



**Regular Village Board Meeting Agenda**  
**Tuesday, May 19, 2026**  
**6:00 p.m.**

Village Hall, 235 Hickory Street, Pewaukee, WI 53072

**To view the meeting live:**

<https://www.youtube.com/live/11dxWn4RF6Y?si=H7Gb2MEZqkHq4IGH>

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations –None.
3. Approval of Minutes of Previous Meeting.
  - a. Minutes from the May 5, 2026, 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 on Resolution No. 2026-05, A Resolution Recognizing Village Clerk Jenna Peter.
7. Old Business – None.
8. New Business
  - a. Review, discussion and possible action on a report of stake holder meetings regarding the Designated Outdoor Refreshment Area and Board direction to draft an ordinance.
  - b. Review, discussion and possible action to approve a new logo for the Joint Parks and Recreation Department.
  - c. Review, discussion and possible action regarding Special Event permit for Waterfront Wednesdays for additional alcohol vending sales at Lakefront Park.
  - d. Review, discussion and possible action to approve a proposed change order for the design of Prospect Avenue by RA Smith.
  - e. Review, discussion and possible action to approve a drainage easement at 765 Glacier Road as part of the 2026 Street and Utility Projects.
  - f. Review, discussion and possible action to purchase a message sign from Ver-Mac.
  - g. Review, discussion and possible action on an update for the installation of a concrete median at the Oakton railroad crossing.
  - h. Review, discussion and possible action on a proposed contract with Baker Tilly for auditing services to the Village 2026-2028.
  - i. Review, discussion and possible action on a proposed contract with Walden, Neitzke and Taylor, S.C. for Village Attorney.
  - j. Review, discussion and possible action on a proposed update to the Village Employee Handbook allowing work from home.
  - k. Review, discussion and possible action on Mobile Home/Trailer Park License Renewal for Pewaukee Lake Estates at 630 W. Wisconsin Ave.
  - l. Review, discussion and possible action on April 2026 Checks and Invoices.
  - m. Review, discussion and possible action on Consent Orders with the DNR for wells #2, #4 and #6 and possible connection to Lake Michigan water supply.
  - n. Review, discussion, and possible action regarding restoration of Village retaining wall at 510 E. Wisconsin Ave.
  - o. Review, discussion and possible action regarding Waukesha County Case #2026CV000324 Lan Dang et al vs. Village of Pewaukee.
  - p. The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(g) for the purpose of 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 Consent Orders with DNR for wells #2, #4 and #6, a claim for restoration of a Village retaining wall at 510 E. Wisconsin Ave and Waukesha County Case #2026CV000324 Lan Dang et al vs. Village of Pewaukee. 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 these agenda items 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 May 15<sup>th</sup>, 2026

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
MAY 5, 2026**

<https://www.youtube.com/live/FKioZmni21Q?si=HMMZwD7PIZkk0Xt3>

**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, Trustee Jim Grabowski; and President Jeff Knutson.

Also Present: Public Works Director, Dave Buechl; Public Works Supervisor, Jay Bickler; 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 – April 21, 2026**

**Trustee Rohde moved, seconded by Trustee Kreuser to approve the April 21, 2026, minutes of the Regular Village Board meeting as presented.**

**Motion carried 6-0.**

**Trustee Stauff abstained.**

**4. Citizen Comments**

**Troy Jilot, N26W22105 Glenwood Lane, Waukesha** – Mr. Jilot stated he is a member of the Pewaukee Kiwanis Board and was unable to attend the previous meeting where outdoor open intoxicant areas were discussed. He explained that the annual event represents a significant financial undertaking, with beer and wine sales serving as a primary source of cost recovery. He estimated that the proposed changes could result in an approximate 30% loss in sales. He noted that similar events in Delafield and Hartland are funded by their respective Chambers of Commerce, whereas the Kiwanis Club funds the event independently and faces substantial insurance costs. Over the past 15–20 years, the organization has donated approximately \$175,000 to the Parks and Recreation Department, as well as contributed to the Pewaukee Food Pantry and other community initiatives. He stated that approximately 90% of the organization’s revenue is generated from the Beach Party, which supports continued community contributions.

Clerk Peter acknowledged receipt of a letter submitted by the Kiwanis Club of Pewaukee.

**Gary Ebert, 675 Blue Stem Court, Pewaukee** – Member of the Pewaukee Kiwanis Club. Mr. Ebert stated that the organization has supported numerous local groups and expressed concern that the proposed ordinance would negatively impact event revenue. He indicated that the event requires approximately \$25,000 in upfront expenses, including increased spending on bands to attract larger crowds. He noted that these costs pose a financial risk, particularly if alcohol sales are reduced. Mr. Ebert stated that while the organization does not object to attendees patronizing nearby establishments, he urged the Board not to adopt the ordinance during the Beach Party.

5. **Ordinances** –

- a. **Review, discussion, and possible action on Ordinance 2026-05: An Ordinance To Repeal And Recreate Section 18.112 And Repeal Section 18.113 Of The Municipal Code Regarding Sale Of Food Or Food Products; Amend Sections 18.101 And 18.102 Regarding Coin Operated Amusement Devices; And Repeal Section 18.114 Regarding Soft Drink Licenses.**

Trustee Grabowski moved, seconded by Trustee Pader to approve Ordinance 2026-05 as presented.  
Motion carried 7-0.

6. **Resolutions** –

- a. **Review, discussion and possible action on Resolution No. 2026-04, A Resolution Adopting the Public Service Commission of Wisconsin Water Utility Rate Order**

Trustee Grabowski stated this was discussed at the Public Works & Safety Committee meeting. He also wanted to mention that the Board are all Village citizens and this impacts the members of the Board as well.

Trustee Grabowski moved, seconded by Trustee Rohde to approve Resolution 2026-04 as presented.  
Motion carried 7-0.

7. **Old Business** – None.

8. **New Business**

- a. **Review, discussion and possible action to approve a temporary road closure at 1239 and 1230 Timber Ridge from 5 PM to 10 PM on Sunday, May 24 for a block party.**

Trustee Kreuser moved, seconded by Trustee Pader to approve the temporary road closure at 1239 and 1230 Timber Ridge for a block party.

Motion carried 7-0.

- b. **Review, discussion and possible action on construction updates of Public Works projects including work on Wells #2, #3, #5, #6 and #7; 2026 Street projects, issues involving the railroad, and work on the Sanitary Sewer Lift Stations.**

Grabowski inquired about adding the list to the Village website, noting that approximately half of the listed items are contributing to the recently approved rate increase as well as ongoing road projects.

Following discussion, staff was directed to post the list and corresponding map information on the Village website.

No action taken.

- c. **Review, discussion and possible action to confirm committee appointments by the Village President:**

- a. **Aquatic Weed Commission – 1 Citizen Member (3-year term); Jodi Zelinger.**

Trustee Grabowski moved, seconded by Trustee Pader to approve Jodi Zelinger for a 3-year term to the Aquatic Weed Commission.

Motion carried 7-0.

- d. **Review, discussion and possible action on use of Village funds for Administrative Staff Village-branded Clothing.**

Trustee Belt stated that while the request is not unreasonable, \$100 per person seems high. She noted that while the overall impact on the budget is small, incremental costs can accumulate.

Trustee Kreuser moved, seconded by Trustee Grabowski to approve Village funds for Administrative Staff for Village-branded clothing.

Motion carried 6-1.

Trustee Belt voting nay.

9. Citizen Comments – None.

10. Adjournment

Trustee Rohde moved, seconded by Trustee Pader to adjourn the May 5, 2026, Regular Village Board meeting at approximately 6:20 p.m.

Motion carried 7-0.

Respectfully Submitted,

Jenna Peter  
Village Clerk

DRAFT

**STATE OF WISCONSIN VILLAGE OF PEWAUKEE WAUKESHA COUNTY**

**RESOLUTION NO. 2026-05**

**A RESOLUTION RECOGNIZING THE SERVICE OF  
JENNA PETER  
TO THE VILLAGE OF PEWAUKEE**

WHEREAS, Jenna Peter began her employment with the Village in 2022 as the Deputy Clerk/Treasurer; and

WHEREAS, Jenna Peter expanded her service to the Village when she became the Village Clerk in 2024 which included countless hours attending Village meetings and a scrupulous maintenance of official Village records; and

WHEREAS, Jenna Peter performed a function critical to the people of the community having worked nine different elections during her time with the Village; and

WHEREAS, Jenna Peter accomplished things that improved the function and services of the Village including the creation of a cremains section in the cemetery, the implementation of Village social media and a new website; and

WHEREAS, Jenna Peter showed great teamwork and leadership in the office, guiding the new Deputy Clerk through their duties, taking ownership of additional tasks during a transition to a new Administrator and supporting other new employees as they developed into their roles with the Village; and

WHEREAS, Jenna Peter, in performing those different roles, was a great asset to the community, serving the residents, Village staff and Village Board.

