



**Regular Village Board Meeting Agenda**  
**Tuesday, October 7, 2025**  
**6:00 p.m.**

Village Hall, 235 Hickory Street, Pewaukee, WI 53072

**To view the meeting live:**

[https://www.youtube.com/live/dEJ7utC\\_EcM?si=IN\\_2-E-dNqm6tI2g](https://www.youtube.com/live/dEJ7utC_EcM?si=IN_2-E-dNqm6tI2g)

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations
  - a. Announcement Regarding Village Hall Front Counter Closure on October 20, 2025.
3. Approval of Minutes of Previous Meeting.
  - a. Minutes from the September 16, 2025 Regular Village Board Meeting.
4. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*
5. Ordinances – None.
6. Resolutions
  - a. Review, discussion and possible action to introduce Resolution 2025-15: A Resolution. To Discontinue a Portion of Quinlan Drive Right-of-Way and Schedule a Public Hearing Thereon.
7. Old Business
  - a. Review, discussion and possible action on 2026 budget proposals for the Village.
  - b. Review, discussion and possible action on a proposal to archive social media.
8. New Business
  - a. Review and discussion on recent activity of the Pewaukee Lake Advisory Board.
  - b. Review, discussion and possible action on a change order for a DPW vehicle approved in the 2023 budget.
  - c. Review, discussion and possible action to offer vision insurance to Village staff in 2026 from Metlife through the Wisconsin Department of Employee Trust Funds.
  - d. Review, discussion and possible action on an intergovernmental agreement between the Village of Pewaukee and Waukesha County for Recycling Dividends
  - e. Review, discussion and possible action on new Class “B” Beer and “Class C” Wine License – Drita’s Deli, LLC – DBA: Drita’s European Market located at 115 Main Street.
  - f. Review, discussion, and possible action on a proposed bonus for the Village Clerk and a proposed wage increase for the Village Mechanic. The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility - specifically regarding the Village Clerk and the Village Mechanic. After conclusion of any closed session, the Village Board will reconvene in open session pursuant to Wis. Statute Section 19.85(2) for possible additional review, discussion, and action concerning this agenda item and to address the remaining meeting agenda.
9. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*
10. Adjournment.

Note: Notice is hereby given that a quorum of a Village Committee and/or Commission may be present at the Village Board meeting, and if so, this meeting shall be considered an informational meeting of that Committee or Commission and no formal action of that Committee or Commission shall occur. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted October 3, 2025



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: October 2, 2025

Re: October 7 Meeting Agenda Item 2(a)  
Announcement Regarding Village Hall Front Counter Closure on October 20, 2025.

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### **BACKGROUND**

The Village Administrator would like a team celebration for his one-year anniversary with the Village. The Administrator thought this would be a good opportunity for a team-building exercise.

Discussions with the administrative team led to a request for an off-site lunch which would leave the office unstaffed. The Administrator is proposing 90 minutes.

### **ACTION REQUESTED**

This item is not on the agenda for action. However, if Board members are not comfortable with the idea they can express that at the meeting and staff will take that as direction.

### **ANALYSIS**

The Village President was comfortable with the idea as long as the Board as a body was also comfortable and that there would be notice to the public. The Village Attorney recommended this announcement on an agenda.

This would not involve any Village funds.

Attachments – None.

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
SEPTEMBER 16, 2025**

[https://www.youtube.com/live/bf807j\\_gRbY?si=AvPDolRY3CvwMcl9](https://www.youtube.com/live/bf807j_gRbY?si=AvPDolRY3CvwMcl9)

**1. Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call**

President Knutson called the meeting to order at approximately 6:00 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Village Board members present: Trustee Nick Stauff, Trustee Bob Rohde, Trustee Kelli Belt, Trustee Rachel Pader, Trustee Kristen Kreuser; and President Jeff Knutson.

Members Excused: Trustee Jim Grabowski.

Also Present: Police Chief, Timothy Heier, Public Works Director, Dave Buechl, Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Clerk, Jenna Peter.

**2. Public Hearings/Presentations - None**

**3. Approval of Minutes of Previous Meeting**

**a. Minutes of the Regular Village Board Meeting – September 2, 2025**

Trustee Pader moved, seconded by Trustee Stauff to approve the September 2, 2025, minutes of the Regular Village Board meeting as presented.

**Motion carried 6-0.**

**4. Citizen Comments – None.**

**5. Ordinances –**

**a. Review, discussion and possible action on Ordinance 2025-12: An Ordinance to Repeal and Recreate Chapter 22 of the Municipal Code of the Village of Pewaukee Regarding Cemeteries.**

Clerk Peter explained the current cemetery ordinance needed to be amended to include the new cremains only portion of the cemetery.

**Trustee Stauff moved, seconded by Trustee Rohde to approve Ordinance 2025-12 as presented.**

**Motion carried 6-0.**

**6. Resolutions –**

**a. Review, discussion and possible action on Resolution 2025-14: A Resolution Amending and Establishing Certain Fees Related to Forest Hill Cemetery, Located at 300 School Street.**

Peter presented the proposed new fees for the cemetery.

The Board had questions on the actual cost of a burial for Village salaries and materials.

**Trustee Rohde moved, seconded by Trustee Kreuser to defer Resolution 2025-14 to the October 7, 2025 meeting.**

**Motion carried 6-0.**

**7. Old Business –**

**a. Review, discussion and possible action on a proposal from RA Smith to survey Capitol Drive.**

Administrator Heiser explained the Village is considering future projects that would impact parking near downtown (W. Wisconsin Ave) and at Kiwanis Park. The projects would benefit from the addition of angled

parking along Capitol Dr. In order propose this, the Village needs a survey of Capitol Dr. to determine how much space is available adjacent to the railroad right-of-way.

**Trustee Rohde moved, seconded by Trustee Belt to approve project with RA Smith to survey Capitol Dr. not to exceed \$14,528.00.**

**Motion carried 6-0.**

## **8. New Business**

### **a. Review, discussion and possible action on the 2026 budget proposal from the Police Department.**

Chief Heier presented the Police Department's budget proposal. Heier explained the Department has been without a full-time officer since February and they have been trying to fill the 3<sup>rd</sup> shift Sergeant position for the past three years. As a result, there is an overall savings of approximately \$200,000 in salary and fringe benefits. Heier also stated they are proposing another full-time Police Clerk if the Court Clerk is approved to switch to part-time.

**No action taken.**

### **b. Review, discussion and possible action on a 2026 budget proposal from the Municipal Court.**

Judge Murray presented the budget for the Municipal Court. She introduced Julie Forrest as the joint Clerk of Court and Police Clerk. Judge Murray explained the position had worked for many years until the Covid pandemic. There is a lot more involved with the Court Clerk position. She is proposing to separate the Clerk of Court position from the Police Clerk position.

**No action taken.**

### **c. Review, discussion and possible action on a 2026 budget proposal from the Department of Public Works.**

Director Buechl reviewed a couple of street projects going on in the Village.

Heiser presented the Public Works budget proposal.

**No action taken.**

### **d. Review, discussion and possible action on the 2026 budget proposals for the Village.**

Heiser presented the Village budget proposal.

**No action taken.**

### **e. Review, discussion and possible action on Village Website Proposals.**

Peter explained that Staff has been looking into upgrading the Village website. The current website does not have many capabilities that are useful and help the office staff run efficiently. The Village website also needs to be upgraded to keep up with ADA compliance. Peter presented the four website proposals.

**Trustee Belt moved, seconded by Trustee Pader to approve the proposal for Revise software subject to review from the Attorney for terms and conditions.**

**Motion carried 6-0.**

### **f. Review, discussion and possible action on Social Media Archiving Proposal.**

Peter presented two Social Media Archiving proposals from CivicPlus.

The Board asked if the records per month included the Village's posts, plus comments.

Trustee Kreuser asked if the archiving software was needed.

Attorney Gralinski stated that while Facebook does keep a record of posts for accounts, getting that information when needed is burdensome if Facebook decides to share that information to begin with. It behooves the Village to maintain their own archives in the event there is an open records request for that information.

Trustee Pader moved, seconded by Trustee Belt to defer until Staff has further information for the Board as discussed.

Motion carried 6-0.

g. Review, discussion and possible action on August 2025 Checks and Invoices.

Trustee Rohde moved, seconded by Trustee Belt to approve the August 2025 Checks and Invoices except for library.

Motion carried 6-0.

Trustee Belt moved, seconded by Trustee Stauff to acknowledge the August 2025 Checks and Invoices for the library.

Motion carried 6-0.

h. Review, discussion, and possible action on Waukesha County Case 2022-CV-515, WMC v. Village of Pewaukee. If required, the Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding the aforementioned case. After conclusion of any closed session, the Village Board will reconvene in open session pursuant to Wis. Statute Section 19.85(2) for possible additional review, discussion, and action concerning this agenda item and to address the remaining meeting agenda.

Trustee Rohde moved, seconded by Trustee Pader to go into closed session at approximately 7:44 p.m.

Motion carried on a Roll Call vote 6-0.

Trustee Stauff moved, seconded by Trustee Rohde to go into open session at approximately 8:41 p.m.

Motion carried on a Roll Call vote 6-0.

9. Citizen Comments- None.

10. Adjournment

Trustee Kreuser moved, seconded by Trustee Stauff to adjourn the September 16, 2025, Regular Village Board meeting at approximately 8:42 p.m.

Motion carried 6-0.

Respectfully Submitted,

Jenna Peter  
Village Clerk



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: October 3, 2025

Re: October 7 Meeting Agenda Item 6(a)  
Review, discussion and possible action to introduce Resolution 2025-15: A Resolution.  
To Discontinue a Portion of Quinlan Drive Right-of-Way and Schedule a Public Hearing  
Thereon.

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### **BACKGROUND**

Cornerstone Development, the developer of The Glen, has been working with the Village to develop an existing outlot. In reviewing the outlot proposed for conversion, it was determined discontinuance of a portion of right of way adjacent to the outlot would be required for the developer to pursue an application for outlot conversion under Village code. The Village Attorney advised on a process to vacate a public right-of-way initiated by the Village that included involving the appropriate sub-committees.

The Village recently updated its zoning code to allow for the conversion of an outlot to a residential lot. Outlot 2 is still too small for construction because of a right-of-way dedicated to the Village when the development was approved. The right-of-way was based on a potential future widening of Quinlan to current Village standards but it is wider than the right-of-way for existing lots on that street.

The Plan Commission met on July 1, 2025 and recommended to vacate 6.5 feet of the right-of-way. The Public Works and Safety Committee met on August 1, 2025 and recommended the same discontinuance.

### **ACTION REQUESTED**

The action requested of the Village Board is to formally introduce this resolution and schedule a public hearing for a date no sooner than 40 days from October 7.

### **ANALYSIS**

Current Village standards for a total street right-of-way is 60 feet. The current right-of-way on Quinlan is 49 feet. The current size of the right-of-way in front of Outlot 2 is 11 feet. The DPW

advised the Plan Commission that, if a future road expansion were to occur, 5.5 feet from both sides of the street would bring the street up to current standards. Thus Public Works requested retaining 5.5 feet of right-of-way in front of Outlot2.

The Village Planner calculated that in order to make the lot buildable it needed an additional 6.5 feet from the current dedicated right-of-way.

The Planning Commission and Public Works and Safety Committee recommended discontinuing 6.5 feet of right-of-way. This would only leave 4.5 feet of right-of-way on that side of the street for any future road expansion.

Attachments:

1. Resolution 2025-15
2. Exhibit A Class III Notice
3. Exhibit B Map
4. Report to the Plan Commission from their July 1, 2025 Meeting

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**RESOLUTION NO. 2025-15****RESOLUTION TO DISCONTINUE A PORTION OF QUINLAN DRIVE RIGHT-OF-WAY**

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**WHEREAS**, the Village of Pewaukee has reviewed the potential discontinuance of a portion of public right-of-way known as Quinlan Drive; and

**WHEREAS**, the Village of Pewaukee Plan Commission on July 1, 2025 reviewed the possible discontinuance of a portion of Quinlan Drive right-of-way, and recommended that a 6.5 foot by 55.5 foot portion of Quinlan Drive directly adjacent to Outlot 2 of The Glen at Pewaukee Lake Subdivision be discontinued, vacated, and reverted back to the adjoining property from which it was previously dedicated; and

**WHEREAS**, the Village of Pewaukee Public Works and Safety Committee on August 5, 2025 also considered and recommended discontinuing and vacating the portion of right-of-way adjacent to Outlot 2 of The Glen at Pewaukee Lake Subdivision, with the recommended discontinued area being identical to that recommended by the Village Plan Commission; and

**WHEREAS**, upon receipt of the Plan Commission's and Public Works and Safety Committee's recommendations, pursuant to Wis. Stat. Sec. 66.1003(4)(a), the Village Board of the Village of Pewaukee introduced this resolution on October 7, 2025, initiating proceedings to discontinue a portion of right-of-way; and

**WHEREAS**, the Village filed a lis pendens with the Waukesha County Register of Deeds regarding this proposed discontinuance; and

**WHEREAS**, a Class III notice that advised the public that the Village Board would consider the discontinuance of this right-of-way was inserted in the Waukesha Freeman on XXXX, 2025; and

**WHEREAS**, notice of this resolution and public hearing was served on the owner of the property abutting the discontinued right-of-way; and

**WHEREAS**, a copy of the public notice inserted into the Waukesha Freeman is attached hereto as Exhibit A; and

**WHEREAS**, the Village Board on the \_\_\_\_ day of \_\_\_\_\_, 2025 considered the resolution to discontinue the right-of-way known as a portion of Quinlan Drive, and more particularly described and depicted on Exhibit B attached hereto and incorporated fully herein; and

**WHEREAS**, the Village Board has determined that no need therefore exists for said portion



of the public right-of-way and the discontinuance of a portion of Quinlan Drive is in the public interest; and

**NOW, THEREFORE**, pursuant to Wis. Stat. Sec. 66.1003, it is hereby resolved that a portion of Quinlan Drive right-of-way more particularly described and depicted on Exhibit B attached hereto and fully incorporated herein is hereby discontinued and vacated. Title to the discontinued portion of right-of-way shall revert to The Glen at Pewaukee Lake, LLC, owner of Outlot 2 of the Glen at Pewaukee Lake Subdivision, which adjoins the public way discontinued. All easements and restrictions granted to the Village of Pewaukee within the discontinued portion of Quinlan Drive shall be retained by the Village. A certified copy of this resolution shall be recorded with the Waukesha County Register of Deeds. Attached hereto and fully incorporated herein as Exhibit B is a map and description of the lands affected.

Adopted and approved this 7th day of October, 2025.

APPROVED:

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Jeff Knutson, Village of Pewaukee President

Countersigned:

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Jenna Peter, Village Clerk

EXHIBIT A

[Class III Notice]

DRAFT

## EXHIBIT B

[Map and Legal Description of Discontinued Area]

DRAFT

**NOTICE OF RIGHT OF WAY DISCONTINUANCE – VILLAGE OF PEWAUKEE**

Pursuant to Wis. Stat. sec. 66.1003(4) and Wis. Stat. sec. 66.1003(8)(b), the Village of Pewaukee Village Board will hold a Public Hearing and will consider a resolution to discontinue a portion of Quinlan Drive right-of-way at its regularly scheduled meeting at the Village Board room on \_\_\_\_\_, 2025 at 235 Hickory St., Pewaukee, WI 53072 starting at 6:00 P.M. A complete copy of the Resolution and a description and map of the area proposed to be discontinued is on file and open for public inspection during normal business hours. Please contact the Village Clerk at (262) 691-5660 for further information.

# VACATION EXHIBIT

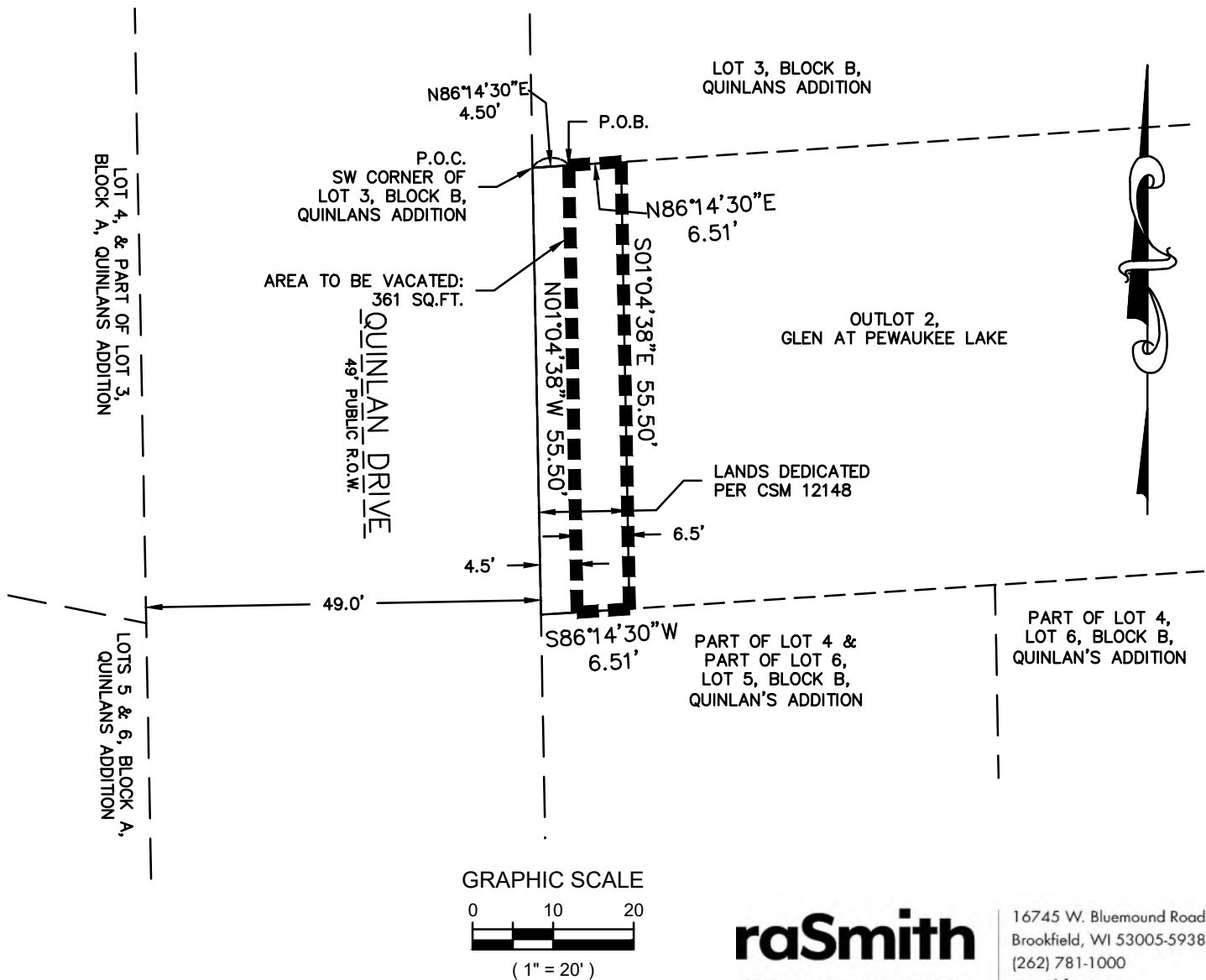
## RIGHT-OF-WAY VACATION

A portion of lands dedicated to the Village of Pewaukee in Certified Survey Map No. 12148, recorded as Document No. 4568440, being a part of the Northwest 1/4 of the Northeast 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the Southwest corner of Lot 3, Block B, of Quinlan's Addition, thence North  $86^{\circ}14'30''$  East along the South line of said Lot 3, a distance of 4.50 feet to the point of beginning; thence North  $86^{\circ}14'30''$  East along said South line 6.51 feet to a point; thence South  $01^{\circ}04'38''$  East along the West line of Outlot 2 in Glen at Pewaukee Lake Subdivision for a distance of 55.50 feet to a point on the South line of said Outlot 2; thence South  $86^{\circ}14'30''$  West along said South line 6.51 feet to a point; thence North  $01^{\circ}04'38''$  West 55.50 feet to the point of beginning.

