion carries 7-0 by acclamation.

Respectfully Submitted by,
Cassandra Suettinger, Village Clerk/Deputy Treasurer

DRAFT

**VILLAGE OF MCFARLAND
VILLAGE BOARD
Monday, August 29, 2016**

1. **CALL TO ORDER.** Village Board President Brad Czebotar called the regular meeting of the McFarland Village Board to order at 3:02 p.m. in the Community Room of the McFarland Municipal Center.
2. **ATTENDANCE ROLL CALL.** Village Board members present: Trustees Jerry Adrian, Stephanie Brassington, Brad Czebotar, Dan Kolk(joined at 3:05 p.m.) Mary Pat Lytle, Clair Utter and Tom Mooney.
Staff Present: Village Administrator Matt Schuenke, Village Clerk Cassandra Suettinger, Community Development Director Pauline Bonness, Public Works/Utilities Director Allan Coville, Library Director Heidi Cox, Fire & EMS Chief Chris Dennis, Police Chief Craig Sherven, Finance Director Kelsy Boyd, Senior Outreach Services Director Lori Andersen, and Communications and Technology Manager Eric Redding
3. **Discussion and possible action on accepting FEMA grant award no. EMW-2015-FO-03029 for the Assistance to Firefighters Grant Program.**
Motion by President Czebotar, second by Trustee Utter, to accept FEMA grant award no. EMW-2015-FO-03029 for the Assistance to Firefighters Grant Program. Motion carries 7-0 by acclamation.
4. **Discussion with Department Heads on prioritizing identified organizational strategic goals for 2017.**
Village Administrator Schuenke provided an overview of the 2016-2017 strategic goals, and provided recommendations on committee assignment, staff assignment, and a direction for each goal for 2016-2017. Village Board members and Department heads provided feedback on the goals and assignment for 2016-2017. The Board directed that a progress report be provided to the Board quarterly.
5. **Adjournment.**
Motion by President Czebotar, second by Trustee Utter, to adjourn at 5:27 p.m.

Respectfully Submitted by,
Cassandra Suettinger, Village Clerk

2016/2017 - Village Board Goals

****All goals should be consistent with the Village Mission statement and vision statement.**

I. Goal: A healthy and growing, regionally and globally integrated economy that supports local initiatives.

	Action steps	Comm	Staff	Status
1	Completion/Implementation of branding initiative, what is McFarland's identity?	Community Development Authority	Boness	Joint discussion with Comm/Tech. Develop RFP, select consultant. Next step after Comp Plan.
2	Development of downtown plan-study was done many years ago, study needs to be re-done.	Consolidated with Comprehensive Plan.		Incorporate into Goal I (10).
3	Beautify business area/district and CTH MN using TIF funds.	Public Works	Coville	Begin with Base Plan from Engineer. Expand aesthetics as is necessary. Joint discussion with CDA. Open House, engage public.
4	Explore incentives for current businesses to improve aesthetics	Community Development Authority	Boness	Develop program, policy statement. Approve process for use of funds. Apply to TID's as appropriate.
5	Purchase of Land - pursue the purchase of land more aggressively to promote growth and annexation.	Plan Commission CDA	Boness	Pursue current opportunities, find new. As needed and as funds are available. Should offset needs.
6	All meetings/agenda should be continually updated on website.	All	Suettinger Schuenke	Agendas out sooner, more review time Timely minutes. Streamline process, consistent. Set realistic deadlines.
7	Review and simplify processes that hinder business development to become business friendly.	Plan Commission	Boness	Review zoning and subdivision code. Improve use of website. Development checklist, guidebook.
8	Create new resident/business/government interface on website.	Communications and Technology	Redding	Update content, reformat. Explore new tools. Centralize vs. decentralize.
9	Develop Village Wide fiber and/or wireless infrastructure plan	Communications and Technology	Redding	Consider preparing IT Plan. Explore comparables. Prepare infrastructure where possible. Investigate opportunities.
10	Complete Comprehensive Plan update.	Plan Commission	Boness	Currently underway. Work with consultant. Meet deadlines, remain efficient. Work in downtown plan from I (2).

2016/2017 - Village Board Goals

I. Goal: A healthy and growing, regionally and globally integrated economy that supports local initiatives. (CONTINUED)

	Action steps	Comm	Staff	Status
11	Focus on Village wide Business Development - Aggressively seek new business or expansion	Community Development Authority	Boness	Combine efforts with Comp Plan, I (10) Consider consultant as part of I (1)
12	Growth of the Community Development Authority Committee - align committee with Village goals.	Community Development Authority	Boness	Review charge as approved in Ord. Consider updating purpose. Align with Goals I (1) (4) (5) (11) (13)
13	Hire consultant to review/study business plan for McFarland.	Consolidated with Business Development.		Incorporate into Goal I (11).
14	Develop better relationship with Chamber of Commerce.	Village Board	Schuenke	Inform board of meetnig schedule. Coordination with Exec Director. Improve visibility. Partner with Comm Devel Director.
15	Develop a business corrdior, i.e. CTH MN.	Plan Commission	Boness	Address in comp plan. Partner with Downtown Plan review.

II. Goal: A well-run, efficient and responsive government that provide high levels of quality-of-life services to the community.

	Action steps	Comm	Staff	Status
1	Have joint meetings between Village Board and other Village entities and stakeholders to ensure objective coherence(i.e. Library Board, Police & Fire Commission, School district).	Village Board	Schuenke	Coordinate at least annually. Partner with other groups as needed. Prepare agendas to organize discussion Consider in the first half of the year.
2	Meet with Community Associations annually to address collaborative efforts, establish fees (i.e. Soccer Association, Softball Association, Youth Center, etc.) <i>Policy that all 401cs report to Village.</i>	Village Board	Schuenke	Coordinate fundraising events. Facilitate special event permits. Develop facility use policy, permit. Coordinate at least annually.

2016/2017 - Village Board Goals

II. Goal: A well-run, efficient and responsive government that provide high levels of quality-of-life services to the community. (CONTINUED)

	Action steps	Comm	Staff	Status
3	Improve community communication - All forms including website and Outlook	Communications and Technology	Redding	Reformat Outlook newsletter. Consider electronic distribution. Expand social media.
4	Review purchasing policy.	Finance	Boyd	Disposal of public property. Review, revise existing policy. Update fiscal manual. Evaluate effectiveness, efficiency.
5	Research regional transit & other transportation options/funding sources. <i>Assign to PW committee?</i>	Public Works	Coville	Continue work of Transp Committee Review within Comp Plan, I (10) Address Senior Component Expand public transportation.
6	Create community center development strategy and plan - <i>Potentially hire consultant per results of last Ad Hoc committee</i>	Village Board	Schuenke	Continue to work with School Dist. Add funds for Facility Planning. Consistent in approach. Committ to location.

III. Goal: A safe, healthy, and secure community.

	Action steps	Comm	Staff	Status
1	Develop long-term recreation infrastructure plan for space and usage including park equipment for special needs children. <i>Possibly work with occupational therapists and physical therapists already available through School District.</i>	Parks	Coville	Partner with Library, Library Board Update Parks Plan, repurpose uses. Maintain relationship with School Include opportunities in Cap Budget
2	Develop traffic plan to handle increased traffic flow in the Village.	Consolidated with Transportation Review.		Incorporate into Goal II (5). Joint discussion with Public Safety Improve Pedestrian Safety.
3	Complete comprehensive building security plans for all Village Buildings	Public Safety	Sherven	Complete radio upgrade. Complete Key Reader RFP. Incorporate improvements over time.

2016/2017 - Village Board Goals

IV. Goal: A government that promotes and supports active citizenry participation in the community				
	Action steps	Comm	Staff	Status
1	Get more stakeholder involvement in community development plans and the community's vision	Community Development Authority	Boness	Review opportunities in code, comp Consider other options for input
2	Research committee structure efficiency and communication.	Village Board	Schuenke	Suggest Comm. Combinations Improve work flow, efficiency. Simplify agendas and minutes.
3	Increase Trustee/Staff outreach to neighborhoods	Village Board	Schuenke	Maintain local presence. Meet with Community Associations Increase visibility at meetings, events
4	Record and report issues and concerns of citizens who contact Village Staff to Village Board.	Village Board	Schuenke	Use monthly reports at meetings. Exercise discretion on contacts.

2nd Contact
 Village of McFarland
 McFarland Chamber
 237 Pine



STREET USE PERMIT APPLICATION

Fee: None

Name of Applicant or Organization: <u>Sarah Cayou</u>	
Address: <u>5108 RUSTIC WAY McFarland</u>	
Name of Person in Charge: <u>Sarah Cayou</u>	
Address: <u>same</u>	Phone: <u>[REDACTED]</u>
Date of Function: <u>Sunday Sept. 25, 2016</u>	Time: <u>4-7pm</u>
Description of the portion of street to be used:	
Number of people expected: <u>30</u>	Purpose of function: <u>Block Party</u>
When will the area be cleaned following the function: <u>after party 7:00 PM</u>	

Sarah Cayou hereby agrees to hold harmless the Village of
(Applicant Name)
 McFarland for any and all claims connected with or arising out of the usage of the street
 specified under this Street Use Permit.

S. Cayou Applicant Signature 8/22/16 Date

Approved by Police Chief [Signature]
 Approved by Fire Chief [Signature] 8/25/16
 Approved by D.P.W. [Signature] 8/25/16

**Appointment of Additional Election Inspectors
Term: September 12, 2016-December 31, 2017**

NAME
Allbough, Bonnie
Erstad, Carol
Haley, Mary
Howery, Craig
Howery, Sharon
Krusiec, Kathy
Larson, Deann
Lobes, Carol
Maritas, Judith
Martino, Sam
Mason, Jill
Orvis, Mary
Sherman, Rob
Sims, Terre
Smith, Sue
Staszewski, Carolyn
Staszewski, Ron

Village of McFarland

BUS INESS

September 12, 2016

RESOLUTION # 07-2016

RESOLUTION REQUESTING EXEMPTION FROM COUNTY LIBRARY TAX

WHEREAS the Dane County Board has established a county library and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes, and

WHEREAS the Dane County Library Board has determined that the library serving the Village of McFarland meets the minimum standards of operation established by County Board Resolution 185, 2011-2012 and later amended by County Board Resolution 98, 2013-2014 in compliance with Section 43.11 (3) (d) of the Wisconsin Statutes, and

WHEREAS Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city which levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the city or village for the current year, and

WHEREAS the Village of McFarland will appropriate in 2016 and expend in 2017 an amount in excess of that calculated above in support of its library,

NOW THEREFORE BE IT RESOLVED that the Village of McFarland hereby requests of the Dane County Board of Supervisors that the Village of McFarland be exempted from the payment of any tax for the support of the County Library Service as provided in Section 43.64 (2).

BE IT FURTHER RESOLVED that confirmed copies of this resolution be forwarded by the Village clerk to the following party:

Tracy Herold, Director
Dane County Library Service
1819 Aberg Av.
Madison, WI 53704

VILLAGE OF MCFARLAND

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Village Clerk

RESOLUTION 07-2016

MOTION

SECONDED

ACTION

DATE

Adopted

Referred

Tabled

Withdrawn

Defeated

Published

INDIVIDUAL VOTING RECORD

Adrian

Lytle

Brassington

Utter

Czebotar

Mooney

Kolk

VOTING RESULTS

Motion Carried:

Motion Defeated:

	EXEMPT LIBS	2015 VAL	2016 VAL	2016 APP	2017 Min App
Villages	Belleville	\$147,397,200	\$154,140,300	\$215,560	\$64,848
	Belleville Green	\$33,733,300	\$35,739,900		
	Black Earth	\$97,874,900	\$104,649,500	\$102,533	\$35,740
	Cambridge	\$130,758,500	\$135,918,100	\$61,200	\$48,330
	Cambridge Jefferson	\$5,369,500	\$5,596,500		
	Cross Plains	\$335,977,600	\$341,017,100	\$250,250	\$116,465
	Deerfield	\$173,784,600	\$174,535,500	\$141,438	\$59,608
	DeForest	\$782,943,200	\$908,458,600	\$477,182	\$310,259
	Marshall	\$163,682,200	\$173,089,100	\$176,000	\$59,114
	Mazomanie	\$141,121,300	\$142,618,800	\$90,602	\$48,708
	McFarland	\$761,060,200	\$780,036,800	\$464,419	\$266,400
	Mount Horeb	\$594,279,000	\$628,619,500	\$436,796	\$214,688
	Oregon	\$901,081,000	\$976,575,500	\$505,927	\$333,523
	Waunakee	\$1,439,020,900	\$1,521,075,500	\$688,402	\$519,482
	Cities	Fitchburg	\$2,433,100,600	\$2,575,789,200	\$1,663,679
Madison		\$22,968,927,350	\$23,834,891,850	\$16,288,836	\$8,140,160
Middleton		\$2,478,210,100	\$2,760,931,100	\$1,194,521	\$942,921
Monona		\$1,013,817,900	\$1,041,371,700	\$518,187	\$355,652
Stoughton		\$923,322,500	\$962,317,400	\$560,495	\$328,653
Sun Prairie		\$2,438,813,600	\$2,613,243,100	\$1,315,607	\$892,482
Verona		\$1,630,844,600	\$2,294,518,100	\$748,268	\$783,630
Exempt Total	\$39,595,120,050				
County Total	\$54,247,628,050				
2017 Tax Base	\$14,652,508,000				
DCL appropriation				\$5,004,166	
2016 County library tax levy rate				0.0003415228	

Department Head Merit Pay Program Feedback

September 12, 2016 Village Board Meeting

Overall the 2016 pilot of the merit pay program received relatively positive feedback from Department Heads; however, there were some concerns

Department heads all emphasized the key to the success of the program will be ensuring the program is adequately funded. The Department heads also discussed administering the program as part of the budget process. Employee evaluations would occur in the fall with grid point adjustments and merit pay figure submitted as part of the budget. This would allow for the merit program to be awarded truly on the basis of merit, as opposed to, making merit awards fit within a set amount of money provided in the budget. This would ensure employees who are eligible for merit increases are not competing for a set amount of funds that could vary greatly from year to year based on how many employees are eligible for grid point adjustments versus merit pay adjustments.

Additional items for consideration:

1. Due to the nature of certain positions, concerns with difficulty of ability to achieve the “above and beyond” designation linked to merit pay. Additional training would be required for these positions to be able to equitably be able to achieve above and beyond designation which would require additional funds.
2. Concerns addressing pay scale ranges for positions that have taken on additional duties.
3. Question on whether the merit pay program will impact future negotiations with the represented employees?

Cassandra Suettinger

From: Matt Schuenke
Sent: Friday, September 02, 2016 4:14 PM
To: Cassandra Suettinger, Kelsy Boyd
Subject: FW: Compensation Plan

FYI

From: Heidi Cox [<mailto:hcox@mcfarlandlibrary.org>]
Sent: Friday, August 26, 2016 3:28 PM
To: Matt Schuenke
Subject: Compensation Plan

Hi Matt,

I think that the merit pay plan worked out this year. Those that were still in the grid got a bump up and others qualified for a merit increase if there was enough money left over. Since there really isn't a "plan" it could get trickier if either the staff changes over and more people are in the grid or more people get to the top of the grid and then they are competing for the merit increase. Since we have so many part-time people at the library, it's difficult to go over and above. When they are here, most of them are on the desk. For them to go over and above we need more money for training and hours. I've added money to the training line of the library budget for 2017 to try to address that.

Heidi

Heidi Cox, Director
PO Box 80
E.D. Locke Public Library
5902 Milwaukee St.
McFarland, WI 53558
608-838-9030

Total Control Panel

[Login](#)

To matt.schuenke@mcfarland.wi.us [Remove this sender from my allow list](#)
From hcox@mcfarlandlibrary.org

You received this message because the sender is on your allow list

Cassandra Suettinger

From: Matt Schuenke
Sent: Friday, September 02, 2016 4 14 PM
To: Cassandra Suettinger
Cc: Kelsy Boyd
Subject: FW: Comp Plan / Evaluation Process

FYI

From: Allan Coville
Sent: Tuesday, August 23, 2016 9:14 AM
To: Matt Schuenke
Subject: Comp Plan / Evaluation Process

Matt,

The Comp Plan / Evaluation process was completed. The process went well. We tied the comp plan with the evaluation process and used the merit to be the incentive for each employee. It was timely but seemed to work well.

It is important to recognize that the Village Board needs to set a side money yearly or the program will not be successful.

Allan Coville
Village of McFarland
Director Public Works / Utilities
(608) 838-7287 fax (608) 838-6823

RESOLUTION # 08-2016

A RESOLUTION REQUESTING ADEQUATE AND SUSTAINABLE FUNDING FOR WISCONSIN'S MULTI-MODAL TRANSPORTATION SYSTEM.

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, high quality and fast transit systems are critical to attracting businesses and people to urban areas, yet state funding for transit is less today than it was five years ago; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the Village Board recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the

condition of our state and local roads as well as local transit systems will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED the Village Board urges the Governor and Legislature to #JustFixItWI and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's multi-modal transportation system. Furthermore, the Village Board directs the Clerk to send a copy of this resolution to our State Legislators, Governor Scott Walker and the League of Wisconsin Municipalities.

VILLAGE OF MCFARLAND

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Village Clerk

RESOLUTION 07-2016	
MOTION	SECONDED
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Lytle
Brassington	Utter
Czebotar	Mooney
Kolk	
VOTING RESULTS	
Motion Carried:	
Motion Defeated :	

- UPDATED -
INTERGOVERNMENTAL AGREEMENT
AMONG THE CITY OF MADISON, DANE COUNTY MUNICIPALITIES,
AND THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY
For a Consolidated Police Records Management System (RMS)
2016

PARTIES:

The parties to this Agreement are the City of Madison, a Wisconsin municipal corporation, hereafter “City of Madison”, the following Dane County, Wisconsin municipalities, listed in no particular order, and the Board of Health for Madison and Dane County, on behalf of Public Health-Madison and Dane County (“PHMDC”), a local city-county health department, hereinafter referred to individually by name, or collectively as the “parties” or “agencies.” When used herein, “agency” or “agencies” includes the Madison Parks Division which is not a party to the IGA but will receive services under the City of Madison’s participation as a party to this agreement.

1. City of Stoughton	8. Village of Marshall
2. Town of Madison	9. Village of McFarland
3. Village of Belleville	10. Village of Oregon
4. Village of Brooklyn	11. Village of Shorewood Hills
5. Village of Cottage Grove	12. Village of Waunakee
6. Village of DeForest	13. Public Health-Madison & Dane County (Animal Services)
7. Village of Maple Bluff	Also participating through the City of Madison: Madison Parks Division – Park Rangers and other enforcement staff.