THEREFORE, BE IT HEREBY RESOLVED by the Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, that it hereby extends its heartfelt appreciation for the dedication given to the Village of Pewaukee by Jenna Peter while serving as Deputy Clerk/Treasurer, Deputy Clerk and Village Clerk.

Dated this 19th day of May, 2026.

VILLAGE OF PEWAUKEE

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Jeff Knutson, Village Board President

ATTEST:

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Matt Heiser, Village Administrator



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 14, 2026

Re: May 19, 2026 Village Board Meeting Agenda Item 8(a)  
Review, discussion and possible action on a report of stake holder meetings regarding the Designated Outdoor Refreshment Area and Board direction to draft an ordinance.

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### **BACKGROUND**

The Village Board directed staff to explore the creation of a Designated Outdoor Refreshment Area at its meeting on April 21, 2026.

### **ACTION REQUESTED**

The action requested is to give staff direction to propose an ordinance for a Designated Outdoor Refreshment Area.

### **ANALYSIS**

The two Board members assigned to handle downtown issues in the strategic plan, Trustees Grabowski and Rohde, worked with the Administrator to develop a proposal for a DORA in 2026. The three of them held two meetings with stake holders to gather feedback on their thoughts for a DORA.

The DORA was envisioned to have the following features:

- It would only be in effect in 2026 as a trial. The Village will review the results in the autumn soon after the last of the allowed times has passed.
- Carry-ins
  - Soft drinks would be allowed to be brought in.
  - Refreshments containing alcohol purchased at a downtown business would be allowed in the DORA.
  - Refreshments from home containing alcohol would be prohibited.
- It will only be in effect on the following days/times:
  - July 4<sup>th</sup> weekend
  - August 15<sup>th</sup>

- Labor Day weekend
- July 4<sup>th</sup> weekend
  - On July 4<sup>th</sup> it will be in effect while the street is closed for the holiday weekend which includes a drone show on July 3<sup>rd</sup> and fireworks on July 4<sup>th</sup>.
  - The area would consist of:
    - The sidewalks in the closed area
    - The street within the closed area
    - The grassy portion of Lake Front Park (north of the dam)
    - It will exclude the beach.
- August 15<sup>th</sup> is the Antique Boats show as an activity celebrating the 150<sup>th</sup> Anniversary of the Village.
  - The DORA would be in effect while the street is closed (7 am on Saturday until 5 pm Saturday).
  - The area would consist of:
    - The sidewalks in the closed area
    - The street within the closed area
    - The grassy portion of the Lake Front Park (north of the dam)
    - It will exclude the beach.
- Labor Day Weekend
  - The only time the DORA would be in effect that is not tied to a downtown event.
  - The street would remain open to traffic.
  - It would be in effect from 5 pm on Friday until 11 pm on Monday.
    - This needs to be compared to DORAs in other communities. It may need to be prohibited during the middle of the night.
  - The area would consist of:
    - The sidewalks from Brewfinity down to Daily Dose and from Daily Dose to Park Ave. Pizza.
    - The grassy portion of Lake Front Park (north of the dam)
    - It would exclude the beach.

A meeting with downtown businesses occurred on May 6, 2026. Their comments included:

1. They were excited about the idea of a DORA.
2. They agreed with the idea of starting slow in 2026.
3. They wanted the police to be engaged and supportive of it.

A meeting with the Pewaukee Police Department and the Director of Parks and Recreation occurred on May 13, 2026. Their comments included:

1. A Police recommendation to educate the businesses with outdoor seating that they still need to self-police those areas.
2. A Police recommendation to be reactive rather than pro-active. They recommended not to impose a check-point where coolers are inspected. Their concern was that it would create too many negative interactions with people following the rules.
3. A Parks concern that it will be difficult to educate the public when the DORA is in effect and when it is not.
4. A Parks concern that the beach will be the common destination even though it is not in the DORA.
5. A Parks concern that it will generate a lot of garbage.
6. A Parks concern about safety crossing W. Wisconsin Ave when alcohol is involved.
7. A Parks concern that, if expanded in future years, the DORA would have a negative impact on non-profits hosting events downtown and getting volunteers to work those events.

Attachment – None.



To: Village Board

From: Nick Phalin  
Director of Parks & Recreation

Date: May 13, 2026

Re: Agenda Item 8(b)  
Review, discussion and possible action to approve a new logo for the Joint Parks and Recreation Department.

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**BACKGROUND**

This item was reviewed and approved by the Parks and Recreation Joint Board on May 13. The City has discussed updating their logo for quite some time. In this process, staff suggested that Parks and Recreation would be interested in updating their logo also. The City funded the design project. The goal of our department was to utilize the logo but with differentiation of our department. The Common Council approved City and Parks and Recreation logos on Monday, May 4th.

**ACTION REQUESTED**

To approve as proposed.

**ANALYSIS**

The proposed logo with description is shown below.



The logo is representative of nature and outdoors including quadrants blended with sun, lake, trees and trails, and park spaces.



To: Village Board

From: Nick Phalin  
Director of Parks & Recreation

Date: May 1, 2026

Re: Agenda Item 8(c), Review, discussion and possible action regarding special event permit for Waterfront Wednesdays for additional alcohol vending sales at Lakefront Park.

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### **BACKGROUND**

The Village Board approved the special event permit for the Parks and Recreation Department to conduct alcohol sales during the Waterfront Wednesday concert series, on Wednesdays, June 3-July 29. The Parks and Recreation Department has elected to pick up additional dates below and are requesting approval to conduct sales in a similar manner. We've also added two Pewaukee Lake Water Ski Club show dates when Brewfinity is unable to provide sales.

- Wednesday, August 5 (last Wednesday with additional title 'Summer Sizzle')
- Thursdays, June 25 and July 23 @ Pewaukee Lake Water Ski Club Shows

### **ACTION REQUESTED**

To approve as proposed.

### **ANALYSIS**



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

To: Village Board  
CC: Matt Heiser, Village Administrator  
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer  
Date: May 12, 2026  
Re: Agenda item 8(d).  
Review, discussion and possible action to approve a proposed change order for the design of Prospect Avenue by RA Smith.

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## **BACKGROUND**

This item was on the May 5, 2026 agenda for Public Works and Safety Committee, and recommended for approval to Village Board.

On December 2, 2026, a street and utility design contract for Prospect Avenue was approved with RA Smith by the Village Board. This project also was presented at the November 4, 2025 Public Works and Safety Commission meeting. The design includes reconstructing Prospect Avenue from Main Street to School Street. The survey has been completed and the design has been started. As design has progressed, two items have come up. A change order is needed for design of water main, and Committee input is requested for reconsideration of sidewalk now that the right of way line has been accurately located.

## **ACTION REQUESTED**

The action requested of the Village Board is to review and consider providing direction to Village DPW staff on how to proceed with the scope of design for water main design and potential sidewalk design now that more water main record drawings have been located and lot line locations have been determined.

## **ANALYSIS**

Change Order Part 1: When the scope was prepared for this project, the Village Geographic Information System (GIS) showed the existing water main in Prospect Avenue to all have been installed in 1995. After reviewing paper record drawings, it was determined that a 600 foot section of water main was not relayed in 1995 as 8-inch diameter PVC and is 8 inch ductile iron from 1970. This older section should be relayed when this street is reconstructed. This section also extends outside of the current anticipated project limits.

Change Order Part 2: The Village GIS currently shows the southeasterly right of way line along Prospect Avenue to be located along the edge of asphalt. After completing the survey work, the actual lot line location is much wider. Enough width exists to shift to utility poles in the terrace and grade for a future potential sidewalk, and/or install a sidewalk with construction. Previously, it was thought that additional right of way or easements would be needed from each lot owner along the southeasterly side of Prospect Avenue in order to shift the utility poles and to potentially extend the sidewalk up the hill. If only grading or sidewalk is installed, temporary grading easements will still be needed from the lot owners on the southeasterly side of Prospect Avenue.

## **Recommendation**

Part 1: I recommend that change order for \$7,000 be approved with RA Smith to design the water main relay as part of the project.

Part 2: Since no right of way or permanent sidewalk easements are needed, I recommend that the design include the sidewalk, and at a minimum, the grading for future potential sidewalk be completed for an additional design fee of \$10,000.00 If installation of concrete sidewalk is approved, an assessment hearing would be needed to approved sidewalk assessments to lot owners. Another option is to wait 2 years, and apply for a Wisconsin DOT Safe Path to School Grant to pay for sidewalk but complete the general grading at this time.