Said lands containing 361 square feet or 0.0083 acres.

Date: August 18, 2025





CREATIVITY BEYOND ENGINEERING

**DATE:** June 19, 2025

**TO:** Village of Pewaukee Plan Commission

**FR:** Jake Scholbe, P.E. – Village Consulting Engineer

**CC:** Matt Heiser – Village Administrator & Jenna Peter - Village Clerk

**RE:** Quinlan Drive Right-of-Way Vacation

## **Report**

The Village is considering vacating the dedicated right-of-way adjacent to Outlot 2 of the Glen at Pewaukee Lake located along Quinlan Drive.

If the existing right-of-way is vacated it would then be combined with Outlot 2.

There are currently no Village owned utilities, infrastructure, or easements located within the public right of-way to be vacated. Therefore, there are no concerns regarding operation and maintenance of Village infrastructure or drainage concerns by vacating this right-of-way.

Outside of Outlot 2 the existing right-of-way along Quinlan Drive from Wisconsin Avenue to the Kettle Woods subdivision containing Blocks A and B of Quinlan's Addition is 49 feet wide from the original 1891 survey plat. This portion of Quinlan Drive is substandard as compared to current Wisconsin State Statutes where streets within a subdivision shall be at least 60 feet in width.

This right-of-way was dedicated at a width of 11 feet at Outlot 2 to allow Quinlan Drive to be in compliance with Wisconsin State Statutes due to the land division as a part of the Certified Survey Map (CSM) 12148 that was completed in 2021 for the Agape Community Church and Cemetery and the Glen at Pewaukee Lake Subdivision to the east.

If the dedicated right-of-way at Outlot 2 is vacated; in the event any land divisions take place between lots 1-6 of Block A Quinlan's Addition or lots 1-3, 5, and 6 of Block B Quinlan's Addition, right-of-way to the width of 11 feet should be dedicated to the Village to adhere to State Statutes.

## **Recommendation**

Per the discretion of the Plan Commission. The Wisconsin State Statutes should be taken into consideration regarding the decision of the proposed right-of-way vacation at Outlot 2 of the Glen at Pewaukee Lake.

TO: Village of Pewaukee Plan Commission  
CC: Matt Heiser – Village Administrator & Jenna Peter - Clerk  
FROM: Mark Lyons, Planning Consultant  
RPT DATE: June 24, 2025  
MTG DATE: July 1, 2025  
RE: Quinlan Drive Right-of-Way Vacation

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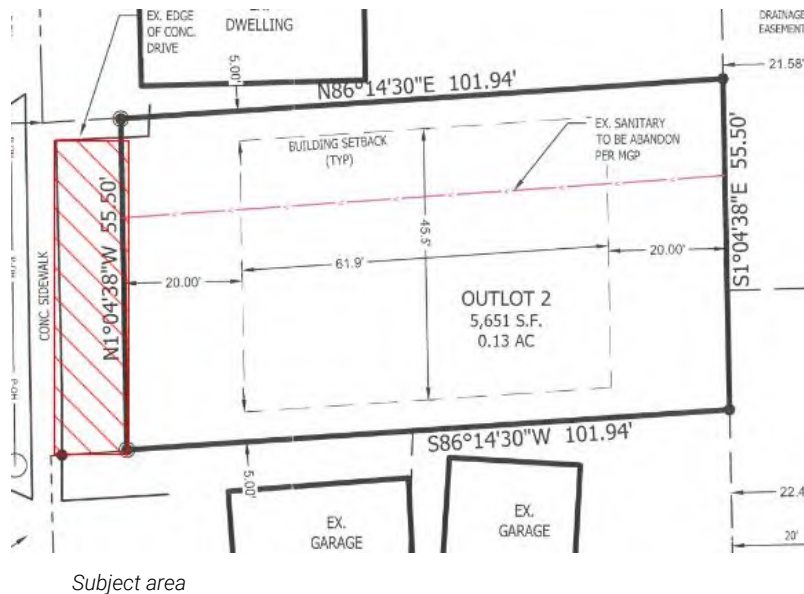
**BACKGROUND:**

1. Petitioner: Village of Pewaukee
2. Property Owner: Village of Pewaukee
3. Location/Address: East of 319 Quinlan Drive
4. Tax Key Numbers: PWV NA
5. Area: 605 sq. ft. of Right-of-Way
6. Existing Zoning: R-5 Residential Detached District
7. Proposed Zoning: N/A
8. Future Land Use: N/A
9. Proposed Future Land Use: Single Family home

**OVERVIEW:**

The Village was approached by the property owner of Outlot 2 of The Glen at Pewaukee Lake regarding the potential for vacation of approximately 605 sq. ft. of Quinlan Drive that was dedicated during the plat of The Glen At Pewaukee Lake. Vacation of the subject Right-of-way could be combined with the Outlot to create a parcel sufficient in size to get approval for a new single-family home. The Village reviewed potential options for how a right-of-way vacation could be accomplished. Ultimately, the Village decided to initiate a review for the potential for a vacation of an 11'x55' section of Quinlan Drive.

In order for the Village to vacate right-of-way, the Plan Commission and Public Works & Safety Committee will need to review and recommend to the Village Board. The Plan Commissions review is typically from a land use perspective and how vacation of the subject area may affect the overall land uses of the area.



PLANNER COMMENTS:

In reviewing the subject area, staff notes the area is entirely residential in nature and an additional single-family home may be complimentary with surrounding uses. Outside of the right-of-way in question, the remaining Quinlan right-of-way is 49'. Vacation of the subject area would return the right-of-way in question to the same dimension as the rest of Quinlan Drive. Additionally, staff would note, that per Wisconsin statute streets within a subdivision should include a 60' wide right-of-way, which is why this right-of-way was originally dedicated. However, it is unlikely Quinlan Drive would be widened in the future due to the nature of development that has taken place along Quinlan and large amount of right-of-way acquisition that would be required.

The Village Engineer has also reviewed the subject area and a copy of their report is attached.





Google Street View – 2012

## STAFF RECOMMENDATION:

Depending on confirmation by the Village of Pewaukee Plan Commission of the above-described comments, the Village of Pewaukee Plan Commission may take the following actions listed below.

The Village of Pewaukee Plan Commission **Recommends Approval to Village Board** for the vacation of right-of-way located on the east side of Quinlan Drive approximately 128' north of the intersection of Quinlan Drive.

## EXHIBIT:

- A. GIS Property Location Map
- B. Village Engineers Report
- C. Outlot 2 Exhibit





SURVEYOR:

KEITH A. KINDRED, PLS S-2082 SEH

501 MAPLE AVE

DELAFIELD, WI 53018

(414) 949-8919

KKINDRED@SEHINC.COM

SURVEY FOR:

THE GLEN AT PEWAUKEE LAKE LLC

N63W23849 MAIN STREET

SUSSEX, WI. 53089

262-649-6751

EXHIBIT

BEING ALL OF OUTLOT 2 OF THE GLEN AT PEWAUKEE LAKE  
BEING A PART OF THE NW 1/4 OF THE NE 1/4 OF  
SEC. 8 T.07N., R.19E.,  
IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN

NOTES:

1. UTILITY EASEMENTS SHOWN PER FINAL PLAT--NO TITLE POLICY PROVIDED

2. THIS SURVEY IS SUBJECT TO ALL RESTRICTIONS AND NOTES SHOWN ON THE GLEN AT PEWAUKEE LAKE,

3. PENALTY FOR DISTURBING LOT CORNER MONUMENTS \$250.00 OR UP TO 1 YEAR IMPRISONMENT PER SS. 236.32(2)

4. EXPOSE SANITARY SEWER LATERAL PRIOR TO CONSTRUCTION TO VERIFY GRAVITY FLOW FROM BASEMENT

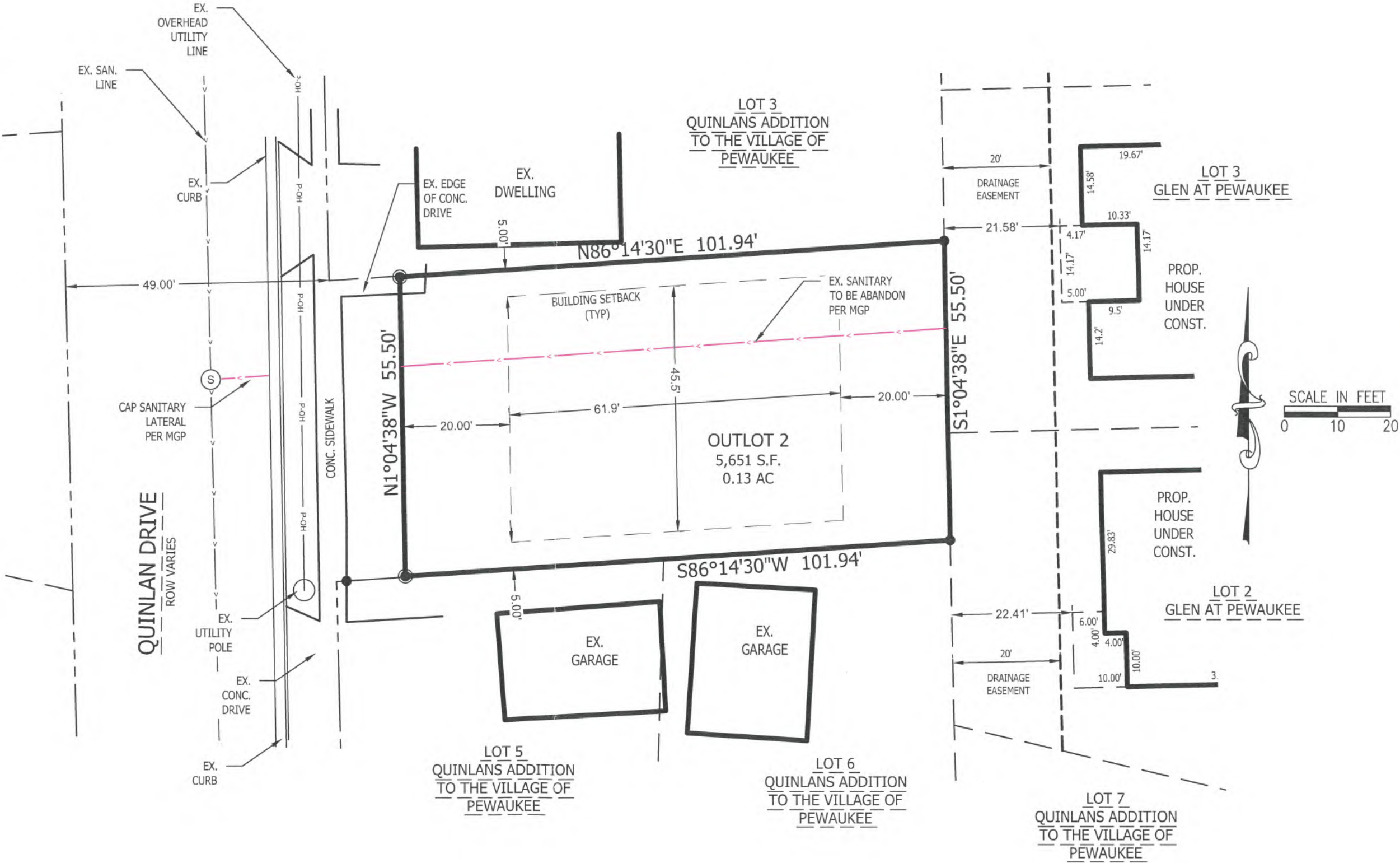
- LEGEND
- - 1" IRON PIPE FOUND
- ⦿

- 2" IRON PIPE FOUND
- - UTILITY BOX
- ⊙

- HYDRANT
- ▨

- STORM INLET
- ⊙

- MANHOLE





To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: October 2, 2025

Re: October 7 Meeting Agenda Item 7(a)  
Review, discussion and possible action on the 2026 budget proposals for the Village.

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### **BACKGROUND**

At the September 16 Village Board meeting staff proposed 2026 budgets for the Police Department, the Municipal Court and the DPW. Staff also ran through an updated version of the General Fund.

The Board members requested an additional column showing a percentage difference between the proposed budget and the projected 2025 final amounts.

### **ACTION REQUESTED**

The action requested of the Village Board is to provide further feedback for the continuing development of the budget.

### **ANALYSIS**

The accounts in the General Fund that have been updated since the September 16, 2025 Board meeting are:

#### **Revenues:**

- The anticipated shared revenues and highway aids from the state.

#### **Expenses**

- Clerk operations expenses using the Board selection of the new website.
- DPW outlay added a new heater for building 2.
- A Compensation and Classification study for all non-represented Village employees. The Library could be included if they chose to participate and contribute to the cost.

In its current state the budget summary would appear as follows:

General Fund				
	2025		2026 Proposed	
REVENUES	Budget		Budget	% Change
Taxes	\$3,641,887		\$3,904,076	7.20%
Special Assessments	\$2,500		\$2,500	0.00%
Intergov't Revenue	\$979,902		\$1,129,450	15.26%
Licenses & Permits	\$253,850		\$292,350	15.17%
Fines, Forfeits & Penalties	\$145,000		\$145,000	0.00%
Public Chargesfor Services	\$3,676,491		\$3,535,350	-3.84%
Misc Revenues	\$239,186		\$354,186	48.08%
Other Financing Sources	\$130,420		\$139,000	6.58%
TOTAL REVENUES	<u>\$9,069,236</u>		<u>\$9,501,912</u>	4.77%
EXPENDITURES				
General Government	\$977,684		\$1,105,890	13.11%
Public Safety	\$5,582,501		\$5,811,657	4.10%
Public Works	\$1,335,306		\$1,560,397	16.86%
Health& Human Services	\$5,243		\$17,600	235.69%
Culture, Rec & Education	\$737,216		\$743,517	0.85%
Conservation & Develop	\$15,802		\$17,000	7.58%
Capital Outlay	\$225,295		\$180,194	-20.02%
Other Financing Uses	\$15,500		\$65,500	
TOTAL EXPENDITURES	<u>\$8,894,547</u>		<u>\$9,501,755</u>	6.83%
Surplus (or deficit)	\$174,689		\$157	
Village Mill Rate	\$3.87016		\$3.97000	2.58%

This version of the 2026 budget proposes a small increase in the contribution from fund balance from last year; an additional \$8,580. Another change since the September 16 Village Board meeting is the receipt of final assessment figures from the state. The final assessed value of the Village was slightly lower than the estimated amount used in prior budget drafts. The end result is a small mill rate increase of 2.58%. The impact on a property assessed at \$350,000 would be an additional \$35.00 of property taxes for the Village.

This version of the 2026 budget has general obligation debt of \$3,225,000 for the three street projects (including water main for one of the projects) and two DPW vehicles. If the Board is comfortable with this the Village would need to take action to secure that debt before the end of

the year to comply with the Levy Limit requirements. The Board should expect a resolution authorizing the debt at the November 18 meeting.

This version also has proposed budgets for the water, sanitary sewer and storm water utilities. The water and sanitary sewer utilities both have significant capital needs. It is difficult for staff to know when projects are ready to proceed. Some of the projects not only require significant time for design but also PSC and DNR approvals. The Board can consider the projects and funding for them when they are prepared to proceed. Any borrowing for the utilities is not under the same time constraints/levy limit regulations compared to the Debt Service for the General Fund.

The projects listed for the water utility mostly related to water quality issues and the consent orders the Village is working toward. The projects listed in the Sanitary Sewer are mostly related to elements of Lift Station 1 that are in need of update.

There is still important information that needs to be updated.

1. The Village has not received the notice from the City regarding 2026 Fire/EMS expenses. This will drive the Fire/EMS fee calculation. The current version of the budget has both expenses and fee revenues from 2024 (or 2025 budget).
2. The Parks and Recreation Department still need to update its wages for 2026.

Attachments:

1. General fund proposed 2026 budget spreadsheet.
2. Capital fund proposed 2026 budget spreadsheet.
3. Water Utility proposed 2026 budget spreadsheet.
4. Sanitary Sewer Utility proposed 2026 budget spreadsheet.
5. Storm Water Utility proposed 2026 budget spreadsheet.

## Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
Fund110 - GENERAL FUND										
110-00-41110-000-000	GENERAL PROPERTY TAXES	3,571,026.00	3,317,091.29	3,317,091.29	3,317,091.00	3,423,050.52	3,424,186.00	7.66%	7.11%	
110-00-41115-000-000	CHARGEBACK & OMITTED TAXES	3,528.00	.00	.00	3,528.00	3,528.23	3,528.00	0.00%	100.00%	
110-00-41116-000-000	CHARGEBACK TAXES	8,022.00	.00	.00	8,022.00	.00	8,022.00	0.00%	100.00%	
110-00-41140-000-000	MOBILE HOME PARK PERMITS (R)	1,500.00			1,500.00			0.00%	100.00%	
110-00-41180-000-000	DELINQ PERSONAL PROPERTY TAXES	.00	114.36	83.96	.00	2,944.28	.00	0.00%	0.00%	
110-00-41310-000-000	IN LIEU OF TAXES-WATER UTILITY (R)	250,000.00			250,000.00				100.00%	
110-00-41320-000-000	IN LIEU OF TAXES	70,000.00	74,676.81	74,676.81	61,746.00	77,610.55	61,746.00	13.37%	-6.68%	
	<b>Total Taxes</b>	<b>3,904,076.00</b>								
110-00-42901-000-000	JOINT PISTOL RANGE REVENUES	2,500.00	.00	.00	2,500.00	4,798.56	2,500.00	0.00%	100.00%	
	<b>Total Assessments</b>	<b>2,500.00</b>								
110-00-43211-000-000	FED. GRANTS/LAW & COPS	1,800.00	.00	.00	1,800.00	.00	1,800.00	0.00%	100.00%	
110-00-43410-000-000	STATE SHARED REVENUES	205,843.00	62,372.04	62,372.04	199,075.00	416,879.18	198,650.00	3.40%	69.70%	
110-00-43415-000-000	STATE SHARED REVENUE SUPPLMNTL	224,104.00	.00	.00	216,734.00	.00	211,861.00	3.40%	100.00%	
110-00-43420-000-000	FIRE INS. TAX-2% FIRE DUES	55,000.00	75,267.62	55,261.49	55,000.00	51,720.56	45,000.00	0.00%	-36.85%	
110-00-43521-000-000	STATE GRANTS/POLICE TRAINING	2,500.00	.00	.00	2,500.00	26,608.24	2,500.00	0.00%	100.00%	
11 110-00-43529-000-000	STATE GRANTS/OTHER (R)	3,000.00			3,000.00			0.00%	100.00%	
110-00-43529-000-005	STATE AID- VIDEO SERVICE FEE	29,000.00	29,136.28	29,136.28	29,000.00	29,136.28	29,000.00	0.00%	-0.47%	
110-00-43531-000-000	GENERAL TRANSPORTATION AIDS	555,288.00	362,144.64	362,144.64	419,878.00	419,877.87	419,878.00	32.25%	34.78%	
110-00-43545-000-000	RECYCLING GRANTS	6,672.00	384.90	282.59	6,672.00	6,672.00	6,672.00	0.00%	94.23%	
110-00-43630-000-000	PD ASSET FORFEITURES/FEDERAL	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
11 110-00-43690-000-000	OTHER STATE AIDS (R)	14,608.00			14,608.00				100.00%	
11 110-00-43690-000-100	OTHER STATE AIDS/MFG PP TAXES (R)	31,635.00			31,635.00				100.00%	
110-00-43700-000-000	OTHER COUNTY GRANTS	.00	1,531.11	1,531.11	.00	3,505.17	.00	0.00%	0.00%	
	<b>Total Intergovernmental Aids</b>	<b>1,129,450.00</b>								
110-00-44110-000-000	BEER & LIQUOR LICENSES	20,000.00	35,705.16	26,214.73	16,000.00	48,303.90	16,000.00	25.00%	-78.53%	Adj to recent history
110-00-44120-000-000	BARTENDERS LICENSES	13,000.00	16,623.54	12,205.00	13,000.00	12,770.00	12,000.00	0.00%	-27.87%	
110-00-44130-000-000	CIGARETTE LICENSES	1,100.00	1,225.82	900.00	1,100.00	1,300.00	800.00	0.00%	-11.44%	
11 110-00-44210-000-000	MISCELLANEOUS LICENSES (R)	18,500.00	27,824.84	20,429.00	16,000.00				-50.40%	
110-00-44220-000-000	DOG LICENSES	4,500.00	6,609.92	4,853.00	4,500.00	4,619.00	4,000.00	0.00%	-46.89%	
110-00-44240-000-000	YARD WASTE PERMIT FEE	17,400.00	22,920.19	16,828.00	17,400.00	18,523.00	15,000.00	0.00%	-31.73%	
110-00-44260-000-000	WEIGHTS & MEASURES	3,750.00	.00	.00	3,750.00	3,696.04	2,800.00	0.00%	100.00%	
110-00-44280-000-000	NOTARY FEES	100.00	108.96	80.00	100.00	130.00	75.00	0.00%	-8.96%	
110-00-44300-000-000	BLDG. PERMIT & INSPECT. FEES	85,000.00	170,047.82	124,849.11	64,000.00	214,911.36	64,000.00	32.81%	-100.06%	Adj to recent history
110-00-44300-000-110	HVAC PERMIT FEES	21,000.00	50,084.04	36,771.70	14,000.00	21,172.25	14,000.00	50.00%	-138.50%	Adj to recent history

Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
110-00-44300-000-120	ELECTRICAL PERMIT FEES	28,000.00	40,344.88	29,621.21	24,000.00	59,547.69	24,000.00	16.67%	-44.09%	Adj to recent history
110-00-44300-000-130	PLUMBING PERMIT FEES	27,000.00	42,801.69	31,425.00	27,000.00	47,322.00	27,000.00	0.00%	-58.52%	
110-00-44300-000-150	OCCUPANCY PERMITS	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
110-00-44400-000-150	ZONING PERMITS AND FEES	3,000.00	6,571.78	4,825.00	3,000.00	7,870.00	3,000.00	0.00%	-119.06%	
110-00-44900-000-000	REGULAT. FEES & PARKING PERMIT	10,000.00	15,816.74	11,612.65	10,000.00	12,534.76	10,000.00	0.00%	-58.17%	
110-00-44900-000-100	CABLE FRANCHISE FEES/STATE AID	40,000.00	40,568.35	40,568.35	40,000.00	41,486.87	40,000.00	0.00%	-1.42%	
	<b>Total Licenses</b>	<b>292,350.00</b>								
110-00-45100-000-000	LAW & ORDINANCE VIOLATIONS	125,000.00	135,325.73	99,356.15	125,000.00	126,797.50	125,000.00	0.00%	-8.26%	
110-00-45120-000-000	PARKING TICKET FINES	20,000.00	21,002.45	15,420.00	20,000.00	26,757.00	20,000.00	0.00%	-5.01%	
	<b>Total Fines</b>	<b>145,000.00</b>								
110-00-46100-000-000	SALE OF SUPPLIES, COPIES	100.00	297.10	218.13	100.00	479.10	50.00	0.00%	-197.10%	
110-00-46210-000-000	MISCELLANEOUS POLICE REVENUES	5,000.00	3,532.18	2,593.33	5,000.00	5,128.34	5,000.00	0.00%	29.36%	
110-00-46210-000-101	PUBLIC CHGS FOR SERV/POLICE	1,000.00	1,045.60	767.68	8,000.00	2,760.51	8,000.00	-87.50%	-4.56%	Adj to recent history
110-00-46210-000-102	FIRE & EMS FEE	2,263,950.00	2,368,421.12	2,368,421.12	2,263,950.00	1,769,180.88	1,797,123.00	0.00%	-4.61%	
110-00-46230-000-000	AMBULANCE	150,000.00	95,578.45	70,173.70	312,281.00	202,079.78	302,716.00	-51.97%	36.28%	Adj to recent history
110-00-46420-000-000	REFUSE COLLECTION	325,500.00	286,705.13	286,705.13	325,500.00	380,492.25	306,000.00	0.00%	11.92%	
110-00-46720-000-000	PARK RESERVATION REVENUES	6,000.00	6,874.28	5,047.10	6,000.00	3,433.00	6,000.00	0.00%	-14.57%	
110-00-46750-000-000	RECREATION REVENUES	177,800.00	31,148.65	22,869.34	149,660.00	152,210.28	118,300.00	18.80%	82.48%	Rec Dept Proposal
110-00-46900-000-000	SPECIAL ASSESSMENT LETTERS	6,000.00	7,518.39	5,520.00	6,000.00	7,630.00	6,000.00	0.00%	-25.31%	
110-00-47321-000-000	LAW ENFORCE/WTC SECURITY	275,000.00	276,974.67	203,354.80	275,000.00	288,535.37	275,000.00	0.00%	-0.72%	
110-00-47321-000-100	LAW ENFORCE/PSD SECURITY	240,000.00	224,070.08	164,512.25	240,000.00	248,494.33	240,000.00	0.00%	6.64%	
110-00-47323-000-000	FIRE DEPT TANK INSP/SPNKLR REV	1,000.00	374.56	275.00	1,000.00	.00	1,000.00	0.00%	62.54%	
110-00-47323-000-100	FIRE INSPECTION FEES	84,000.00	115,115.51	84,517.81	84,000.00	84,929.26	77,300.00	0.00%	-37.04%	
	<b>Total Public Charges for Services</b>	<b>3,535,350.00</b>								
110-00-48110-000-000	INTEREST INCOME - SWP LGIP	275,000.00	508,330.16	373,216.00	200,000.00	558,863.00			-84.85%	
110-00-48111-000-000	INTEREST INCOME - WISC/MPA ®	40,000.00	60,314.63	44,283.00	.00	45,537.00			-50.79%	
110-00-48200-000-100	FISCAL AGENT FEES/LIBRARY	19,086.00	19,770.41	19,770.41	19,086.00	19,086.00	23,319.00	0.00%	-3.59%	
110-00-48200-000-200	WATER/SEWER RENTAL, OFFICE SPC	7,100.00	9,670.39	7,100.00	7,100.00	6,150.00	7,100.00	0.00%	-36.20%	
110-00-48301-000-000	SALE, PD EQUIPMENT & PROPERTY	8,000.00	986.11	724.00	8,000.00	1,017.00	8,000.00	0.00%	87.67%	
110-00-48309-000-000	SALE OTHER EQUIP. & PROPERTY	.00	46,989.92	34,500.00	.00	19,106.00	.00	0.00%	0.00%	
110-00-48440-000-000	INSURANCE DIVIDEND & RECOVERIES	.00	7,003.69	5,142.11	.00	70,093.26	.00	0.00%	0.00%	
110-00-48500-000-000	DONATIONS, PRIV. OR ORGANIZ.	.00	238.41	175.04	.00	556.00	.00	0.00%	0.00%	
110-00-48500-000-100	MISCELLANEOUS REVENUES	5,000.00	5,313.91	3,901.47	5,000.00	19,221.88	5,000.00	0.00%	-6.28%	
110-00-48500-000-200	PD SEIZED FUNDS/STATE	.00	5,684.12	4,173.28	.00	5,775.13	.00	0.00%	0.00%	
110-00-48900-000-000	REFUND OF PRIOR YEARS EXPEND	.00	1,856.78	1,363.25	.00	.00	.00	0.00%	0.00%	
	<b>Total Miscellaneous Revenues</b>	<b>354,186.00</b>								



Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
110-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	139,000.00	130,420.00	130,420.00	130,420.00	130,420.00	130,420.00	6.58%	6.17%	
110-00-49300-000-000	USE OF FUND BALANCE	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
	<b>Other Funding Sources</b>	<b>139,000.00</b>								
<b>Total Revenues</b>		<b>9,501,912.00</b>	<b>8,770,535.19</b>	<b>8,218,283.06</b>	<b>9,069,236.00</b>	<b>9,135,251.18</b>	<b>8,109,346.00</b>	4.77%	7.70%	
110-00-51100-000-000	VILLAGE BOARD	29,300.00	32,611.28	23,943.20	29,300.00	29,106.01	29,300.00	0.00%	-11.30%	
110-00-51100-000-130	VILLAGE BOARD FRINGE BENEFITS	2,203.00	2,494.93	1,831.78	2,203.00	2,203.56	2,203.00	0.00%	-13.25%	
110-00-51120-000-000	PLAN COMMISSION	11,436.00	77,746.23	57,081.28	11,436.00	36,438.26	11,436.00	0.00%	-579.84%	
110-00-51120-000-100	PLANNING/ENG CONSULTING SERV	38,000.00	38,310.28	28,127.41	10,000.00	24,170.80	.00	280.00%	-0.82%	
110-00-51200-000-110	MUNICIPAL JUDGE SALARY	42,955.00	41,559.59	30,513.05	35,416.00	41,871.37	35,416.00	21.29%	3.25%	Court raise proposed
110-00-51200-000-130	MUNICIPAL JUDGES BENEFITS	11,600.00	11,928.62	8,757.99	9,983.00	11,161.17	9,983.00	16.20%	-2.83%	
110-00-51200-000-140	MUNICIPAL JUDGES EXPENSES	25,000.00	15,532.24	11,403.77	19,549.00	11,846.31	17,719.50	27.88%	37.87%	Court staff proposal
110-00-51300-000-000	LEGAL COUNSEL-VILLAGE ATTORNEY	59,000.00	66,548.62	48,860.00	59,000.00	58,220.84	59,000.00	0.00%	-12.79%	
110-00-51300-000-110	MUNICIPAL COURT ATTORNEY EXP	18,000.00	18,473.17	13,563.00	18,000.00	21,212.50	18,000.00	0.00%	-2.63%	
110-00-51300-000-140	EXPENSES - RECODIFICATION	5,500.00	7,201.05	5,287.01	5,200.00	9,714.91	5,210.00	5.77%	-30.93%	
110-00-51320-000-000	LABOR ATTORNEY	7,000.00	8,535.14	6,266.50	7,000.00	15,781.50	5,000.00	0.00%	-21.93%	
110-00-51400-000-110	VILLAGE ADMINISTRATOR SALARY	110,333.60	105,840.36	77,707.99	107,120.00	101,863.88	96,113.00	3.00%	4.07%	
110-00-51400-000-130	VILL. ADMIN. FRINGE BENEFITS	40,254.00	41,895.22	30,759.47	40,254.00	37,764.64	35,234.00	0.00%	-4.08%	
110-00-51400-000-140	ADMINISTRATOR EXPENSES	6,000.00	20,817.00	15,283.84	3,654.00	924.68	3,654.00	64.20%	-246.95%	Adj to recent history
110-00-51420-000-110	CLERK OFFICE/SALARY & WAGES	151,474.00	152,524.94	111,983.81	151,474.00	132,890.84	140,225.00	0.00%	-0.69%	
110-00-51420-000-130	CLERK OFFICE FRINGE BENEFITS	33,000.00	29,019.30	21,305.97	33,000.00	25,737.34	41,933.00	0.00%	12.06%	
110-00-51420-000-140	CLERKS OFFICE EXPENSES	50,274.00	42,245.30	31,016.50	38,860.00	39,883.83	38,953.00	29.37%	15.97%	Website proposals
110-00-51440-000-000	ELECTIONS	24,000.00	9,773.17	7,175.46	24,334.00	21,231.29	32,681.00	-1.37%	59.28%	
110-00-51440-000-130	ELECTIONS - BENEFITS	600.00	198.17	145.50	600.00	415.39	600.00	0.00%	66.97%	
110-00-51450-000-000	PAYROLL EXPENSES/DIVERSIFIED	4,200.00	4,155.09	3,050.67	2,400.00	11,038.75	2,400.00	75.00%	1.07%	
110-00-51460-000-000	COPY MACHINE	2,000.00	2,176.11	1,597.70	2,000.00	1,887.09	2,000.00	0.00%	-8.81%	
110-00-51470-000-000	PUBLICATION EXPENSES	2,000.00	1,941.30	1,425.30	2,000.00	2,014.43	2,000.00	0.00%	2.94%	
110-00-51510-000-000	AUDIT COSTS	51,000.00	51,586.62	51,586.62	39,200.00	41,926.60	37,000.00	30.10%	-1.15%	Asst w Annual Forms
11 110-00-51511-000-000	DATA PROCESSING (E)	20,000.00	15,586.23	15,586.23	18,000.00			11.11%	22.07%	
110-00-51520-000-000	ASSESSOR CONTRACT	45,500.00	34,958.27	25,666.36	44,000.00	50,833.63	43,500.00	3.41%	23.17%	
110-00-51520-000-140	ASSESSOR EXPENSES	2,000.00	.00	.00	2,000.00	.00	2,000.00	0.00%	100.00%	
110-00-51600-000-310	VILLAGE HALL MAINTENANCE	58,000.00	41,488.48	30,460.84	60,751.00	44,456.35	63,648.00	-4.53%	28.47%	
110-00-51612-000-000	OTHER PROPERTY MAINTENANCE	3,150.00	4,175.66	3,065.77	3,000.00	1,687.68	6,000.00	5.00%	-32.56%	
110-00-51938-000-000	INSURANCE/PROP/LIABILITY/WC	210,000.00	206,368.23	206,368.23	187,000.00	146,778.54	170,000.00	12.30%	1.73%	
110-00-51939-000-000	WELLNESS INCENTIVE BENEFIT	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
110-00-51980-000-000	GENERAL GOVT. MISC. EXPENSES	30,000.00	42,426.42	31,149.48	3,950.00	4,854.32	1,000.00	659.49%	-41.42%	Adj to recent history
11 110-00-51990-000-000	BAD DEBT EXPENSE (E)	4,500.00			4,500.00			0.00%	100.00%	
11 110-00-51991-000-000	BANK FEE EXPENSES (E)	7,610.00	7,607.64	5,585.53	2,500.00			204.40%	0.03%	

Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
<b>Total General Government Expenses</b>		<b>1,105,889.60</b>			<b>977,684.00</b>			13.11%		
110-00-52100-000-110	POLICE SALARY & WAGES	1,916,500.00	1,859,269.42	1,365,075.61	1,907,300.00	1,908,470.32	1,851,679.00	0.48%	2.99%	
110-00-52100-000-120	POLICE HOLIDAYS & OVERTIME	40,000.00	34,327.58	25,203.31	75,000.00	25,751.16	75,000.00	-46.67%	14.18%	
110-00-52100-000-130	POLICE FRINGE BENEFITS	803,800.00	832,892.39	611,509.59	620,156.00	761,509.74	803,769.00	29.61%	-3.62%	Adj to recent history
110-00-52100-000-140	PUBLIC SAFETY EXPENSES	28,670.00	38,666.60	28,389.02	24,961.00	23,166.07	24,061.27	14.86%	-34.87%	Adj to recent history
110-00-52100-000-310	POLICE VEHICLE MAINTENANCE	50,000.00	75,453.31	55,397.82	40,000.00	49,670.36	40,000.00	25.00%	-50.91%	Adj to recent history
110-00-52100-000-320	SPECIAL INVESTIGATIONS	13,200.00	6,543.29	4,804.08	13,200.00	12,408.92	13,200.00	0.00%	50.43%	
110-00-52100-000-321	DARE FUNDED EXPENSES	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
110-00-52100-000-330	POLICE OFFICE SUPPLIES/IT	29,000.00	23,965.10	17,595.18	27,107.00	32,556.05	26,942.00	6.98%	17.36%	
110-00-52100-000-340	POLICE COMMUNITY RELATIONS	5,000.00	4,702.68	3,452.71	4,000.00	3,986.38	4,000.00	25.00%	5.95%	Adj to recent history
110-00-52100-000-350	POLICE TRAINING & SEMINARS	16,207.00	15,791.19	11,593.89	14,207.00	15,653.42	13,207.00	14.08%	2.57%	Adj to recent history
110-00-52100-000-360	POLICE PISTOL TRAINING	10,000.00	13,158.80	9,661.19	9,000.00	10,475.48	9,000.00	11.11%	-31.59%	
110-00-52100-000-361	JOINT PISTOL FUNDED EXPENSES	4,000.00	3,713.09	3,713.09	2,500.00	3,308.49	2,500.00	60.00%	7.17%	
110-00-52100-000-370	LAKE WATER & SNOW PATROL	8,900.00	8,887.22	6,525.00	8,700.00	8,310.00	8,700.00	2.30%	0.14%	
110-00-52100-000-380	POLICE COMMUNICATIONS EXPENSES	27,800.00	22,280.40	16,358.27	27,800.00	31,018.56	26,500.00	0.00%	19.85%	
110-00-52100-000-400	POLICE UNIFORM ALLOWANCE	14,000.00	12,279.20	9,015.39	12,000.00	11,788.02	12,000.00	16.67%	12.29%	Adj to recent history
110-00-52100-000-900	POLICE- NATIONAL NIGHT OUT	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
110-00-52200-000-000	FIRE ADMINISTRATION	2,694,580.00	2,447,922.42	1,797,264.64	2,694,580.00	2,219,639.00	2,219,639.00	0.00%	9.15%	
110-00-52400-000-100	BUILDING INSPECTION CONTRACT	140,000.00	216,498.76	158,953.39	101,490.00	231,057.95	101,490.00	37.94%	-54.64%	
110-00-52400-000-140	BUILDING INSPECTION EXPENSES	10,000.00	9,917.61	7,281.51	500.00	.00	500.00	1900.00%	0.82%	Adj to recent history
<b>Total Public Safety Expenses</b>		<b>5,811,657.00</b>			<b>5,582,501.00</b>			4.10%		
110-00-53100-000-110	DPW/ADMINISTRATION SALARIES	124,018.19	120,406.01	88,402.09	45,948.00	62,108.92	35,872.00	169.91%	2.91%	Adj to Trans Util End
110-00-53100-000-120	OUTSIDE CONTRACTED ENGINEERING	35,000.00	32,050.87	23,531.75	25,000.00	22,842.22	10,000.00	40.00%	8.43%	Adj to Trans Util End
110-00-53100-000-130	DPW/ADMINISTRATION BENEFITS	62,759.00	58,276.27	42,786.44	16,043.00	27,262.78	13,043.00	291.19%	7.14%	Adj to Trans Util End
110-00-53100-000-140	ENGINEER/ADMINISTRATION EXPENS	5,000.00	3,461.92	2,541.74	14,000.00	3,217.56	3,901.00	-64.29%	30.76%	Adj to Trans Util End
110-00-53100-001-250	OUTSIDE ENG/PLAN SERVICE EXP	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
110-00-53310-000-310	STREET MAINT. GEN. OPERATION	62,000.00	33,678.23	24,726.56	78,200.00	6,020.44	.00	-20.72%	45.68%	Adj to Trans Util End
110-00-53310-000-311	GARAGE EXPENSES	144,000.00	136,633.94	100,316.64	60,300.00	85,570.41	60,300.00	138.81%	5.12%	Adj to Trans Util End
110-00-53311-000-110	DPW WAGES INCLUDING PART TIME	382,000.00	378,604.55	277,971.46	359,875.00	356,290.43	246,480.00	6.15%	0.89%	
110-00-53311-000-120	DPW OVERTIME	21,630.00	9,820.85	7,210.47	21,000.00	6,805.57	20,000.00	3.00%	54.60%	
110-00-53311-000-130	DPW FRINGE BENEFITS	161,000.00	147,864.06	108,561.79	181,000.00	113,457.17	127,000.00	-11.05%	8.16%	Adj to Trans Util End
110-00-53330-000-310	EQUIPT. MAINT. GEN. OPERATION	70,100.00	61,614.49	45,237.36	71,400.00	47,799.51	68,001.00	-1.82%	12.10%	
110-00-53340-000-310	SNOW, ICE CONT. GEN. OPERATION	64,500.00	47,925.07	35,186.59	64,500.00	61,238.41	64,500.00	0.00%	25.70%	
110-00-53420-000-310	STREET LIGHTING, GEN. OPERAT.	80,000.00	45,457.89	33,375.18	89,000.00	75,198.32	75,500.00	-10.11%	43.18%	Adj to recent history
110-00-53430-000-310	Sidewalk Maint Gen Operation	10,000.00	.00	.00	.00	.00	.00	100.00%	100.00%	
110-00-53450-000-310	Bridge, Culvert, Curb & Gutter Maintenance	6,500.00								
110-00-53470-000-310	TRAFFIC CONT. GEN. OPERATION	10,800.00	4,920.39	3,612.55	.00	10.90	.00	0.00%	54.44%	

Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
110-00-53620-000-000	REFUSE COLLECTION CONTRACT	236,250.00	215,732.29	158,390.65	225,000.00	231,925.53	216,000.00	5.00%	8.68%	
110-00-53635-000-000	RECYCLING EXPENSES	82,000.00	64,041.65	47,019.38	82,000.00	83,348.29	82,000.00	0.00%	21.90%	
110-00-53640-000-310	TREE, BRUSH CONT. GEN. OPER.	240.00	145.70	106.97	240.00	226.84	.00	0.00%	39.29%	
110-00-53641-000-000	WEED & NUISANCE CONTROL	2,000.00	681.01	500.00	1,800.00	432.61	1,800.00	11.11%	65.95%	
110-00-53680-000-000	OTHER SANITATION	600.00	.00	.00	.00	559.47	.00	0.00%	100.00%	
	<b>Total Public Works Expenses</b>	<b>1,560,397.19</b>			<b>1,335,306.00</b>			16.86%		
110-00-54910-000-000	DOG LICENSE FEES	12,000.00	925.25	679.32	1,200.00	3,071.03	1,200.00	900.00%	92.29%	Adj to recent history
110-00-54910-000-100	ANIMAL CONTROL	5,600.00	5,671.48	4,164.00	4,043.00	12,371.29	4,043.00	38.51%	-1.28%	
	<b>Total Health and Human Services Expenses</b>	<b>17,600.00</b>			<b>5,243.00</b>			235.69%		
110-00-55110-000-320	JOINT LIBRARY CONTRIBUTION	268,454.00	262,153.00	262,153.00	262,153.00	262,534.04	262,534.00	2.40%	2.35%	
110-00-55200-000-000	PARKS	210,192.00	190,858.08	140,128.00	210,192.00	180,949.45	194,002.00	0.00%	9.20%	
110-00-55300-000-000	RECREATION PROGRAMS	264,871.00	240,507.55	176,580.64	264,871.00	241,765.00	241,765.00	0.00%	9.20%	
	<b>Total Culture and Recreation Expenses</b>	<b>743,517.00</b>			<b>737,216.00</b>			0.85%		
110-00-56600-000-000	URBAN FORESTRY & DEVELOPMENT	17,000.00	12,564.07	9,224.54	15,802.00	6,936.99	15,802.00	7.58%	26.09%	
	<b>Total Conservation and Development Expenses</b>	<b>17,000.00</b>			<b>15,802.00</b>			7.58%		
110-00-57210-000-000	POLICE OUTLAY	102,992.00	110,549.17	81,165.20	156,790.00	47,072.50	107,101.00	-34.31%	-7.34%	
110-00-57324-000-000	NEW DPW BLDG EXPENSES	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
11 110-00-57327-000-000	DPW EQUIPMENT OUTLAY (E)	30,000.00			25,000.00			20.00%	100.00%	
110-00-57620-000-000	PARK/PLAYGROUND OUTLAY	47,202.00	24,437.33	17,941.89	43,505.00	.00	57,820.00	8.50%	48.23%	
	<b>Total General Fund Capital Outlay</b>	<b>180,194.00</b>			<b>225,295.00</b>			-20.02%		
110-00-59900-000-000	CONTINGENCY FUND	65,500.00	10,419.50	7,650.00	15,500.00	136,962.61	.00	322.58%	84.09%	
110-00-59900-000-100	USE OF INFRASTRUCTURE	.00	.00	.00	.00	131,311.42	.00	0.00%	0.00%	
<b>Total Expenditures</b>		<b>9,501,754.79</b>	<b>8,981,394.35</b>	<b>6,737,514.16</b>	<b>8,894,547.00</b>	<b>8,483,976.14</b>	<b>8,053,059.77</b>	6.83%	5.48%	
<b>FundBalance</b>		<b>157.21</b>	<b>-210,859.16</b>	<b>1,480,768.90</b>	<b>174,689.00</b>	<b>651,275.04</b>	<b>56,286.23</b>			
Police Outlay										
10-33 Vehicle Services outfitting of a new squads		\$	8,185							
10-33 Vehicle Services decals on a new squads		\$	2,548							
Ewalds - squad car (1)		\$	47,000							
Pepperball rifles (2)		\$	2,465							
Install Pepperball mounts in squads (2)		\$	1,156							
Axon taser cartridges		\$	1,039							
Bravo Company - replacement rifle (1)		\$	3,002							
Automated External Defibrillator (AED) Unit (1)		\$	1,773							
FLOCK CAMERA annual payment		\$	15,000							
AXON Body Worn Camera/Dash Camera annual		\$	20,824							

Proposed 2026 Budget - General Fund for the October 7, 2025 Village Board Meeting

Acct#	Title	2026 Budget	2025 Projected	Current Actual	Current Budget	2024 Actual	2024 Budget	% Change	% Diff: Budget to Projected	Notes
	Total Police Outlay	<u>\$ 102,992</u>								
	DPW Equipment Outlay    Electronic Message Board	\$ 15,000								
	Heater Building 2	<u>\$ 15,000</u>								
	Total DPW Outlay	<u><u>\$ 30,000</u></u>								
	Contingency Fund									
	Historical Amount	\$ 15,500								
	Compensation & Classification Study	<u>\$ 50,000</u>								
	total Contingency Fund	<u><u>\$ 65,500</u></u>								

## 2026 Budget Capital Projects Fund for October 7 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
Fund200 - CAPITAL PROJECTS FUND							
200-00-41110-000-000	GENERAL PROPERTY TAXES	.00	.00	.00	.00	.00	.00
200-00-43580-000-000	STATE GRANTS	.00	.00	.00	.00	.00	.00
200-00-43690-000-003	PARK IMPROVEMENT DONATIONS	.00	.00	.00	.00	.00	.00
200-00-43710-000-000	LOCAL ROAD IMPROVEMENT PROGRAM	.00	.00	25,261.40	.00	.00	.00
200-00-49100-000-000	TRANSFERS FROM OTHER FUNDS	.00	.00	.00	600,000.00	.00	.00
200-00-49100-000-100	PROCEEDS-STATE TR FD LOAN-04/5	.00	.00	.00	.00	.00	.00
200-00-49200-000-000	PROCEEDS LONG TERM DEBT	.00	.00	.00	.00	2,049,000.00	.00
200-00-49210-000-000	FUNDS CARRIED OVER	.00	.00	.00	.00	.00	.00
200-00-49300-000-000	TRANSFERS IN /BORROWED FUNDS	2,000,000.00	.00	.00	1,031,000.00	.00	.00
200-00-49900-000-000	DPW- NEW BLDG 2022	.00	.00	.00	.00	.00	.00
<b>Account TypeRevenue</b>		<b>2,000,000.00</b>	<b>.00</b>	<b>25,261.40</b>	<b>1,631,000.00</b>	<b>2,049,000.00</b>	<b>.00</b>
200-00-53300-000-100	ANNUAL ROAD PROGRAM-RESURFACE	2,323,681.00	.00	128,757.58	1,100,000.00	614,494.87	938,520.00
200-00-53300-000-200	WIS AVE RECONSTRUCTION PROJECT	.00	.00	.00	.00	.00	.00
200-00-55200-000-000	PARK IMPROVEMENTS	.00	.00	36,000.00	.00	16,096.10	.00
200-00-57324-000-000	PUBLIC WORKS TRUNKED RADIOS	.00	.00	.00	.00	.00	.00
200-00-57324-001-000	NEW WEED HARVESTOR & CONVEYOR	.00	.00	.00	.00	228,170.00	.00
200-00-57324-002-000	HIGHWAY DEPARTMENT EQUIPMENT	455,000.00	.00	312,213.00	541,000.00	10,339.98	425,000.00
200-00-57324-003-000	DPW- NEW BLDG EXPENSES 2022	.00	.00	3,510.00	.00	80,630.93	.00
200-00-57342-000-000	LED STREET LIGHT UPGRADE	.00	.00	.00	.00	.00	.00
200-00-57622-000-000	VILLAGE HALL/POLICE STATION	.00	.00	1,500.00	.00	.00	.00
200-00-57629-000-000	POLICE EQUIPMENT	.00	.00	.00	.00	.00	.00
<b>Account TypeExpenditure</b>		<b>2,778,681.00</b>	<b>.00</b>	<b>481,980.58</b>	<b>1,641,000.00</b>	<b>949,731.88</b>	<b>.00</b>
<b>FundFund Balance</b>		<b>-778,681.00</b>	<b>.00</b>	<b>-456,719.18</b>	<b>-10,000.00</b>	<b>1,099,268.12</b>	<b>.00</b>

2026 Stret Projects	W. Wisconsin (From Burroughs to Ryan)	\$1,123,681
	Glacier (West of Ryan - plus water main)	\$350,000
	Prospect Ave (from Main Str to School Str)	\$850,000
	Total Annual Road Program-Resurface	<u>\$2,323,681</u>

2026 Highway Department Equipment		
	Replace 2007 Volvo Front End Loader	\$350,000
	Replace 2008 Chevrolet Dump Truck	\$105,000
	Total Capital Equipment Purchase	<u>\$455,000</u>

Total General Fund Capital Projects/Purchases:	\$2,778,681
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Total Borrowing for 2026 Projects/Purchases:	\$3,278,681	(incl \$500,000 for water main on Glacier Rd)
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Not in the 2026 budget but potential additional 2026 project:		
	Signals Hwy 64 & Lindsay	\$500,000

## Proposed 2026 Budget - Water Utility for the October 7, 2025 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff: Budget to Projected	Notes
Fund600 - WATER UTILITY FUND										
600-00-40413-000-000	METER REVENUE- SEWER DEPT	25,000.00	25,000.00	25,000.00	25,000.00	11,341.00	25,000.00	0.00%	0.00%	
600-00-40419-001-000	INTEREST INCOME	35,000.00	37,882.54	27,813.36	32,000.00	48,684.80	32,000.00	9.38%	-8.24%	
600-00-40420-000-000	WATER RESERVED CAPACITY ASSMT	21,000.00	.00	21,600.00	28,000.00	24,000.00	28,000.00	-25.00%	100.00%	
600-00-40421-000-000	MISCELLANEOUS SALES	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
600-00-40421-001-000	CONTRIBUTIONS IN AID OF CONST	.00	.00	.00	.00	743,877.00	.00	0.00%	0.00%	
600-00-40461-000-000	METERED SALES- RESIDENTIAL	320,000.00	321,343.59	241,007.69	480,000.00	481,746.26	480,000.00	-33.33%	-0.42%	
600-00-40461-002-000	METERED SALES- COMMERCIAL	130,000.00	131,068.69	98,301.52	193,000.00	199,253.58	193,000.00	-32.64%	-0.82%	
600-00-40461-003-000	METERED SALES- INDUSTRIAL	19,000.00	18,565.76	13,924.32	29,000.00	28,289.00	29,000.00	-34.48%	2.29%	
600-00-40461-005-000	METERED SALES- MULTI-FAMILY	175,000.00	175,300.60	131,475.45	272,000.00	267,472.85	272,000.00	-35.66%	-0.17%	
600-00-40462-000-000	PRIVATE FIRE PROTECTION	31,000.00	31,504.00	23,628.00	58,000.00	48,312.00	58,000.00	-46.55%	-1.63%	
600-00-40463-000-000	PUBLIC FIRE PROTECTION	250,000.00	249,358.21	187,018.66	355,000.00	370,471.40	355,000.00	-29.58%	0.26%	
600-00-40464-000-000	METERED SALES- PUBLIC AUTHORITY	45,000.00	48,293.65	36,220.24	35,000.00	67,615.61	35,000.00	28.57%	-7.32%	
600-00-40470-000-000	FORFEITED DISCOUNTS	5,000.00	.00	4,537.71	5,000.00	11,807.26	5,000.00	0.00%	100.00%	
600-00-40471-000-000	INSURANCE RECOVERIES	1,000.00	.00	.00	.00	.02	.00	0.00%	100.00%	
600-00-40472-000-000	WATER TOWER RENTAL INCOME	185,000.00	183,992.01	183,992.01	205,000.00	203,843.03	205,000.00	-9.76%	0.54%	
600-00-40474-000-000	OTHER REVENUE	595,000.00	.00	2,843.91	.00	14,448.83	.00	0.00%	100.00%	
600-00-49190-000-000	BOND PREMIUM	.00	.00	.00	.00	74,270.00	.00	0.00%	0.00%	
<b>Total Revenue</b>		<b>1,837,000.00</b>	<b>1,222,309.06</b>	<b>1,001,628.44</b>	<b>1,717,000.00</b>	<b>2,595,432.64</b>	<b>1,717,000.00</b>	6.99%	33.46%	
600-00-50427-000-000	INTEREST- PRINCIPAL BONDS	518,000.00	.00	544,526.99	.00	246,347.01	256,194.00	0.00%	100.00%	
600-00-50427-001-000	LONG TERM DEBT- PAYING FEES	.00	.00	110,480.12	.00	55,601.33	200.00	0.00%	0.00%	
600-00-50605-001-000	MAINT WELLS- EQUIP/LABOR	3,755.00	4,013.31	2,946.57	13,650.00	4,444.81	13,000.00	-72.49%	-6.88%	
600-00-50605-002-000	MAINT WELLS- EQUIP/MATERIAL	110,000.00	46,504.37	34,143.51	50,000.00	348,717.69	12,000.00	120.00%	57.72%	PLCs* Wells 3 & 5
600-00-50605-003-000	MAINT WELLS- EQUIP/LABOR LOGS	7,339.00	6,764.72	4,966.66	20,000.00	4,248.71	20,000.00	-63.31%	7.82%	
600-00-50605-004-000	MAINT WELLS- EQUIP/COMPUTER	6,574.00	5,825.54	4,277.11	4,000.00	3,382.54	4,000.00	64.35%	11.39%	
600-00-50605-005-000	MAINT WELLS- EQUIP/LABOR TEST	5,478.00	5,753.88	4,224.50	6,650.00	5,790.62	6,650.00	-17.62%	-5.04%	
600-00-50605-006-000	MAINT WELLS- EQUIP/NATURAL GAS	1,882.00	1,705.83	1,252.42	1,000.00	1,489.92	1,000.00	88.20%	9.36%	
600-00-50622-000-000	POWER PURCHASED FOR PUMPING	177,000.00	101,090.34	74,220.53	177,000.00	162,656.55	170,000.00	0.00%	42.89%	
600-00-50625-001-000	MAINT PUMP- BLDG/LABOR	5,650.00	5,106.46	3,749.16	5,900.00	2,730.82	5,300.00	-4.24%	9.62%	
600-00-50625-002-000	MAINT PUMP- BLDG/MATERIALS	5,000.00	244.01	179.15	2,000.00	1,607.31	1,500.00	150.00%	95.12%	
600-00-50625-003-000	MAINT PUMP- BLDG/WATER	21,600.00	19,043.23	13,981.54	21,000.00	14,992.42	400.00	2.86%	11.84%	
600-00-50625-004-000	MAINT OF PUMP BUILDING	3,500.00	532.55	391.00	3,500.00	488.71	3,500.00	0.00%	84.78%	
600-00-50630-001-000	OPER WATER TREAT- LABOR	38,864.00	30,600.90	22,467.18	26,000.00	26,049.09	21,500.00	49.48%	21.26%	
600-00-50630-002-000	OPER WATER TREAT- CHEMICAL	2,000.00	362.60	266.22	2,000.00	372.69	2,000.00	0.00%	81.87%	
600-00-50630-003-000	OPER WATER TREAT- TESTS	25,000.00	10,950.45	8,039.82	25,000.00	11,461.08	15,000.00	0.00%	56.20%	
600-00-50630-004-000	OPER WATER TREAT- MATERIAL	1,500.00	780.92	573.35	274,814.00	1,423.56	274,814.00	-99.45%	47.94%	
600-00-50631-001-000	CHEMICALS- FLUORIDE	2,500.00	1,958.32	1,437.80	2,500.00	2,094.75	2,500.00	0.00%	21.67%	
600-00-50631-002-000	CHEMICALS- CHLORINE	34,400.00	33,178.81	24,359.88	30,000.00	31,633.60	24,000.00	14.67%	3.55%	
600-00-50631-003-000	CHEMICALS- POLYPHOSPHATE	33,250.00	29,291.86	21,506.08	25,000.00	30,222.74	25,000.00	33.00%	11.90%	