RECITALS:

WHEREAS, the City of Madison Police Department currently maintains a consolidated, computerized records management system comprising a variety of software programs that allow the City of Madison and the police departments and other enforcement agencies listed above to process, maintain, and share their computerized law enforcement and other enforcement records and data (the Records Management System or RMS); and

WHEREAS, this arrangement has been formalized through an “Intergovernmental Agreement (IGA) executed on June 6, 2005 and amended by Amendment #1 on October 11, 2007. Due to various changes in the regional consortium members, systems, and governance, the Original IGA has become out-of-date in a number of respects and requires further updates; and

WHEREAS, the Madison Police Department hosts and maintains the RMS computer systems and implements, trains, and provides technical support services to the participating agencies; and

WHEREAS, the parties listed above wish to continue the relationship through an updated IGA.

- UPDATED -
INTERGOVERNMENTAL AGREEMENT
AMONG THE CITY OF MADISON, DANE COUNTY MUNICIPALITIES,
AND THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY
For a Consolidated Police Records Management System (RMS)
2016

UPDATED INTERGOVERNMENTAL AGREEMENT:

NOW THEREFORE, the City of Madison and each of the parties listed above hereby enters into an intergovernmental agreement under Wis Stat. Sec. 66.0301 for the purpose of continuing to utilize a shared Records Management System for their mutual benefit as further described herein (“Agreement”), and for the benefit, health, safety and welfare of the public. This Agreement shall supersede and replace the “Intergovernmental Agreement Among The City Of Madison, Wisconsin And Sixteen (16) Dane County Municipalities For a Consolidated Police Records Management System (RMS)” and Amendment #1 thereto (“Original IGA”). By executing this Agreement, each party hereto agrees that the Original IGA shall be considered terminated as of the date of the final signature of the final party hereto, notwithstanding any other termination procedures in that document to the contrary, and shall be superseded by this updated IGA.

1. **Definitions.** When used herein, “Agreement” shall refer to this agreement together with Exhibit A, Exhibit B, and Appendix 1, which are attached and incorporated hereto. If not defined within the text of the Agreement, capitalized terms are defined in the “Definitions” section of Exhibit A.
2. **Purpose:** The Purpose of this Agreement is to continue an Intergovernmental Agreement under Wis. Stat. Sec. 66.0301 for the purpose of providing shared records management and related systems for the City of Madison and each Agency listed above, thereby continuing the shared Records Management System (“RMS”) that was created by the Original IGA in 2005, as modified by this Agreement. This Agreement will enable each Agency to utilize the same technologies utilized by the City of Madison Police Department in collecting, maintaining, storing and retrieving data; and enable each law enforcement agency to access data and information of each of the other parties.
3. **Term and Automatic Renewal:** The initial term of this Agreement shall commence upon the final signature and with the approval of the governing bodies of each party and shall continue until December 31, 2018. This Agreement shall automatically renew at midnight on December 31, 2018 for a period of two (2) years, and shall likewise renew for subsequent terms of two (2) years thereafter, unless any party has been terminated or cancels under Section 7., Termination, or if any agency provides written notice of non-renewal to the City of Madison and to all other parties at least 180 days prior to the end of the Agreement term. Notice shall be given as provided in Section IX, Notices.
4. **Scope of Services, Costs and Payment.** The Scope of Services shall be as described in **Exhibit A**, “Scope of Services,” attached and incorporated herein. The costs and payments associated with this Agreement shall be as described in **Exhibit B**, “Annual Maintenance Costs and Payment,” attached and incorporated herein.
5. **Addition of New Agencies.** As of September 6, 2006, the Chief of Police of the City of Madison was authorized by the Madison Common Council to add new law enforcement agencies to this Agreement, upon his/her sole discretion, when deemed appropriate for the benefit of the City of Madison and all of the parties. Such additions shall not require

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INTERGOVERNMENTAL AGREEMENT
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formal amendment procedure under Section 14. nor the approval or signatures of the current participating agencies.

- A. The City of Madison Chief of Police may add or remove law enforcement or other enforcement agencies having a need for management of its citation and enforcement records without formal amendment of this Agreement.
- B. The City of Madison Chief of Police, upon adding a new agency, or upon exercising the responsibilities in Exhibit A and B, may revise Exhibits A and B without formal amendment, in order to implement changes in cost sharing brought about by the addition or removal of a police agency and make appropriate adjustments to Exhibits A and B and Appendix 1 as necessary to reflect the new agency or agencies.
- C. Other revisions to Exhibits A and B may be needed to reflect changes or upgrades in software or services brought about by the addition of the new agency or upon the discretion of the City of Madison as part of its responsibility to administer and host LERMS and the other systems comprising the RMS. However, it is not the intent of this section to allow the City of Madison to make unilateral and substantive changes in the description of basic services and responsibilities of each party under the Agreement.
- D. **Procedure to add new Agencies:** The City of Madison shall notify each current agency, in writing, using the Notice procedures under Section 19., when a new agency will be added. Such notification shall be sent prior to the new agency “going live” in the RMS system. The notification shall include the copies of revised Exhibits, Appendix I, and any other necessary revisions, and instructions for replacing the revised documents.

A new agency, prior to being added, shall agree to be bound by the terms of the existing Agreement (as amended herein, or in the future, and including any additions of other agencies), shall become a Party to the Agreement and shall indicate such agreement in writing by signature(s) of authorized official(s) of that municipality/agency prior to any work or services being performed.

6. Release of RMS Data to Other Parties:

A. **Public Records Requests.** Any Data converted, transferred, entered or stored on the RMS shall be the sole property of the party that produced the Data, with each party granting to each other consent to use and review the Data only for lawful purposes and in accordance with other procedures described herein. Such Data shall be used solely for valid public safety purposes according to law and the policies of each party. The parties intend the City of Madison Police Department through its role under this Agreement and the Original IGA, to be a “local information technology authority” under Wis. Stat. sec. 19.35(7). Therefore, the parties agree that neither the City of Madison, the Madison Police Department, nor the consortium as a whole is the records custodian of the combined records contained in the RMS. Each party shall be responsible for responding to Freedom of Information Act (“FOIA”) requests, Wisconsin public records

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requests under Wis. Stats. Ch. 19. (“Open Records Requests”), and any other requests from any requestor, to view, access, or release its own Data, consistent with Wis. Stat. sec. 19.35(7)(b) No party shall allow access to or release the Data of another party to anyone who is not a valid / authorized user of one of the parties to this Agreement, except for Data shared with WIJIS as described in paragraph B, below. If a request is made to one party for access or release of Data of another party, the requestor shall be directed to the party that produced that Data.

The provisions of this sec. 6.A. shall continue to apply to any terminated, canceled or non-renewed party that maintains Level #4 (inquiry-only access) to their Data and until such time as the agency has removed their Data under sec. 7.C.iv.

B. Wisconsin Justice Information Center Justice Gateway (WIJIC):

- i. The City of Madison has been asked to executed a Memorandum of Understanding with the Wisconsin Department of Justice Crime Information Bureau for Participation in the WIJIS Justice Gateway (hereafter, “WIJIS MOU”), which is a statewide criminal justice data sharing initiative of the Wisconsin Department of Justice with local data provided through an interface from the RMS to the WIJIS system. This interface provides for an automated extraction and population of law enforcement subject and case record description pointer records, matching WIJIS data and information sharing specifications. This interface also provides additional law enforcement case record information when such information is requested by eligible law enforcement agencies through a WIJIS subject record query.
- ii. The City of Madison would be a “Lead Agency” as that phrase is used in the WIJIS MOU and the other parties to this Agreement will be considered Partner Agencies. The LERMS interfaces with the WIJIS Justice Gateway and therefore all law enforcement records stored in LERMS under this Agreement would be provided to the WIJIS Justice Gateway under the interface described above, but only if a party has executed their own MOU with the Wisconsin Department of Justice Crime Information Bureau for participation in WIJIS unless the party has opted out of WIJIS as described below.
 - iii. **WIJIS Opt-Out:** If the City of Madison goes forward with the WIJIS MOU, MPD will provide each party to this agreement an official written notice under Section 19 of not less than 30 calendar days prior to signing the MOU. Any party that wishes to be excluded from WIJIS submissions must provide a written notice back to MPD within 10 business days of receiving MPD’s notice, also using the requirements of Section 19.
 - iv. The WIJIS MOU, once signed by the City of Madison and the appropriate State of Wisconsin agency, shall be deemed an exhibit to and incorporated herein by reference as to all parties except those who have opted out under paragraph iii. above.

7. Termination:

A. Termination by the City of Madison for Cause. If through any cause, any agency shall fail to fulfill in timely and proper manner its obligations under this Agreement or if any agency shall violate any of the terms or conditions of this Agreement, the City of Madison shall have the

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right to terminate this Agreement as to that agency by giving notice of such failure or violation to that agency under the Notice procedures provided in Section IX, Notices. Upon receipt of such notice the agency shall have thirty (30) days to cure such failure or violation or the Agreement shall terminate as to that agency. The procedures under paragraph C., below, shall apply to the terminated agency. If any agency is terminated after June 30 of any year, the Agency shall be required to pay to the City of Madison its entire annual maintenance and support costs for the following year as described in Exhibit B, regardless of whether that agency receives services under this agreement during that year. Termination as to one Agency shall not affect the Agreement as to the other Agencies except for purposes of maintenance and support cost adjustment, described in Paragraph C.2, and Exhibit B.

B. Termination or Cancellation by City of Madison or any Agency, no cause, payment.

Termination by the City of Madison: The City of Madison may terminate this agreement without cause by giving all parties written notice of not less than one (1) year. During the ensuing year the City of Madison will work with all other remaining agencies to negotiate terms for the transition or termination of the RMS as a whole but retains the right to terminate and cancel its hosting of the RMS and all of its obligations hereunder without cause.

Termination or cancellation by other Agencies:

Timely Notice by June 30: Any Agency may cancel or terminate their participation in this Agreement without cause by giving all of the other parties written notice of its intent to cancel by June 30, using the notice procedures in Section 19, for such termination to be effective as of December 31 of the calendar year in which the notice was given. When such notice is given by June 30, that agency will not be responsible for the annual maintenance and support fees in Exhibit B for the following calendar year and such fees for the following year will be recalculated among the remaining agencies using the process described in Exhibit B. The terminating agency will have full access to the system through December 31 of the year that notice is given, with access reduced to Level #4 inquiry only (“read-only”) from January 1 to December 31 of the following year (see section C.i. below.)

Late notice: There is no option for an Agency to terminate after June 30 of a given year. If the intent to cancel is received after June 30, the Agency shall pay to the City of Madison its entire portion of the annual maintenance and support costs described in Exhibit B for the following year and may retain full access to the system during that year, but is not obligated to do so. The agency will be deemed to have given notice prior to June 30 of the following year and will follow the procedures outlined above under “Timely Notice.” This is in recognition of the complexity of the RMS, the parties’ interreliance on one another for successful continued use; to allow time to renegotiate any contracts with software and support providers as necessary, and to allow time for

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remaining agencies to budget for a larger percentage of the annual maintenance fees due under Exhibit B for the following year(s).

See Appendix XX for a chart explaining these procedures. (TBA)

C. Procedures upon Termination, Cancellation or Non-Renewal of Any Agency.

- i. **Read-only access, records requests.** If any agency is terminated, cancels or non-renews their participation in this Agreement the City of Madison shall restrict all passwords and log-ins issued to that agency to #4 access (inquiry only or read-only) as defined under “Levels of Authority” in Exhibit A, Paragraph 1., as of the date of termination, cancellation or non-renewal and for a period of up to one (1) year. During this time, the agency is responsible for all costs related to this access, including but not limited to: any required software licensing for read-only access, connectivity costs including server license and maintenance fees, any configuration, installation or reinstallation, etc. and shall pay all invoices from the City of Madison for such purposes within thirty (30) days of billing. Further, section 6. A. of this Agreement will continue to apply to public records requests for the agency’s Data consistent with Wis. Stat. sec. 19.35(7)(b). At the conclusion of one year of Level #4 access, that agency will have no further access to the RMS and must take a copy of their Data and pay for any data conversion costs, as described in sec. iv. below.
- ii. **Recalculation of annual maintenance.** Upon the termination, cancellation or non-renewal of any agency, the percentages that form the basis for annual maintenance and support fees described in Exhibit B, Table 1 shall be reapportioned among the remaining agencies according to the procedures described in Exhibit B, Paragraph D.
- iii. **Forfeiture of software licenses.** A terminated, canceled or non-renewed agency will forfeit any software licenses provided to the agency under this Agreement and must demonstrate that all such software has been de-installed from their agency according to the terms of the applicable license agreement(s). Any extra licenses will be redistributed to remaining agencies as needed, if permitted under the applicable license agreement(s). Notwithstanding the foregoing, the agency may retain licenses needed for inquiry-only (Level #4) access under sec. i. above for a period of one (1) year.
- iv.. **Data extraction.** A terminated, canceled or non-renewed agency will be entitled to a copy of their Data under the respective ORI, as that term is defined in Exhibit A, upon written request to the City of Madison. If an agency requests and the City of Madison agrees to perform any services to facilitate reconversion of Data for that agency, any work so performed shall be billed to that agency at an hourly rate to be determined by the

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City of Madison, based upon the hourly pay rate for City of Madison employee(s) performing the work or the fair market rate for such services if hired privately, and shall be paid within thirty (30) days of billing. Agencies will have 365 days after the effective date of termination or cancelation to complete the data conversion process, or obtain a copy of their data as described within this paragraph.

8. **Non-Discrimination:** In the performance of this Agreement, each party agrees not to discriminate against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. Each party further agrees not to discriminate against any subcontractor or person who offers to subcontract on this agreement because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.
9. **Liability:** Each party shall be responsible for the consequences of its own acts or omissions and those of its employees, boards, commissions, agencies, officers and representatives, and shall be responsible for losses, claims and liabilities which are attributable to such acts or omissions. Nothing herein shall be construed to limit or otherwise modify the protections and limitations of liability available to the parties under applicable law, including but not limited to Wis. Stat. sec. 893.80.
10. **Compliance with applicable laws.** Each party shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations which may in any manner affect this Agreement.
11. **Legal Powers and Duties:** Each party understands and agrees that no clause, term or condition of this Agreement shall be construed to supersede the lawful powers or duties of any party.
12. **Controlling Law:** It is expressly understood and agreed to by the parties that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling.
13. **Entire Agreement.**
 - A. The entire Agreement of the parties is contained herein and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.
 - B. This entire Agreement is intended to be an agreement solely among the parties hereto and for their benefit only. No part of the Agreement shall be construed to

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add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

14. **Amendment:** This agreement shall be binding on the parties hereto, and cannot be varied or waived by any oral representations or promise of any agenda or other person of the parties hereto. Any change in any provision of this Agreement may only be made by a written amendment, signed by the duly authorized agent or agents who executed this Agreement, unless another provision is specifically provided for elsewhere in this Agreement.
15. **Severability.** If any provision of this Agreement is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this Agreement remain in full force and effect.
16. **No Waiver:** No failure to exercise, and no delay in exercising, any right, power or remedy hereunder by any party shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the party making the waiver. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.
17. **Third Party Rights.** This Agreement is intended to be solely among the parties hereto. Nothing in this Agreement shall be construed to add, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.
18. **Goodwill:** Any and all goodwill arising out of this Agreement shall be shared equally by the City of Madison and all of the parties.
19. **Notices:** All notices to be given under the terms of this Agreement shall be in writing and signed by the authorized agent of the party serving the notice and shall be sent by

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registered or certified mail, return receipt required, postage prepaid, or hand delivered to the persons designated below:

FOR THE CITY OF MADISON: Chief of Police Michael C. Koval
 Madison Police Department
 211 South Carroll Street
 Madison, WI 53703

FOR EACH AGENCY: See Appendix 1

COURTESY NOTICE TO THE c/o Chief Scott Gregory
REGIONAL AGENCIES Town of Madison Police Department
STEERING COMMITTEE: 2120 Fish Hatchery Road
 Madison, WI 53713

20. **Authority:** Each party represents that it has the authority to enter into the Agreement and that all necessary procedures have been followed to secure authorization to enter into this Agreement from the party's respective governing body. Each person signing the Agreement represents and warrants that he or she has been duly authorized to do so.
21. **Counterparts.** This Agreement may be signed in counterparts which, when taken together, shall be effective as if all signatures appeared on the same original document.

IN WITNESS WHEREOF, the parties hereto, by their respective authorized agents, have caused this Updated Intergovernmental Agreement to be executed.

CITY OF MADISON, WISCONSIN
a municipal corporation

on behalf of the Madison Police Department
and Parks Division:

Approved by:

By: _____
Michael Koval, Chief of Police
City of Madison Police Department

Date: _____

By: _____
Paul R. Soglin, Mayor

Date: _____

By: _____
Maribeth Witzel-Behl, City Clerk

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INTERGOVERNMENTAL AGREEMENT
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Date: _____

Approved as to Form:

David Schmiedicke, Finance Director,
City of Madison

Michael P. May, City Attorney, City of Madison.

Date: _____

Date: _____

FOR THE VILLAGE OF MCFARLAND:

VILLAGE OF MCFARLAND, WISCONSIN

By: _____
Brad Czebotar, Village President

Date: _____

By: _____
Cassandra Suettinger, Village Clerk

Date: _____

EXHIBIT A
to the
Intergovernmental Agreement Among the City of Madison, Wisconsin
and Dane County Municipalities / Agencies for a
Consolidated Records Management System (RMS)

SCOPE OF SERVICES

1. Definitions:

Computer Aided Dispatch System (“CAD”): Highly specialized telecommunications and geographic technology that supports public safety emergency response operations.

Data: For purposes of this Agreement, Data shall be any piece of information produced by a department/agency of any party that is converted, digitally created, collected, and stored on the Records Management System while that agency is a valid party to this Agreement.

Data Entry Procedures: Procedures provided by LERMS vendor and the City of Madison describing data entry standards, usage, and procedures for the RMS.

Levels of Authority: General levels of access that a user has to RMS data. Level #1 = authority to enter data, Level #2 = authority to store data, Level #3 = authority to revise data, and Level #4 = authority to view data (“inquire.”)

Law Enforcement Records Management Software (“LERMS”) is the suite of software for the storage and management of records licensed to the City of Madison by Tyler Technologies, Inc.’s New World Public Safety division. LERMS is the primary system upon which records are stored and shared among the parties which, together with the other products and systems listed in Section XX herein, forms the RMS as defined herein.