Attachment

**David Buechl**

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**From:** Scholbe, Jake <Jake.Scholbe@raSmith.com>  
**Sent:** Tuesday, April 21, 2026 12:02 PM  
**To:** David Buechl  
**Subject:** RE: Prospect Avenue Reconstruction Project - Existing Sanitary and Storm sewer condition  
**Attachments:** 260421 EC ChangeOrder Prospect Avenue.pdf

Dave,

Attached is a change order for the requested water main relay design to be incorporated in the Prospect Avenue Reconstruction project.

In addition, as discussed at the Glacier Road Precon with the right-of-way located along Prospect Avenue and being further to the east than we anticipated I'm confident we can extend the existing sidewalk from Lake Street to School Street along the east side of Prospect Avenue without any ROW acquisition. Based on the location of the existing walk I would propose a five foot wide sidewalk with a 4' terrace between the back of curb and front of sidewalk. We can modify this if we move forward on the sidewalk extension.

Also included in this change order is the design for the reconstruction of Prospect Avenue southwest of School Street to encompass the proposed water main relay, as well as the design of the sidewalk extension along the east side of Prospect Avenue (I'm assuming we would not extend the sidewalk past School Street).

The change order does not show a break down of costs, but for some reason if you are no longer interested in doing the sidewalk extension the cost of the change order would be \$7,000 i.e. \$7,000 for the water main design and roadway design and \$10,000 for the sidewalk design and temporary grading permits.

Let me know if you have any questions you may have.

Otherwise please sign and date the attached change order and send it back to me.

Thank you

Jake Scholbe, P.E.  
Project Manager



16745 West Bluemound Road, Brookfield, WI 53005-5938  
direct: 262-317-3360

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**From:** Shawn Tremaine <stremaine@villageofpewaukee.gov>  
**Sent:** Wednesday, April 8, 2026 10:27 AM  
**To:** Scholbe, Jake <Jake.Scholbe@raSmith.com>; David Buechl <dbuechl@villageofpewaukee.gov>  
**Cc:** Jay Bickler <jbickler@villageofpewaukee.gov>  
**Subject:** Re: Prospect Avenue Reconstruction Project - Existing Sanitary and Storm sewer condition



CREATIVITY BEYOND ENGINEERING

R.A. Smith, Inc.  
16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000 | rasmith.com

**CHANGE ORDER #1**

Date: April 21, 2026  
Project Number: 2268110  
Project Name: Prospect Avenue Reconstruction Project  
Client: Village of Pewaukee Attention: Dave Buechl, P.E., P.L.S.  
Address: 235 Hickory Street Title: Director of Public Works/Village Engineer  
Pewaukee, WI 53072 Phone: (262)691-5694  
Fax: \_\_\_\_\_  
E-Mail: dbuechl@villageofpewaukeewi.gov

**SITE ADDRESS / LOCATION**

Prospect Avenue: Approximately 200 feet SW of School Street to Main Street.

**SCOPE OF WORK**

Topographic survey of the entire right-of-way and private property as necessary including Digger's Hotline mapping and field locates with the creation of mapping and surface drawings from School Street to approximately 200' SW of School Street along Prospect Avenue. Design of approximately 400 L.F. of water main relay and WDNR permitting. Design of a proposed sidewalk extension and subsequent grading design between School Street and Lake Street including a curb ramp design at the southeast corner of the School Street/Prospect Avenue intersection. Preparation of temporary grading/construction permits and coordination with Village and property owners whose properties are impacted by the grading efforts for the proposed sidewalk extension. Design of urban road section from School Street to approximately 200' SW of School Street to encompass limits of water main relay. Plan set creation for aforementioned design work to be incorporated with project deliverables.

**ESTIMATED COMPLETION SCHEDULE**

July 2026

**PROFESSIONAL FEES**

Original Contract.....	\$	<u>79,400</u>
Change Order # 1.....	\$	<u>17,000</u>
<b>Revised Contract Amount.....</b>	<b>\$</b>	<b><u>96,400</u></b>

**ACCEPTANCE**

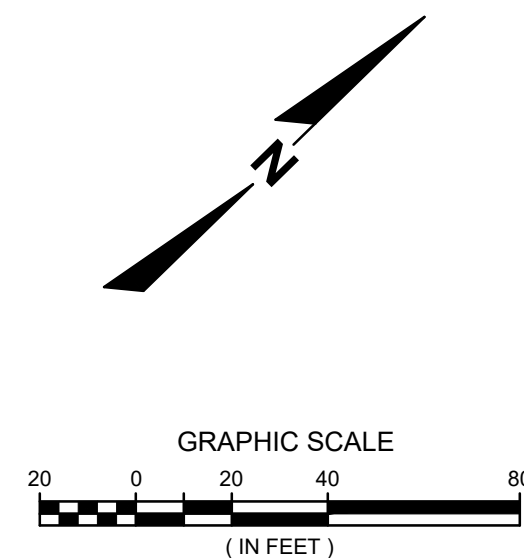
If this proposed change is acceptable, please sign and date this original and return it to our office.

Client: \_\_\_\_\_ Professional: \_\_\_\_\_  
Print Name: Dave Buechl, P.E., P.L.S. Print Name: Jacob Scholbe, P.E.  
Title: Director of Public Works/Eng. Title: Project Manager  
Representing: Village of Pewaukee Representing: raSmith, Inc.  
Date: \_\_\_\_\_ Date: \_\_\_\_\_



**LEGEND**

- CONCRETE DRIVEWAY APRON
- PROPOSED CONCRETE SIDEWALK
- ROADWAY RECONSTRUCTION
- ROADWAY REHABILITATION
- ANTICIPATED ROW ACQUISITION
- 30" CURB & GUTTER
- SAWCUT



**Know what's below.  
Call before you dig.**

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DATE	DESCRIPTION

**raSmith**  
CREATIVITY BEYOND ENGINEERING  
rasmith.com

16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000

Brookfield, WI | Appleton, WI | Madison, WI  
Cedarburg, WI | Naperville, IL | Irvine, CA

**VILLAGE OF PEWAUKEE  
WAUKESHA COUNTY, WI  
PROSPECT AVENUE  
RECONSTRUCTION PROJECT  
CONCEPT PLAN**

© COPYRIGHT 2025 R.A. Smith, Inc.
DATE: 10/30/2025
SCALE: 1" = 40'
JOB NO. 2258100
PROJECT MANAGER: JACOB W. SCHOLBE, P.E.
DESIGNED BY: KMJ
CHECKED BY: JWS
<b>SHEET NUMBER</b>
EX. 1



**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: May 13, 2026

Re: Agenda Item 8(e) May 19, 2026 Village Board Meeting  
Review, discussion and possible action to approve a drainage easement at 765 Glacier Road as part of the 2026 Street and Utility Projects

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## **BACKGROUND**

This item has previously been brought to the Village Board for presentation regarding the Glacier Road project in the 2025 and 2026 Road and Utility Project. In order to better complete the road and drainage improvements, an improved drainage swale is needed at 765 Glacier Road. The lot is owned by Jason Pedersen. The lot owner was presented the draft drainage easement in 2025 but stated he wanted compensation for the tree removal, revision to drainage swale, and addition of drainage easement to his yard prior to signing the easement. The lot owner has now stated he will sign the drainage easement as is without compensation.

## **ACTION REQUESTED**

The action requested of the Village Board is to review and consider approval, of the easement as is, and also give the Village Attorney the right to review or modify the easement language as needed prior to recording.

## **ANALYSIS**

The proposed easement exhibit is attached showing the location of the easement. The proposed construction drawing is attached showing the proposed grading work, and the proposed tree removals within the easement.

## **Recommendation:**

I recommend that the Village Board approve the drainage easement.

Attachments

**PERMANENT DRAINAGE EASEMENT**

Document Number

THIS INDENTURE, made this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between JASON PEDERSEN and MARY PEDERSEN collectively hereinafter referred to as Grantor, and the Village of Pewaukee, a municipal corporation hereinafter referred to as Grantee.

**WITNESSETH:**

The Grantor, in consideration of One Dollar (\$1.00), and for other good and valuable consideration, the receipt whereof is hereby confessed and acknowledged, grants and conveys to Grantee, a permanent easement to allow for overland cross property flow of drainage to the storm water BMPs being constructed and currently maintained by the Village adjacent to the Property located at 765 Glacier Road, Pewaukee, Wisconsin, and having Tax Key No. PWV 0894954, described as follows:

See attached Exhibit "A" for Legal Description of easement area.