## Proposed 2026 Budget - Water Utility for the October 7, 2025 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff: Budget to Projected	Notes
600-00-50631-005-000	CHEMICALS- HMO	18,000.00	9,328.44	6,848.94	12,000.00	11,543.59	8,000.00	50.00%	48.18%	
600-00-50640-001-001	OPER TRANS & DIST- FLUSH MAINS	29,071.00	25,649.73	18,832.03	11,000.00	11,715.61	11,000.00	164.28%	11.77%	
600-00-50640-001-002	OP TRANS & DIS-VALV OPER LABOR	3,118.00	3,414.68	2,507.06	16,000.00	14,915.77	3,600.00	-80.51%	-9.52%	
600-00-50640-001-003	OP TRANS & DIS-VLV MAINT LABOR	.00	.00	.00	2,000.00	.00	5,500.00	-100.00%	0.00%	
600-00-50640-001-004	OP TRANS & DIST- VLV REP LABOR	2,943.00	2,594.63	1,904.98	6,000.00	4,808.48	4,000.00	-50.95%	11.84%	
600-00-50640-001-005	OPER TRANS & DIST- CUST PLM IN	.00	.00	.00	180.00	.00	180.00	-100.00%	0.00%	
600-00-50640-001-006	OP TRANS & DIS-CUST COMP LABOR	108.00	95.70	70.26	900.00	3.00	900.00	-88.00%	11.39%	
600-00-50640-001-007	OP TRANS & DIST-LOC SERV LABOR	1,808.00	1,593.33	1,169.82	2,000.00	189.72	2,000.00	-9.60%	11.87%	
600-00-50640-001-008	OP TRANS & DIST-ON/OFF SER LAB	2,528.00	2,527.74	1,855.87	1,200.00	1,268.68	950.00	110.67%	0.01%	
600-00-50640-001-009	OPER TRANS & DIST-CR INSPC LAB	1,905.00	4,639.13	3,406.05	800.00	1,871.10	500.00	138.13%	-143.52%	
600-00-50640-001-010	OPER TRANS & DIST- TOOL & EQUIP	1,000.00	.00	.00	1,000.00	.00	1,000.00	0.00%	100.00%	
600-00-50641-001-000	TRANS & DIST SYS- PHONE/CELL	5,000.00	3,130.17	2,298.17	5,000.00	2,709.23	5,000.00	0.00%	37.40%	
600-00-50650-001-000	MAINT RESERVOIRS- LABOR	3,252.00	3,188.03	2,340.65	3,000.00	1,267.60	3,000.00	8.40%	1.97%	
600-00-50650-002-000	MAINT RESERVOIRS- ELECTRIC	3,378.00	3,136.72	2,302.98	3,000.00	2,422.53	3,000.00	12.60%	7.14%	
600-00-50650-003-000	MAINT RESERVOIRS- CATHODIC PRT	2,800.00	.00	.00	2,800.00	4,935.00	2,800.00	0.00%	100.00%	
600-00-50650-004-000	MAINT RESERVOIRS- INSPECTION	1,000.00	.00	.00	1,000.00	.00	1,000.00	0.00%	100.00%	
600-00-50650-005-000	MAINT RESERVOIRS- MATERIALS	50,000.00	122.62	90.03	5,000.00	338,387.16	5,000.00	900.00%	99.75%	PLCs* 2 resevoirs
600-00-50651-001-000	MAINT MAINS- LABOR	6,408.00	6,980.33	5,124.96	12,000.00	5,061.61	12,000.00	-46.60%	-8.93%	
600-00-50651-002-000	MAINT MAINS- MAIN REPAIRS	47,625.00	41,984.96	30,825.36	30,000.00	28,118.00	30,000.00	58.75%	11.84%	
600-00-50651-003-000	MAINT MAINS- VALVE REPAIRS	12,170.00	10,728.98	7,877.22	5,000.00	5,154.95	5,000.00	143.40%	11.84%	
600-00-50651-004-000	MAINT MAINS- LABOR/DIGGERS	21,602.00	23,132.78	16,984.09	13,000.00	17,992.89	7,000.00	66.17%	-7.09%	
600-00-50652-001-000	MAINT SERVICES- LABOR	13,299.00	14,417.24	10,585.14	8,000.00	16,148.72	8,000.00	66.24%	-8.41%	
600-00-50652-002-000	MAINT SERVICES- SERVICE REPAIR	8,000.00	1,802.67	1,323.52	5,000.00	6,296.59	5,000.00	60.00%	77.47%	
600-00-50652-003-000	MAINT SERVICES- CURB BOXES	2,000.00	547.53	402.00	2,000.00	2,437.34	2,000.00	0.00%	72.62%	
600-00-50652-004-000	MAINT SERVICES- CURB STOPS	1,000.00	.00	.00	1,000.00	554.99	1,000.00	0.00%	100.00%	
600-00-50652-005-000	MAINT SERVICES- MISC/TOOLS	250.00	.00	.00	250.00	.00	250.00	0.00%	100.00%	
600-00-50652-006-000	MAINT SERVICES- CONTRACTED	25,000.00	.00	.00	25,000.00	15,204.98	25,000.00	0.00%	100.00%	
600-00-50653-001-000	MAINT METERS- LABOR	6,000.00	1,866.68	1,370.52	6,000.00	5,761.61	2,500.00	0.00%	68.89%	
600-00-50653-002-000	MAINT METERS- PARTS	1,000.00	1,573.15	1,155.01	1,000.00	463.38	1,000.00	0.00%	-57.32%	
600-00-50653-003-000	MAINT METERS- TEST EQUIP/REPAI	3,000.00	58.72	43.11	3,000.00	.00	3,000.00	0.00%	98.04%	
600-00-50653-004-000	MAINT METERS- LARGE MTR REPAIR	1,000.00	1,164.11	854.69	300.00	366.24	300.00	233.33%	-16.41%	
600-00-50653-005-000	MAINT METERS- NEW CELL METERS	127,000.00	160,151.87	117,583.50	127,000.00	.40	127,000.00	0.00%	-26.10%	
600-00-50653-006-000	MAINT METERS- BENCH METER TEST	1,640.00	1,446.99	1,062.38	1,000.00	1,171.88	1,000.00	64.00%	11.77%	
600-00-50653-007-000	MAINT METERS- CELLULAR SUB FEE	4,500.00	.00	.00	4,500.00	.00	4,500.00	0.00%	100.00%	
600-00-50654-001-000	MAINT HYDRANTS- LABOR	10,000.00	923.74	678.21	10,000.00	9,833.08	2,500.00	0.00%	90.76%	
600-00-50654-002-000	MAINT HYDRANTS- REPAIR PARTS	7,000.00	245.59	180.31	7,000.00	8,901.77	5,000.00	0.00%	96.49%	
600-00-50655-001-000	MAINT BOOSTER STATION- LABOR	1,378.00	43.09	31.64	1,200.00	248.38	1,200.00	14.83%	96.87%	
600-00-50655-002-000	MAINT BOOSTER STATION- ELECTRC	2,872.00	2,550.20	1,872.36	2,600.00	2,786.05	2,600.00	10.46%	11.20%	
600-00-50655-003-000	MAINT BOOSTER STATION- MATERL	21,000.00	.00	.00	1,000.00	.00	1,000.00	2000.00%	100.00%	PLC* at Hawthorne Hill
600-00-50700-001-000	TRUCK EXPENSE- FUEL	5,500.00	5,114.26	3,754.89	4,500.00	4,937.39	4,500.00	22.22%	7.01%	



## Proposed 2026 Budget - Water Utility for the October 7, 2025 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff: Budget to Projected	Notes
600-00-50700-002-000	TRUCK EXPENSE- REPAIR & PARTS	2,000.00	.00	.00	2,000.00	.00	2,000.00	0.00%	100.00%	
600-00-50700-003-000	TRUCK EXPENSE- EQUIP & TOOLS	2,500.00	2,152.96	1,580.70	1,000.00	1,668.81	1,000.00	150.00%	13.88%	
600-00-50700-004-000	TRUCK EXPENSE- LABOR	6,900.00	6,973.67	5,120.07	4,500.00	6,168.48	3,500.00	53.33%	-1.07%	
600-00-50850-013-000	EMPLOYEE PENSION/HEALTH/LIFE	.00	.00	.00	.00	-10,764.00	.00	0.00%	0.00%	
600-00-50901-001-000	METER READING- LABOR	1,654.00	715.69	525.46	2,500.00	1,265.70	2,500.00	-33.84%	56.73%	
600-00-50902-001-000	ACCOUNTING/TREASURER	35,410.00	11,805.08	8,667.29	35,410.00	20,136.11	35,410.00	0.00%	66.66%	
600-00-50903-001-000	METER READ- POSTAGE/ENVELOPES	5,000.00	2,364.81	1,736.24	2,000.00	6,005.59	2,000.00	150.00%	52.70%	
600-00-50903-002-000	METER READ- RECORD FORMS	100.00	.00	.00	100.00	.00	100.00	0.00%	100.00%	
600-00-50903-003-000	METER READ- BILLING FORMS	500.00	.00	.00	500.00	.00	500.00	0.00%	100.00%	
600-00-50903-004-000	METER READ- COMPUTER SUPPORT	10,000.00	8,378.26	6,151.32	12,500.00	9,588.46	10,500.00	-20.00%	16.22%	
600-00-50904-001-000	PROT CLOTHING- UNIFORMS	5,600.00	5,526.51	4,057.56	3,500.00	4,432.85	1,700.00	60.00%	1.31%	
600-00-50904-002-000	PROT CLOTHING- SAFETY EQUIP	200.00	177.00	129.95	200.00	288.25	200.00	0.00%	11.50%	
600-00-50920-001-000	ADMIN SALARY- ADMIN & CLERK	41,261.00	44,293.78	32,520.49	25,805.00	38,797.65	25,805.00	59.90%	-7.35%	
600-00-50920-002-000	ADMIN SALARY- VILLAGE ENGINEER	25,377.00	26,620.63	19,544.87	29,900.00	26,274.40	29,900.00	-15.13%	-4.90%	
600-00-50920-003-000	ADMIN SALARY- DPW SUPERVISOR	50,674.00	53,670.68	39,405.01	47,545.00	51,320.20	47,545.00	6.58%	-5.91%	
600-00-50921-001-000	OFFICE SUPPLIES- STATIONARY	125.00	.00	.00	125.00	157.40	125.00	0.00%	100.00%	
600-00-50921-002-000	OFFICE SUPPLIES- FORMS	500.00	43.58	32.00	500.00	310.59	500.00	0.00%	91.28%	
600-00-50921-003-000	OFFICE SUPPLIES- COMPUTER PURC	2,500.00	.00	.00	1,000.00	219.37	1,000.00	150.00%	100.00%	
600-00-50921-004-000	OFFICE SUPPLIES- INTERNET SERV	1,300.00	.00	.00	1,200.00	1,296.24	1,200.00	8.33%	100.00%	
600-00-50923-001-000	OUTSIDE SERVICES- AUDITORS	30,000.00	19,314.47	19,314.47	15,000.00	10,890.00	15,000.00	100.00%	35.62%	
600-00-50923-002-000	OUTSIDE SERVICES- ENGINEERING	40,000.00	5,720.51	4,200.00	30,000.00	40,386.14	30,000.00	33.33%	85.70%	
600-00-50923-003-000	OUTSIDE SERVICES- CONSULTING	43,100.00	14,579.13	10,704.00	69,056.00	22,948.75	69,056.00	-37.59%	66.17%	
600-00-50923-004-000	OUTSIDE SERVICES- MAPPING	7,000.00	544.81	400.00	7,000.00	7,061.72	7,000.00	0.00%	92.22%	
600-00-50923-005-000	OUTSIDE SERVICES- DIGGERS	1,100.00	2,105.24	1,545.67	1,100.00	1,339.76	1,100.00	0.00%	-91.39%	
600-00-50923-006-000	OUTSIDE SERVICES- PT LABOR	3,000.00	.00	.00	2,000.00	.00	2,000.00	50.00%	100.00%	
600-00-50923-007-000	OUTSIDE SERVICES- COMMUNICATION	1,000.00	3,218.06	2,362.70	1,000.00	1,415.88	1,000.00	0.00%	-221.81%	
600-00-50923-008-000	OUTSIDE SERVICES- BOND EXPENSE	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
600-00-50924-000-000	INSURANCE- VEH/BLDG/WC/LIAB	30,000.00	23,266.81	17,082.49	23,000.00	31,730.71	23,000.00	30.43%	22.44%	
600-00-50925-000-000	WORKER'S COMP	.00	820.38	602.32	.00	.00	.00	0.00%	0.00%	
600-00-50926-001-000	EMPLOYEE BENEFITS- HEALTH INS	72,000.00	69,448.73	50,989.26	87,722.00	65,558.55	87,722.00	-17.92%	3.54%	
600-00-50926-002-000	EMPLOYEE BENEFITS- WRS	24,000.00	23,602.10	17,328.66	18,475.00	21,849.46	18,475.00	29.91%	1.66%	
600-00-50926-003-000	EMPLOYEE BENEFITS- LIFE/STD	2,204.00	308.43	226.45	2,635.00	295.87	2,635.00	-16.36%	86.01%	
600-00-50926-004-000	EMPLOYEE BENEFITS- DENTAL	1,118.00	1,252.67	919.71	1,664.00	1,251.83	1,664.00	-32.81%	-12.05%	
600-00-50926-005-000	EMPLOYEE BENEFITS- FICA	27,000.00	25,216.52	18,513.97	20,483.00	19,415.81	20,483.00	31.82%	6.61%	
600-00-50926-006-000	EMPLOYEE BENEFITS- TRAINING	3,600.00	6,829.23	5,014.02	3,500.00	3,375.16	3,500.00	2.86%	-89.70%	
600-00-50926-007-000	EMPLOYEE BENEFITS- OTH LABOR	37,000.00	29,416.71	21,597.75	.00	35,481.63	.00	0.00%	20.50%	
600-00-50926-009-000	EMPLOYEE BENEFITS- DISABILITY	3,450.00	3,144.18	2,308.46	.00	2,684.11	.00	0.00%	8.86%	
600-00-50928-002-000	REG COMMISSION EXP- PSC ASSMT	.00	.00	.00	.00	2,273.06	.00	0.00%	0.00%	
600-00-50928-003-000	REG COMMISSION EXPENSES	1,750.00	170.25	125.00	1,750.00	16,090.00	1,750.00	0.00%	90.27%	
600-00-50930-001-000	MISC GEN EXP- OFFICIAL NOTICES	500.00	592.48	435.00	500.00	.00	500.00	0.00%	-18.50%	

## Proposed 2026 Budget - Water Utility for the October 7, 2025 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff: Budget to Projected	Notes
600-00-50930-002-000	MISC GEN EXP- MEMBERSHIPS	625.00	783.17	575.00	550.00	612.00	550.00	13.64%	-25.31%	
600-00-50930-003-000	MISC GEN EXP- LICENSES	400.00	117.00	85.90	250.00	318.64	250.00	60.00%	70.75%	
600-00-50930-004-000	MISC GEN EXP- TRAINING	4,000.00	3,063.52	2,249.24	3,500.00	2,174.39	3,500.00	14.29%	23.41%	
600-00-50930-005-000	MISC GEN EXP- OFFICE RENT	5,600.00	4,061.56	2,982.00	2,600.00	2,600.00	2,600.00	115.38%	27.47%	
600-00-50930-006-000	MISC GEN EXP- BANK FEES	.00	5,303.08	3,893.52	.00	3,284.85	.00	0.00%	0.00%	
600-00-50931-001-000	OUTLAY- PROJECTS	6,003,500.00	.00	2,044,936.11	7,913,000.00	-.03	4,997,910.00	-24.13%	100.00%	
600-00-50931-001-002	OUTLAY- EQUIPMENT	127,000.00	.00	.00	.00	.00	.00	0.00%	100.00%	
600-00-50931-002-001	OUTLAY- METER LABOR	16,000.00	16,044.97	11,780.22	10,000.00	-.07	10,000.00	60.00%	-0.28%	
600-00-50931-002-002	OUTLAY- METERS & MATERIAL	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
<b>Total Expenditures</b>		<b>8,134,995.00</b>	<b>1,059,508.60</b>	<b>3,482,968.22</b>	<b>9,418,314.00</b>	<b>1,933,437.99</b>	<b>6,632,518.00</b>	-13.63%	86.98%	
<b>Fund Balance</b>		<b>-6,297,995.00</b>	<b>162,800.46</b>	<b>-2,481,339.78</b>	<b>-7,701,314.00</b>	<b>661,994.65</b>	<b>-4,915,518.00</b>	-18.22%	102.58%	

## Water Utility Outlay Projects

Hydrant Replacements or Rehab	\$ 20,000
Hydrant Painting	\$ 8,000
Well #3 Rehab Design	\$ 56,000
Well #3: Standpipe Rehab	\$ 444,000
Well #4 HMO Contruction	\$ 1,300,000
Well #4 Construction Administration	\$ 300,000
Well #4: Pump and Well Rehab	\$ 250,000
Well #5: Pump and Well Rehab	\$ 500,000
Well #6: Temporary PFAS Treatment	\$ 350,000
Well #6 Permenant PFAS Trmnt Alt Analysis	\$ 60,000
Well #6 Permenant PFAS Trmnt Design	\$ 250,000
Well #7 Well Design	\$ 65,500
Well #7 Well Drill	\$ 1,200,000
Well #7 Site Design	\$ 200,000
2026 Street & Utility Proj Glacier Dr: Water Main Replace	\$ 500,000
2026 Street & Utility Project W. Wisconsin	\$ 25,000
Lake Street Tower: Tower Overcoat & Repair	\$ 400,000
Water Utility Study for NR854	\$ 75,000
	<u>\$ 6,003,500</u>

\*PLC is a Program Logic Controller

## Water Utility Outlay Equipment

Vehicle 201: Chevy Silverado 3500	\$ 100,000
Vehicle 207: Wachs Hydraulic Power Unit	\$ 27,000
	<u>\$ 127,000</u>

## 2026 Budget Sanitary Sewer 700 Fund for October 7 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff Budget to Projected	Notes
Fund700 - SANITARY SEWER FUND										
700-00-40421-000-000	CONTRIBUTIONS IN AID OF CONST	.00	.00	.00	.00	1,053,182.00	.00	0.00%	0	
700-00-40622-001-000	REVENUES- RESIDENTIAL	520,000.00	483,534.37	362,650.78	675,000.00	712,914.22	675,000.00	-22.96%	7.54%	
700-00-40622-002-000	REVENUES- COMMERCIAL	400,000.00	268,767.55	201,575.66	375,000.00	404,709.07	375,000.00	6.67%	48.83%	
700-00-40622-003-000	REVENUES- INDUSTRIAL	42,000.00	28,512.08	21,384.06	58,000.00	47,001.81	58,000.00	-27.59%	47.31%	
700-00-40622-004-000	REVENUES- PUBLIC AUTHORITY	140,000.00	99,497.07	74,622.80	59,000.00	136,945.28	59,000.00	137.29%	40.71%	
700-00-40622-005-000	REVENUES- MULTI-FAMILY	510,000.00	338,622.52	253,966.89	515,000.00	518,502.04	515,000.00	-0.97%	50.61%	
700-00-40623-001-000	REVENUES- CITY & LPSD	125,000.00	130,051.95	97,538.96	125,000.00	193,643.31	125,000.00	0.00%	-3.88%	
700-00-40631-000-000	FORFEITED DISCOUNTS	10,000.00	6,775.08	5,081.31	5,000.00	14,383.56	5,000.00	100.00%	47.60%	
700-00-40633-000-000	SEWER RESERVED CAPACITY ASSMT	15,000.00	57,600.00	43,200.00	.00	83,616.88	.00	0.00%	-73.96%	
700-00-40635-000-000	MISCELLANEOUS OPERATING REV	.00	.00	212.85	.00	1,569.19	.00	0.00%	0.00%	
700-00-40636-000-000	INTEREST INCOME	125,000.00	232,508.17	170,707.50	40,000.00	293,621.23	40,000.00	212.50%	-46.24%	
700-00-49190-000-000	BOND PREMIUM	.00	.00	.00	.00	23,484.00	.00	0.00%	0.00%	
<b>Total Revenue</b>		<b>1,887,000.00</b>	<b>1,645,868.79</b>	<b>1,230,940.81</b>	<b>1,852,000.00</b>	<b>3,483,572.59</b>	<b>1,852,000.00</b>	1.89%	14.65%	
700-00-50403-000-000	DEPRECIATION EXPENSE	.00	.00	.00	.00	453,316.00	.00	0.00%	0.00%	
700-00-50405-000-000	AMORTIZ OF INVESTMENT IN WWTP	.00	.00	.00	.00	230,368.00	.00	0.00%	0.00%	
700-00-50419-000-000	OPERATING TRANSFERS	130,420.00	130,420.00	97,815.00	130,420.00	130,420.00	130,420.00	0.00%	0.00%	
700-00-50427-000-000	INTEREST ON LONG TERM DEBT	116,103.00	56,872.04	36,000.00	.00	26,003.00	79,136.00	0.00%	104.15%	
700-00-50429-000-000	DEBT PAYMENTS 2175M 1992B	160,000.00	408,138.47	258,351.65	.00	74,417.25	180,000.00	0.00%	-60.80%	
700-00-50429-000-500	DEBT PAYMENTS 2013 ISSUES	19,362.00	30,588.48	19,362.51	.00	4,718.63	.00	0.00%	-36.70%	
700-00-50429-001-000	DEBT PAYMENTS-ISSUANCE EXPENSE	.00	24,517.08	15,519.31	.00	9,697.17	800.00	0.00%	-100.00%	
700-00-50821-000-000	POWER AND FUEL FOR PUMPING	10,000.00	9,414.64	6,912.23	9,000.00	6,946.70	9,000.00	11.11%	6.22%	
700-00-50822-001-000	PUMP STATION #1 LABOR	20,000.00	19,073.88	14,004.04	20,000.00	20,526.83	20,000.00	0.00%	4.86%	
700-00-50822-002-000	PUMP STATION #1 ELECTRIC	56,000.00	45,571.49	33,458.59	56,000.00	49,252.63	50,000.00	0.00%	22.88%	
700-00-50822-003-000	PUMP STATION #1 NATURAL GAS	5,700.00	4,970.84	3,649.59	7,500.00	2,850.27	7,500.00	-24.00%	14.67%	
700-00-50822-004-000	PUMP STATION #1 WATER	12,000.00	9,679.96	7,107.03	12,000.00	8,683.91	8,500.00	0.00%	23.97%	
700-00-50822-005-000	PUMP STATION #1 PHONE/PAGER	5,000.00	3,336.62	2,449.75	5,700.00	4,148.65	3,000.00	-12.28%	49.85%	
700-00-50822-006-000	PUMP STATION #1 OIL/MISC	700.00	.00	.00	700.00	100.00	700.00	0.00%	0.00%	
700-00-50822-007-000	PUMP STATION #1 ELEVATOR MAINT	36,000.00	32,577.05	23,918.07	8,000.00	7,136.36	8,000.00	350.00%	10.51%	
700-00-50822-009-000	PUMP STATION #1 METER TEST	2,500.00	.00	.00	2,500.00	.00	2,500.00	0.00%	0.00%	
700-00-50822-010-000	PUMP STATION #1 EQUIP MAINT	75,000.00	15,902.21	11,675.40	75,000.00	76,463.20	75,000.00	0.00%	371.63%	
700-00-50822-011-000	PUMP STATION #1 SAFETY EQUIP	2,000.00	.00	.00	1,000.00	.00	1,000.00	100.00%	0.00%	
700-00-50822-013-000	PUMP STATION #1 DIESEL FUEL	1,500.00	.00	.00	1,000.00	4,198.79	1,000.00	50.00%	0.00%	
700-00-50822-014-000	PUMP STATION #1 COMPUTER MAINT	4,500.00	4,020.02	2,951.50	1,200.00	4,027.99	1,200.00	275.00%	11.94%	
700-00-50830-000-000	DUE TO WATER- METER USAGE	40,000.00	25,538.00	18,750.00	36,000.00	39,960.00	25,000.00	11.11%	56.63%	