Local Information System Coordinator (“Local ISC”): Per each department/agency, an employee of said department/agency designated to be responsible for coordinating with City of Madison police department staff for implementation, training, and technical support for that agency under this Agreement.

Madison Police Department (MPD)

MPD Information Systems Specialist: A Madison Police Department employee designated to provide technical services and support to the regional agencies for the RMS and related systems as identified within this agreement.

MPD Information Systems Coordinator: A Madison Police Department employee designated to coordinate, manage projects, as well as to supervise technical staff assigned to the RMS as identified within this agreement,

Records Management System (“RMS”): The collaborative system and related work processes for collecting, storing, and sharing of the parties’ public safety records and data, as created by this Agreement.

Regional Agencies Steering Committee: A work group of individuals designated by the participating agencies to provide additional direction for the prioritization of projects, and general oversight of the RMS, staff, and related systems.

Virtual Private Network (VPN): extends a private network across a public network, such as the internet. It enables users to send and receive data across shared or public networks as if their computing devices were directly connected to the private network, and thus are benefiting from the functionality, security and management policies of the private network. A VPN is created by establishing a virtual point-to-point connection through the use of dedicated connections, virtual tunneling protocols, and encryption.

2. Summary of Records Management System:

The RMS seeks standardize, where possible, business and records management processes among the departments/agencies of all of the parties to facilitate data processing and immediate electronic information retrieval and data exchange among the parties. The RMS will utilize and expand the Tyler Technologies Inc./New World Systems“ public safety software suite (LERMS) utilized and hosted by the City of Madison Police Department. Each agency shall be responsible for the entry and maintenance of all data into LERMS thus forming the greater RMS system.

Each party will have access and authority to enter, store, revise, and view its own Data and law enforcement agencies will have the ability to view the Data of all other parties.

The parties will also have access to the other software / systems related to law enforcement records management listed in paragraph 5.h. of this Exhibit.

3. Coordination and Communication among the Parties:

- a. **MPD Information Systems Coordinator:** The MPD’s designated contact for purposes of this Agreement is:

Thomas Dull
Madison Police Department
211 S. Carroll Street
Madison, WI 53703
608-267-1171 (office)
608-209-9805 (cell)
tdull@cityofmadison.com

- b. **Information Services Coordinator (“ISC”) for Each Agency:** Each agency shall designate an Information Services Coordinator, and provide that person’s name, title, address, phone number and email address, in writing, to the MPD Information Systems Coordinator and the Regional Agencies Steering Committee.

If the City of Madison wishes to designate another primary contact or any agency wishes to change their Local ISC, that party shall notify all other parties in writing by sending a notice under Section 19 of the IGA,, Notices.

4. (Reserved.)

5. City of Madison Responsibilities:

- a. Provide the host servers (virtual or physical as required) and redundancy (located in a separate, secure, geographic locations for the RMS and related systems, interfaces and applications; data storage; and back up as described in paragraph 7.A.ii. of this Exhibit.

- b. To allow agencies to make a high speed connections through a Virtual Private Network (VPN) software to the City of Madison wide area network..
- c. Provide planning, coordination, and management of projects and technical staff as well as technical services and support for the RMS and related systems and software.
- d.
- e. Provide and coordinate ongoing system administration, maintenance, and technical support services, described in Paragraph 7, below
- f. Administration of the any grant funding. awarded to the City of Madison for purposes of the RMS, or any other Federal, state or local grants that the City of Madison may choose to apply for an accept for purposes of funding the RMS in the future, including requesting extensions when necessary.
- g. Provide annual estimates, percentage adjustments and invoices to each agency for annual maintenance and support as described in Exhibit B.
- h. **Outside Vendors:** The City of Madison is responsible for securing the services or products listed below using required bidding and contracting methods as permitted by any applicable grant requirements, and as required by law or policy of the City of Madison and State of Wisconsin. The City of Madison shall arrange for services and products from the vendors below, or other vendors who in the City's opinion provide equivalent services, and fulfill its obligations under this paragraph using whatever lawful means it deems necessary and suitable. The City of Madison agrees not to terminate its contract(s) with Tyler Technologies, Inc. (formerly New World Systems, Inc.) necessary for the LERMS portion of the RMS while this Agreement is in effect, unless all parties agree, in writing, using the procedures under Sec. 14, Amendment, to engage another vendor.

The Agencies acknowledge that the City of Madison cannot guarantee the participation of any of these vendors and by listing them herein, no third party relationship is created.

Notwithstanding, the agencies understand that their use of the systems and software below is subject to the terms of the City of Madison's licensing agreements and other contracts with the vendors listed below ("vendor contracts") and the agencies agree to comply with the requirements of the vendor contracts and all requests of the City of Madison necessary for the Madison to maintain compliance with the vendor contracts. The City of Madison will provide copies of the vendor contracts to any agency, upon request:

1. Tyler Technologies, Inc.'s **New World Public Safety Division (formerly New World Systems, Inc.)** (Troy, MI) owns licenses and maintains the Law Enforcement Records Management Software (LERMS), Mobile and Field Reporting systems, and related systems interfaces..
2. **Winscribe USA, Inc.** (Chicago, IL) licenses and maintains the voice digital dictation and transcription software.
3. Wisconsin Department of Transportation (Madison, WI) distributes the electronic citation and accident software, Badger TraCS.
4. LEXIS/NEXIS (Alpharetta, GA) provides an online crime data sharing and analytics product called ATACRAIDS. The agencies' use of ATACRAIDS will be subject to completion of the vendor's credentialing process, any applicable paperwork, and compliance with the Contract for Purchase of Services between the City of Madison and LexisNexis Risk Solutions FL Inc. commencing October 1, 2015, particularly Exhibits 1 and 6 of that contract. The agencies are further put on notice that use of the ATACRAIDS service may be deemed as the agency granting an irrevocable license to LexisNexis to the agency's data, as set forth in Exhibit 6, Section II.1., with ownership of the data remaining with the agency.

6. Agency Responsibilities: Each agency shall:

- a. Acquire, maintain and administer necessary hardware equipment and software applications necessary for accessing the RMS from their local site(s).

- b. Provide a local connection (ISP) to the City-County Building wide area network (WAN) capable of communicating via NetMotion.
- c. Designate a local ISC and notify the City of Madison Information Systems Coordinator. Notice shall include name, title or rank if appropriate, work address, phone, email address, and normal hours of work.
- d. Each Local ISC shall identify those members of his/her department who will be users of the RMS, and determine with the Chief of Police, the appropriate level of authority for each user from their agency. The City of Madison MPD Information Systems Coordinator shall assign, in consultation with each Local ISC, the level of authority and "security profiles" for each user based upon information provided by the Local ISC and Chief. The Local ISC shall coordinate with the MPD staff to assign user ID / log-ins and passwords for each user.
- d. Immediately report to MPD staff when an RMS user leaves the employment of the agency for any reason, including retirement, termination, resignation or any other reason.
- e. Ensure that all users from that agency use the RMS for valid public safety purposes only, according to law. Provide configuration and systems information as needed in the implementation and support of the RMS, related systems and applications.
- i. Promptly report any suspected security breaches to MPD staff. Address requests for release of records in accordance with Paragraph 6 of the IGA and as required by law.
- k. Address technical problems and the local level including local connectivity issues, systems/applications usage as applicable, report unresolved problems according to Paragraph 7.B. herein, and follow instructions given by MPD and the agency's local technical support service provider.
- l. Ensure that all data entered onto the RMS shall adhere to "Date Entry Standard Procedures" to be established by the RMS vendor, the City of Madison, and the Local ISC.
- j. Follow repair procedures established by the City of Madison or its vendors for any equipment issued to that agency pursuant to this Agreement. The agency is responsible for arranging any needed equipment repair through the applicable vendor or manufacturer. The cost of repair shall be paid by that agency. Each agency shall be responsible for any lost or stolen equipment at the current replacement cost and shall be responsible for the full cost of any needed repair.

(moved this information to the IGA)

7. In-house Maintenance and Support Services provided by the City of Madison:

- a. **Maintenance.** The City of Madison shall:
 - i. Maintain all of the City of Madison's computer hardware under the City's control associated with the RMS, including performing routine maintenance procedures as needed.
 - ii. Perform back-ups of all RMS server data which includes LERMS, Tracs, and the data from any other system or application that supports the RMS and resides on a City of Madison server, not less frequently than one time per day.
 - iii. Maintain all software licenses, maintenance and support contracts associated with the RMS ("vendor contracts") including installation, minor upgrades and other software related work under the applicable vendor contracts.
- b. **Technical Support to the Agencies** – The City of Madison agrees to provide basic technical support to each agency, related to , the systems and applications within the RMS and essential to its operation, with such work typically performed by the assigned technical support position or other MPD staff as deemed necessary. The City of Madison will provide support and respond to all problems as soon as practicable, if they are properly reported according to these procedures:

- All RMS technical issues shall be first reported to the Local ISC of the agency experiencing the problem, who shall resolve all local hardware and software issues or utilize that agency's own support services/local IT support for hardware or software problems unrelated to the RMS.
 - If the local ISC cannot resolve an RMS application problem then the issue may be escalated to the MPD Information Systems Specialist if during normal business hours.
 - If RMS application problems cannot be resolved the issue may then be escalated to the MPD Technology team. The problem may then also be reported to MPD Information Systems Coordinator.
 - If the problem is still unresolved the MPD Technology team will work with the applicable vendor, City IT, local IT, or other resources to find a solution to the issue. If the issue is related to a software defect or other version-specific limitation then the MPD Technology team will coordinate the communications with the software vendor and schedule the resources required to implement the solution, however MPD cannot guarantee any solution beyond what is set forth in the applicable software license agreement / warranty / contract (i.e. the "vendor contract").
- c. **Payment for In-house Maintenance and Support Services Provided by the City of Madison.** The maintenance and support services described above shall be funded by the participating agencies, according to Exhibit B.

EXHIBIT B
to the
**Intergovernmental Agreement Among the City of Madison, Wisconsin
and Dane County Municipalities/Agencies for a
Consolidated Police Records Management System (RMS)**

ANNUAL MAINTENANCE COSTS AND PAYMENT

Background

The City of Madison has in the past utilized various Federal, State, and local grants as funding sources for purposes of the RMS. The City of Madison may choose to apply and accept in the future grant funding from Federal, state, and local grants as funding sources for purposes of the RMS benefiting all participating agencies. Costs for annual maintenance and technical services are addressed through cost sharing between all participating agencies. This process and related calculations are outlined in this Exhibit.

Annual Maintenance and Support Charges, Billing Procedures

A. **ANNUAL MAINTENANCE AND SUPPORT COSTS:** **Table 1** lists the current annual reoccurring expenses of the City of Madison for (1) MPD's assigned technical support position, and (2) the maintenance and support fees paid to vendors for of all of the software / systems comprising the RMS.) Items identified in Table 1 can and will change over time; thus annual maintenance and support costs will be continually reviewed and adjusted to address these costs. Changes in annual costs may reflect changed needs of the Madison Police Department and the participating agencies; implementation of requirements and standards from Federal, state or local entities; as well as rapid changes and advances in technology. Additionally, these costs may not be inclusive of all hardware and software necessary for agencies to connect and participate in the RMS.

Three (3) methods for calculating an agency's percentage share of annual costs:

Annual costs for each agency will be calculated using one of the following three methods:

- (G) Global costs- These costs are shared across all agencies. The breakdown percentage is calculated based upon each agency's population served, as described in sec. B herein. The percentage calculation of population served for non-law enforcement agencies is based upon a comparison of calls for service and extrapolated to a population served.
- (R) Regional costs- These costs are shared across only those agencies using or participating within a specified system, application or module. The breakdown percentage among them is calculated based upon each agency's population served as described in sec. B. The percentage calculation of population served for non-law enforcement agencies is based upon a comparison of calls for service and extrapolated to a population served.

(A) Agency costs- These costs are attributed specifically to an agency, per specified system, application, module, or software license.

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**Table 1
Annual Maintenance & Support Costs (Per Year) based on 2016 estimates**

SOFTWARE SYSTEM OR PRODUCT:	Regional	MPD	Totals
LERMS Maintenance- (G)	\$35,425.00	\$105,950.00	\$141,375.00
Mobile Data and Field Reporting Maintenance- (A)	\$25,425.00	\$61,300.00	\$86,725.00
Digital Dictation and Transcription Maintenance- (A)	\$3,450.00	\$13,800.00	\$17,250.00
VPN Server and Client Maintenance- (A)	\$8,500.00	\$12,675.00	\$21,175.00
Smartnet Symantec- (G)	\$1,385.00	\$1,385.00	\$2,770.00
Electronic Citation and Accidents Support (BadgerTraCS)- (A)	\$13,775.00	N/A	\$13,775.00
Lexis ATACRAIDS Maintenance- (G)	\$1,500.00	\$7,050.00	\$8,550.00
MPD STAFF / SUPPORT COSTS:			
MPD technical support position - (G)	\$88,000.00	N/A	\$88,000.00
Conferences/Training for MPD technical support position- (G)	\$2,000.00	N/A	\$2,000.00
ANNUAL ESTIMATED TOTALS:	\$179,460.00	\$202,160.00	\$381,620.00

Table 1 Notes:

1. Tyler Technologies, Inc. (formerly New World Systems) and the City of Madison have negotiated a ten (10) year annual maintenance agreement for the New World LERMS software, as follows:

New World Annual Maintenance Cost (10-Year Plan, Billed annually)			
Year 1	for period	01/01/12-12/31/12	\$180,000
Year 2	for period	01/01/13-12/31/13	\$186,000
Year 3	for period	01/01/14-12/31/14	\$192,000
Year 4	for period	01/01/15-12/31/15	\$200,000
Year 5	for period	01/01/16-12/31/16	\$205,000
Year 6	for period	01/01/17-12/31/17	\$215,000
Year 7	for period	01/01/18-12/31/18	\$225,000
Year 8	for period	01/01/18-12/31/19	\$230,000
Year 9	for period	01/01/20-12/31/20	\$240,000
Year 10	for period	01/01/21-12/31/21	\$250,000

Changes to the annual New World maintenance fee may occur with the addition or removal of modules, licenses, interfaces, or system upgrades.

2. Current software/systems providers' (or any alternate providers of these services) annual maintenance and support costs are subject to change. Billing is based directly upon changes imposed on the City of Madison by the respective vendors. The City of Madison will notify the agencies of any such change in cost with the October estimate, described in Paragraph C. below.

3. TraCS support costs are subject to change based upon calculations for technical support needs, software, training, and the application of upgrades and patches to the system.

4. The cost to support the MPD assigned technical support position is subject to change based departmental budget needs including raises, cost of living, benefits, changes in hours, overtime, and/or staff additions necessary to support the RMS. The City of Madison will notify the agencies of any such change with the October estimate described in Paragraph C. below.

B. BASIS FOR PAYMENT OF ANNUAL MAINTENANCE AND SUPPORT, ANNUAL READJUSTMENTS BASED ON POPULATION: The parties agree that the agencies shall apportion their costs for annual maintenance as applicable, according to percentages based upon the population of the municipality of each agency, so that the total paid by the participating agencies equals 100% of the annual maintenance costs of the RMS. Said billing percentages shall be based on the preceding year's "Final Population Estimate," published by the Wisconsin Department of Administration ("DOA") Demographic Services Center in October of each year. The percentages used for the annual bill shall be adjusted according to any population changes reflected in the preceding year's DOA population estimates and shall be so adjusted each year. For agencies that do not have a fixed population served, their respective percentage shall be calculated incorporating calls for service and then determining the relative population served by that agency.

C. BILLING PROCEDURES: Each agency shall be responsible for its annual support and maintenance costs ("costs. The billing procedures shall be as follows:

1. October Estimate. In October the City of Madison shall notify each agency of the estimated annual maintenance costs for the following year. , The estimated costs may include adjustments for the

following year as described in Paragraphs A. 1-4. and B., or a Cost Sharing Adjustment under Paragraph D below.

2. Invoice and Payment. The City of Madison will bill each agency by June 1st for the annual maintenance costs for the calendar year. While this Agreement is in effect, the invoice may include adjustments under Paragraphs A. and B. The City of Madison will mail or deliver a written invoice to each agency, and the agency shall pay the amount billed to the City of Madison within thirty (30) days of the date of the invoice, at the address given on the invoice. The annual maintenance and support costs are nonrefundable.

D. COST SHARING ADJUSTMENT UPON TERMINATION, CANCELLATION, OR NON-RENEWAL OF ANY AGENCY. Any agency that is terminated, cancels or non-renews this Agreement shall be required to pay their annual maintenance costs following their termination, cancellation or non-renewal, according to the provisions of Section 7. of the Agreement.. Thereafter, the percentages shall be readjusted so that each of the remaining agencies combined, are billed for and shall pay an amount equal to 100% of the estimated annual maintenance costs for the following year and every year thereafter unless adjusted again. A written Notice of Cost Sharing Adjustment shall be sent by the City of Madison to all remaining agencies as soon as practicable after an agency is terminated or after receiving notice of cancellation or non-renewal, but in no case later than the October estimate for the year for which the adjustment shall be effective.

Memorandum Of Understanding

Between

The Wisconsin Justice Information Center (WIJIC) and the
Office of Justice Assistance (OJA)

and

Madison Police Department

For Participation in the
WIJIC Justice Gateway Project

Version 4.0

WIJIC JUSTICE GATEWAY PROJECT

MEMORANDUM OF UNDERSTANDING

BACKGROUND – WIJIC and the Justice Gateway

The Wisconsin Justice Information Center (WIJIC) is statutorily responsible for promoting and coordinating automated information systems that are compatible among and available to local, county, and state justice agencies. Administered by the Office of Justice Assistance (OJA), WIJIC is developing policies and technical standards that will allow agencies to electronically share and transfer data currently stored in state and local systems.

The WIJIC Justice Gateway is a web-based application designed to provide criminal justice professionals with a single, secure point of read-only access to information stored in disparate justice-related data resources throughout the state. Its objective is to improve public safety and domestic preparedness through the sharing of critical justice information across geographic and organizational boundaries. The Justice Gateway will only be used by authorized justice personnel as they conduct official duties.

I. Purpose

This Memorandum Of Understanding (MOU) between the Wisconsin Justice Information Center (WIJIC) and the Office of Justice Assistance, and the Lead Agency¹ and all Partner Agencies named herein, establishes a mutual understanding of the roles and responsibilities of each party with regard to the operation, usage and oversight of the WIJIC Justice Gateway.