Name and Return Address  
**Village of Pewaukee**  
**235 Hickory St.**  
**Pewaukee, WI 53072**

**Part of PWV 0894954**  
Parcel Identification Number (PIN)

The Drainage Easement includes the construction, operation, use, maintenance and repair of said easement area, including, but not limited to, a drainage swale.

It is an express condition of the granting of this easement that the surface or subsurface of the soil may be disturbed in the construction, operation, use and repair (including reconstruction) of such Drainage Easement and will, at the expense of the Grantee, be replaced in substantially the same condition as it is now, and the acceptance of this easement by the Grantee and the installation or construction of such Drainage Easement shall constitute an express acceptance by the Grantee of this condition to the granting of this easement.

The Grantor consents to the entry by employees, workmen, agents or independent contractors of the Grantee for the activities incidental to the construction, operation, use, maintenance and repair (including reconstruction) of such Drainage Easement and to exercise Grantee's other rights herein acquired, but reserve to themselves the right to make such use of the land included in said easement, subject to the ordinances of the Village of Pewaukee and the Statutes of the State of Wisconsin as will not disturb or interfere with such Drainage Easement or prevent ingress and egress thereto for the purpose of construction, operation, use, maintenance and repair (including reconstruction thereof). Notwithstanding the foregoing, Grantor agrees not to construct any improvements or place other structures or other materials in the easement area that will interfere or go through said Drainage Easement. The Grantor further agrees not to grade the easement area.

The Grantor agrees that Grantee or its agents are entitled, at any time, to enter the easement area so as to use, maintain, repair or reconstruct the Drainage Easement located in the easement area.

The Grantee agrees that its responsibility is to return the easement area to a condition consisting of being topsoiled and with seed and mulch placed in the easement area.

The right, permission, and authority is also granted onto the Grantee to trim and cut trees and/or brush where said trees and/or brush interfere with the installation or maintenance or reconstruction of the Drainage Easement or interfere with or represent a hazard to such facilities.

The Grantor hereby warrants they have the legal right to the lands which are subject to this easement and that they have lawful authority to grant this easement. Further, Grantors shall defend the Village of Pewaukee in its exercise of rights under the easement herein granted against any defect in title to the land involves or the right of the Grantors to make the grant herein contained.

This indenture, upon its acceptance by the Grantee, shall run with the land and be binding upon and inure to the benefit of the parties, their representative heirs, successors and assigns and all future owners or those holding interests in this property, their representative, heirs, successors and assigns.

This indenture shall be governed and construed in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the Grantor has executed this indenture the day and year first above written.

By: \_\_\_\_\_  
JASON PEDERSEN

By: \_\_\_\_\_  
MARY PEDERSEN

STATE OF WISCONSIN )  
 ) ss.  
WAUKESHA COUNTY )

Personally came before me, this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above-named JASON PEDERSEN AND MARY PEDERSEN, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My commission: \_\_\_\_\_

**CONSENT OF MORTGAGEE**

, mortgagee of the land of the Grantor described in the above easement, hereby consents to the Grantor granting said easement.

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

\_\_\_\_\_  
Print Name/Title

STATE OF WISCONSIN    )  
  )SS.  
WAUKESHA COUNTY    )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2026, the above named \_\_\_\_\_, to me known to be the person who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires \_\_\_\_\_

**Accepted pursuant to the authority of the Village Board,**

\_\_\_\_\_  
Jeff Knutson, Village President

\_\_\_\_\_  
Jenna Peter, Village Clerk

This document was drafted by:  
Village Attorney Matthew R. Gralinski  
P.O. Box 766  
Waukesha, WI 53187-0766  
Phone: (262) 549-8181

# DRAINAGE EASEMENT

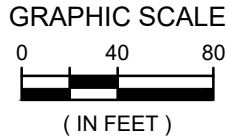
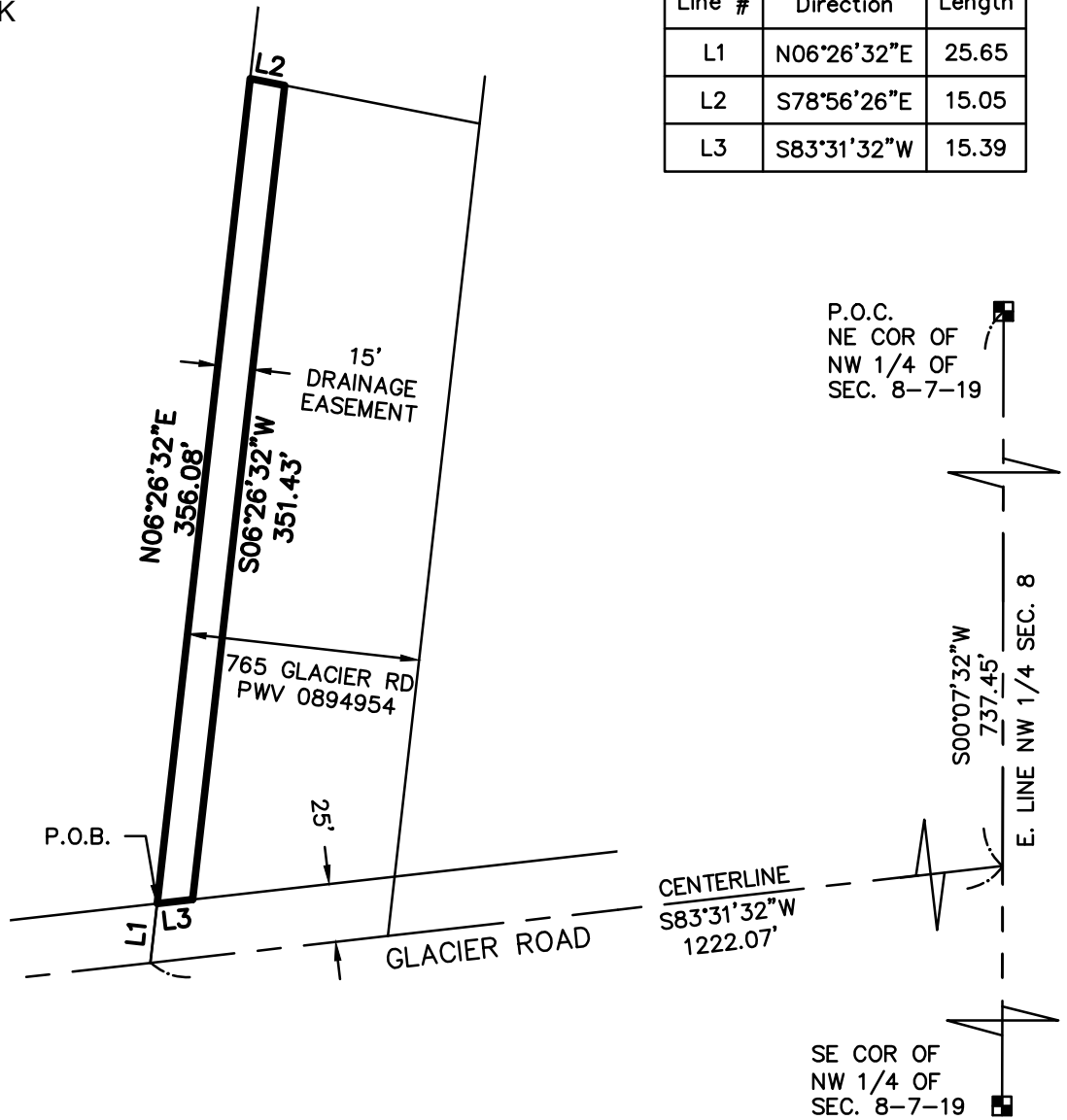
Part of the Northeast 1/4 of the Northwest 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the Northeast corner of the Northwest 1/4 of said Section 8; thence South 00° 07' 32" West along the East line of said 1/4 Section a distance of 737.45 feet to a point in the centerline of Glacier Road; thence South 83° 31' 32" West along said Centerline 1222.07 feet to a point; thence North 06° 26' 32" East 25.65 feet to a point in the North line of Glacier Road and the point of beginning of lands to be described; thence North 06° 26' 32" East 356.08 feet to a point; thence South 78° 56' 26" East 15.05 feet to a point; thence South 06° 26' 32" West 351.43 feet to a point to a point in the North line of Glacier Road; thence South 83° 31' 32" West along said North line 15.39 feet to the point of beginning.

Said land contains 5,306 square feet.