## 2026 Budget Sanitary Sewer 700 Fund for October 7 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff Budget to Projected	Notes
700-00-50830-001-000	DEDUCT METER PURCHASE FROM WTR	10,000.00	.00	.00	10,000.00	5,100.00	10,000.00	0.00%	0.00%	
700-00-50831-001-000	MAINT COLLECT SYS- LBR DIGGERS	30,000.00	29,599.82	21,732.19	18,000.00	21,883.99	9,000.00	66.67%	1.35%	
700-00-50831-002-000	MAINT COLLECT SYS- MAINT TOOLS	2,000.00	93.75	68.83	2,000.00	1,020.67	2,000.00	0.00%	2033.37%	
700-00-50831-003-000	MAINT COLLECT SYS- PIPE MATERL	42,000.00	.00	.00	40,000.00	36.86	40,000.00	5.00%	0.00%	
700-00-50831-004-000	MAINT COLLECT SYS- WATER	1,000.00	.00	.00	1,000.00	.00	1,000.00	0.00%	0.00%	
700-00-50831-005-000	MAINT COLLECT SYS- SAFETY EQUIP	1,500.00	604.60	443.90	500.00	35.00	500.00	200.00%	148.10%	
700-00-50831-006-000	MAINT COLLECT SYS- JETTER	12,000.00	15,514.29	11,390.59	11,000.00	3,997.71	5,000.00	9.09%	-22.65%	
700-00-50832-001-000	MAINT COLLECT SYS- LABOR	10,000.00	.00	.00	10,000.00	590.00	10,000.00	0.00%	0.00%	
700-00-50832-002-000	MAINT COLLECT SYS- LIFT MAINT	5,000.00	3,516.34	2,581.70	5,000.00	6,239.58	5,000.00	0.00%	42.19%	
700-00-50832-003-000	MAINT COLLECT SYS- RADIO ALARM	57,000.00	.00	.00	3,000.00	150.00	3,000.00	1800.00%	0.00%	3 PLCs*
700-00-50833-001-000	MAINT FORCE MAIN BRKFLD- LABOR	4,548.00	3,961.77	2,908.73	3,500.00	3,371.97	3,500.00	29.94%	14.80%	
700-00-50833-002-000	MAINT FORCE MAIN BRKFLD- VALVE	4,000.00	.00	.00	500.00	.00	500.00	700.00%	0.00%	
700-00-50833-003-000	MAINT FORCE MAIN BRKFLD- SERVC	602.00	.00	.00	600.00	.00	600.00	0.33%	0.00%	
700-00-50834-001-000	MAINT BLDG GROUNDS- LABOR	2,000.00	.00	.00	2,000.00	.00	2,000.00	0.00%	0.00%	
700-00-50834-002-000	MAINT BLDG GROUNDS- MATERIAL	500.00	16.33	11.99	500.00	.00	500.00	0.00%	2961.72%	
700-00-50835-001-000	MAINT R&R- MANHOLE FRAME/COVER	30,000.00	2,948.95	2,165.12	26,000.00	736.00	1,000.00	15.38%	917.31%	
700-00-50835-002-000	MAINT R&R- VEHICLE MAINT/GAS	5,000.00	4,262.84	3,129.78	5,000.00	5,211.27	5,000.00	0.00%	17.29%	
700-00-50835-002-100	VEH/EQUIP MAINT- INTERNL LABOR	5,000.00	3,485.63	2,559.15	2,500.00	3,084.37	2,500.00	100.00%	43.45%	
700-00-50835-003-000	MAINT REPAIR &REHAB- MATERIALS	400.00	.00	.00	400.00	806.67	400.00	0.00%	0.00%	
700-00-50836-000-000	PROT CLOTHING- UNIFORMS	6,000.00	5,473.02	4,018.29	2,500.00	4,122.75	2,500.00	140.00%	9.63%	
700-00-50840-000-000	TREASURER/ACCOUNTING	25,000.00	11,805.08	8,667.29	35,410.00	23,441.33	35,410.00	-29.40%	111.77%	
700-00-50850-001-000	ADMIN SALARIES- VILL ENGINEER	29,000.00	10,648.07	7,817.81	28,984.00	21,910.01	28,984.00	0.06%	172.35%	
700-00-50850-002-000	ADMIN SALARIES- ADMINISTRATOR	14,000.00	13,230.06	9,713.51	12,014.00	12,733.00	12,014.00	16.53%	5.82%	
700-00-50850-003-000	ADMIN SALARIES- CLERK	32,000.00	31,063.74	22,807.00	13,791.00	26,064.58	13,791.00	132.04%	3.01%	
700-00-50850-004-000	ADMIN SALARIES- DPW SUPERVISOR	54,000.00	53,670.62	39,404.97	47,545.00	47,453.95	47,545.00	13.58%	0.61%	
700-00-50850-005-000	EMPLOYEE BENEFITS- HEALTH	44,000.00	37,588.83	27,597.72	57,706.00	39,358.78	57,706.00	-23.75%	17.06%	
700-00-50850-006-000	EMPLOYEE BENEFITS- WRS	15,000.00	12,586.41	9,240.94	17,172.00	12,820.93	17,172.00	-12.65%	19.18%	
700-00-50850-007-000	EMPLOYEE BENEFITS- DENTAL	1,000.00	691.58	507.76	1,086.00	760.09	1,086.00	-7.92%	44.60%	
700-00-50850-008-000	EMPLOYEE BENEFITS- LIFE/DISABL	2,000.00	1,694.44	1,244.06	2,578.00	1,834.59	2,578.00	-22.42%	18.03%	
700-00-50850-009-000	EMPLOYEE BENEFITS- FICA	15,000.00	13,256.33	9,732.80	19,038.00	13,636.74	19,038.00	-21.21%	13.15%	
700-00-50850-010-000	EMPLOYEE BENEFITS	.00	.00	.00	.00	.00	.00	0.00%	0.00%	
700-00-50850-013-000	EMPLOYEE BENEFITS- GASB 68	.00	.00	.00	.00	-6,886.00	.00	0.00%	0.00%	
700-00-50851-000-000	OFFICE EXPENSES- SOFTWARE SUPP	8,830.00	619.82	455.07	8,830.00	2,153.16	8,830.00	0.00%	1324.61%	
700-00-50851-004-000	OFFICE EXPENSES- COMPUTER SUPP	18,170.00	23,129.42	16,981.62	18,000.00	17,905.23	18,000.00	0.94%	-21.44%	
700-00-50852-001-000	OUTSIDE SERVICES- CONSULTING	18,000.00	.00	.00	10,000.00	15,441.38	10,000.00	80.00%	0.00%	

## 2026 Budget Sanitary Sewer 700 Fund for October 7 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff Budget to Projected	Notes
700-00-50852-002-000	OUTSIDE SERVICES- MAPPING	12,000.00	544.81	400.00	6,000.00	7,061.72	6,000.00	100.00%	2102.60%	
700-00-50852-003-000	OUTSIDE SERVICES- DIGGERS HOTL	2,500.00	1,928.15	1,415.65	850.00	1,068.60	850.00	194.12%	29.66%	
700-00-50852-004-000	OUTSIDE SERVICES- AUDITORS	6,600.00	5,048.31	3,706.47	6,700.00	5,574.25	6,700.00	-1.49%	30.74%	
700-00-50852-005-000	OUTSIDE SERVICES- PT LABOR	4,000.00	.00	.00	4,000.00	.00	4,000.00	0.00%	0.00%	
700-00-50852-006-000	OUTSIDE SERVICES- COMMUNICATNS	1,000.00	469.48	344.69	500.00	786.49	500.00	100.00%	113.00%	
700-00-50853-000-000	INSURANCE- VEH/BLDG/WC/LIAB	38,000.00	20,384.91	14,966.60	43,000.00	38,205.82	43,000.00	-11.63%	86.41%	
700-00-50856-000-000	MISC GEN EXPENSES	2,500.00	2,913.55	2,139.13	2,001.00	2,445.45	2,001.00	24.94%	-14.19%	
700-00-50856-001-000	MISC GEN EXPENSE- LABOR	4,500.00	.00	.00	2,500.00	.00	2,500.00	80.00%	0.00%	
700-00-50856-002-000	MISC GEN EXPENSE- TRAINING	4,500.00	3,218.63	2,363.12	4,500.00	1,374.25	4,500.00	0.00%	39.81%	
700-00-50856-005-000	MISC GEN EXPENSE- OFFICE RENT	3,550.00	5,608.83	4,118.00	3,550.00	3,550.00	3,550.00	0.00%	-36.71%	
700-00-50857-000-000	TREATMENT COSTS- BROOKFIELD	723,000.00	348,893.15	256,157.35	723,000.00	569,219.18	625,000.00	0.00%	107.23%	
700-00-50990-000-000	OUTLAY	2,293,000.00	449,570.66	330,074.78	845,040.00	-.14	845,040.00	171.35%	410.04%	
700-00-50991-000-000	SEWER REPLACEMENT FUND	40,000.00	40,086.22	29,431.30	40,375.00	.00	40,375.00	-0.93%	-0.22%	
<b>Account</b>		<b>4,336,485.00</b>	<b>1,978,749.24</b>	<b>1,402,222.58</b>	<b>2,464,190.00</b>	<b>2,067,535.61</b>	<b>2,562,926.00</b>	75.98%	119.15%	
<b>TypeExpenditure</b>										
<b>Fund Balance</b>		<b>-2,449,485.00</b>	<b>-332,880.45</b>	<b>-171,281.77</b>	<b>-612,190.00</b>	<b>1,416,036.98</b>	<b>-710,926.00</b>	300.12%	635.85%	

## 2026 Sanitary Sewer Fund Outlay Projects

City of Brookfield Contribution to Plant Expand	\$ 88,000
Forcemain Air Releases: Rehab/Replace	\$ 5,000
Forcemain: Inspections	\$ 60,000
2026 Street Proj: Glacier Dr: Line/Spot Repair Sewer Mains	\$ 125,000
Lift Station #1 Elevator Replacement	\$ 300,000
Lift Station #1 Upgrade: Study & Design	\$ 150,000
Lift Station #1 Capacity Study	\$ 40,000
Lift Station #1 Pump 2 Replacement	\$ 100,000
Lift Station #1 Valve Replacement	\$ 45,000
Lift Station #1 Expansion Bar HVAC	\$ 125,000
Lift Station #1 LPSD Valve	\$ 45,000
Lift Station #1 VFD	\$ 30,000
Manhole & Sewer Repairs	\$ 50,000
Sewer Relay emergency	\$ 10,000
Main St. Sewer Relay	\$ 300,000
Hickory St Sewer Lining	\$ 10,000
Kopmeier Lift Station Reconstruction	\$ 810,000
	<u>\$ 2,293,000</u>

\*PLC is Program Logic Controller, at Maple, Sussex and White Oaks

## 2026 Budget Storm Sewer Utility 650 Fund for October 7 Village Board Meeting

Acct#	Title	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget	% Change Budget	% Diff. Budget to Projected
Fund650 - STORMWATER FUND									
650-00-40421-000-000	CONTRIBUTIONS IN AID OF CONST	.00	.00	.00	.00	416,891.00	.00	0.00%	0.00%
650-00-40622-000-000	CONTRIBUTED CAPITAL	.00	.00	.00	.00	.00	.00	0.00%	0.00%
650-00-40622-001-000	REVENUES- RESIDENTIAL	145,000.00	151,709.20	75,854.60	134,000.00	150,125.71	134,000.00	8.21%	-4.42%
650-00-40622-001-002	REVENUES- MULTI-FAMILY	35,000.00	37,150.76	18,575.38	33,000.00	37,062.44	33,000.00	6.06%	-5.79%
650-00-40622-002-003	REVENUES- COMMERCIAL	76,000.00	79,532.90	39,766.45	75,000.00	82,102.92	75,000.00	1.33%	-4.44%
650-00-40622-003-004	REVENUES- INDUSTRIAL	36,000.00	38,472.32	19,236.16	33,000.00	38,472.32	33,000.00	9.09%	-6.43%
650-00-40622-004-005	REVENUES- INSTITUTIONAL	47,000.00	50,731.52	25,365.76	44,000.00	50,778.05	44,000.00	6.82%	-7.36%
650-00-40631-000-000	FORFEITED DISCOUNTS	1,000.00	2,224.06	1,112.03	500.00	1,518.93	500.00	100.00%	-55.04%
650-00-40634-000-000	MISC GRANT REVENUES	.00	.00	.00	.00	.00	.00	0.00%	0.00%
650-00-40635-000-000	MISCELLANEOUS OPERATNG REVENUE	.00	.00	127.71	.00	3,758.06	.00	0.00%	0.00%
650-00-40636-000-000	INTEREST INCOME	.00	.00	848.15	.00	587.48	.00	0.00%	0.00%
650-00-49190-000-000	BOND PREMIUM	.00	.00	.00	.00	1,403.00	.00	0.00%	0.00%
<b>Total Revenue</b>		<b>340,000.00</b>	<b>359,820.76</b>	<b>180,886.24</b>	<b>319,500.00</b>	<b>782,699.91</b>	<b>.00</b>	6.42%	-5.51%
650-00-50427-000-000	PRINCIPAL & INTEREST ON DEBT	46,462.00	.00	217,664.21	22,600.00	12,645.00	22,600.00	105.58%	0.00%
650-00-51938-000-000	INSURANCE EXP-VEH/BLDG/WC/LIAB	9,000.00	5,784.23	3,661.42	12,000.00	9,940.37	12,000.00	-25.00%	55.60%
650-00-53100-000-110	DPW/ENGINEER SALARIES	28,000.00	18,882.86	11,952.85	51,119.00	18,454.05	51,119.00	-45.23%	48.28%
650-00-53100-000-120	CONTRACTED ENGINEERING SERVICE	8,000.00	5,447.08	3,448.00	12,000.00	12,987.10	10,000.00	-33.33%	46.87%
650-00-53100-000-140	ADMINISTRATION EXPENSES	10,000.00	9,313.82	5,895.65	7,101.00	12,209.39	7,101.00	40.83%	7.37%
650-00-53310-000-310	FUEL EXPENSE/SWEEPER	6,000.00	5,780.62	3,659.13	6,000.00	5,294.64	6,000.00	0.00%	3.80%
650-00-53310-100-310	FUEL EXPENSE/LAKE OPERATIONS	1,000.00	1,019.62	645.42	1,000.00	.00	1,000.00	0.00%	-1.92%
650-00-53311-000-110	DPW WAGES INCLUDING PART TIME	68,129.00	62,750.08	47,062.56	68,129.00	84,928.42	68,129.00	0.00%	8.57%
650-00-53311-000-120	OVERTIME	1,500.00	627.05	396.92	1,500.00	1,445.02	1,500.00	0.00%	139.22%
650-00-53311-000-130	FRINGE BENEFITS	28,403.00	22,877.31	17,157.98	28,403.00	30,314.18	28,403.00	0.00%	24.15%
650-00-53330-000-310	EQUIPMENT MAINT/SWEEPER	5,000.00	2,628.47	1,663.82	7,900.00	1,436.50	7,900.00	-36.71%	90.22%
650-00-53330-100-310	EQUIP MAINT/LAKE OPERATIONS	4,000.00	3,556.13	2,251.03	5,000.00	4,184.92	5,000.00	-20.00%	12.48%
650-00-53440-000-310	STORM SEWER MAINTENANCE	22,200.00	18,926.18	11,980.27	40,000.00	22,715.74	22,200.00	-44.50%	17.30%
650-00-53635-000-000	RECYCLING EXPENSES	1,000.00	.00	.00	6,000.00	.00	6,000.00	-83.33%	0.00%
650-00-53650-000-000	LAKE WEED MAINTENANCE	500.00	.00	.00	500.00	540.00	500.00	0.00%	0.00%
650-00-57325-000-000	STORM WATER GENERAL OUTLAY	310,000.00	21,968.25	13,905.90	36,000.00	-.45	36,000.00	761.11%	1311.13%
<b>Total Expenditures</b>		<b>549,194.00</b>	<b>179,561.68</b>	<b>341,345.16</b>	<b>305,252.00</b>	<b>217,094.88</b>	<b>.00</b>	79.91%	205.85%
<b>FundFund Balance</b>		<b>-209,194.00</b>	<b>180,259.08</b>	<b>-160,458.92</b>	<b>14,248.00</b>	<b>565,605.03</b>	<b>.00</b>	-1568.23%	-216.05%

Storm Water Outlay Projects

2026 Street Proj: W. Wisconsin

\$ 100,000

2026 Street Proj: Glacier Road	\$ 60,000
2026 Street Proj: Prospect Ave.	\$ 125,000
MS4 Storm Water TMDL TSS Study	<u>\$ 25,000</u>
Total Outlay:	<u><u>\$ 310,000</u></u>



To: Jeff Knutson, Village President  
Village Board

From: Jenna Peter  
Village Clerk

Date: September 24, 2025

Re: Agenda Item 7b, Review, discussion and possible action on Social Media Archiving Proposals

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### **BACKGROUND**

At the September 16, 2025, meeting the Board asked Staff to research questions that were raised and the agenda item was tabled.

### **ACTION REQUESTED**

The action requested of the Village Board is to review the attached Social Media Archiving proposals and determine which plan they prefer or take no action.

### **ANALYSIS**

Question 1: Are the records per month just the Village's posts or comments as well?

Answer 1: The records are both the Village's posts as well as comments. CivicPlus stated the number of records is not a set number, it's more of an average. If the Village were to go over the number allowed, the Village would not get charged for those extra records. If the Village is finding that they are consistently going over the limit, we can upgrade to the Standard Plan.

Question 2: How many posts is each Facebook page averaging? (Library, Police, 150<sup>th</sup> Anniversary page)

Answer 2: Well below the available 1.6k a month.

- Police January – September: **464 posts**
- 150<sup>th</sup> Anniversary January – September: **56 posts**
- Library January – September: **474 posts**

### **PRICING:**

They offer two plans:

1. Economy Plan
  - Up to 12 social media accounts and up to 1.6k records **per month**
  - One-time provisioning fee of \$500
  - **\$3,641** total investment for initial term, **\$4,188** for year two. Charges are subject to a 5% uplift annually
2. Standard Plan
  - Unlimited social media accounts and up to 3.5k records per month
  - Includes risk management analytics and web snapshots (Flags words, photos, content that the Village flags as offensive)



- One-time provisioning fee of \$1,000
- **\$5,582.35** total investment for initial term, **\$6,109.80** for year two. Charges are subject to a 5% uplift annually.