This agreement shall remain in effect unless amended or terminated by mutual, written consent of both parties.

Any interpretation or clarification of the terms of this agreement shall be made by the Policy Advisory Group, or WIJIC's successor governing authority. Agency-specific decisions regarding data available through the Justice Gateway, rules governing disclosure, submission frequency and process or other details are captured in the appendices to this Memorandum. Those details will be reviewed, modified and approved by the WIJIC Director and the authorized participant agency representative. Any amendments to the appendices must be made in writing and signed by both parties to take effect. Upon approval by both parties, any such amendments shall form part of this agreement.

¹ Lead Agency will refer to the lead law enforcement agency of a consortium, or the individual agency if no other subsidiary is named, that will directly interact with the Justice Gateway. Partner Agency refers to any agency that provides data to the Gateway through a Lead Agency, rather than connecting its system directly to the Justice Gateway. The Lead Agency has the permission and authority to act on behalf of all subsidiary agencies included in this project, and will document the arrangement and provide it to WIJIC.

II. Responsibilities and Affirmation:

The WIJIC Program

Operation:

- WIJIC will determine state-level policies for information sharing and disclosure.
- WIJIC will provide the standards and infrastructure for receiving pointer and supplemental data from local records management systems (RMSs) and the ability to view the information through a web browser.
- WIJIC will not alter, transform, delete or perform any contextual changes to the information provided by the participating agency. Data re-formatting may occur, as needed, during routing from the local RMS to the Justice Gateway, but this process will not change data content.
- WIJIC will maintain upload and searching software, including revisions. Such software and subsequent revisions will be maintained by WIJIC and made available to all local partners through appropriate methods.
- The Justice Gateway will be available on a 24 hours/seven days/week basis, subject to periodic maintenance and upgrade outages.
- WIJIC will make every attempt to schedule and announce such outages no less than 48 hours beforehand.

Usage:

- WIJIC will create procedures designed to ensure that Justice Gateway users are properly authenticated and authorized to access information as determined by each Agency.
- WIJIC will provide the compliance standards for authentication, including, if necessary, strong (2-factor) authentication and federated identity and access management solutions.

Policies and Oversight :

WIJIC Public Record Request Policy:

- The agency that originates information shared via the Justice Gateway will remain the record custodian for purposes of responding to public record requests as defined by Wisconsin Statute 19.34(1). WIJIC cannot and will not apply the balancing test for disclosing information to requestors on behalf of the originating agency.

WIJIC Audit Policy:

- In order to guard against inappropriate use of information accessed via the Justice Gateway, WIJIC will be auditing and logging all transactions. The log will contain the identity of the individual that was signed into the system, the date and time that the search request was made and the search criteria entered. The search results will not be stored for audit.

Security:

- WIJIC will provide all requirements and standards to participating agencies with regard to security configurations in the WIJIC Justice Gateway Internet Security Operations Plan. Due to the sensitive nature of its content, the full plan will only be available to appropriate individuals as identified by WIJIC and its partnering agencies.
- In order to protect the entire community of criminal justice professionals who depend on the Justice Gateway for secure, accurate and timely information, WIJIC reserves the right to temporarily or permanently remove individual or agency access to the Justice Gateway due to inappropriate use or breaches of security.

The Lead Agency:

Lead Agency agrees to designate one or more individuals to fulfill three distinct roles for the term of the engagement. These roles are: Agency Coordinator, Site Administrator and User Administrator. The responsibilities of each are detailed in Appendix C.

Operation:

- Lead Agency agrees to serve as the primary contact between the Partner agencies,² if applicable, and the Office of Justice Assistance for the coordination of project activities and all communications regarding the Justice Gateway.
- Lead Agency will be responsible for all configurations and modifications to the RMS necessary to enable pointer, supplemental data, and query responses as appropriate and/or as available resources allow.
- Lead Agency agrees to share the types of information and data elements defined in Appendix A.
- Lead Agency will provide pointer uploads to the Justice Gateway on a regular basis as outlined in Appendix A.
- Lead Agency agrees to adopt, adapt to and comply with WIJIC specifications and revisions through the course of the engagement with the Justice Gateway.
- Each submitter agency accepts full responsibility for ensuring on an ongoing basis the accuracy, completeness and appropriateness of the *content* of the data it makes available through the Justice Gateway.
- Submitters agree to respond to and fix any errors in data accuracy or in the mapping of local data to WIJIC data exchange standards as soon as practicable.

Usage:

WIJIC makes the Justice Gateway available to authorized criminal justice professionals for the specific purposes of improving public safety and improving the ability of criminal justice professionals to perform their official duties. Dissemination of and access to criminal justice

² Partner agencies are those law enforcement agencies that provide information to the Gateway through the Lead Agency. These subsidiary agencies are listed in Appendix A.

information is governed by state and federal statutes, laws and regulations, as well as local ordinances and the agency policies of the user's employer.

- Users agree to comply with and be subject to all provisions related to the official use of criminal justice information accessed through the Justice Gateway.
- All users agree to use the Justice Gateway for official purposes only.
- Each Justice Gateway user from the local agency will be required to affirm their identity.
- Under no circumstances are users permitted to share, exchange or release their user identification, password or authentication device without prior consent from WIJIC or the agency User Administrator.
- All users from an agency will affirm to follow all agency policies regarding rules of evidence, discovery and all other administrative or statutory policies currently in place.

Policies and Oversight:

- Non-custodial agencies receiving requests for disclosure of information not originating from that agency (i.e., information obtained from another agency through the Justice Gateway) will inform the requestor of the identity of the custodial agency.
- All agencies agrees to investigate, enforce and report any misuse of the Justice Gateway by its employees and take appropriate legal and administrative actions as determined by law and agency policy.

Signatures

The undersigned approve this Memorandum of Understanding and certify that all other necessary approvals have been obtained.

Walt Neverman
Director-CIB

Madison Police Department
Randall J. Gaber

Signature

Date

Signature

Date

Appendix A: Operations

WIJIC:

- Upload and searching software, including revisions, will be maintained by WIJIC and made available to all local partners through appropriate methods.
- WIJIC has the permission and authority to request the Lead Agency to provide a complete refresh of all pointer data
- WIJIC agrees to develop, operate and maintain role-based access components that will implement the requirements for differential sharing of information based on user role as determined by Table 1.0.
- WIJIC will publish policy guidelines that describe what information will and will not be shared. Publication includes historical trace of prior versions and respective effective dates. Any publication of changes will be announced with sufficient advance notice to give Lead Agency time to modify their own operations and policies before the changes take effect
- WIJIC reserves the right to suspend all Justice Gateway activities in the event of system compromise, catastrophic failure or any emergency event deemed as a potential threat to the integrity of the system.
- WIJIC will publish current specific conditions detailing data disclosure rules
- WIJIC will publish data schema definitions, written in terms that can be understood by non-technical users, to correctly reflect the content and restrictions of the data schemas in operation.

Lead Agency:

- Lead Agency authorizes WIJIC staff, project consultants, and authorized staff from other partner agencies to view its information for the purpose of developing, testing, evaluating, maintaining and operating the Justice Gateway.
- Lead Agency agrees to maintain software that will generate the Extensible Markup Language necessary for interacting with the Justice Gateway.
- Submitters will verify and warrant that its data is mapped accurately to the data schemas provided by WIJIC (i.e., first name =first name) and that the policy restrictions on the types of data submitted are upheld (e.g., no victim or witness names included in pointer information).
- Lead Agency will follow the reporting of errors through WIJIC' "bug" tracking system.

- The design of the Justice Gateway places the originating agency in full control of its records, regardless of storage location or status. Each agency has the authority and obligation to:
 - Determine what information types and data elements it will share through the Justice Gateway.
 - Upload its pointer records to the Justice Gateway
 - Edit, maintain or delete pointer records from the Justice Gateway pointer system
 - Determine rules of disclosure regarding Justice Gateway data
 - Respond to public records requests relating to the Justice Gateway pointer data that they own.

Lead Agency will provide updated pointer information to the Justice Gateway on a _____ basis.

Data Requirements:

No information regarding victims, witnesses or any information that is defined as ‘intelligence’ per CFR 28.23 will be accepted into the Justice Gateway pointer repository.

Lead Agency agrees to share information that originates from criminal activity within their jurisdiction. Initially, this will be limited to incidents and arrests, but future upgrades, releases and revisions may include data from subsequent activities in criminal processing (i.e., booking, referral or citation information). These will be announced with sufficient lead time to accommodate any revisions for the Lead Agency, and incorporation will be optional.

Lead agency has the option to provide and identify sensitive incident and arrest information to the Justice Gateway (i.e., Juvenile, Sex Crimes, Ongoing investigations) and disclose that information to specific types of users depending on privileges. All users, by default, will have access to information that has not been flagged as being ‘sensitive.’ The table below will document the type of information the Lead Agency will provide per user category: Indicate with ‘x’

Table 1.0

Information Type	Agree to Share
Juvenile	
Sex Crimes	
Ongoing Investigations	

If the Lead Agency wishes to provide additional types of information, please indicate below:

The Lead Agency is required to submit the following data elements for a successful upload of all types of incidents and arrests to the Justice Gateway pointer repository:

- First and Last Name
- Date of Birth (partial or whole)
- Activity Type and date
- Person’s role in the activity
- Record ‘key data,’ which is technical information that associates a pointer with the record from the originating agency

Lead Agency indicates the optional supplemental information below will be provided to the Justice Gateway pointer repository: Indicate data to be included with ‘x’.

Table 1.1

Supplemental Data	Incidents	Arrests
Middle Name or Initial		
Height		
Weight		
Eye Color		
Hair Color		
Sex		

Additional information may be provided to Justice Gateway users through a message retrieval request to the Lead Agency. The information returned to a user is the sole responsibility of the Lead Agency, and it will publish data schema definitions, written in terms that can be understood by non-technical users, to correctly reflect the content and restrictions of the data schemas in operation

At some future point, the WIJIC Justice Gateway may include information-sharing agreements that allow limited access to the Justice Gateway by users from other states or sovereign nations (including Indian Nations).

By indicating below, the Lead Agency agrees to allow WIJIC to expose its information to the following types of inter-governmental information sharing:

- Criminal justice professionals in other states
- Indian Nations located within State of Wisconsin borders
- Other nations (e.g, Canada).

Appendix B: Usage

WIJIC:

- Whenever feasible, the Justice Gateway will rely on already-existing user account directories to authenticate users. The Justice Gateway will include Federated Identity and Access Management components to ensure that the Justice Gateway can communicate directly with existing, trusted sources of credentials to authenticate its users.
- Lead Agency will provide access to additional information via a query requested through the Justice Gateway. This additional information includes juvenile data, sex offense data, and open investigation data. Dependant upon an individual user's roles and privileges, access and/or restrictions to this data will be determined by the Lead Agency. This information will be maintained by the Lead Agency and not submitted to the pointer repository.

Lead Agency:

- Each Justice Gateway user will be required to affirm their identity.
- Prior to accessing any information through the Justice Gateway, users will be required to acknowledge having read and understood the rules and conditions of appropriate use and accept responsibility for any misconduct while using the Justice Gateway. This will be required of each individual user at the initial login screen for the Justice Gateway.
- Under no circumstances are users permitted to share, exchange, or release their user identification, password or authentication device without the prior consent of WIJIC or the agency User Administrator.

Appendix C: Policies and Oversight

WIJIC:

Lead Agency:

The Lead Agency will delegate to one or more individuals the following three (3) responsibilities:

- The Agency coordinator will be the primary point of contact between the agency and WIJIC and serve on the Justice Gateway User Group as a conduit for his/her agency's users. Quarterly meetings will be held throughout the state on a rotational basis.
- The Site Administrator is responsible for ensuring that the Lead Agency upholds the duties/responsibilities included in this agreement are continually met through the course of the agreement.
- The User Administrator will be responsible for maintaining agency user privilege settings and account provisioning and de-provisioning as necessary and maintains compliance with all WIJIC security requirements.

Appendix D:

Subsidiary Agencies List

Lead Agency has permission and authority of the following subsidiary agencies to provide the Justice Gateway, and its users, with information originating from the respective RMS(s).

Agency Names here:

City of Stoughton
Signed _____

Town of Madison
Signed _____

Village of Belleville
Signed _____

Village of Cottage Grove
Signed _____

Village of DeForest
Signed _____

Village of Maple Bluff
Signed _____

Village of Marshall
Signed _____

Village of McFarland
Signed _____

Village of Shorewood Hills
Signed _____

Village of Waunakee
Signed _____

Six Month Goals for Village Administrator

1. Develop and Foster a Team Approach to Village Administration

Action Plan:

- Regular Staff Meetings following board meetings, organize discussion through agenda development.
- Active and involved member within Departments contributing to their decision making process.
- Assist in creating and organizing Fall employee picnic.
- Work with Department Heads to coordinate Village wide training initiatives.

2. Review and Recommend to Village Board Staffing for Administrative Office and Public Works Office.

Action Plan:

- Review former organizational chart and job descriptions.
- Phone and in person interviews completed for Admin Asst., continue to review possible candidates.
- Work with Staff, Department Heads on new organizational chart and job descriptions.
- Present recommendation to the Personnel Committee and Village Board at future meeting.

3. Develop Effective Communication Techniques and Approaches that can be used to Inform Village Board Members, Village Staff, and Other Community Groups regarding Village Operations and Issues.

Action Plan:

- Develop memorandum reviewing the agenda for each Village Board meeting.
- Write quarterly newsletter article in Outlook.
- Attend outside meetings of Community Groups as a resource regarding Village issues and services.
- Attend and participate in local special events as available.

4. Gain an Understanding of Village Structure, Policies, and Procedures and become familiar with Various Committees, Commissions, and Boards responsibilities, operations, and issues.

Action Plan:

- Attend each meeting at least once.
- Review meeting system and look for efficiencies in decision making process.
- Review Village Board meeting agenda and make suggestions to improve meeting format.
- Work with Village Staff to propose appropriate revisions and changes to various policies and procedures.

5. Develop goals for Department Heads as part of the 2017 Performance Evaluation Process.

Action Plan:

- Expand on 2016 goals as may have been developed in 2016 review.
- Build on and supplement to the 2017 Budget goals set by the Village Board.
- Work with Department Heads to conduct a self-evaluation to be incorporated in to process.
- Review and update as appropriate performance evaluation process.

6. Prepare a Timeline for the 2017 Budget Development and Present Consensus Village Administration Budget for Deliberation by the Village Board.

Action Plan:

- 2017 Budget Goals, Objectives, Process, and Schedule approved by the Village Board on August 8th.
- 2017 Budget Goals Discussion with Department Heads scheduled for August 29th.
- Budget format an preparation underway, first draft scheduled for completion on September 1st.
- Transmittal of Budget to Village Board on September 26th will be collectively from Staff.

DEPARTMENT REPORTS September 12, 2016

- Administrator
- Cable, Website, Technology
- Community Development
- Fire/EMS Department
- Library
- Municipal Court
- Police Department
- Public Utilities/Public Works Department
- Senior Outreach Services Department



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110

(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

August 2016 Fire & Rescue Department Report

- **General**

- Local Tactical Radio Channel & DaneCOM
 - DaneCOM will go live and the current legacy radio will be turned off and not available for use on November 1st. This will be a decisive switch from one system to another system. The new system requires the old system to be turned off for channels to be used. All agencies have been requested to begin reprogramming radios and training staff at this point in time to ensure all users are ready November 1st. We are currently developing our program template and will be programming radios in the near future.
 - With the approval from the Village Board we proceeded to complete negotiations with the Town of Blooming Grove. Unfortunately, we were unable to provide enough incentive for the Township to revise their operations and we were unable to obtain the frequencies.
 - We have filed for new frequencies with the FCC and our vendor is expecting the frequencies to be assigned as soon as the second week of September.
- The Department in partnership with the EMT Association and Firefighter Association had the annual department family picnic on Sunday August 14th. We had a great turn out and the children of the department had fun especially with water balloons!
- We have been awarded the Assistance to Firefighters Grant for the exhaust system in the apparatus bay. We would like to thank Lieutenant Molenaar on his continued work on the grants and obtaining this one. This will help reduce the amount particulates that members are exposed to during the operation of apparatus. The grant was awarded a partial funding and required 5% match to the partial funding. The grant will provide up to \$94,826 in funds. This will require additional funding in the 2017 budget as the overall project is expected to be up to \$175,000.
- We are currently considering applying for the Lucas II devices. The Lucas II devices provide automatic compressions during cardiac arrest. The units cost approximately \$15,000 each and we would look to obtain two devices. Assuming we were awarded a full amount this would result in the Village match of \$5,000.
- We applied for a grant with South Central Regional Trauma Advisory Council (SCRTAC) for a multi-victim trauma bag. The grant provides one bag per service at the most. Applications are still being accepted. It is believed award will occur sometime this fall. This is would be no cost to the Department if awarded.

- On August 10th we had the Vietnam Memorial Wall travel through our district to an event at Harley Davidson of Madison. We provided a detail to display the Flag from Ladder 8 while the motorcade passed through. We have received considerable amount of positive comments from the public.

Staffing

- We do have an open position for a fulltime EMT. We had received nine applications for the position and seven applicants attended the assessment center on August 27th. The Police and Fire Commission (PFC) will perform their interviews on September 10th for three individuals remaining in the process. The next step will be interviews with the Fire & Rescue Chief. Hopefully, we will then make an offer in the coming weeks. It will take about 6-8 weeks from there for background and the individual to give notice. This means around November for a start date.
- We did have Jenny Olson submit her resignation. She has accepted a new position that will be taking up more of her time and she was already finding it difficult to commit to the department to the level she would have liked.
- We would like to welcome aboard Nicholas Tuma as a firefighter. Nick was able to get aboard and begin taking entry level classes already.
- Current Staffing Levels
 - Fulltime Fire Rescue Chief – 1
 - Fulltime Fire Inspector/Public Education Specialist – 1
 - Fulltime EMTs – 4 (1 current vacancy)
 - Paid on Call – 64 (23 EMTs, 31 Firefighters & 10 EMT/Firefighters)
 - Total Staffing Level - 70
- **Staff Achievements**
 - Davin Blazek has completed all the requirements of probation and has obtained tenure with department.
 - Joe Hart has completed all the requirements to be an operator of Brush 9.
- **Training Activity**
 - August training
 - The large training for the Department was a full department meeting. We were able to obtain a department picture with about 2/3 of the department in attendance. We reviewed the goals for the department that we had made at the start of the year and the progress that has been made. We were also able to identify areas to improve our progress on goals.
 - We performed rural water movement training with assistance from our mutual aid tender departments of Cottage Grove and Stoughton at Mid - West Refrigerated Storage. The training provided members also with a chance to hon their hose deployment and ladder operation skills at the same time.
 - The department also performed a competitive training in which members would begin from duty uniform only and when go through donning their gear, deploying a hand line and obtaining water from folding tanks to knock ball past a pre-determined point. This was timed event and not only did it provide excellent honing of skills it also provided a fun night for the members.