Drawing No. 169616-RMK  
April 4, 2025

Line Table		
Line #	Direction	Length
L1	N06°26'32"E	25.65
L2	S78°56'26"E	15.05
L3	S83°31'32"W	15.39

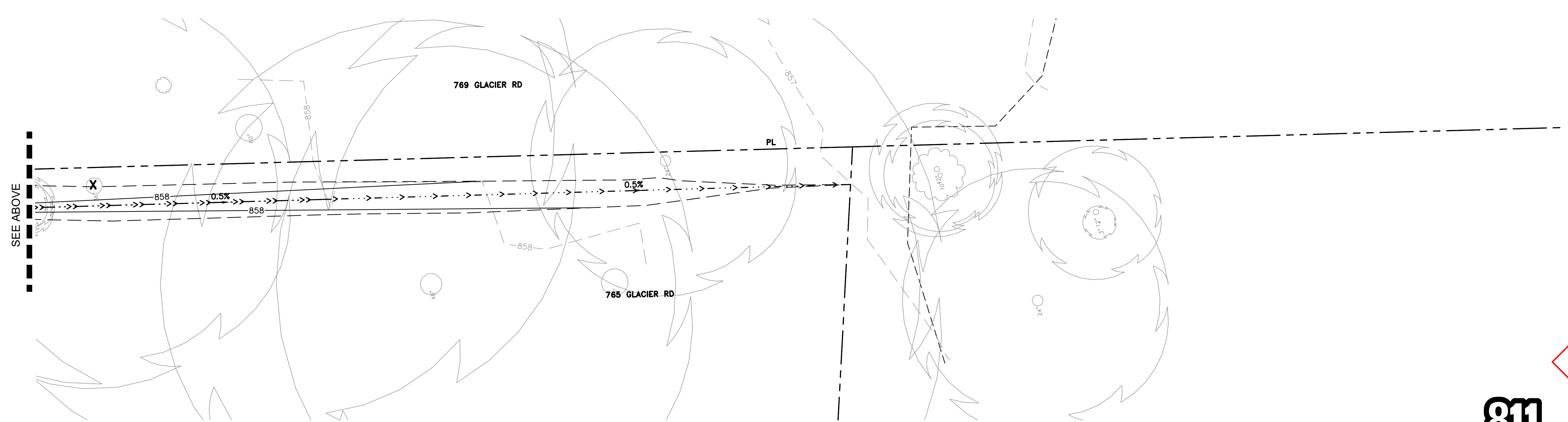
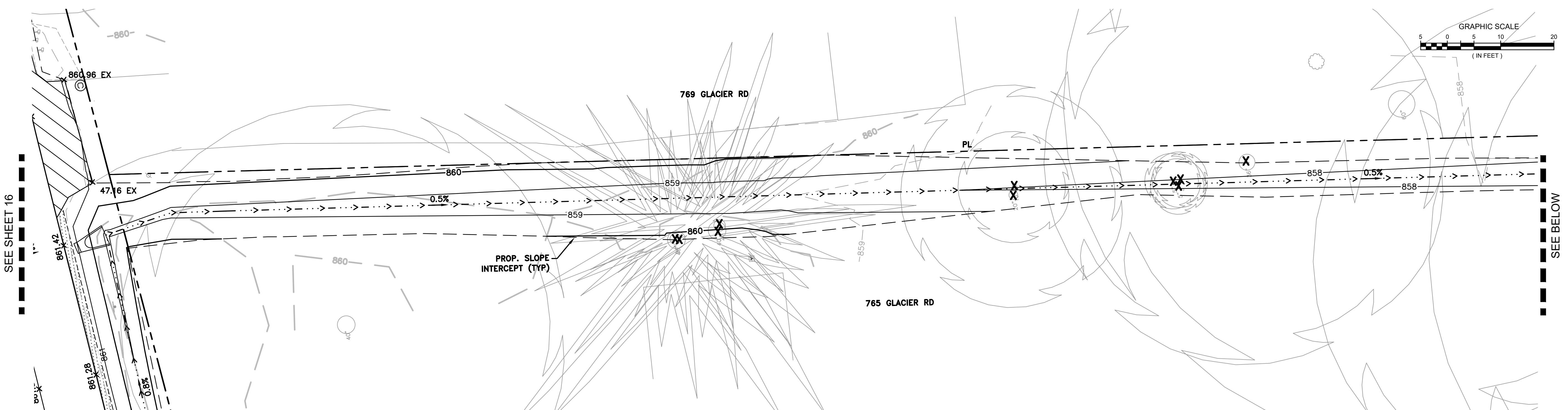
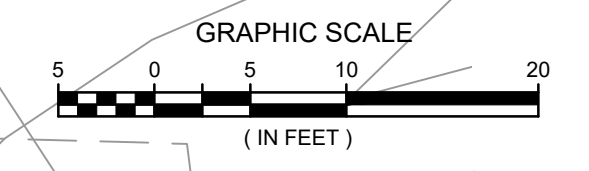
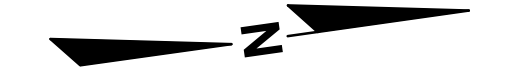


**raSmith**  
CREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000  
rasmith.com

**LEGEND**

- 130.00  
X      PROPOSED SPOT ELEVATION  
            (FINISHED SURFACE)
- EX 130.00  
X      EXISTING SPOT ELEVATION
- X      TREE REMOVAL



DESCRIPTION

DATE

**raSmith**  
CREATIVITY BEYOND ENGINEERING  
16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000  
rasmith.com

Brookfield, WI | Milwaukee, WI | Appleton, WI | Madison, WI  
Cedarburg, WI | Naperville, IL | Irvine, CA

**2025 ROAD AND UTILITIES IMPROVEMENTS  
VILLAGE OF PEWAUKEE**

**GLACIER ROAD  
GRADING PLAN**

**DRAFT**  
NOT FOR CONSTRUCTION

© COPYRIGHT 2025 R.A. Smith, Inc.
DATE: 04/22/2025
SCALE: 1" = 10'
JOB NO. 2248115
PROJECT MANAGER: JACOB W. SCHOLBE, PE
DESIGNED BY: DRR
CHECKED BY: JWS

**SHEET NUMBER**  
19



Know what's below.  
Call before you dig.

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

May 15, 2026

To: President Knutson and Village Trustees

CC: Village Administrator

From: Jay E Bickler  
DPW Operations Supervisor

Date: May 15, 2026

RE: Village Board Meeting May 19, 2026 Agenda Item 8(f)  
Review, discussion and possible action to purchase a message sign from Ver-Mac.

---

## **BACKGROUND**

In the fall of 2025, DPW staff realized that it was necessary to provide better communication with Village residents. While Village Hall had adopted a new and improved social media platform, DPW felt they could do more. After conversations with other surrounding communities, it was decided that a portable roadside message board would be the next best solution. In the 2026 Budget the Village Board did approve \$15,000 towards the purchase of a message board. 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 President and Village Trustees is to approve the purchase of the Ver-Mac Pro Series Mid-Size Full Matrix Sign.

## **ANALYSIS**

Conversations were had with the City of Waukesha who just purchased this same unit a year ago. They highly recommended this model. It was noted that even though a board could be purchased for \$15,000 it was worth spending a little more to purchase a full matrix unit. This will give you the ability to not only display fixed rows but the flexibility to display graphics, symbols and animation. This will greatly help inform residents to so many upcoming events like road projects, seasonal DPW events like leaf and brush pickup or even lake front events.

Attachments:

- 1: Sherwin Industries quote for the Ver-Mac Pro Series Sign
- 2: Tapco Safe Travels quote for the 5000 Mast Mini Solar Message Center
- 3: Sunbelt Rentals rates to rent a Message Board

## **RECOMMENDATION**

The recommendation of Supervisor Bickler is to purchase the Ver-Mac Pro from Sherwin Industries in the amount of \$17,200.00



# QUOTATION



## Sherwin Industries, Inc.

2129 W. MORGAN AVENUE MILWAUKEE, WI 53221 PHONE (414) 281-6400 FAX (414) 281-6404

### Customer Information:

Village of Pewaukee  
1000 Hickory St.  
Pewaukee, WI 53072  
EMAIL: [jbickler@villageofpewaukeewi.gov](mailto:jbickler@villageofpewaukeewi.gov)

Date: 5/11/26

NOTE: Quotation is good for 30 days from the above date. Prices quoted are for quantities shown only.