Attachments

# FACEBOOK ENGAGEMENT

POLICE	# OF POSTS	# OF COMMENTS	TOTAL RECORDS	150TH ANNIVERSARY	# OF POSTS	# OF COMMENTS	TOTAL RECORDS	LIBRARY	# OF POSTS	# OF COMMENTS	TOTAL RECORDS
JANUARY	8	8	16	JANUARY	0	0	0	JANUARY	37	20	57
FEBRUARY	7	28	35	FEBRUARY	0	0	0	FEBRUARY	33	12	45
MARCH	3	46	49	MARCH	5	1	6	MARCH	30	48	78
APRIL	6	17	23	APRIL	6	3	10	APRIL	32	34	66
MAY	5	20	25	MAY	9	1	10	MAY	37	29	66
JUNE	6	154	160	JUNE	8	1	9	JUNE	39	23	62
JULY	8	30	38	JULY	6	4	10	JULY	29	3	32
AUGUST	12	46	58	AUGUST	6	2	8	AUGUST	24	11	35
SEPTEMBER	4	56	60	SEPTEMBER	3	0	3	SEPTEMBER	21	12	33
			464				56				474

POSTS PER MONTH	
JANUARY	73
FEBRUARY	80
MARCH	133
APRIL	99
MAY	101
JUNE	231
JULY	80
AUGUST	101
SEPTEMBER	96



**PUBLIC WORKS DEPARTMENT**  
**1000 Hickory Street**  
**Pewaukee, WI 53072**

October 2, 2025

To: Jeff Knutson, Village President  
Trustees of the Village Board

From: Jay Bickler  
DPW Operations Supervisor

Date: October 2, 2025

RE: October 7, 2025 Village Board Agenda  
Review, discussion and possible action to approve the purchase of a bucket truck and change order #2

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### **BACKGROUND**

The Village was quoted \$298,733 for this vehicle in 2023. This was ordered by Dan Naze and approved by the Village Board on June 6, 2023. There is now a \$9,940 build increase since 2023. Change order #2 would include additional safety grab handles and safety lights. The cost would be an additional \$2,075. The dealer is currently in a holding pattern waiting for approval of change order #2. Delivery is expected November-December 2025.

The financial policy of the Village requires all expenditures over \$15,000 to be approved by the Village Board including budgeted items.

### **ACTION REQUESTED**

The action requested of the Village Board is to approve the new quote of the 2025 International Bucket Truck for a total cost of \$310,748.

### **ANALYSIS**

None.

Attachments:

1. Quote from USSI Sales, Service, Rentals & Parts.
2. Change Order #2 for Build Increase and safety upgrades.

### **RECOMMENDATION**

Approval of the 2025 International Bucket Truck



412 Randolph Drive, Appleton, Wisconsin, 54913, Office (920) 788-2699 Fax (920) 788-4099

Quote Date: 5/9/2023  
Quote No: 230418

Jack Straehler  
Pewaukee, Village of  
1000 Hickory Street, Pewaukee WI 53072

Dear Mr. Jack Straehler,

UTILITY SALES and SERVICE, INC. is pleased to submit the following quote. Please review before signing this purchase contract. After signing this contract, any and all changes will result in a change order. If a change order is required, cost may be added to the total purchase cost.

The above listed customer, Cooperative, or municipality hereby agrees to purchase the Vehicle per Utility Sales and Service, Inc. Quotation No. listed above, and dated above. Further, by executing this agreement, the undersigned asserts that he/she has the authority to commit the resources of the customer listed above.

Pursuant to this agreement, The above listed customer asserts that this sale qualifies for sales tax exemption under State of Wisconsin And all use of the Vehicle quoted conforms to the Wisconsin Administrative Tax Rule. If ever in the future it is determined that any tax, penalties or interest are due, they are the sole responsibility of the listed customer.

### Price Information

AERIAL, BODY, ACCESSORIES AND INSTALLATION:	\$208,733
CHASSIS: 2024 INTERNATIONAL MV 607 4x2 DIESEL REG. CAB	\$90,000
NET PRICE F.O.B. PEWAUKEE, WI:	\$298,733

### Terms & Conditions

1 Your sales terms for this order:

Net 30 days

2 Estimated delivery date:

1/31/2025

Depending on the large  
component delivery dates.

3 This quote is valid until date:

6/8/2023

4 This quotation does not include any applicable sales taxes, title or license fees.

5 (\*\*\*) All cost increases including surcharges for major components (Chassis, Aerial, Body, Parts) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to invoices.

6 USSI does not guarantee to match the color of the body to the chassis cab or other painted components. A close match can be achieved by the customer providing an approved, non-metallic dry sample of paint. When metallic paint is used, the closest possible match can only be achieved by painting the body with metallic paint. Contact USSI for cost of painting the body, if desired.

7 CLARIFICATION: When Utility Sales and Service, Inc. (USSI) is requested to provide a chassis in response to a bid specification we do so as a service to our valued customer. USSI does not assume the chassis manufacturer's warranty. In addition, USSI does not provide transportation to or from our customer's preferred chassis dealer. USSI is responsible for assuring that the chassis conforms to the letter of the written specification (if said spec. is appropriate, available and feasible) in the bid request provided by our customer. USSI administers all equipment and body manufacturer's warranties applicable to components we install onto the chassis and provide a one-year warranty (from the date of delivery of the completed unit) on USSI workmanship.

8 This Purchase Contract is subject to the STANDARD TERMS AND CONDITIONS OF SALE-USSI HOLDINGS, INC., d/b/a Utility Sales and Service- EQUIPMENT & VEHICLES (the "Terms and Conditions"), as found on our webpage for equipment & vehicles terms & conditions or . PARTS AND SERVICE (the "Terms and Conditions"), as found on our webpage for parts & service terms & conditions or by contacting Utility Sales & Service Sales Department at 920-788-2699 to obtain copies. The terms of the Terms and Conditions are incorporated into herein and made part hereof and shall apply to this purchase and sale except where special requirements are stated elsewhere; in such cases, the special requirements shall apply. Delivery and acceptance of the equipment and/or vehicle subject to this invoice shall constitute unconditional acceptance of the Terms and Conditions. Delivery of the parts or completion of the service subject to this invoice shall also constitute unconditional acceptance of the Terms and Conditions.

Name: (Print): Jack Strahler

SIGNATURE: *Jack Strahler*

Shipping Address: 1000 Hickory Street, Pewaukee WI 53072

TITLE: *Dir. of Public Works*

DATE: *6/17/2023*

Please verify Contact information below is the Current Information for your Unit.

Billing Address: Same

Purchase Order Number *N/A*

Contact Number: 414-254-3390 (Cell #)

Email Address: jstrahler@villageofpewaukee.wi.gov

Thank you for considering **UTILITY SALES & SERVICE, INC.** to meet your needs in utility equipment. We look forward to serving you.

Sincerely,

*Matt Wedig*

Outside Sales Rep: Matt Wedig (262)443-4416, mattw@utilityssi.com

Inside Sales Rep: Andrew Stefaneck, (920)788-2699, astefaneck@utilityssi.com

*Approved by Village Board  
6/16/2023*





UTILITY  
SALES AND SERVICE

412 RANDOLPH DRIVE APPLETON, WISCONSIN 54913 (920) 788-2699 PHONE (920) 788-4699 FAX

## Change Order #2

Customer: Pewaukee, Village Of      Quote #: 230418  
Contact: Jay Bickler- DPW Supervisor      PO #: Signed Quote  
Date: September 15, 2025      Job #: M86464  
Salesman: Matt Wedig      Unit #: VST-5500 w/Chipper Body

Item	Description	Price
1	<b>ADD: Compt. Rope Lights.</b> LED rope lighting is installed in all the SS and CS front side compartments and underbody boxes down both sides and across the top. The compt. lights are wired to and manually activated by an OEM upfitter switch in the cab.	\$797.00
2	<b>ADD: Grab Handles.</b> Three (3) grab handles 22" L installed one on SS outward top of the cab guard, one on the SS knuckle wing of the aerial, and one on cab guard access ladder upright.	\$268.00
3	<b>CLARIFICATION:</b> The Arbortech installed front and rear strobes on the chip box will remain just amber in color only. They cannot be changed for this order.	\$0.00
4	<b>DELETE: Amber Strobes.</b> Six (6) SYFLAT6-AA flat surface mount LED amber strobes lights are deleted.	<del>-\$383.00</del>
5	<b>ADD: Dual Amber/Green Strobes.</b> Six (6) SYFLAT6D-AG flat surface mount LED dual color amber/green strobes lights are installed in lieu of amber strobes.	\$566.00
6	<b>ADD: Poly Wheel Well Fenders.</b> Two (2) Buyers Products part 8590245 ribbed poly wheel well fenders and two (2) part 8591000 Black Powder Coated Poly Fender Mounting kits are installed over the rear tires.	\$827.00
7	<b>CLARIFICATION: Hitch Height.</b> The hitch height is 22"-22.5" up from the ground to the center bottom of pintle throat.	\$0.00
8	<b>BUILD SURCHARGE – Covering Build Increases Since Ordering in June 2023</b>	\$9,940
	<b>TOTAL</b>	<b>\$12,015.00</b>

\*\*Prices above do not include sales tax.

NOTE: Please sign a copy of this change order as it represents authorization to proceed with the above-mentioned adjustments and return this form to *Utility Sales & Service, Inc.* so we're able to continue production of your new unit.

Customer: \_\_\_\_\_

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



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: October 2, 2025

Re: October 7 Meeting Agenda Item 8(c)  
Review, discussion and possible action to offer vision insurance to Village staff in 2026 from Metlife through the Wisconsin Department of Employee Trust Funds.

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### **BACKGROUND**

The Village offers health insurance, life insurance and dental insurance as a local employer participant in the Wisconsin Department of Employee Trust Funds (aka ETF). This is very common for small and medium sized communities in the state. The Village does not currently offer vision insurance but it is eligible to do so because it is a current participant.

### **ACTION REQUESTED**

The action requested of the Village Board is to approve offering vision insurance from Metlife through the Wisconsin Department of Employee Trust Funds.

### **ANALYSIS**

ETF offers vision insurance as part of its health insurance program. They are switching carriers next year so starting in 2026 Metlife will provide vision insurance for participants. Metlife will handle open enrollment for 2026 and invoice the Village directly.

This program comes at zero cost to the Village. The program is designed for the employee to pay 100% of the premium. This is a nice benefit for Village employees that will strengthen the package offered by the Village.

The Board needs to approve Village participation for two reasons:

1. The Board is in control of the total compensation package offered to all Village staff.
2. To authorize staff to withhold the premium pre-tax in the payroll process.

Attachments:

1. ETF/Metlife 2026 Vision Plan Summary

# Wisconsin Department of Employee Trust Funds Active Plan Summary

Coverage Effective Date:  
January 1, 2026

Enrollment Period  
October 6 - 31, 2025

## With your Superior Vision Preferred Provider Organization (PPO) Plan you can:

- Go to any licensed Superior vision provider and receive coverage. Just remember your benefit dollars go further when you stay in network.
- Choose from a large network of ophthalmologists, optometrists and opticians, from private practices to retailers like Costco® Optical, Walmart®, Sam's Club®, Visionworks®, LensCrafters®, and Target Optical®.

Monthly Premiums	
Employee Only	\$4.72
Employee + Spouse	\$9.40
Employee + Child(ren)	\$10.60
Employee + Family	\$16.94

## In-network benefits

There are no claims for you to file when you go to an in-network Superior vision provider. Simply pay any copays or member out of pocket amount (MOOP) and, if applicable, any amount over your frame/contact allowance at the time of service.

Eye Exam	Frequency
Eye health exam, dilation, prescription, and refraction for glasses: Covered in full after a \$15 copay	Once every 12 months
Retinal imaging: Up to a \$39 copay on routine retinal screening when performed by a private practice.	



## Wisconsin Department of Employee Trust Funds – Superior Vision Network Active Plan Summary

Frame	Frequency
Allowance: \$150, 20% off amount over allowance	Once every 24 months
Additional allowance of \$25 at select providers. Visit <a href="https://metlife.pathfactory.com/state-of-wisconsin">https://metlife.pathfactory.com/state-of-wisconsin</a> to locate participating providers.	
Standard Corrective Lenses	Frequency
Single vision, lined bifocal, lined trifocal, lenticular: Covered in full after \$25 eyewear copay <sup>1</sup> .	Once every 12 months
Standard lens enhancements <sup>2</sup>	Frequency
Standard Polycarbonate (child up to age 18) <sup>3</sup> Covered in Full and Adults Covered in Full after \$40 eyewear copay <sup>1</sup> .	Once every 12 months
Progressive Standard, Progressive Premium/Custom, Standard Polycarbonate (adult), UV coating, Scratch-resistant coatings, Solid or Gradient Tints, Anti-reflective, Photochromic, Blue Light filtering, Digital Single Vision, Polarized, High Index (1.67 / 1.74): Your cost will be limited to a member out of pocket amount (MOOP) that MetLife has negotiated for you.	
Contact lenses (instead of eyeglasses) <sup>4</sup>	Frequency
Contact fitting and evaluation:	Once every 12 months
<ul style="list-style-type: none"> <li>Standard fitting: Covered in full after \$30 copay</li> <li>Specialty fitting: \$50 Allowance after \$30 copay</li> </ul>	
Elective lenses: \$150 allowance	
Necessary lenses: Covered in full	
<b>Discounts:<sup>4</sup></b> <ul style="list-style-type: none"> <li>Conventional contacts: 20% off the amount that you pay over your allowance and on purchases of additional contact lenses</li> <li>Disposable contacts: 10% off the amount that you pay over your allowance and on purchases of additional contact lenses</li> </ul>	

### In-network value added features:

**Additional savings on lens enhancements<sup>5</sup>:** Save an average 20-25% savings over retail on all lens enhancements not otherwise covered under the Superior Vision Insurance program.

**Additional savings on glasses and sunglasses<sup>5</sup>:** 20% savings on additional pairs of prescription glasses and nonprescription sunglasses, including lens enhancements.

**Additional savings on frames<sup>5</sup>:** 20% off any amount over your frames allowance.

**Additional savings on contacts<sup>5</sup>:** Conventional contacts: 20% off the amount that you pay over your allowance and on purchases of additional contact lenses. Disposable contacts: 10% off the amount that you pay over your allowance and on purchases of additional contact lenses.

**Laser vision correction<sup>5</sup>:** Savings of 20% - 35% off the national average price of traditional LASIK are available at over 1,000 locations across our nationwide network of laser vision correction providers.

**Hearing discounts<sup>5</sup>:** A National Hearing Network of hearing care professionals, featuring Your Hearing Network, offers Superior Vision members discounts on services, hearing aids and accessories. These discounts should be verified prior to service.

**Lens Enhancements<sup>6</sup>:** How to maximize potential savings.<sup>7</sup> In search results, look for the star icon. ★ These providers have agreed to accept discounts<sup>8</sup> for all covered lens enhancements.

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### Out-of-network reimbursement

You pay for services and then submit a claim for reimbursement. The same benefit frequencies for in-network benefits apply. Once you enroll, visit <https://metlife.pathfactory.com/state-of-wisconsin> for detailed out-of-network benefits information.

- Eye exam: up to **\$45**
- Frames: **\$70** allowance
- Single vision lenses: up to **\$30**
- Lined bifocal lenses: up to **\$50**
- Lined trifocal lenses: up to **\$65**
- Lenticular lenses: up to **\$100**
- Progressive lenses: up to **\$50**
- Contact lenses:
  - Elective lenses **\$105** allowance
  - Necessary lenses **\$210** allowance

## We're here to help

Find a Superior Vision provider at <https://metlife.pathfactory.com/state-of-wisconsin/superior-vision>, scroll down to Find a Vision Provider, Go to Site, and select 'Superior Vision' as the network.

For general questions at any time, call 1-833-EYE-LIFE (1-833-393-5433).

<sup>1</sup> Materials co-pay applies to lenses and frames only, not contact lenses.

<sup>2</sup> The above list highlights some of the most popular lens enhancements and is not a complete listing.

<sup>3</sup> Polycarbonate lenses are covered for dependent children, monocular patients, and patients with prescriptions +/- 6.00 diopters or greater.

<sup>4</sup> Not all providers participate in vision program discounts, including the member out-of-pocket features. Call your provider prior to scheduling an appointment to confirm if the discount and member out-of-pocket features are offered at that location. Discounts and member out-of-pocket are not insurance and subject to change without notice. Materials co-pay applies to lenses and frames only, not contact lenses.

<sup>5</sup> These features may not be available in all states and with all in-network vision providers. Discounts are not available at Walmart, Costco and Sam's Club. Please check with your in-network vision provider.

<sup>6</sup> Your actual savings from enrolling in a vision plan will depend on various factors, including the plan chosen, plan premiums, number of visits to an eye care professional by your family per year, and the cost of services and materials received. Be sure to review the Schedule of Benefits for your plan's specific benefits and other important details.

<sup>7</sup> Lens enhancements are available at participating private practices. Pricing is subject to change without notice. Please check with your provider for details and availability prior to receiving services. Additional discounts may not be available in certain states or at certain retail locations.

<sup>8</sup> Discount off retail. Not all providers participate in vision program discounts, including the member out-of-pocket features. Discounts may not be available in all states. Call your provider prior to scheduling an appointment to confirm if the discount and member out-of-pocket features are offered at that location. Discounts and member out-of-pocket are not insurance and subject to change without notice.

**Important:** If you or your family members are covered by more than one health care plan, you may not be able to collect benefits from both plans. Each plan may require you to follow its rules or use specific doctors and hospitals, and it may be impossible to comply with both plans at the same time. Before you enroll in this plan, read all of the rules very carefully and compare them with the rules of any other plan that covers you or your family.

Savings from enrolling in a MetLife Vision Plan will depend on various factors, including plan premiums, number of visits to an eye care professional by your family per year and the cost of services and materials received. Be sure to review the Schedule of Benefits for your plan's specific benefits and other important details.

MetLife Vision benefits are underwritten by Metropolitan Life Insurance Company, New York, NY. Certain claims and network administration services are provided through Superior Vision, Inc. ("Superior Vision"), a New York corporation. Superior Vision is part of the MetLife family of companies.

Like most group benefit programs, benefit programs offered by MetLife and its affiliates contain certain exclusions, exceptions, reductions, limitations, waiting periods, and terms for keeping them in force. Please contact MetLife or your plan administrator for costs and complete details.



**PUBLIC WORKS DEPARTMENT**  
**1000 Hickory Street**  
**Pewaukee, WI 53072**

# Memo

To: Jeff Knutson, President  
Village Board  
Matt Heiser, Village Administrator

From: David Buechl, P.E., P.L.S., Director of Public Works/Village Engineer

Date: October 2, 2025

Re: Agenda Item 8(d), October 7, 2025 Village Board Meeting – Review and consider approval of Intergovernmental Agreement between Village of Pewaukee and Waukesha County regarding the Municipal Recycling Dividend Program

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## **BACKGROUND**

Since 1990, the County has served as a Responsible Unit for recycling under Chapter 287 Wisconsin Statutes for twenty-five (25) participating communities, including the Village of Pewaukee. Waukesha County is updating their Intergovernmental agreements with the local communities.

## **ACTION REQUESTED**

The action requested of the Village Board is to review, discuss, and consider approval of Intergovernmental Agreement between Village of Pewaukee and Waukesha County regarding the Municipal Recycling Dividend Program.

## **ANALYSIS**

The State of Wisconsin requires that the Village offer recycling services as part of solid waste pickup. The Village utilizes Waste Management to provide solid waste and recycling item pickup. The collected recyclables then need to be processed at a recycling facility. The County coordinates the public/private partnership to process the recyclables. The County has chosen the Waste Management facility in Germantown to be the designated recycling facility. The Village does not have another alternative to providing recycling processing services to Village property owners in lieu of working with Waukesha County.