- August training will concentrate vehicle crashes, patient handling and extrication. This will be a general theme for all trainings and majority for the trainings will be for both EMTs and firefighters together.
- Our annual worst case release exercise with the Terminal Coop. has been revised to October 20th. There was an event conflict driving the price of hotels rooms and it wasn't cost effective for Flint Hills Resources or Koch Pipeline. Majority of the effort is being led by Flint Hills Resources and Koch Pipeline. The exercise will simulate a substantial amount of gasoline being released. It will involve majority of the Village's Departments during the exercise, all of the terminal operators, regulatory agencies, Dane County and City of Madison Fire Department.

Budget

- The 2016 budget expenditures are progressing as expected.
 - We are very pleased to announce that the Firefighter's Association has determined to support the Department with the purchase of replacement air lift bags. The Association not only determined to fund the replacement and decided to increase the capabilities of the Department. The air lift bags are utilized to lift heavy objects from trapped patients. The current sets are in need of replacement due to age being over 15 years.
 - The EMS overtime account will be over budget for 2016 with majority of the account expended during the first quarter and further expenditures assumed to continue until the current vacancy is filled. The EMS salaries account should have a surplus to aid in covering this due to the fulltime staffing vacancies.
- **Apparatus & Equipment**
 - The 2002 sedan (Car 4) had a brake failure. We received pricing on the repair of the brakes and it was determined the repair and additional needed repairs were not fiscally responsible. The car has been removed from service.
 - The 2015 Ambulance (R84) had a hose from the turbo blow and was sent to the Ford Dealership for repair. The ambulance was also sent in for the body repair and was out of service for just under two weeks. Everything went as planned on the repair. The days prior to the ambulance being sent in for repairs it did receive a routine maintenance including oil change. Also it did have an issue in which the cot would not release from the lock transport position. Stryker ProCare has reviewed the power load to confirm we shouldn't have any further issues.
 - The 2008 Ambulance (R82) developed an anti-freeze leak in the module. This did occur on a Sunday and the truck was removed from service immediately at the completion of the call it was on. We were able to secure Dane County Rescue 30 due to the 2015 ambulance was also out of service for body work. A leaking circulation pump was found and replaced. This was performed by our Village Mechanic with a part sent via priority shipping from the ambulance dealer.
 - The 2005 Engine (E1) had an intake valve repaired, two other intake valves replaced, two discharge valves repaired, one pressure relief valve repaired and leaf spring shackle bolt replaced. The pump was fully tested and performing within specifications.
 - The 1997 Ladder (L8) had pump tested and recertified with no major issues.

- The 1992 Engine (E2) had pump tested and recertified with no major issues. The backup alarm failed and required replacement. The air conditioning system has been leaking water from condensation of the system operating. Repairs have been made to the drain lines to clear possible backups. This was performed by the Village Mechanic.
- The 2007 pickup (Car 2) had the winch cable replaced. This was performed by the Village Mechanic.
- In summary the month of August was very significant for vehicle repair and operations. The Department is very grateful for the service provided from the Village Mechanic as part of the Department of Public Works. Without the work performed here it would have cost significantly more and would have most likely resulted in overtime expenditures for staff to provide coverage while transporting ambulances between service facilities.

<u>Inspection/Prevention Activity</u>	<u>Completed</u>	<u>Year to Date Total</u>
Building Inspections	31	438
Re-Inspections	0	0
Special Inspections	1	21
Fire Code Violations Identified	9	251
Fire Code Violations Corrected	8	28
Plan Reviews	2	15

<u>Public Instruction</u>	<u>Completed</u>	<u>Year to Date Total</u>
CPR Certifications	24	105
First Aid Training	22	46
High School CPR (Hands Only)	0	112
Baby Sitters First Aid	0	46

Incident Summary

Incident Type	2016		2015	
	Aug	Year to Date Total	Aug	Year to Date Total
EMS – Falls	18	112	6	69
EMS – General Medical	24	226	37	235
EMS – Motor Vehicle Crash	7	32	5	33
EMS – Trauma Other	4	24	7	46
EMS – Other types	6	90	6	48
EMS – Total	58	484	61	431
Fire – Building, vehicle or outside	1	27	4	27
Fire – Assist EMS Crew	7	66	12	64
Fire – Motor Vehicle Crash	1	14	2	15
Fire – Alarms	2	26	2	32
Fire – Other types	7	52	5	38
Fire – Total	18	185	25	176

- **Significant Incidents**

- On August 2nd at approximately 10:45 p.m. The Rescue 84 crew was paged out for an unresponsive person. Upon arrival and evaluation of the scene, the Rescue 84 crew requested an engine company along with Rescue 82 to help with moving a patient out from the bed of a truck and to check on two other occupants in the vehicle. McFarland Engine 1 crew assisted Rescue 84 crew in moving the patient to the ambulance. The other two occupants were evaluated by Rescue 82 crew and signed medical release forms. Both of those occupants were released into the care of the McFarland Police. Engine 1 and Rescue 82 returned to quarters with McFarland 84 transporting one patient.
- On August 6th at approximately 10:15 pm we received a request to provide a Tender to assist at a structure fire in the Town of Cross Plains as a part of Mutual Aid Box Alarm System (MABAS) alarm assignment. Tender 6 responded to the incident and provided water for approximately four hours. The crew reported they hauled approximately 12,000 gallons of water to the scene during their time at the incident. This assignment was replacing crews that had already been operating for over six hours. This was also a unique incident because the Fire Department of Mount Horeb was operating at a structure fire when the Cross Plains Fire Department received this incident. The Cross Plains Fire Department had actually sent an engine to Mount Horeb. During this event the MABAS Board coordinated the moving of fire apparatus to aid in covering the western part of the county. Additionally, two smaller structure fires occurred in the County during the duration of these fires and with the movement of apparatus, all of the other incidents received the required resources. This proved to be an excellent example of the how the MABAS and Mutual Aid system works.
- On August 6th at approximately 11:20 p.m. Rescue 82 was paged for mutual aid in a mass casualty incident in the City of Madison. It was determined that a carbon monoxide incident had occurred due to a music band's generator malfunctioning during a wedding. The incident involved approximately 300 wedding guests and twenty six individuals were transported to the hospital. The Rescue 82 Crew transported in total four kids and three adults.
- On August 16th at approximately 3:30 p.m. the Department was requested to respond to a motor vehicle crash in the town of Dunn with a possible entrapment and a vehicle smoking. Fire 9 was in the area and responded to the scene and reported two patients in two cars with no vehicle smoking. Rescue 84 had mechanical issue while responding; they continued to respond and triaged the patients. Rescue 82 transported one patient; Stoughton Rescue 88 was called in to assist with transporting the second patient.
- On August 23rd at approximately 9:30 p.m. we were advised that there was a disabled boat off of McDaniel Park on Lake Waubesa with occupants and the Sheriff's mate had a minimum response time of 45 minutes and they requested our assistance. Water 10 was used to assist with towing the boat back to the Babcock boat launch. It was determined to tow the boat to Babcock Park due to the boat needing to be removed from the lake for repair and towing to the residence would result in an additional tow for the owner later. Due to the time of day the boat owner secured the boat at Babcock Park for the night and Car 1 and Car 3 were utilized to transport the occupants back to the boat owner's residence.

VILLAGE OF MCFARLAND
MCFARLAND MUNICIPAL COURT
September, 2016

Monthly Court Docket

August 23, 2016 – Court Docket – Initial Appearances

- 37 cases scheduled for Initial appearances (50 citations)
 - 5 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
 - 7 Paid prior to Appearance
 - 10 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for September 13, 2016
 - 15 Default appearances – Scheduled for October 25, 2016 Indigency Hearing
 - 0 Rescheduled Court date to September 13, 2016
 - 0 Transferred to Dane County for Trial

August 23, 2016 - Juvenile Court – Initial Appearances

- 5 cases scheduled for Initial appearances (8 citations)
 - 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
 - 0 Paid prior to Appearance
 - 2 Not Guilty pleas – Citations adjudicated or Pretrial scheduled for September 13, 2016
 - 1 Default appearances - Scheduled for October 25, 2016, 2016 Indigency Hearing
 - 0 Rescheduled Court date to September 13, 2016
 - 0 Transferred to Dane County for Trial

Court Activities

Monthly Financial Report

The Municipal Court received 51 payments for the month of August, 2016. Total revenue received by the Court was \$6,475.96. The Municipality retained \$3,098.26 in Court revenue, \$990.20 was sent to Dane County and \$2,387.40 was sent to the State.

There were 12 credit card transactions for the month of August. The Court received a total of \$1,924.94 in payments from GPS on-line credit card payments.

From January, 2016, to August, 2016, the Municipal Court has received a total of \$32,224.10 in delinquent fines for the Department of Revenue Tax Intercept Program.

The Court has started to enter delinquent accounts into the Department of Revenue State Debt Collection. Old Tax Intercept accounts are currently being removed from TRIP and entered to the State Debt Collection, after a 30 day notification. To date, 250 cases have been removed from Tax Intercept and certified into State Debt Collections.

Year to date, \$84,675.22 in forfeitures have been ordered from 599 citations adjudicated in the Municipal Court. Of that, \$17,420.20 has been converted to classroom education and/or community service hours for juveniles, \$82,705.34 has been collected for 2016 and prior forfeitures.

MCFARLAND POLICE DEPARTMENT



August 2016 Monthly Report

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AUGUST 2016 MONTHLY REPORT

Introductory Information

As observed on the attached Call Summary Report, the McFarland Police Department logged 488 cases in August. Cases of interest for the month were: eight intoxicated drivers, six domestic disturbances, six disturbances, two burglary, five thefts, eight frauds, fourteen traffic accidents, and five drug incidents. Officers also logged 133 traffic incidents during the month.

Cases of Interest

08/02/2016 Officers were dispatched to attempt to locate a vehicle being driven by an impaired driver. The vehicle was located on Broadhead Street and contact was made with the occupants. One of the officers noticed a male subject in the bed area of the truck. The male subject was unresponsive but breathing. EMS was summoned to the scene and Narcan was used to revive him. The subject was transported to a hospital. The driver was asked to conduct field sobriety tests. Probable cause was established to arrest the driver for operating a motor vehicle while under the influence of a controlled substance. The front seat passenger was arrested for possession of drug paraphernalia and possession of a controlled substance along with three counts of bail jumping. Blood test results are still pending. K-9 Boris was used to conduct a sniff of the vehicle.

08/11/2016 Officers were dispatched to the 5100 block of Farwell Street for the report of some type of disturbance involving a vehicle. Officers arrived on scene and located the subjects involved to include a female in a vehicle and a male outside the vehicle. Officers learned the male and female were in an argument inside the vehicle and the male got out and started to walk away. The female then started chasing after the male using the vehicle. The male was able to get out of the way and call the police. The female was cited for disorderly conduct.

Staffing Report

- Our current recruitment initiative to fill vacancies continues. To date:
 - We are proud to announce that Officer Jacob Towns was sworn in on August 31st, and began employment with the department on that date. Officer Towns comes to us from the Monroe Police Department where he served as a Corporal, and brings with him 8 years of law enforcement experience.
 - Upon the completion of Officer Town's field training (anticipated to be complete in November) we will then technically be down only one position.

- That said, a senior patrol officer is currently on FMLA leave due to a serious illness in the family, return date unknown at this time.
- Additionally, we are anticipating two short term FMLA leaves due to childbirth in the month of December.
- Our current recruitment process to fill the last vacancy is on schedule. We anticipate a hire occurring in November, with completion of field training in early spring of 2017.
- As for 2017, we anticipate a possible retirement mid-year.

Equipment Report

- No report

Training Report

- Lt. Redman, Sgt. Hornbeck, and Sgt. Maurer attended the Middleton Police Department Active Shooter Full Scale Exercise as observers. Officer Onken and Officer Miller also attended with the McFarland Explorer Post and assisted as role players.
- Officer Barnier attended an Internet Crimes Against Children (ICAC) training at the Milwaukee Police Academy.

Budget Report

- As has been reported each month of this year, I am anticipating an overage in the overtime budget account due to unanticipated staffing shortages, and in the uniform budget account this year due to the hiring of very likely four officer positions that were unanticipated at the time the budget was approved in 2015. These hires will require additional expenditures of roughly \$ 3,000 per officer.
 - At present, we are running approximately 14% (\$ 8,700) over where we should be in the overtime account at this point in the year
 - At present, we have for the most part exhausted the uniform account. This includes the outfitting of two of the four unanticipated hirings. I would anticipate roughly a full 100% (\$13,000) overage of this account by year's end.
- In BY 2017 budget, I have requested additional overtime funding as compared to previous years. In the BY 2016 budget, I also requested more funding but agreed to a lesser amount with the caveat that it would be sufficient only if we experienced a model year. Simply put, we didn't.

To recap the BY 2016 budget year, immediately following the finalization of the 2016 budget, the following occurred:

- The death of Officer Copeland
- An officer who was dismissed following legal issues
- The dismissal of a recruit candidate presenting irreconcilable performance deficiencies
- An officer who left law enforcement altogether and moved out of State
- Four separate medical leave situations (two short term and two longer term)
- An officer coping with a tragic family medical situation
- The final retirement of a part-time officer whom we relied upon to pick up significant hours

Frankly, given the totality of what occurred in this budget year, I am amazed that at the end of August we are only 14% over.

It's important to understand the following when considering this overage:

- Medical situations that would keep a typical worker out of work for a few days may mean months of time off for a police officer. Police officers simply cannot work patrol duties when not fully functional. In reviewing the medical leaves that we experienced this year, this would have been the case with all four.
- The nature of our business, and frankly the expectation of our community is that we at all times have adequate staffing. We cannot simply say "Oh, well...I guess Fred won't be in today so that particular piece of work won't get done." Shifts absolutely must be filled and adequate staffing put forth each and every shift, each and every day. I am very proud of the manner in which my staff has stepped forward and made personal sacrifice to make sure that we are able to provide this level of service.
- Our exposure to staffing shortage is over four times greater than that of any other Village department. Most departments are open 40 hours a week...we are open 168 hours per week, in other words 24/7. Despite this, we operate with only 4 more staff positions than that of another comparable Village department that is open 40 hours per week. The wheel never stops turning, the doors never close.
- Despite the addition of two staff positions, we perpetually operate with the absolute minimum number of staff required to put forth an acceptable coverage scheme. When we operate in this manner, while it may save money, it puts us a great risk to experience staffing shortages. Life happens in our department just like in any other, and there always seems to be some situation going on, be it retirement, training, FMLA leaves, injuries and even death.
- My recommendations to rectify this situation over the next couple of budget cycles would be:
 - Increase the funding to the overtime account to a realistic dollar amount, such as I have attempted to do in past budget years.
 - Add additional staff so that we are not always running with the absolute bare minimum needed to just get by – as I indicated, we are a small department, but large enough to where there likely will always be a situation of some sort occurring.

Other Information

- The department continues to be involved in the initial phases of the Village-owned building security upgrade project. In August, an itemized listing was provided to the Village Board. Instructions were given to proceed with bids.



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re Release

Print Date: 08/07/2016 08:14
Login ID: mcbgr
Incident Type: All
Case Source: All

From Date: 08/01/2016 00:00
To Date: 08/31/2016 23:59

McFarland Police Department
ORI Number: WI012700

Officer ID: All
Location: All

Incident Type	Number of Incidents
911 Abandoned Call	1
911 Disconnect	0
Accident Hit and Run	2
Accident Property Damage	6
Accident Unknown Injury	1
Accident w/Injuries	3
Accident-Mv/Deer	1
Accident Private Property	1
Adult Arrested Person	7
Alarm	6
Animal - Lost	1
Animal Complaint	1
Animal Complaint-Bite	2
Animal Complaint Disturbance	2
Animal Complaint-Stray	3
Assist Citizen-Vehicle Lockout	5
Assist Citizen	15
Assist Citizen Lake	1
Assist Fire/Police	16
Assist Follow Up	6
Assist K9	8
Attempt to Locate Person	2
Burglary-Residential	2
Check Person	19
Check Property	28
Civil Dispute	2
Damage To Property	7
Disturbance	6
Domestic Disturbance	6
Drug Investigation	5
EMS Assist	35
Foot Patrol	2
Forgery	1
Found Property	1
Fraud	6
Fraud Identity Theft	2
Information	17
Miss. Serv. Offense	2



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report

Do Not Re-Release

Print Date/Time: 09/07/2016 05:14
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 08/01/2016 00:00
To Date: 09/31/2016 23:59

McFarland Police Department
ORI Number: WI0137300

Officer ID: All
Location: All

Incident Type	Number of Incidents
Noise Complaint	1
OMVWI Arrest/Intoxicated Driver	5
On St Parking Complaint	6
Person with a Gun	1
Phone	13
Properly Use Peace	4
FM Prop Parking Complaint	4
Question 911 Call	1
Rape	1
Ribbery-Strong Armed	1
Safety Hazard	12
Serving Legal Papers	1
Sexual Assault	1
Silent 911 Call	7
Suspicious Person	8
Suspicious Vehicle	15
Theft	3
Theft from Auto	2
Towed Vehicle	1
Traffic Arrest	21
Traffic Complaint/ Investigation	10
Traffic Stop	102
Trespass	1
Unintentional 911 Call	3
Unknown	3
Unwanted Person	1
Violation of Court Order	2
Weapons Violations	2
Total:	488



McFarland Parks Department Monthly Report

September, 2016

The following are items that have been accomplished in the parks over the last month:

McDaniel Park:

- A few sail boats which are tied to the Village pier were vandalized. A police report was filed.
- The Lower Yahara Trail project is underway and will continue through June of 2017. Large 100' beams needed for the trail will be moved in during the month of September. During this time, parking along McDaniel Lane will be limited.
- The Lower Yahara River Trail contractor has agreed to remove some very large cottonwood trees due to safety considerations for people using the trail. These trees will be removed as the contractor completes their portion of the project either late 2016 or spring of 2017.
- The Village received a \$64,000 grant to install the Village's part of the Lower Yahara River Trail Project. The Village is going question Dane County to see if we can receive our grant monies beings our portion of the project has been completed.