PART #	DESCRIPTION	UNIT PRICE	PER	QUANTITY	TOTAL
PCMS-3812	Ver-Mac Pro Series Mid-Size Full Matrix Sign 53"X91" Display panel, 27X48 pixels, manual winch lift, 3X95 watt solar panels, stealth batteries, 3line of characters, 12" characters	\$16,000.00	Unit	1	\$16,000.00

IF YOU HAVE ANY QUESTIONS CONCERNING THIS QUOTATION, PLEASE CONTACT MIKE BAIER  
PHONE (414) 405-6511  
EMAIL: [MBAIER@SHERWININDUSTRIES.COM](mailto:MBAIER@SHERWININDUSTRIES.COM)

SUBTOTAL	\$16,000.00
FREIGHT	\$1,200.00
SALES TAX	N/A
<b>TOTAL</b>	<b>\$17,200.00</b>



# MID-SIZE, FULL-MATRIX PORTABLE CHANGEABLE MESSAGE SIGN

The full-matrix PCMS-3812 features 12" characters with three lines of 8 characters to meet MUTCD standards for highway construction applications.

This medium-sized trailer-mounted message sign is managed remotely to maximize the safety of your workers while saving them valuable time. A cost-effective message sign for years to come.

## 3 WAYS TO CHANGE A MESSAGE :

- AT THE SIGN, V-TOUCH CONTROLLER
- NEAR THE SIGN OR REMOTELY, JAMLOGIC® WEB ON YOUR TABLET OR SMARTPHONE
- REMOTELY, JAMLOGIC® COMPUTER SOFTWARE ON YOUR COMPUTER OR LAPTOP

## PRO SERIES FEATURES

### STEALTH TECHNOLOGY

Maintenance-free batteries  
Anti-theft hidden battery compartment

### V-TOUCH CONTROLLER

Integrated 4G modem  
10 year cell plan

### HIGH-PERFORMANCE LEDS

Brighter with greater angularity  
Greater power efficiency for longer autonomy

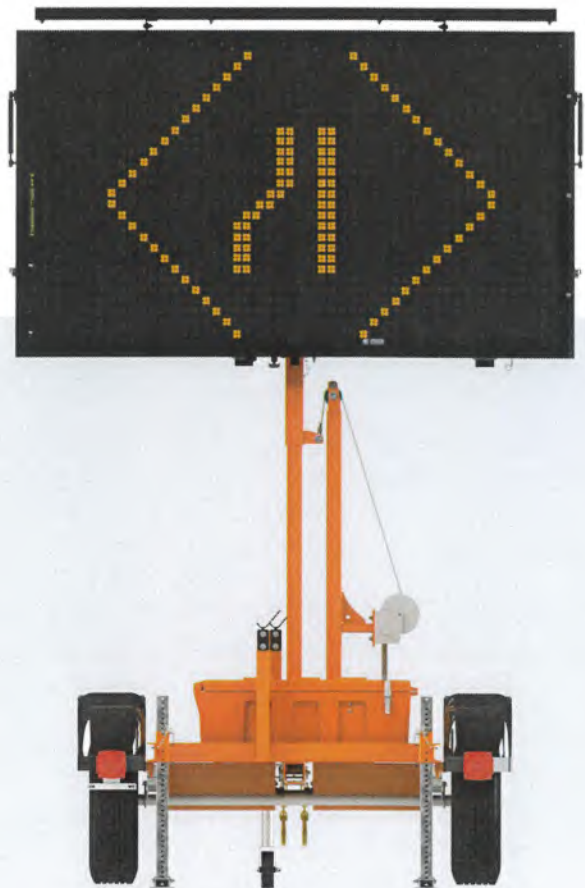
### JAMLOGIC SOFTWARE

Hourly automated status and battery/GPS alerts & reports  
Interactive map & list view of all equipment  
Project folders to organize equipment  
Logs date/time of all remotely activated messages

### CONNECTED DEVICE

Compatible with the Connected Work Zone (CWZ)\* data-sharing feeds

\*Previously the Work Zone Data Exchange (WZDx)



## APPLICATIONS

- Highway construction
- Advertising / Special events
- Smart work zones
- Connected work zones

# OTHERS FEATURES

## DURABLE, EASY TO USE

### 4 LEVELING JACKS

Stabilization and easy transportation

### TONGUE WHEEL JACK

Easy and safe trailer setup

### MANUAL LIFT MECHANISM

Robust winch for quick deployment

### RUGGED ROD MAST BRAKE

240° rotation (15° increments)

### LOCKABLE CONTROL BOX

To protect the controller, modem, pump, and other components

### 2-IN. (51 MM) COUPLER OR 3-IN. (76 MM) PINTLE EYE

For easy towing

## V-TOUCH CONTROLLER

### EASY-TO-READ

7-inch (178 mm) color LCD touchscreen display

### TIME-SAVING

Create your own library of messages

### SIMPLE TO OPERATE

Intuitive point-and-go icons make displaying and editing messages quick and easy



# SPECIFICATIONS

## DISPLAY

- Display panel: 53 x 91 in. (1336 x 2305 mm)
- 27 x 48 pixels
- 4 LEDs per pixel
- 3 lines of 8 characters per line (default)
- 5 x 7 pixels (12 in.) characters (default)
- Plug-and-play display modules for simplified maintenance
- Up to 4 lines and 12 characters per line (with 3 x 5 font)

## DIMENSIONS & WEIGHTS

- Overall length: 133 in. (3374 mm)
- Operating width: 91 in. (2305 mm)
- Operating height: 141 in. (3583 mm)
- Traveling height: 99 in. (2504 mm)
- Traveling width: 70 in. (1787 mm)
- Weight (approx.): 1,340 lbs (610 kg)
- Axle/suspension: 2,000 lbs (907 kg)

## OPTIONS

- Battery charger
- Radar
- Data logger (requires radar)
- Fixed camera
- Rear leveling swivel jacks

*Other options are available to meet your needs.*

## WARRANTY

- 1 year on complete trailer
- 2 years on electronic components manufactured by Ver-Mac





Safe travels:

Traffic and Parking Control Co., LLC
5100 West Brown Deer Rd
Brown Deer, WI 53223
United States of America
Phone No.:800-236-0112
E-Mail: Tapcosales@tapconet.com

SALES QUOTE

SALES QUOTE DATE

5/7/2026

SALES QUOTE NUMBER

Q26007887

CUSTOMER NO.

C286

Page: 1

BILL TO

Village of Pewaukee
Jay Bickler
1000 Hickory Street
Pewaukee, WI 53072-3592
United States of America

SHIP TO

Village Of Pewaukee
Shawn Tremaine
1000 Hickory St
Pewaukee, WI 53072-3711
United States of America

Table with 5 columns: Ext. Document No., SHIP VIA, TERMS, SALESPERSON, VALID UNTIL. Row 1: MESSAGE BOARD, BEST RATE Prepaid & Add, Net 30 DAYS, Laurel Stringfellow-Beamon, 6/6/2026

Main item table with 6 columns: Item/Description, U/M, Quantity, Unit Price, Total Price. Includes items like 5000 Mast Mini Solar Message Center, 4001622 ATS-5 Trailer, 4000468 instALERT 24 Message Display, 4000750 App, Mobile User Interface, 4000278 Solar panel, 4000631 Bluetooth, 4001299 3 Year Warranty.

All prices are listed in US Dollar (USD)
For terms and conditions, please visit https://www.tapconet.com/terms-conditions



Safe travels:

Traffic and Parking Control Co., LLC  
5100 West Brown Deer Rd  
Brown Deer, WI 53223  
United States of America  
Phone No.:800-236-0112  
E-Mail: Tapcosales@tapconet.com

# SALES QUOTE

**SALES QUOTE DATE**

5/7/2026

**SALES QUOTE NUMBER**

Q26007887

**CUSTOMER NO.**

C286

Page: 2

**BILL TO**

Village of Pewaukee  
Jay Bickler  
1000 Hickory Street  
Pewaukee, WI 53072-3592  
United States of America

**SHIP TO**

Village Of Pewaukee  
Shawn Tremaine  
1000 Hickory St  
Pewaukee, WI 53072-3711  
United States of America

Ext. Document No.	SHIP VIA	TERMS	SALESPERSON	VALID UNTIL
MESSAGE BOARD	BEST RATE Prepaid & Add	Net 30 DAYS	Laurel Stringfellow-Beamon	6/6/2026

Item/Description	U/M	Quantity	Unit Price	Total Price
4000 Mast Mini Solar Message Center				
1415-30000 Solar Message Board, 48"H x 96"W, Basic Model SMC 4000 Mini Message Center Trailer,850 lbs	Each	1	19,325.00	19,325.00