I recommend that the Village Board approve the agreement.

Attachments

# **INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF PEWAUKEE AND WAUKESHA COUNTY**

## **Regarding the Municipal Recycling Dividend Program**

**THIS INTERGOVERNMENTAL AGREEMENT** (“Agreement”) is between the Village of Pewaukee (“Municipality”) and Waukesha County – Department of Parks and Land Use (“County”) a body corporate and politic. The Village of Pewaukee a municipal corporation and County may be referred to individually or collectively in the Agreement as the “Party” or “Parties” respectively.

### **RECITALS**

**WHEREAS**, since 1990, the County has served as a “Responsible Unit” (“RU”) for recycling under Chapter 287 Wisconsin Statutes for twenty-five (25) participating communities through a Resolution, including the Municipality;

**WHEREAS**, the public/private partnership at the County-owned Material Recovery Facility in Waukesha has allowed the County to provide participating communities over \$20 million in tax relief (“dividend payments”) and numerous services at no cost, such as recyclable processing, public education programs, household recyclable containers, special event containers and regional recyclable drop-off boxes;

**WHEREAS**, between 2007 and 2012, a series of independent and joint studies were completed by both the County and the City of Milwaukee (“City”) to determine the best future path for recyclable processing to adapt to the industry trend of single sort collection and processing systems;

**WHEREAS**, in 2014, after completing a competitive joint request for proposal (RFP) process, the County and City executed an intergovernmental agreement and concurrent contracts with a private company to design, build and operate a Joint City/County MRF in Milwaukee (“Joint MRF”), which began processing single sort recyclables for both communities in March 2015;

**WHEREAS**, in 2021, the County and participating communities convened a Recycling Dividend Workgroup to discuss financial support for municipal recycling costs; and

**WHEREAS**, in accordance with the final recommendations of the Recycling Dividend Workgroup, a formulaic approach will be utilized in determining when dividend payments may be made to participating communities as financial support for municipal recycling costs, and when tipping fees may be charged to participating communities in order to maintain an appropriate MRF Fund Working Capital balance.

**WHEREAS**, on May 31, 2023, the Joint MRF experienced a fire which left the building and equipment significantly damaged, rendering it unable to accept recyclables for processing; and

**WHEREAS**, on November 13, 2024, Request for Proposal (“RFP”) #2024034 Waukesha County Materials Recycling Processing and Marketing was released; and

**WHEREAS**, on April 22, 2025 the Waukesha County Board of Supervisors ordained Service Contract 2024034 for Processing of Recyclable Materials for Waukesha County with Waste Management of Wisconsin, Inc., which is on file in the Office of the County Clerk;

**NOW THEREFORE**, in consideration of these premises, the County, serving as the RU, and the Municipality, as a participating community, hereby agree as follows:

## **SECTION 1**

### **SERVICES BY THE MUNICIPALITY**

- a. Delivery of Recyclables to MRF. The Municipality shall, through its solid waste collection contract, require: 1) all recyclables to be hauled directly to a designated facility as directed by Waukesha County (the “MRF”). As of May 1, 2025, the designated recycling facility is the Waste Management of Wisconsin, Inc. materials recycling facility located at W132N10487 Grant Dr. Germantown, WI 53022 ; and 2) the Municipality’s solid waste collector (“SWC”) to coordinate with the County and the MRF operator the delivery of recyclables to the MRF at times that maximize efficiencies at the scale and tip floor and minimize traffic back-ups.
- b. Downtime. In the event that the designated recycling facility is unable to receive or process recyclable material to its full capacity as a result of a planned or unplanned downtime event, the designated facility operator is contractually obligated to Waukesha County to continue to operate, if feasible and commercially practical, to the extent of its reduced capacity and find an alternative solution wherein the remaining recyclable material is responsibly processed at a self-certified materials recovery facility and under the guidelines of the contract with Waukesha County at no additional cost to the County.
- c. Record Keeping and Reporting. The Municipality shall keep records and, through an Internet-based County reporting system, provide annual data required to complete DNR Recycling Grant application and annual reports in accordance with the Waukesha County Code of Ordinances. Additionally, the Municipality shall, through their solid waste collection contract, require their SWC to keep records, provide the necessary data and reports to the County, maintain compliance with applicable state or local codes, program rules, and to comply with the requirement for delivery of recyclables to the MRF. This includes, but is not limited to, providing up-to-date information on haul routes, collection days, and contamination.
- d. Collection Contracts. The Municipality shall provide the County a current copy of their solid waste collection contract including any future amendments or contracts.

- e. Solid Waste Collection Contract Compliance Requirements. The Municipality shall attach and incorporate the attached Exhibit B into the terms of their solid waste collection contract, which describes the Municipality's solid waste and recycling hauler requirements contained in this Agreement.
- f. Responsible Contact. Municipality will designate an individual to serve as the Responsible Contact to receive recycling updates from the County and participate in the Recycling Dividend Workgroup as further defined in this Agreement.

## **SECTION 2**

### **SERVICES BY THE COUNTY**

- a. Educational Program Services. The County will provide educational program services in accordance with the requirements of an "effective recycling program" under Chapter NR 544 Wisconsin Administrative Code.
- b. Effective Recycling Program. The County will provide compliance assurance as required of an "effective recycling program" under Chapter NR 544 Wisconsin Administrative Code.
- c. Recycling Updates. The County will provide recycling updates, including but not limited to current contamination rates and current material sale rates. These updates shall be provided to the Municipality's Responsible Contact every two months.
- d. Annual Planning and Implementation Meeting. The County will host an annual program planning and implementation meeting to provide a comprehensive program update to the Municipality.
- e. Components and Calculations. The County will annually provide a list of included components and a calculation for the additional recycling services and education partnership portions of the dividend.
- f. Recycling Dividend Workgroup. The Recycling Dividend Workgroup is composed of volunteer Responsible Contacts from participating communities. The County shall meet with the Recycling Dividend Workgroup as needed and will take into consideration any recommendations of the Recycling Dividend Workgroup on program elements.

## **SECTION 3**

### **PAYMENTS AND FEES**

- a. Dividend Payments. Commencing in 2022, County will calculate dividend payments to Municipality for inclusion in the following budget if as of December 31<sup>st</sup> of the preceding year in

which the dividend payment is to be calculated, (1) the MRF Fund's Working Capital is above the cap set by the County and as further defined in Exhibit A, Section 1 and (2) the recycling program's audited financial statements show a positive cash flow at the close of the Waukesha County fiscal year as verified in the County's Annual Comprehensive Financial Report.

- i. Working Capital is defined as the current assets minus the current liabilities, exclusive of the following: 1) Funds specifically reserved for equipment repairs or upgrades; 2) Grant funds received in excess of the state's basic recycling grant; and 3) The recycling consolidation grant to Responsible Units.
  - ii. Positive cash flow is defined as the positive net change in Working Capital from the previous year.
- b. Tipping Fees. Tipping fees may be charged to the Municipality if as of December 31<sup>st</sup> of the preceding year in which the tipping fee is calculated, the MRF Fund Working Capital is below the floor set by the County and as further defined in Exhibit A, Section 1. Municipality shall pay any tipping fees in accordance with the terms of this Agreement.
- c. Calculation of Dividend Payments and Tipping Fees. Any dividend payments or tipping fees shall be determined by County in accordance with Exhibit A, which is hereby incorporated into the terms of this Agreement.
- d. Timing of Payments and Fees. County will provide status updates regarding estimated dividend payments or tipping fees throughout the auditing and budgeting process. A final invoice if applicable will be issued by March 1 and final payments shall be made by April 1 in the year following the year in which the fee or payment was calculated. Illustration: Audited financials of 2021 are released May 1, 2022. These results are used to determine if there is a dividend payment or tipping fee and the total amount. Staff will calculate each participating community's dividend payment or tipping fee, communicate that to the Municipality, and incorporate it into the budget for the following year. By March 30, 2023 an invoice will be provided (if necessary) and payment will be made by April 1, 2023.

## SECTION 4

### MISCELLANEOUS

- a. Entire Agreement. This Intergovernmental Agreement between the Village of Pewaukee and Waukesha County Regarding the Municipal Recycling Dividend Program constitutes the entire, final, complete, and fully integrated agreement between the parties with respect to the subject matter hereof and supersedes and replaces all prior agreements effective May 1, 2025.
- b. Authority and Responsibilities. Nothing in this Agreement forfeits any RU rights and responsibilities of the County, or any other Municipality or County's rights or responsibilities under state or local laws. The County remains responsible for implementing a recycling education program for residents of the Municipality and for complying with other requirements of an "effective recycling program" under Chapter NR 544 Wisconsin Administrative Code.



- c. Responsible Contacts. Upon execution of this Agreement, the County, and the Municipality each shall designate in writing a primary person as a Responsible Contact to be responsible for carrying out the activities described in this Agreement.
- d. Review and Amendments. All changes to the main body of this Agreement shall be mutually agreed upon between the Parties and shall be in writing and designated as written amendments to this Agreement. The County has the authority to change the MRF Fund Working Capital cap and floor balances identified in Exhibit A upon providing twelve months' advance written notice of any changes to the Municipality.
- e. Effective Date and Term. Upon execution by both parties, this Agreement shall become effective on May 1, 2025, and shall remain in effect until December 31, 2034, unless otherwise terminated in writing by either party upon a one (1) year written notice to the other party. Termination of this Agreement does not alter the County's status as the Responsible Unit or the Municipality's responsibilities as a participating community in the Responsible Unit.
- f. Severability. If any clause, provision or section of this Agreement be declared invalid by any Court of competent jurisdiction, the invalidity of such clause, provision, or section shall not affect any of the remaining provisions of this Agreement.
- g. Notices. Any and all notices regarding termination of this Agreement shall be in writing and deemed served upon depositing same with the United States postal Services as "Certified Mail, Return Receipt Requested",

Addressed to the Municipality at:

Village of Pewaukee  
ATTN: Village Clerk  
villagehall@villageofpewaukee.gov  
235 Hickory Street  
Pewaukee, WI 53072  
262.691.5660

and to the County at:

Recycling and Solid Waste Supervisor  
Abbie Liedtke  
aliedtke@waukeshacounty.gov  
Department of Parks and Land Use  
515 W. Moreland Blvd., Room AC 260  
Waukesha, WI 53188  
262.896.8300

Effective May 1, 2025

- h. Binding Agreement. This Agreement is binding upon the parties hereto and their respective successors and assigns.

WAUKESHA COUNTY:

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

Dale R. Shaver, Director - Department of Parks and Land Use

MUNICIPALITY

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

Name

Attest: \_\_\_\_\_

Name, Clerk

## **EXHIBIT A**

### **Dividend Payment and Tipping Fee Formula**

## **SECTION 1**

### **MRF FUND WORKING CAPITAL**

The County will set the MRF Fund Working Capital cap and floor balances to be utilized in determining when a dividend payment or tipping fee will be issued. The County has identified the following minimum balances, excluding grant issued funds and segregated funds for equipment repair and maintenance and efficiency improvement, to be utilized in determining when a dividend payment or tipping fee will be issued:

Cap \$3,500,000.00

Effective May 1, 2025

Floor \$3,100,000.00

The County has the authority to change the MRF Fund Working Capital cap and floor balances upon providing twelve months' advance written notice of any changes to the Municipality. Any changes to these balances will be based upon several factors including but not limited to market conditions, net commodity revenue, the analysis and recommendations of a third-party vendor and input from local subject matter experts.

## **SECTION 2**

### **DIVIDEND CALCULATION**

Dividend payments will be determined when (1) the MRF Fund Working Capital is above the cap identified in Section 1, and (2) the recycling program's audited financial statements of the preceding year show a positive cash flow as defined in Section 3(a) of the Agreement. The Dividend payment calculation will be determined by the County based on County's audited financial statements. This amount shall be divided between the participating communities in the Responsible Unit. The formula utilized by County to determine a Municipality's dividend payment will be based on the following considerations:

- 50% of the dividend will be based upon the proportion of the 5-year average of total eligible costs the Municipality paid for eligible recycling expenses.
- 35% of the dividend will be based upon the number of eligible households in a participating community as a proportion of the total number of eligible households in the program. Eligible households, as defined under Wisconsin Administrative Code NR Chapter 544.04(4), will be identified by the Municipality's January hauling invoice from the SWC or, if not available, according to the County's GIS system. A multiplier of 1, 1.2, 1.4, 1.6, 1.8, or 2 will also be incorporated based on the distance the Municipality is located from the Joint MRF with 1 being the nearest and 2 being the furthest in proximity to the Joint MRF.
- 7.5% of the dividend will be based upon additional recycling services Municipality provides for its residents or all County residents for a minimum of 12 months. In order to qualify, Municipality must provide evidence of said services that is satisfactory to the County. A list of qualifying services and the corresponding scores will be provided on an annual basis to the participating communities. The number of services provided and whether the services are provided to all County residents or the participating community's residents will earn the Municipality a score of 0, 0.5, 2, or 3. A numerical assignment of 3 represents the highest number of services provided.
- 7.5% of the dividend will be allocated based on education and outreach partnership opportunities in which a Municipality collaborates with the County. A list of qualifying opportunities and the corresponding scores will be provided on an annual basis to the participating communities. The number of services provided and whether the services are provided to all County residents or the municipalities' residents will earn Municipality a score of 0, 1, 2, or 3, with 3 being the highest number of qualifying opportunities.

Illustration: Municipality “Y” has a 5-year average of total eligible recycling costs of \$500,000 and the 5-year average of the total eligible recycling costs for all participating communities is \$7,000,000. Municipality “Y” has 4,760 eligible households and the total number of eligible households for all participating communities is 200,000. Municipality “Y” is located 38 miles away from the Joint MRF, earning a multiplier of 2 for its eligible household points. Municipality “Y” also provided additional services for all County residents earning an additional recycling services score of ‘2’ and partnered on education and outreach with the County, earning an education and partnership score of ‘3’. The total number of additional service points for all participating communities is 14.5 and the total number for education and outreach partnership points is 20. In this illustration, the total dividend available to be divided is \$100,000. Accordingly, Municipality “Y” will receive the following: 1) 7.14% or \$3,570 for its 5-year average of total eligible recycling costs in proportion to the total eligible recycling costs for all participating communities; 2) 4.76% or \$1,666 for its eligible households in proportion to the total number of eligible households in all participating communities after factoring in the multiplier for proximity to the Joint MRF; 3) 13.79% or \$1,034 for additional recycling services; and 4) 15% or \$1,125 for education and outreach partnership opportunities. Therefore, Municipality “Y”’s total dividend payment, after taking into account all of the aforementioned considerations, would amount to \$7,395.

### **SECTION 3**

#### **TIPPING FEE CALCULATION**

Tipping Fees may be charged to the Municipality and Municipality agrees to pay same when (1) the MRF Fund Working Capital is below the floor identified in Section 1. The tipping fee calculation will be determined by the County based on the County’s audited financial statements. This amount shall be divided between the participating communities in the Responsible Unit according to the following formula:

$$\text{Fee} = \text{EH} * [(\text{F} - \text{B}) / \text{TH}]$$

Whereas:

- EH = Number of eligible households in a municipality, as defined under Wisconsin Administrative Code NR Chapter 544.04(4), which will be identified by the Municipality’s January hauling invoice from the SWC or, if not available, according to the County’s GIS system
- F=MRF Fund Working Capital floor
- B=Balance of the MRF Fund Working Capital as defined by Section 3(a) of the Agreement and Exhibit A, Sec. 1
- TH = Total eligible households from all participating communities in the County’s RU, as defined under Wisconsin Administrative Code NR Chapter 544.04(4), which will be identified by the municipalities’ January invoices from the SWCs or, if not available, according to the County’s GIS system.

**EXHIBIT B**  
**Collection Contract Compliance Items Related to**  
**Waukesha County's Municipal Recycling Dividend Program**

The Contractor shall comply with the provisions below, which are required to maintain eligibility for payments from Waukesha County ("County") through an intergovernmental agreement (IGA) with [insert Municipality name] or Local Unit of Government ("LUG"). In case of conflict with other provisions of this Contract, this Exhibit shall prevail.

**A. Recycling Container Provisions**

1. Recycling Container Standards. All recycling containers shall be for single sort recycling and shall meet County standards for in-mold educational labeling, identifying recyclable and non-recyclable/hazardous materials. All containers shall have a 10-year warranty.
2. Distribution and Use of Recycling Containers. Contractor shall, by the dates specified in this Contract, distribute recycling containers to each household/unit served under this Contract. Contractor shall ensure these containers are only used for recycling. Contractor shall notify any non-complying household/unit at the time non-compliance is observed, and shall track and report a summary of non-compliance to the LUG monthly.
3. Distribution of Educational Materials. Contractor shall attach educational materials to the top of each recycling container upon delivery of the containers, as noted above. The educational materials will be provided to the Contractor by the County at no cost to the Contractor.
4. Contractor Report on Containers. Contractor shall provide the County an annual (calendar year) report by March 1 each year on the number and size(s) of recycling containers used within the LUG, including the number of households/units.

**B. Direct Haul Provisions**

1. Direct Haul. Contractor shall deliver all recyclable materials collected under this Contract to the designated facility identified as Waste Management of Wisconsin, Inc. MRF located at W132N10487 Grant Dr. Germantown, WI 53022
2. Delivery Protocol. Contractor shall coordinate delivery times with the County and the MRF operator (i.e., Waste Management of Wisconsin, Inc.) to maximize efficiencies at the truck scale and tip floor and minimize traffic back-ups. For all recyclable deliveries to the MRF, Contractor shall comply with the County Protocol, which is subject to periodic updates to meet the stated intent.
3. Record Keeping and Reports. Contractor shall keep records and provide all requested data and reports to the County as needed to administer the IGA and maintain compliance with applicable state or local codes, program rules, and the protocol for delivery of recyclables to the MRF. This includes, but is not limited to, providing up-to-date information on haul routes, collection days and times, and vehicles used to collect recyclables.
4. Alternate Processing. In the event the MRF is unable to accept recyclables the Contractor shall deliver recyclable materials to an alternate location for a designated time, as directed by the County.



To: Jeff Knutson, Village President  
Village Board

From: Jenna Peter  
Village Clerk

Date: 9/23/2025

Re: Agenda Item 8e, Discussion and/or Possible Action on New Class "B" Beer and "Class C" Liquor (Wine only) Alcohol License– Drita's Deli, LLC – DBA: Drita's European Market

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### **BACKGROUND**

The applicant at 115 Main St. Ste B previously applied for and was approved for a Class B Combination Beer and Liquor License at the August 5, 2025, Village Board meeting. The applicant has since rescinded his application for the Class B Combination License. The documentation was provided to the Clerk on September 4, 2025, in writing.

The Village received a new application from Drita's Deli, LLC for a Class "B" Beer and "Class C" Wine license for the location at 115 Main St. Ste B. The premise description specifically states the following:

*"Single story building with two storefronts with offices & bathrooms in the back. The Market will occupy the NE side. The market is an open area for equipment and product shelves and customer seating. Receipts are kept the back in a locked room."*

The Fire Department, Treasurer, Building Services, and Police Department have given their approval.

The Village Board is the ruling body responsible for approving liquor license applications.

### **ACTION REQUESTED**

To consider the Alcohol Beverage License as listed.

Drita's Deli, LLC	161 W Wisconsin Ave 1H
DBA: Drita's European Market	115 Main St. Ste B
Agent: Llazar Konda	

### **ANALYSIS**

The applicant listed above has applied for the remainder of the 2025-2026 license term expiring on June 30, 2026. This is a new application that provides the Board an opportunity to address concerns and outline conditions to ensure alcohol rules and regulations are adhered to in a manner the Board deems satisfactory.

Conditional to the approval of the above-listed license, all licensing fees should be paid in full prior to the issuance of the license.