Brandt Park:

- The park is being maintained on a daily and weekly basis.
- The softball association has made contact with the Village to see if the lights are going to be replaced in 2017. They also requested the diamonds be re-aligned next year.

Indian Mound Park:

- Staff continues with the Indian Mound Maintenance items. These items included weed trimming on all of the Mounds and addressing the trail that was established last year. Removal of the Phase III trees is scheduled to take place later this year.

PUBLIC WORKS DEPARTMENT • (608)838-7287 • FAX (608)838-6823

5115 Terminal Drive • P.O. Box 110 • McFarland, WI 53558-0110

Arnold Larson Park:

- The park is being maintained on a weekly basis. Plans are being made with the Lions Club to remove the old hand rails and install new hand rails and spindles. There has also been discussions regarding installation of a drinking fountain in the park. Both of these projects are being proposed by the Lions Club and awaiting their agreement to proceed.

Street Trees:

- We continued to trim various terrace trees through out the Village as time and weather dictate.
- Capital City Trees completed injecting approximate fifty ash trees that the Village wants to save.
- As time and budget permit, the Village may install a few more trees in various parks.

Lewis Park:

- The construction of the new park shelter continues. The shelter is scheduled to be complete some time in September. Minor restoration activities and the cleaning and staining of the observation deck will be on going.
- A Porta-Potty has been delivered to the play ground area and is being maintained on a weekly basis.

Conservancies:

- The Village staff is mowing and spraying the Phragmites that are growing in the Marsh Woods Conservancy. This will be an on going effort over the next few years.
- Staff also mowed the wild parsnip that has been found in various areas through out the Village.
- Staff also sprayed and mowed the cut leaf teasel that was found between Triangle Street and Stoughton Road.
- As time and weather permits, a path will be mowed through the trees just south and east of the new Lewis Park Shelter.

Grandview Conservancy:

- The Village received the permit from the State Historic Society which allowed our consultant to do an archeological evaluation of the area where portions of the path was to be installed. This information was then submitted to the State Archeologist and was approved. The project information was also submitted to the Army Corp of Engineering and they also approved the project.

The decision was made to not install the path this year but wait until 2017 and also explore making the path a board walk which runs through the middle of the conservancy. This change will require new permits to be reviewed by the DNR and the Army Corp of Engineering.

William McFarland Park:

- We are currently maintaining the soccer fields on a weekly basis.
- We will be working with Purple Cow again this year to try and apply the compost product in hopes of developing a stronger stand of grass. This product will also be applied at Brandt Park. The timing for placing the compost will be late October to early November.

Community Garden:

- Village staff worked with volunteers to deliver and help with various items through out the garden.

Juniper Addition Park:

- Staff has been working with Veridian's consultant regarding the procurement of the shelter and park equipment. The material has arrived and Veridian's contractor has installed the play ground equipment along with the new park shelter. Staff will continue to monitor the project to make sure plants and grasses are established throughout the growing season.

Dog Park:

- A porta-potty was delivered to the dog park. We continue to monitor the use and effectiveness of the placement.

VILLAGE BOARD REPORT
SENIOR OUTREACH SERVICES DEPARTMENT
August 2016 Activities

We collaborated with the Library on a memory screening administered by the ADRC of Dane County. Eleven people participated. We are interested in making McFarland a Dementia Friendly Community if we can get a core group of volunteers to assist in that. I am meeting with Chamber president Donna Manning to discuss this.

Our Root Beer Float event was held on August 26th. We had 22 people in attendance. Music was provided by Jack Innes from Oregon High School.

We have successfully recruited and oriented several new volunteers-
Betsey Rewey- Kitchen help
Julieann Clerkin- kitchen help
Mary Jane and Peter Smith- Meal delivery and Foot Clinic Volunteer

This is the beginning of our busy time- Energy assistance signup is starting this month. Those that received it last year complete a renewal which we assist with. New signups must have an appointment face to face unless they can't make it in.

We are also heading in to Medicare D signup and renewal time. Lauren and Sara will be busy with a new round of retirees too. Each signup takes anywhere from one to three hours. During the period of October 15th until Dec 7th we handle around 50 people. I also complete them as needed.

Several programs are being held to address this issue- we have one presented by Hometown pharmacy on October 4th and the library is having one on September 29th.

Our biggest issue this month was the need to relocate the Village of Cambridge meal site that we operate. The Amundson Center, which is their municipal building, has had issues with mold. They notified us on Thursday August 18th that the building was sealed in the lower level and that we could not hold our meal or foot clinic there effective immediately. Our meals on August 19th, 23rd and 26th were cancelled. We resumed on August 30th at the Christiana Town Hall. After exploring several sites this appears to be the best option. Since we could not retrieve any of our wares from the Amundson center we had to obtain all necessary items to run the site. I also coordinated, in collaboration with Dane County, the food delivery from the caterer and the transportation for seniors to get to the meal site. We will wait to hear when we can return to our former space. The foot clinic is coordinated through Stoughton Home Health and I was able to give them a lead to hold them at Home Again Assisted Living in Cambridge.

I am working with Cassandra on more detailed Voter ID information to place in our newsletter and disseminate as indicated. We waited until things were clarified as things changed day to day. Senior Outreach has not had calls about it yet and a small article was posted in September's newsletter to call for questions or concerns. RSVP can take people to the DMV if a driver is available and there are some other private options with volunteers in the community.

Respectfully Submitted

Lori Andersen



AUTHORITY, BOARD, COMMISSION, AND COMMITTEE MINUTES
September 12, 2016

AUTHORITIES

Community Development Authority

BOARDS

Board of Zoning Appeals

Ethics Board

Library Board

COMMISSIONS

Landmarks Commission

✓ Plan Commission

Police and Fire Commission

COMMITTEES

Ad Hoc Committee to assess Senior Center/Community Center Facility Needs

Ad Hoc Volunteer Committee

Communications and Technology Committee

Emergency Management Committee

Finance Committee

Parks, Recreation and Natural Resources Committee

Personnel Committee

✓ Public Safety Committee

Public Utilities Committee

Public Works Committee

Senior Outreach Services Committee

Minutes Plan Commission Meeting

June 20, 2016

Members Present: Kate Barrett, Brad Czebotar, Bruce Fischer, Cathy Kirby, Ron Berger, Dan Kolk, Jeff Sorenson

Members Absent:

Staff Present: Pauline Boness, Brian Berquist, Town & Country Engineering, Karen Knoll

Others Present: Dick Becker, Judi Becker, Kathy Dutter, Brian Dutter, Tom Bailey, Dan Morrill US Ventures Inc.; Mike Buhalog, Paul Schlieve, Jeff Deane, Kurt Pederson, Dale Marsden, McFarland Historical Society; Tim Thorson, Royal Oak Associates Inc.; Tom Gannon, Gannon Construction; Mark Shubak & Jim McCarthy, Strand Associates; Jerry Dietzel, Ruth Ann Whitehorse-Burns, Art Weber, Cindy Weber; Brett Riemen, Brian Spanos; Spanrie Properties, Don Goben, John Bloyer

- 1. Call to order. Czebotar called the meeting to order at 7:00 p.m.**
- 2. Review and approval of draft Minutes of the April 18, 2016 Plan Commission minutes.**
Czebotar called the minutes of May 16, 2016 approved by unanimous consent.
- 3. Public Hearing – Review and possible action regarding a Conditional Use Permit (CUP), requested by US Ventures, Inc. to allow propane bulk storage, rail car transfer and truck loading at 4402 Terminal Drive, property zoned M-IC Manufactured Intensive.**

Czebotar opened the public hearing at 7:01 p.m.

Dan Morrill with US Venture based out of Appleton WI – indicated the company wishes to install 2 tanks to store propane for the purpose of offloading rail cars and loading of trucks for distribution in south central Wisconsin.

Czebotar closed the public hearing at 7:02 p.m.

Kolk inquired if the proposal covers all safety and storage standards. Morrill replied the standards are the same for what is on site, and is covered. With the standards there are safety valves, shut down procedures, there is also a mechanical engineer on staff who has reviewed

the plans along with annual reviews of the site. The State has reviewed the plans along with performing practice procedures with the Village of McFarland. By recycling older tanks, they are actually a thicker steel but built to the same burst pressure specifications, they are also tested and x-rayed for any damage. They carry a UNA certification for the State of Wisconsin. Kolk asked about anticipated traffic per day. Morrill replied they will have about 8 – 12 truckloads per day. Sorenson inquired about frequency of propane being brought in by rail. Morrill replied, it all depends on the rail schedules, they normally take in a rail receipt every 2 - 3 days, size depends on the request. Boness inquired about the maintenance of the tracks. Morrill replied they own the spur with five other parties, WSOR does an annual inspection, with published deficiencies. They bring in contractors to repair any deficiencies, the tracks are inspected and maintained by them to the main line, on an annual basis, after the main line they are WSOR's responsibility.

Commissioners discussed locations of propane being shipped into the area, benefits of having it further north for consumers, shipping of the product out of state.

Chris Dennis, McFarland Fire Chief discussed how the incident command structure falls under the local jurisdiction, utilizing Madison and Dane County as additional resources. They have met with US Ventures and received their plan for review, they did not see any deficiencies, and all appears to be operating smoothly. Any incident would be treated the same whether butane or propane. There are many agreements in place to handle many types of possible issues. US Venture takes on any financial responsibilities if an incident took place.

Kirby inquired if we have notified neighborhoods where the tracks are located another source of combustible materials is moving through their neighborhood. Boness replied it would be up to the Plan Commission to decide if notifications are warranted. Kolk stated McFarland already receives materials by rail. Dennis agreed, and we have very limited knowledge of what actually travels through McFarland by rail, companies are very guarded with that information. Dennis informed Commissioners he reviewed all electronic records going back 16 years and there has only been one incident on the tank farms, with a truck driver hitting a bollard. There are no documented safety issues with US Ventures.

Barrett inquired about the impact on the TIF district, and how the CDA felt. Boness responded the CDA did recommend approval of this at their last meeting, they did not feel it was as if an entirely new terminal was being created.

Kolk moved to approve a Conditional Use Permit (CUP), requested by US Ventures, Inc. to allow propane bulk storage, rail car transfer and truck loading at 4402 Terminal Drive, property zoned M-IC Manufactured Intensive. Sorenson seconded the motion. Motion carried 5 – 2 with Kirby and Berger opposed.

- 4. Review and possible action regarding a Site/Design review, requested by US Ventures, Inc., for approval of propane bulk storage tanks, rail car and transfer rack at their US Oil Terminal located at 4402 Terminal Drive, property zoned M-IC Manufactured Intensive.**

Morrill reviewed with Commissioners the site design consisting of two tanks and one compressor; there will be meters so truck drivers can receive a bill of lading. It takes about 30-45 minutes to load one truck. Dennis advised the proposal meets standards.

Czebotar moved to approve a Site/Design review, requested by US Ventures, Inc., for approval of propane bulk storage tanks, rail car and transfer rack at their US Oil Terminal located at 4402 Terminal Drive, property zoned M-IC Manufactured Intensive. Sorenson seconded the motion. Motion carried 5-2 with Kirby and Berger opposed.

- 5. Public Hearing – Review and possible recommendation to the Village Board regarding Ordinance No. 2016-03. An Ordinance REZONING LANDS IN THE VILLAGE OF MCFARLAND AT 5401 PAULSON ROAD FROM M-IC MANUFACTURED INTENSIVE COMMERCIAL TO R-3 GENERAL RESIDENCE DISTRICT.**

Czebotar opened the public hearing at 7:30 p.m.

Brett Reimen and Brian Spanos of Spanrie Property Group are local developers, owners and managers of residential rental properties. Reimen indicated a neighborhood was held meeting regarding this proposal. This site is 3 acres backing up to 6 duplexes and 1 commercial business; it has been on the market for a while. The site has high infrastructure costs; the topography is an issue for development, along with other issues. They like the location for residential development; it has a high walkability score. They are looking to build 11 multifamily duplexes, both single and two story ranging in 1700 – 1900 sq. ft. per unit, 3 bedroom, 2 ½ baths and 2 car garage, with extra storage areas in them. The plan is to do this in 2 phases, with possibly occupancy for Phase 1 as early as next spring providing approvals are received.

Based on the Village Comprehensive Plan this site is identified as mixed use, which meets their proposal. They have met with Public Works to discuss traffic patterns, and sidewalks.

Spanos advised they have an office in McFarland, and their current Farwell Street project is 30% leased with letters of intent at this time. They have been receiving requests for duplex style rentals in the area. They hired a company who did a recent survey for them, which showed a need for newer 3 bedroom duplexes in the McFarland area. They are building similar duplexes in Oregon at this time; which are higher end, meeting the demand for upscale condo-style rentals. As the owners, they will be maintaining the landscaping, and snow removal for the project. Spanos reviewed floor plans, and specifics of the project.

Kathy Dutter – 5408 N. Cook Street – feels her area is mainly owner occupied and is concerned about rentals, and the traffic of potentially 22 more families in the area. She is also concerned about runoff in the N. Cook and Ridge Road area.

Curt Peterson – 5404 N. Cook Street – would like to have a say as to what goes on in their neighborhood. He is concerned about people using area streets as shortcuts, causing traffic issues. He is concerned about approvals going through and if the developer finds this too expensive to develop due to the costs, they may back out, or have too many vacancies. He would prefer McFarland remain a small town community, and not have so much development. He does not feel the Village has worked hard enough to put a commercial business on the site.

John Bloyer - 5405 N. Cook Street – His largest concern is safety due to the way Ridge Road wraps around. He does not feel the site is a good one for that many potential families.

Czebotar closed the public hearing at 7:45 p.m.

Fischer asked of Commissioners how actively they have been trying to attract businesses to the location. Boness responded she has worked with many potentially looking to move into the area, their main concern is they do not wish to be close to residences and have to worry about noise, vapors, truck traffic etc. Fischer responded there are two issues here, would neighbors rather have a business on the site or residences, or is it a matter of they wish it could just remain in its wild natural state. They will have to decide, would they be happier if there were less units. Fischer asked if Paulson road is accessible for firetrucks. Dennis responded it is gated, and only has to be unlocked. Reimen responded, after their meeting they did find a different plan and reduce the area by 1 unit, while it may not seem like much, overall it is to them, but they did make concessions, there will now be 10' between units. To reduce it any further would not make it a fiscally viable option due to the costs of the infrastructure. Spanos advised they are also making every effort to save as many tree's as possible to maintain the current look and privacy along the back lot lines and keep as much green space as possible along with attractive landscaping and retaining walls between units.

Kolk confirmed being one way traffic, how will this be handled with the project being done in phases? Reimen responded they are working with the Fire Department to design either a firetruck roundabout, or drive so there will be safety and emergency access. Kolk was also concerned about the contours of the land, and potential flooding. Spanos responded Dane County requires 100% retention of water on their site with new developments, they will have a dry retention pond to handle heavy rains, and the site has been designed to cover all local ordinances.

Kolk pointed out this is a manufacturing industrial site; he hates to lose that type of use in McFarland. However; due to the location, this site may never be used for manufacturing, and we do not have this type of housing in McFarland.

Kirby feels the issues the neighborhood brings up are valid; however, based on similar projects making requests, neighbors have to decide would they rather have residential or commercial

backing up to them. You will have traffic, stormwater and similar issues no matter what is built there. She feels McFarland does need quality duplexes, people are always looking for this type of housing. Sorenson feels the walkability of the site will improve some of the traffic issues for the site being residential rather than commercial.

Barrett inquired about sidewalks for the site, if they have the desire, will there be room in the future. Boness responded the sidewalk issues has always been a contentious one for the Village Board; at this time, they are not interested in moving forward with the sidewalk issue. Berquist responded, there is the space for sidewalks; but it would likely require some tree removal. Barrett feels this is a much more compatible use for the neighborhood, and also pointed out, they have the ability to approve the site design, where with some projects they do not, and she feels this is a positive.

Commissioners discussed neighbors' concerns over empty rentals, or reduced rents just to attract tenants. The Spanrie Group is local, and has many years of experience and will be managing the project themselves. Safety concerns due to the railroad tracks, and, how it is not the owner's responsibility, but parents and the school districts, for how the kids play in the area and go to school.

Czebotar asked of Berquist, understanding he has not had time to review the stormwater plans, will this add to the problem in the area. Berquist responded, while this will not make it better, as you will be putting in blacktop, by design it will be made reasonably neutral, it does depend on the storm, in a normal small event, it will likely be better, in an event where you have 3" in an hour, just as discussed with other proposals, it will make it a little bit worse. This however is not a large enough site in the scheme of the drainage area and watershed to cause measurable problems.

Czebotar moved to recommend approval to the Village Board regarding Ordinance No. 2016-03. An Ordinance rezoning lands in the Village of McFarland located at 5401 Paulson Road from M-IC Manufactured Intensive Commercial to R-3 General Residence District. Barrett seconded the motion, Motion carried 7-0.

6. Review and possible action regarding a Site/Design review, requested by Spanrie Property Group, for site plan approval for a multi-family development located at 5401 Paulson Road.

Spanos indicated after looking at many options and site plans for this proposed project; they feel this is will work given the limitations of the site. They are using a two story plan for some units to have a smaller footprint. Kirby inquired how much green space there will be. Boness responded there is 35' from the back lot line and 20+ feet between each duplex, and an area which is owned by the Village which they will have to get an easement for.

Commissioners discussed some trees and foliage on the site, there are many scrub trees not worth saving, the older trees towards the back will try and be kept for privacy. They liked the overall concept of more room between units rather than having more units, tighter together.

Barrett inquired if Public Works has looked at the plan. Boness responded Public Works, Police, and Fire Departments were all provided plans for review. There will be issues to be handled in the Development Agreement.

Czebotar moved to approve a Site/Design review, requested by Spanrie Property Group, for site plan approval for a multi-family development located at 5401 Paulson Road contingent upon approval of a Developers Agreement by the Plan Commission and Village Board, approval by the Village Engineer of a stormwater and erosion control plan; an executed stormwater maintenance agreement. Surety to cover the cost of public improvements and an ingress and egress easement agreement with the Village of McFarland; and a favorable recommendation from the Public Safety and Public Works Committees. Sorenson seconded the motion, Motion carried 7-0.

7. Review and possible action on an amended CSM by Spanrie Property Group, regarding 5020 Farwell Place to include easements granted to the Village of McFarland for sanitary, water and stormwater purposes.

Boness reviewed for Commissioners the CSM showing the two changes for easements granted to the Village for stormwater and utilities needed for the youth center.