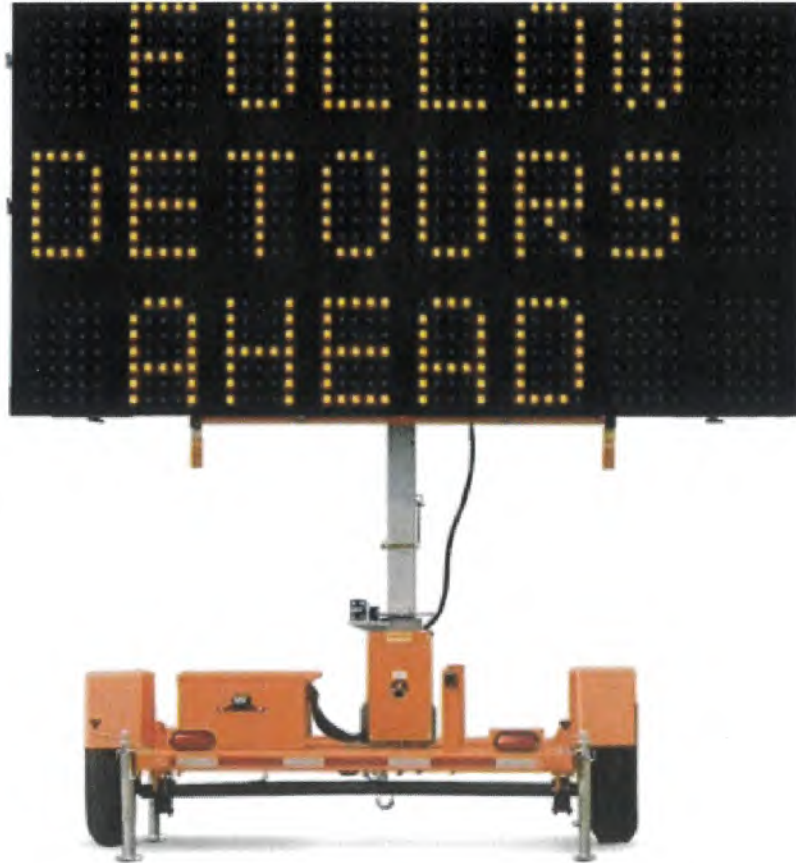
<b>Subtotal:</b>	<b>50624.26</b>
Invoice Discount:	0.00
Total Sales Tax:	0.00
<b>Total:</b>	<b>50,624.26</b>

All prices are listed in US Dollar (USD)  
For terms and conditions, please visit <https://www.tapconet.com/terms-conditions>



### Use the Sunbelt Rentals App

Find, rent, and return equipment, right at your fingertips



#### KEY SPECS

[View all specs](#)

#### ONLINE RATE ⓘ

Zero In-Use Emissions

\$421

\$1,030

\$3,178

Solar-powered

1 DAY

1 WEEK

4 WEEK

Highway towable

Alpha-numeric messaging

Available at 7 other stores

[Change store to rent this equipment >](#)

Similar equipment may be available

[View similar equipment >](#)

[📞 Call an expert](#)



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 12, 2026

Re: May 19, 2026 Village Board Meeting Agenda Item 8(g)  
Review, discussion and possible action on an update for the installation of a concrete median at the Oakton railroad crossing.

---

### **BACKGROUND**

The Village and the Wisconsin Department of Transportation (WisDoT) received an order from the Office of Commissioners of Railroads (OCR) in Wisconsin to install a permanent barrier at the railroad crossing on Oakton where the temporary barrier now exists. The purpose of this order was to eliminate left turns by traffic on Capital Drive. Vehicles waiting to make the left turns could make traffic queue up behind them onto the railroad tracks.

WisDoT offered to utilize monies budgeted for safety projects to install the medium in 2026.

The Village contemplated adding the installation of this barrier as part of its 2025 street project on Capital Drive. WisDoT provided plans for a median that was longer than anticipated by the Village. The proposed median on this plan would also eliminate left turns onto Capital as well as the intended removal of left turns off of Capital.

The Village Board directed staff at its November 4, 2025 meeting to inquire if WisDoT would be willing to decrease the length of the median in their plan.

### **ACTION REQUESTED**

The action requested is to determine the next step in this process.

### **ANALYSIS**

The Village inquired with WisDoT if they would be willing to decrease the proposed length of the median in their plan. WisDoT notified Village staff on May 5, 2026 that WisDoT safety money would not be spent on a reduced size.

It appears if the Village wishes to utilize WisDoT funding we would have to agree to their plan. If the Village does not wish to use their plan it may need to design its own median.

Attachment – None.



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 13, 2026

Re: May 19, 2026 Meeting Agenda Item 8(h)  
Review, discussion and possible action on a proposed contract with Baker Tilly for auditing services to the Village 2026-2028.

---

### **BACKGROUND**

The current contract with Baker Tilly is in its final year and includes auditing 2025.

Baker Tilly has been the Village auditor for a long time. They assist Village staff with a number of financial functions beyond the audit. They perform the work for the annual Municipal Financial Report required by the State and make recommendations to staff on how to record a variety of unusual transactions.

This was originally considered by the Board at its meeting on January 20, 2026. The Board wished to see a reduction in cost and length of the contract. The Board also considered some information at its February 17, 2026 meeting regarding audit costs for other communities and the level of work associated with the Village audit.

### **ACTION REQUESTED**

The action requested of the Village Board is to approve the proposed extension of the contract with Baker Tilly through the audit of 2028.

### **ANALYSIS**

The original contract was for five years through the audit of 2030. This revised proposal is for three years through the audit of 2028.

The original contract proposed an annual 3% increase. The revised contract proposes a 2% annual increase. The total impact of the price reduction over the three years from the original proposal is \$1,900. The technology fee has become standard for their contracts and, if stricken, would result in a different price proposal.

Attachments:

1. Proposed contract extension with Baker Tilly.
2. Staff Memo from February 17, 2026 Village Board Meeting.



February 21, 2026

Baker Tilly US, LLP  
4807 Innovate Ln; PO Box 7398  
Madison, WI 53707-7398  
United States of America

T: +1 (608) 249 6622  
F: +1 (608) 249 8532

[bakertilly.com](http://bakertilly.com)

Matt Heiser  
Village Administrator  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Dear Mr. Heiser:

Thank you for using Baker Tilly US, LLP (Baker Tilly, we, our) as your auditors.

The purpose of this letter (the Engagement Letter) is to confirm our understanding of the terms and objectives of our engagement and the nature of the services we will provide as independent accountants of the Village of Pewaukee (Client, you, your).

### **Service and Related Report**

We will audit the basic financial statements of the Village of Pewaukee as of and for the year ended December 31, 2026 through 2028, and the related notes to the financial statements. We will also audit the Pewaukee Public Library for the same time period. Upon completion of our audit, we will provide the Village of Pewaukee with our audit report on the financial statements and supplemental information referred to below. If, for any reasons caused by or relating to the affairs or management of the Village of Pewaukee, we are unable to complete the audit or are unable to or have not formed an opinion, or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to issue a report as a result of this engagement.

The following supplementary information accompanying the financial statements will also be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and our auditor's report will provide an opinion on it in relation to the financial statements as a whole.

- > Combining and Individual Fund Financial Statements

February 21, 2026

Page 2

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis, to supplement the Village of Pewaukee's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. As part of our engagement, we will apply certain limited procedures to the Village of Pewaukee's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- > Management's Discussion and Analysis
- > Budget Comparison Schedules
- > Pension - related schedules

Our report does not include reporting on key audit matters.

### **Our Responsibilities and Limitations**

The objective of a financial statement audit is the expression of an opinion on the financial statements. We will be responsible for performing that audit in accordance with auditing standards generally accepted in the United States of America (GAAS). These standards require that we plan and perform our audit to obtain reasonable, rather than absolute assurance about whether the financial statements are free of material misstatement, whether caused by error or fraud. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. A misstatement is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user based on the financial statements. The audit will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. Our audit does not relieve management and those charged with governance of their responsibilities. Our audit is limited to the period covered by our audit and does not extend to any later periods during which we are not engaged as auditor.

The audit will include obtaining an understanding of the Village of Pewaukee and its environment, including internal controls, sufficient to assess the risks of material misstatement of the financial statements and to determine the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal controls or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control matters that are required to be communicated under professional standards.

We are also responsible for determining that those charged with governance are informed about certain other matters related to the conduct of the audit, including (i) our responsibility under GAAS, (ii) an overview of the planned scope and timing of the audit, and (iii) significant findings from the audit, which include (a) our views about the qualitative aspects of your significant accounting practices, accounting estimates, and financial statement disclosures; (b) difficulties encountered in performing the audit; (c) uncorrected misstatements and material corrected misstatements that were brought to the attention of management as a result of auditing procedures; and (d) other significant and relevant findings or issues (e.g., any disagreements with management about matters that could be significant to your financial statements or our report thereon, consultations with other independent accountants, issues discussed prior to our retention as independent auditors, fraud and illegal acts, and all significant deficiencies and material weaknesses identified during the audit). Lastly, we are responsible for ensuring that those charged with governance receive copies of certain written communications between us and management including written communications on accounting, auditing, internal controls or operational matters and representations that we are requesting from management.