Czebotar moved to approve an amended CSM by Spanrie Property Group, regarding 5020 Farwell Place to include easements granted to the Village of McFarland for sanitary, water and stormwater purposes. Kirby seconded the motion. Motion carried 7-0.

8. Review and possible action regarding a Site/Design review, requested by the McFarland Historical Society, for approval of a 500 sq.ft. addition to the McFarland Historical Museum located at 5814 Main Street currently zoned C-C Central Commercial.

Dale Marsden – spoke on behalf of the McFarland Historical Society, they are looking to add 17’ to the current building located at 5814 Main Street, allowing for more room to accommodate a display of a 100 year old boat from Lake Waubesa along with meeting and work room space. This addition will fit into the allowable square footage for the lot, and maintain a 10’ separation from the cabin. They will be using cement board on the addition and in the future residing the current building and garage. It is felt this material will be more durable than the current cedar siding.

Czebotar moved to approve a Site/Design requested by the McFarland Historical Society, for approval of a 500 sq.ft. addition to the McFarland Historical Museum located at 5814 Main Street currently zoned C-C Central Commercial conditional upon review of the stormwater drainage design by the Building Inspector and Village Engineer. Kolk seconded the motion. Motion carried 7-0.

9. Review and possible recommendation to the Village Board on a request by Thomas Gannon regarding Preliminary Plat approval for Prairie Place Subdivision located on

33.5 acres east of Holscher Road and north of MN. (Continued from May 16, 2016 PC meeting).

Tom Gannon – with Gannon Properties – Since the May meeting they have met with Boness, the Parks Committee, along with Allan Coville and Brian Berquist. Mark Shubak, Strand & Associates identified the changes on the plat from last month's meeting. They have added the cul – du- sac as requested. Removed 200' from lot 57 creating Outlot 2, for parkland dedication and allowing some flexibility for Holscher Road improvements. Shubak reviewed sanitary sewer changes and the trail change per recommendation from the Village and Berquist.

Gannon feels the project is coming together with 25 lots backing up to open space, along with larger lots, cul-du- sac lots, and some level lots. He reviewed types of homes potentially to be built with minimum size of 1300 – 1500 sq.ft. with prices ranging in the \$250,000 to \$450,000 range. Gannon met with the Park and Recreation Committee on Thursday; he intends to have a more passive park due to the wetland issues. The door is open to possibly adding more size to the park. There is no definitive agreement with the Parks Committee; they will be going back to them. Prior to moving forward they need a variance from Capital Area Regional Planning Commission (CARPC), and in order to move forward that request must first be sponsored by the Village. He feels it is a unique wetland, mainly dry, offering a nice alternative to many of the existing Village parks. CARPC seeks a 75' buffer. This would set aside a huge amount of land, but they are asking for some small variances. Gannon reviewed potential home layouts on the lots which they would be seeking the variance and the buffer zones which would be affected.

Gannon reviewed various cross sections, how deep they can put a basement in the ground, and potential effect of water in a basement, and the elevation of a 100 year storm. Bore holes were done in May of 1997, the previous year was considered a wet year for rain, that area was considered behind in rain received. The basement floors will be above the lowest spot of the wetland. This wetland, receives some water, which then dissipates.

In response to a question by Boness, Berquist indicated he received the soil data. Boness inquired if he can determine if the soil type is conducive for basements. Berquist responded the tests are fairly old, and a blunt instrument for soil testing, they are used to design and try to predict behaviors. Density used was typical. Actual ground water in a bore hole will depend on when the test was taken. In regards to the summer when it was wet for months, the overflow pipe was required for that type of situation, it functions as a type of "bathtub" drain where public works can pull the plug, and meter out the water, it does end up in another wetland, which is mapped as more of a traditional wetland. Boness asked does he have any confidence the lots proposed on the east side of the basin will be out of those soils which would have severe limitations for basements? Berquist responded he does not feel he has enough information to answer that. Kirby responded which is why she feels this is an issue, there will be some lots almost 80% into a wetland. What is being asked the Village support going to CARPC and say we are going to allow a developer to build in a wetland buffer, if we do this for one, we will have to do it for all. This would be setting policy which we may not want to be a part of. Whether people feel it is a good or bad wetland, it is designated a wetland with a

buffer which is not to be disturbed in any way. She does not feel it is for us to determine, DNR determined it is a wetland and we should not be in favor of disturbing the buffer and building homes in one.

Kolk asked if CARPC's standards are based on good soil science, and why do they exceed the DNR standards. Berquist responded the body attempts to be more conservative rather than less conservative when it comes to protecting what they feel are natural resources. They do not concern themselves with wet or dry basements, it is more to do with impervious areas and they are trying to protect the wetlands and wildlife. He has not been involved in a request for a variance, the biggest question before the Plan Commission is that question, do we support building in a wetland. Kolk would rather let this go to CARPC and let them decide if this is a good idea or not. He does not want to be the one to decide, as he doesn't feel we know enough about their standards. Barrett feels there are two issues, one is the grading which will increase runoff, the other is impervious surface, when you have basements, and asphalt which has contaminates which can then flow into the wetlands. Some of the lots in question would have over 50% of the home in the setback, and this is more of a precedent than she is willing to accept. Gannon stated at some time this will be turned over to the Village after 80% of the lots are built upon.

Mark Shubak with Strand and Associates – they have met with CARPC staff on multiple occasions. They are looking to see what they can do to address the variance. They feel the restoration is a cornerstone of the plan, and something which is not required of them. It is currently agricultural land and lacks wetland functionality. Shubak reviewed plans and photos taken of the site. They anticipate the establishment of flora and fauna to turn it into a functioning wetland. He feels they are proposing minor variance requests to the buffers. The feedback they received from CARPC was this is a proposal they could support. Shubak reviewed wetland buffer setbacks and what is required to offset potential impacts and how they feel they have met the requirements. They will not be allowing sheds or any impervious surface in the zone, they will have restrictive covenants in the subdivision. Sorenson inquired what happens in the future when the homes are sold, the developer is gone, who will be enforcing this requirements. Gannon replied there will be restrictions and if someone does not abide by them the neighborhood would have to take them to court. Commissioners discussed the issues with restrictions and no one being around to enforce them. Gannon stated they would be happy to work with the Village so they would have the ability to enforce them once the subdivision is developed. Shubak felt people purchasing a home with an area such as a wetland behind them would not want to place a shed or other building in their backyard or would mow into a prairie.

Czebotar asked for a sense from Commissioners where they are at with this proposal. Sorenson feels this is a good plan, and the wetland will be better when developed, if it makes sense for the Village to back this he does not have a problem. Kolk feels CAPRC has taken the decision from them, as they have the final say, if this is adequate CARPC will issue the variance. Our decision is to whether we should support the petition for variance. Kirby does not feel we should be passing these decisions to someone else; we should be making the decisions for our Village. If there are setbacks, she feels they are for a good reason, it is a great plat, but she cannot support it with those five lots having homes built in the buffer area. Czebotar concurs

with Kolk and Sorenson, this is a decision CARPC should be making, we have an opportunity to provide wetland and feels we should proceed. Barrett worries about the precedent being set, they are asking for a variance of almost the entire lot on four of them. Berger questioned if this is an all or nothing, he would be more included to support it if it did not include the lots 53-56. Fischer is concerned about the buffer, but feels it is up to CARPC to decide, and to have covenants put in place to protect the wetlands.

Gannon stated this has to be a viable plat for him to move forward. He has lost one lot on the cul-du-sac, if he had to give up more lots you are asking for him to loose over 10% of his plat.

Czebotar moved to recommend approval to the Village Board on a request by Thomas Gannon regarding Preliminary Plat approval for Prairie Place Subdivision located on 33.5 acres east of Holscher Road and north of MN conditional upon;

- Approval of rezoning of all lots within the plat that would permit land uses specified for the Prairie Place Plat.
- Submission and approval of a Development Agreement with the Village of McFarland.
- Variance granted by the Capital Area Regional Planning Commission to the 75' setback buffer from the wetland boundary to those lots affected.
- Variance granted by the Capital Area Regional Planning Commission to the 35' grading setback from the wetland.
- Submittal and approval by the Village Engineer of five sets of all plans for public streets, public sidewalk, temporary T turnarounds, sanitary sewers and public water to be located within the boundaries of the plat including revision of White Daisy Lane to a permanent cul-du-sac and other comments in the Village Engineers review letter dated May 17,2016.
- Submittal and approval of a stormwater management, and erosion control plan by all applicable entities.
- Surety to cover cost of required public improvements.
- Submittal and approval by the Village Board of dedicated parkland and fees-in-lieu of parkland dedication.
- Submittal to and approval by the Village of any deed restrictions or covenants for the plat including but not limited to lowest elevation for building openings.
- Approval by the Village Attorney of an easement agreement between Prairie Place Property LLC and Westshore Pipeline.
- Future sanitary sewer easement parallel with the Westshore Pipeline supply pipe.

- Identification on the preliminary plat of all public spaces proposed to be dedication for parkland use.
- Submittal to and review by the Village Engineer of any soil borings required by the Village.
- Development Agreement to include waterproofing measures to be used for residential basements, details of which will be submitted with residential building permits for lots as determined by the Village Engineer.

Fischer seconded the motion. Barrett pointed out they have not discussed the parkland fee's- in-lieu, and feels it is something which has to be agreed upon. Boness responded it will have to be discussed and agreed upon as one of the conditions.

Motion carried 4-3 with Kirby, Barrett and Berger opposed.

10. Discussion – Don Goben – Truck Movers site redevelopment.

Discussion tabled to July 18, 2016 Plan Commission meeting.

11. Discussion – Possible division of a residential lot located at 5306 Falling Leaves Lane.

Cindy and Art Weber – 5306 Falling Leaves Lane they are looking for feedback on the possibility of splitting their larger lot into two, and rezoning them to R-1A to accommodate a smaller lot in the neighborhood, so they can build a new home on the second lot. They are looking to downsize and feel this will fit into the neighborhood as Summer Trail has three homes on it across from them, and on their side of the street currently only two homes. Berquist pointed out they will need to pay for sewer and water lateral along with street patch.

Fischer suggested speaking with the neighbor behind them to purchase some of their lot. Weber indicated he had spoken to the original owner a few years back, and he was not real receptive at the time, he has not spoken to the current owners. Barrett is concerned they meet all the setback requirements. Setbacks were reviewed by the Webers and Commissioners. Berquist added you will need a CSM to split the lot. Commissioners concurred this would be a good option, but encouraged Webers to check into all costs, and measurements.

12. Discussion – Grell property redevelopment– carry over from May 16, 2016 meeting.

Commissioners would like to see something done with the site, however they are not inclined to pay for all of the remediation costs. Czebotar suggested there may possibility be something worked out with a discussion between the Village and the owner, some type of trade off where the Village pays for the removal, but gets something in return. Sorenson would like to see more details on where it is located, are there contaminated materials on the site. Boness stated the DNR suggested doing some probes to sample and see what is there; it was formerly a hardware store with a gas tank on site.

13. Department Reports:

- a. Highlights and Updates** – No report this month
- b. Property Maintenance Report** – Czebotar feels in looking around the village there appear to be more parties not in compliance. Barret added there are some construction sites where they are not in compliance with erosion control. Czebotar inquired does the Building Inspector tour the Village checking on properties, or just respond to complaints. Boness responded if he is out in the area he will look around, or he will be sent out if staff notices something, Boness will also go out. Czebotar suggested if the police officers see something they should pass the information on. Commissioners asked for June report to be emailed to them when complete.

- 14. Adjournment** –Kirby moved to adjourn, Barrett seconded the motion, motion carried meeting adjourned at 10:25 p.m.

Approved

Minutes Plan Commission Meeting

July 18, 2016

Members Present: Brad Czebotar, Bruce Fischer, Cathy Kirby, Ron Berger, Dan Kolk

Members Absent: Kate Barrett, Jeff Sorenson

Staff Present: Pauline Boness, Brian Berquist, Karen Knoll

Others Present: Deanne Funkhauser, Stuart Allbough, Mike Wokasch, Terry Nelson, Debbie Nelson, Lois Barber, Maureen Gaffney, Sue Smith, Tammy Thayer, Eqon Schulz, Char Schulz, Tanner Ring, Tedd Ring, Al Powers, Tom Ring, Robert Bouril, David Doll, Dan Day D'Onfrio Kottke & Associates, A.E. Powers, David Schiefelben, Kris Sturman, Cory Sturman, Tim LeBrun, Storage Shop USA; Darrell Braum, Debra Braum, Mark Winter, Katie Gletty-Syoen, David Baehr, Dorice Hughes, Michael Klune, Scott Gussick, Ron Gussick, Timothy Gill, Scott Smith, Lars Barber, Jon Wendling, Mary Connery

1. **Call to order.** Czebotar called the meeting to order at 7:00 p.m.
2. **Public Hearing - Review and possible recommendation to the Village Board on a request by Timothy LeBrun, College Properties LLC for approval of a Condominium Plat and Declaration of Condominium for Storage Shop USA – McFarland II. Lot 1, CSM 12282, Village of McFarland, Wisconsin, Recorded in the Office of the Register of Deeds for Dane County, Wisconsin, October 15, 2007, in Volume 76 of Certified Survey Maps, Pages 97-98, as Document No. 436582. The current addresses are 4901 – 4943 Ivywood Trail. The property is currently zoned C-H Highway Commercial.**

Developer Tim LeBrun of Storage Shop USA wishes to create a separate condominium plat for the next phase of Storage Shop U.S.A. Back in March 2016 a revised condominium plat which encompassed Phase II was approved by the Village.

Tim LeBrun and his attorney now believes creating a separate condominium plat – McFarland II is a better way to make some changes to the declaration. Attorney Jeff Bartzen drafted an email explaining his clients reasoning.

Attorney Matt Fleming has reviewed and doesn't see any problems. Essentially the overall project is the same. Both condo plats will be responsible for maintaining the detention pond.

Czebotar moved to approve a request by Timothy LeBrun, College Properties LLC for approval of a Condominium Plat and Declaration of Condominium for Storage Shop USA – McFarland II. Lot 1, CSM 12282, Village of McFarland, Wisconsin, Recorded in the Office of the Register of Deeds for Dane County, Wisconsin, October 15, 2007, in Volume 76 of Certified Survey Maps, Pages 97-98, as Document No. 436582. The current addresses are 4901 – 4943 Ivywood Trail. The property is currently zoned C-H Highway Commercial, contingent upon securing a signed stormwater management agreement with College Properties LLC. Kirby seconded the motion. Motion carried 5-0.

3. Review and possible recommendation to the Village Board on a request by Beach House Properties LLC to approve a General Plan to redevelop Lots 1 (former Beach House Restaurant site) and 2 of CSM 1256 with 44 multi-family units and a restaurant. The addresses are 4506 Bremer Road and 5604 Lake Edge Road.

Kris Sturman – they are proposing a 44 unit condominium and restaurant building on Bremer and Larson beach road. They held a neighborhood meeting approximately six weeks ago and felt it was very positive. They did take some points into consideration from that meeting. They feel they have some local interest in the project.

Jim Burbaker – unidentified engineering firm – reviewed the site plan, stormwater plan, and bio retention facility. They are meeting the quantity component per the DNR. The parking lot will be graded to drain and capture all of the water off the front of the property.

There will be a landscaping plan submitted. There will be a deck with open plaza area, lining an open area to the public for a right-of-way and an ADA ramp. Burbaker reviewed the overview of the former Beach House property and their proposal.

Bob Bouril – outlined the building design. They worked to accommodate the scale of the neighborhood in the design while working with the slope of the site. They will be within 2' of the 100 year flood plain. They are separating the building into two components, toning down the scale and mass of the building. There will also be a restaurant in the building. They looked at options of condominiums and/or apartments for this project and are moving towards a combination of having both in the project, depending upon the market demand. Parking will be a combination of surface and underground.

Bouril reviewed roof pitch, layering effects for a smaller feel, along with an over view of building materials and color for the proposed project; almost every unit will have a view of the lake.

Per request from Plan Commissioners Bouril reviewed the interior, they are proposing 15 - two bedroom, and 5 one bedroom units in the south building– ranging in size from 880 sq.ft. – to 1600 sq.ft. the north wing will have 24 units total with 21 - 2 bedroom and 3 one bedroom units. The restaurant will be located in the north wing and they have several people who are interested in leasing that space.

David Baehr, a realtor (firm not identified) feels the market price will be \$275. - \$325. per square foot and the market is strong in that range for those who want the lake lifestyle. Baehr feels they will cater to those who want to stay in McFarland but want to remove maintenance from their lives. Sturman summarized the price range will be \$300,000 - \$500,000 range.

Kirby asked are the setbacks from the lake approved by the DNR, can they be as close as they are proposing? Burbaker responded they feel they have setback the building in accordance with requirements. Commissioners discussed the viewshed for residents who currently live on the lake and near the proposed project. Kirby felt there is very little green space proposed for this project. Developers do not have the figures with them, but feel there will be more than is currently on the site. They will also have retaining walls with planters to mask the parking. Kirby asked for confirmation that balconies cannot be counted as open space, and also, what are the sideyard setbacks, are there not single family homes on either side of this proposed project? Bouril replied there are single family homes on both sides, the setback is 10' and they are generally within that range. He does not believe they used the decks in the calculations include the decks or balconies in the open space figures. Fischer questioned why they could not terrace the end of the buildings to lessen the impact on the single family homes on either side; he feels something this large will greatly impact those on either side. Fischer inquired as to the total of units currently on the site. Bouril responded there is currently a 12 unit apartment, they are proposing 44 units. Boness informed Commissioners in response to questions, balconies cannot be used in open space calculations, as they are not open to the public; the existing Beach house restaurant is 55' from the ordinary high water mark and the 12 unit is 75' from the ordinary high water mark. The side yards are currently is 38' from the apartment and the Beach house is 20'.

Kirby has concerns over the size of this in the scope of the other properties in the area and feels the traffic is a major concern. She would like to hear from the Police Chief, Fire Chief and Public Safety Committee as to the scope of any concerns, needs for additional stop signs, etc. With adding 44 units and a restaurant there will be additional traffic.

Sturman replied they are only building an 1800 sq.ft. restaurant, they do not feel it will add much traffic. He feels they originally wanted 40 units on just the one site; they are now combining two sites and only asking for 44 units and will not add much additional traffic. He feels the only issue is to put up a stop sign at the corner.

Debbie Nelson - 5618 Lake Edge Road – She questions how others would feel to have a 3 story complex with window looking right into your property. While she understood when she purchased her home, what was next door, however, it is much further away than what they are proposing, also; on their plans they do not show her home, but do show a tree planted where her living room actually is, amongst other errors in drawings. She is also concerned about the noise of an overhead garage door right near her property. Sturman questioned if it was her bedroom or kitchen windows which look out? Nelson responded it would be her living room. He understands it would be a big change, but they have angled the decks to not look straight out at the neighboring properties.

Larry Laymen - 5417 Bremer Road – formerly worked with group which handled pier installation, have they considered how they will be handling that with this development. Sturman responded they will have that professionally managed, and will be stored off site.

Scott Smith - 5624 Lake Edge Road – Are they seeking to combine the two parcels or will they be two separate planned developments. Boness responded they will have to combine them with a CSM at some point, this group has decided to do their Planned Development in a two stage process. They are looking for approval of a General Plan first and then if approved would have to come back within a year with a Detailed Plan Approval. Smith inquired if they meet all runoff requirements. Bouril responded they do.

Dorice Hughes - 5508 Bremer Road- how many surface and underground parking spaces will they have and how are they assigned to residents. Bouril replied they will have 36 onsite surface parking and 72 underground for a total of 108.

Sturman stated residents will each get one stall per unit; there will be others optionally available for purchase after that. He feels based on the number of units this meets the average. They will offer outside stalls to people at a reduced rate. Kirby inquired where visitors will be able to park and restaurant parking. Sturman responded there will be some stalls for visitors and the restaurant blocked off in the surface lot. They feel the Walgreens does not use all of their stalls and they may pursue an option with them to use some of their parking. Sturman inquired what is required for parking. Boness responded you need 2 stalls for a one bedroom and 2 stalls for a two bedroom, 2 ½ stalls are required for a three bedroom; and, for a restaurant the number of stalls depends on the capacity. She is concerned you may have patrons of the restaurant using tenant's stalls. In regards to the Walgreens, all stores are leased and they have guidelines for use of their property. Kirby feels this project needs to stand alone and not rely on other businesses and street parking to solve their parking issues. Bouril replied there are 8 one bedroom units and the market they are looking at are singles, which would have one car. He feels with 108 stalls they have the 2 per unit covered with 20 stalls for the restaurant. He doesn't feel there is a high probability that all residents will be home at the same time. There will also be bike parking. He feels if they cannot get the density they want the ability to have the open plaza diminishes.

Stuart Allbaugh - 5622 Lake Edge Road – What if someone chooses to not purchase parking, will they be parking on the street? Sturman responded they are required to purchase only one stall. Allbaugh questioned how is that handled, most families have 2 cars, if they only purchase one, will they be parking on the street? Will there also be boat launches, and has a traffic study been reviewed for this site. Sturman responded there will be no boat launches and a traffic study has not been done. Allbaugh is concerned as this is already a busy traffic area, this does not include street parking. He would like to see them consider scaling this project back. Allbaugh provided photos of parking and traffic issues in the area.

Mike Wolcosh – 5420 Bremer – He concurs with the same concerns about parking, if this moves forward he would like to see no street parking in the area. He has questions as to how a

property such as this would be taxed. He feels each unit should be taxed to the same level as individual home owners are on the lakefront.

Sue Smith - 5434 Bremer Road – Also concurs with the previous concerns over parking. Where will people be parking who will be using the boat slip rentals? Sturman replied they do not have a count on allowable slips, there will be less than 44 slips and will have 44 units; the residents will have rights to the boat slips. He does not feel there will be as many using the boat slips from the outside. The slips will be available to residents to purchase. He feels they will have no problem selling condos to people who wish to also purchase a boat slip.

Mike Klune - 5508 Bremer Road – Who will own the piers, there were two previously giving access to people coming to the restaurant. Will there be one available to people for the new restaurant? Sturman replied those questions are still being worked out, it is likely the condo association will handle it; if it is apartments and condos the management company will handle it

Todd Ring -4608 Larson Beach Road – Where will boat trailers be parked for the 44 slips? When he moved in due to health issues they change filters in their home every six months, now with increased traffic and business in the area they are now changing them every two months. There is definitely increased traffic, and this will add more. Sturman replied they will be working to find offsite storage of boat trailers.

Lars Barber - 5435 Bremer Road – do they know how many slips are currently allowed and what is required to add more slips, could they potentially double that amount. Sturman responded he believes 27 or 28 slips, he is not clear on what is allowed with the additional property. They will have to go through the DNR to add any additional slips.

Scott Gussick - 5708 Lake Edge Road –How many other similar condominium projects has this developer done and how much are you involved after the sale. You are discussing adding slips in the future, but, if you are not involved and only a condo association is, how do you know what they will select to do. Sturman feels that is a question which needs to go through an approval process. In regards to condo developments, this is their largest .

Dave Schiefelbein - 5427 Bremer Road – They had stated the taxes brought in would be \$300,000., is that the total taxes or just the portion which goes to the village. Sturman replied it is just a figure they calculated based on current mil rate and if they all went to condos.

Kirby moved to postpone action until it has gone to Public Safety Committee and they have received comments from the Committee and EMS, Fire Department and Police departments as to traffic and safety. Motion seconded by Berger. Kirby feels there are serious issues which need to be addressed prior to moving forward. For the developers there are also parking and setback issues, she would encourage them to work with staff on this before this comes back. The combining of multifamily and restaurant is not out of the question, as the neighbors knew this when they purchased homes in the area, will it be this project, that remains to be seen. She encourages neighbors to keep in touch with staff, board members and the developer. Boness said there are no specific setbacks for this type of property; Commissioners should set what they

feel is appropriate for this project. We have no say in regards to expansion of boat slips on the lake, that is all handled by the DNR.

Czebotar encouraged developers to look at changing the sideyard setbacks. Kolk concurs, he feels it makes sense to have the traffic issued addressed prior to any vote. He does not feel we can minimize the impact that this density will do to traffic in the neighborhood.

Sturman inquired what the timing is for this, as it can vastly effect their decisions moving forward. He understands some of the issues, but would have preferred approval with contingencies. Kirby responded the timing is how quickly the developer requests to be on the Public Safety agenda and how quickly they move forward with addressing some of the concerns brought up tonight. Boness stated this is probably one of the most important projects they will be working on and it is important they take the time to look at everything carefully, in a proper manner with proper planning.

Bouril wanted to poll Commissioners as to their overall thoughts on the project. Fischer felt this is something which cannot be rushed through, he feels they can still make a profit, but downsize the project a bit to work with the neighbors. Berger concurred with Fischer's comments.

Czebotar called for the vote.

Motion carried 4- 1 with Kolk voting against.

4. **Public Hearing - Review and possible recommendation to the Village Board regarding Ordinance No. 2016-04. An Ordinance REZONING LANDS IN THE VILLAGE OF MCFARLAND AT 4506 LARSON BEACH ROAD FROM C-G COMMERCIAL GENERAL TO PDI-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED AND 5604 LAKE EDGE ROAD FROM R-3 GENERAL RESIDENCE TO PDD-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED. Legally described as: Lot One (1) and Lot Two (2), Certified Survey Map No. 1256, recorded in Volume 5 of Certified Survey Maps of Dane County, Wisconsin, Page 178, as Document Number 1376444, in the Village of McFarland, Dane County, Wisconsin. Addresses are 4506 Bremer Road and 5604 Lake Edge Road.**

Czebotar advises since Agenda Item #3 was postponed they will not be addressing this item. If there is project, there is no rezoning.

Kirby moved to postpone Review and possible recommendation to the Village Board regarding Ordinance No. 2016-04. An Ordinance REZONING LANDS IN THE VILLAGE OF MCFARLAND AT 4506 LARSON BEACH ROAD FROM C-G COMMERCIAL GENERAL TO PDI-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED AND 5604 LAKE EDGE ROAD FROM R-3 GENERAL RESIDENCE TO PDD-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED.

Legally described as: Lot One (1) and Lot Two (2), Certified Survey Map No. 1256, recorded in Volume 5 of Certified Survey Maps of Dane County, Wisconsin, Page 178, as Document Number 1376444, in the Village of McFarland, Dane County, Wisconsin. Addresses are 4506 Bremer Road and 5604 Lake Edge Road. Czebotar seconded the motion. Motion carried 5-0.

5. Review and possible recommendation to the Village Board of First Amendment to Development Agreement for Juniper Ridge Subdivision.

Dan Day D'Onfrio, Kottke and Associates – representing Veridian and the Juniper Ridge development. They feel it is necessary to approve the first amendment this fall and move forward with the project. There have been conversations by email and Veridian is ready to accept the amendment as requested in the emails.

Czebotar does not feel there has been enough time for this to be properly reviewed

Czebotar moved to postpone action on a request for recommendation to the Village Board of the First Amendment to Development Agreement for Juniper Ridge Subdivision until language has been worked out relating to the issues of building permits, Holscher Road right – of – way, the sanitary lift station that can be resolved by staff. Seconded by Kirby.

Plan Commissioners felt this was too much information to have to act on the “spur of the moment” without having the ability to review properly and make a decision. They felt this is an important project and deserved proper time for them to review as the information was submitted late, and all issues need to be resolved. The Holscher Road project needs to be resolved and done right, it should not be rushed. They cannot act on something when emails received earlier in the day indicated otherwise from the Developers attorney than what they are being told tonight. They were not willing to approve until that is complete. Motion carried 5-0.

6. Community Garden – Katie Gletty-Syoen request for approval for a second shed on the site.

Katie Gletty-Syoen representing the Community Garden; the current shed is at capacity and the committee voted to allocate \$2,400.00 towards a second shed for the site. It will be a locked shed with only committee members having a access, it will be similar in design to the current shed, but will be 10 x 12 in size rather than the current 8 x 10. There will not be windows. It will be in the northwest corner of the site. The exact placement will depend upon where the current water line is located so it is not covered.

Boness referred to the letter from the United Church of Christ approving the shed placement and asked if they have spoken with the Cemetery Association. Gletty-Syoen advised they are aware of this request, and did not indicate any concerns.

Czebotar moved to approve a second shed on the Community Garden site. Fischer seconded the motion. Motion carried 5-0.

7. Discussion– Short term rentals of single family residential homes.

Commissioners wish to continue to work with this as it is an evolving discussion, but will postpone until next month's meeting.

8. Department Reports:

- a. Highlights and Updates** – Boness updated Commissioners on the Comprehensive Plan Update process. MDRoffers will likely be attending the August meeting to provide their updates.
- b. Property Maintenance Report** – Kirby inquired as to the timeframe in writing a ticket to a party who is in violation as it appears some are given a lot of extra time and still do not resolve the violation. Also once a citation is issued, what is the timeframe and when is an additional citation issued, or when does the process start over again. Czebotar pointed out he has suggested we move in the direction of other communities where you get one warning, and after that you are issued a ticket, without having to start the process over each time. He would also like to look into hiring private contractors to mow, if the Village is unable to in a timely manner, has had complaints where people do not mow and are ticketed, but it takes a long timeframe to get it mowed. Neighbors should not have to wait that long.

- 9. Adjournment** –Kirby moved to adjourn, Kolk seconded the motion, motion carried meeting adjourned at 9:04 p.m.

PUBLIC SAFETY COMMITTEE MINUTES

Wednesday, July 13, 2016 6:30 p.m.

1. CALL TO ORDER

The meeting was called to order at 6:32 p.m. in Conference Room A of the McFarland Municipal Center by Chairperson Adrian.

Committee Members Present: Trustees Jerry Adrian and Tom Mooney, and citizen members Kathy Lyons, Ken Machtan..

Committee Member Absent: Sandy Bakk, Barbara Zabawa, and Rich Staley

Staff Present: Charles DiPiazza, Emergency Management Director; Fire/Rescue Chief Chris Dennis; Pauline Boness, Community Development Director; and Tom Innes, Clerk.

Others Present: Mark Roffers (MD Roffers Consulting).

2. PUBLIC APPEARANCES.

Mark Roffers of MD Roffers Consulting spoke to the committee regarding the renewal of the Village's Comprehensive Plan. The Plan, by State statute, must be renewed every 10 years. The Plan acts as guide for future land use and development for the Village.

According to Roffers, the new Plan will be developed in three stages. The first stage consisted of gathering background information and data about the village [information that was included in the PSC packet]. The second phase, which was nearing completion, concentrated on local participation. This phase consisted of meeting with community organizations, Village committees, as well as a community survey to gather information for development of the new plan. The third and final stage would be to develop a draft a plan document of policies and recommendations. Completion of the third phase is expected to be in early 2017. Roffers was meeting with the PSC as part of the second phase of the plan development.

Roffers asked the committee for their thoughts and concerns from a Public Safety perspective. Items for consideration from the committee included the following:

- The need for a secondary business district away from Highway 51
- The return of a medical clinic to the Village
- Growth of Village services and economic base
- A movement to make McFarland more pedestrian friendly
- Greater links to public transportation
- The need for more senior services

Adrian also felt that there needs attention to paid to space availability for the Village to expand. Roffers stated that the plan would include both ideas for new expansion as well as development of areas already in the Village.

Lyons suggested that McFarland should capitalize on its proximity to the lake especially access to the water.

Mooney suggested that there needs to be improvement in the ability for pedestrians and bicyclists' ability to cross highway 51, either by an elevated crosswalk, underpass, or pedestrian islands.

Chief Dennis noted that there would likely be a staffing impact in the coming years in regards to an increase in population, the aging of this population, and the trend of more community care.

3. STAFF REPORTS.

- a. **Fire/EMS Department.** Chief Dennis reported that the Fire/Rescue pizza delivery was a success in both terms of funds raised as well as positive community outreach.

With recent changes in DANECOM, Dennis is concerned that the decrease in radio channels and the location of radio towers could make local emergency and general radio traffic more difficult. Dennis feels establishing a local McFarland channel could serve as a necessary back-up if either if there are several major incidents that require heavy county radio traffic or if there are any expected problems in the operation of DANECOM. In referencing his board report, Dennis is negotiating the purchasing of equipment from the Blooming Grove Fire Department. Dennis stated that worst case cost would be \$25,000, with the hope that end costs would be closer to \$20,000. In working with Chief Sherven and Financial Director Kelsy Boyd, there could be money available from the \$75,000 budgeted for building safety and security. No additional costs, other than equipment replacement, should be needed after the channel is implemented. **Motion** by Mooney, seconded by Lyons and carried 4-0 by acclamation that the Public Safety Committee recommend to the Village Board to move forward with the implementation of the local tactical radio channel as presented by Chief Dennis with the associated costs being transferred from money that has already been budgeted for building security.

Continuing work on the apparatus bay exhaust removal system is being determined by pending grant approval. Dennis would like to begin a step process that exhaust removal from the bay would begin when a vehicle engine is started. Operation cost would likely begin at a cost of \$5,000.

Dennis reported that a full-time EMT had resigned to work at another service. The Village Board did give approval to fill the open position.

The 2015 Ambulance will be going in for repair the first part of August for damage that occurred in the University of Wisconsin Hospital parking lot. The ambulance is still in operation and costs should be covered by insurance.

- b. **Police Department.** Chief Sherven was not present at the meeting. No report was presented.
- c. **Emergency Management.** Chuck Di Piazza submitted the Emergency Management report. Di Piazza. Di Piazza reported that the next Emergency Management meeting would be Thursday, July 28th at 2:00 p.m.

Warning sirens all to be operational and functioning properly.

Di Piazza is continuing to work with Chief Sherven on the Emergency Response Plan protocols.

4. APPROVAL OF MINUTES.

- a. Review and possible approval of the draft Minutes of the June 8th, 2016 meeting. **Motion** by Machtan, seconded by Mooney carried 4-0 by acclamation to approve the draft Minutes of the June 8th, 2016 meeting.

5. BUSINESS.

- a. Initial discussion regarding the request for installation of flashing lights at the crosswalk in front of the McFarland High School on Farwell Street.** Adrian reported that Jeff Mahoney, from the McFarland School District, requested a flashing light at the crosswalk on Farwell Street, in front of the McFarland High School. The item will further be discussed in upcoming PSC meetings so Adrian requested that Committee members pay particular attention to the area when driving on that street.

Moving the current lights that are presently placed on Farwell Street on both ends of the High School, closer together was proposed.

Since Farwell street is scheduled for construction in 2018, Adrian suggested concentrating on an interim solution since any light placement would likely have to be removed when the roadwork is begun. The committee thought the removal of parking stalls that are currently directly before the crosswalk, could improve visibility.

- b. Follow up regarding June operator license hearings.** Adrian reported that in meeting with the Village Clerk, it was decided that there needed to be a review of procedure in regards to Beverage Operator License renewal, in particular, applicants with one offense. A sub-committee of Committee Members Adrian and Mooney, Police Chief Sherven, and Village Clerk Cassandra Suettinger, formed and met to review statutes and discuss policy.

From the meeting of the sub-committee the following was recorded: "At the meeting on June 15, 2016, we discussed clarifying the policy on which offenses should constitute recommendation for approval/denial. Village ordinance 11-74(c) outlines the basis for granting denial." Adrian also read from the Village Ordinance that states

"An application may be denied based upon the applicant's arrest and conviction record if the applicant has been convicted of a felony (unless duly pardoned) or if the applicant has habitually been a law offender. For purposes of this licensing procedure, "habitually been a law offender" is generally considered to be an arrest or conviction of at least two offenses which are substantially related to the licensed activity within the five years immediately preceding the license application. Because a license is a privilege, the issuance of which is a right granted solely to the Village Board, the Village Board reserves the right to consider the severity, and facts and circumstances of the offense when making the determination to grant, deny or not renew a license. Further, the Village Board, at its discretion, may, based upon an arrest or conviction record of two or more offenses that are substantially related to the licensed activity within the five years immediately preceding, act to suspend such license for a period of one year or more."

The consensus of the sub-committee was if the applicant had a felony, the license could be denied; the applicant has two substantially related offenses within the previous five years, and only those applicants with convictions should be brought to the PFC, the license can be denied; or if applicants omit information on their application for a license, their license can be denied.

Applicants with one related offense will be granted a license with the condition they are to notify the Village within 30 days of any additional convictions. If a second offense occurs the applicant will appear before the Public Safety Committee for possible denial.

Members of the PSC agreed that this should be the procedure moving forward.

For the two previous applicants that appeared before the PSC Committee in June, both were mailed a letter that informed them that although their license had been approved, they must inform the Village of the outcome of their pending trial and that failure to do so could result in the denial of their license.

6. **ADJOURNMENT. Motion** by Machtan, second by Mooney and carried 4-0 by acclamation to adjourn the July 13, 2016 meeting of the Public Safety Committee at 8:15 p.m.

Respectfully Submitted,
Tom Innes, Clerk