The audit will not be planned or conducted in contemplation of reliance of any specific third party or with respect to any specific transaction. Therefore, items of possible interest to a third party will not be specifically addressed and matters may exist that would be addressed differently by a third party, possibly in connection with a specific transaction.

### **Management's Responsibilities**

Our audit will be conducted on the basis that the Village of Pewaukee's management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

- > For the preparation and fair presentation of the financial statements and supplementary information in accordance with accounting principles generally accepted in the United States of America;
- > For the design, implementation, establishment, and maintenance of internal control relevant to the preparation and fair presentation of financial statements and supplementary information that are free from material misstatement, whether due to fraud or error; and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met and;
- > To provide us with:
  - Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements and supplementary information such as records, documentation, and other matters;
  - Additional information that we may request from management for the purpose of the audit; and
  - Unrestricted access to persons within the Village of Pewaukee from whom we determine it necessary to obtain audit evidence.

You are responsible for the preparation of the supplementary information in conformity with GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (a) you are responsible for presentation of the supplementary information in accordance with GAAP; (b) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 4

Management is responsible for (i) adjusting the basic financial statements to correct material misstatements and for affirming to us in a management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period under audit are immaterial, both individually and in the aggregate, to the basic financial statements taken as a whole, and (ii) notifying us of all material weaknesses, including other significant deficiencies, in the design or operation of your internal control over financial reporting that are reasonably likely to adversely affect your ability to record, process, summarize and report external financial data reliably in accordance with GAAP. Management is also responsible for identifying and ensuring that the Village of Pewaukee complies with the laws and regulations applicable to its activities.

As part of our audit process, we will request from management and, when appropriate, those charged with governance written confirmation concerning representations made to us in connection with the audit.

Management is responsible for informing us on a timely basis of the name of any single investor in you that owns 20% or more of your equity at any point in time. Management is also responsible for informing us on a timely basis of any investments held by you which constitutes 20% or more of the equity/capital of the investee entity at any point in time.

Baker Tilly is not a municipal advisor as defined in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act or under Section 15B of the Securities Exchange Act of 1934 (the Act). Baker Tilly is not recommending an action to the Village of Pewaukee; is not acting as an advisor to you and does not owe a fiduciary duty pursuant to Section 15B of the Act to you with respect to the information and material contained in the deliverables issued under this engagement. Any municipal advisory services would only be performed by Baker Tilly Municipal Advisors LLC (BTMA) pursuant to a separate engagement letter between you and BTMA. You should discuss any information and material contained in the deliverables with any and all internal and external advisors and experts that you deem appropriate before acting on this information or material.

### **Nonattest Services**

Prior to or as part of our audit engagement, it may be necessary for either Baker Tilly US, LLP or Baker Tilly Advisory Group, LP to perform certain nonattest services.

Nonattest services that we or Baker Tilly Advisory Group, LP will be providing are as follows:

- > Financial statement preparation (including GASB 34 conversion entries)
- > Adjusting journal entries
- > Compiled regulatory reports
- > Compiled TIF financial statements
- > Water rate study

None of these nonattest services constitute an audit under generally accepted auditing standards.

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will not perform any management functions or make management decisions on your behalf with respect to any nonattest services provided.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 5

In connection with our performance of any nonattest services, Baker Tilly US, LLP or Baker Tilly Advisory Group, LP agree that you will:

- > Continue to make all management decisions and perform all management functions, including approving all journal entries and general ledger classifications when they are submitted to you.
- > Designate an employee with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services performed.
- > Evaluate the adequacy and results of the nonattest services performed.
- > Accept responsibility for the results of the nonattest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

On a periodic basis, as needed, we will meet with you to discuss your accounting records and the management implications of your financial statements. We will notify you, in writing, of any matters that we believe you should be aware of and will meet with you upon request.

In addition to the audit services discussed above, we will compile the annual Financial Report Form to the Wisconsin Department of Revenue, the Public Service Commission Annual Report and the TIF Financial Statements. See A, B and C attached, which are an integral part of this Engagement Letter.

#### **Other Documents**

If you intend to reproduce or publish the financial statements in an annual report or other information (excluding official statements), and make reference to our firm name in connection therewith, you agree to publish the financial statements in their entirety. In addition, you agree to provide us, for our approval and consent, proofs before printing and final materials before distribution.

If you intend to reproduce or publish the financial statements in an official statement, unless we establish a separate agreement to be involved in the issuance, any official statements issued by the Village of Pewaukee must contain a statement that Baker Tilly is not associated with the official statement, which shall read "Baker Tilly US, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Baker Tilly US, LLP, has also not performed any procedures relating to this official statement."

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

The documentation for this engagement, including the workpapers, is the property of Baker Tilly and constitutes Confidential Information. We may have a responsibility to retain the documentation for a period of time sufficient to satisfy any applicable legal or regulatory requirements for records retention. Baker Tilly does not retain any original client records and we will return such records to you at the completion of the services rendered under this engagement. When such records are returned to you, it is the Village of Pewaukee's responsibility to retain and protect its accounting and other business records for future use, including potential review by any government or other regulatory agencies. By your signature below, you acknowledge and agree that, upon the expiration of the documentation retention period, Baker Tilly shall be free to destroy our workpapers related to this engagement. If we are required by law, regulation or professional standards to make certain documentation available to regulators, the Village of Pewaukee hereby authorizes us to do so.

### Timing and Fees

Our estimated professional fees for these services will be as follows:

Year	Village (including Form C to DOR)	Utilities	Library	TIF compilation (each)	PSC Report	Totals
2026	\$40,000	\$10,500	\$6,650	\$750	\$5,800	\$63,700
2027	40,800	10,700	6,750	800	5,950	65,000
2028	41,700	11,000	6,900	800	6,100	66,500

In addition to professional fees, our invoices will include our standard technology charge related to the engagement.

Invoices for these fees will be rendered each month as work progresses and are payable on presentation. Fees are payable upon presentation. A charge of 1.5 percent per month shall be imposed on accounts not paid within thirty (30) days of receipt of our statement for services provided. In accordance with our firm policies, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until the account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notice of termination, even if we have not completed our report. The Village of Pewaukee will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. In the event that collection procedures are required, the Village of Pewaukee agrees to be responsible for all expenses of collection including reasonable actual attorneys' fees.

Our fee estimate is based on certain assumptions. Certain circumstances may arise during the course of our audit that could significantly affect the targeted completion date or our fee estimate, and additional fees may be necessary as a result. Such circumstances include but are not limited to the following:

- > Changes to the timing of the engagement initiated by the Village of Pewaukee, which may require the reassignment of our personnel.
- > The Village of Pewaukee's failure to provide all information requested by us (i) on the date requested, (ii) in the form acceptable to us, (iii) with no mathematical errors, and (iv) in agreement with the appropriate the Village of Pewaukee records.
- > Significant delays in responding to inquiries made of the Village of Pewaukee personnel, or significant changes in the Village of Pewaukee accounting policies or practices, or in the Village of Pewaukee's accounting personnel, their responsibilities, or their availability.
- > Significant delays or errors in the draft financial statements and necessary schedules prepared by the Village of Pewaukee's personnel.
- > Implementation of new general ledger software or a new chart of accounts by the Village of Pewaukee.
- > Significant changes in the Village of Pewaukee's business operations, including business combinations, the creation of new entities, divisions, or subsidiaries within the Village of Pewaukee, significant new employment or equity agreements, or significant subsequent events. Certain business transactions or changes in business operations or conditions, financial reporting, and/or auditing standards may require us to utilize the services of internal or external valuation or tax specialists.

- > New financing arrangements or modifications to existing financing arrangements, or significant new federal or state funding.
- > Significant deficiencies or material weaknesses in the design or operating effectiveness of the Village of Pewaukee's internal control over financial reporting identified during the audit.
- > A significant level of proposed audit adjustments.
- > Issuance of additional accounting or auditing standards subsequent to or effective for the periods covered by this Engagement Letter.
- > Circumstances beyond our control.

For new business transactions or changes in business operations or conditions, financial reporting and/or auditing standards may require us to utilize the services of internal or external valuation or tax specialists. This includes matters such as business combinations, impairment evaluations, and going concern evaluation, among other potential needs for specialists. The time and cost of such services are not included in the fee estimate provided.

Revisions to the scope of our work will be communicated to you and may be set forth in the form of an "Amendment to Existing Engagement Letter" executed by Baker Tilly and the Village of Pewaukee. In addition, if we discover compliance issues that require us to perform additional procedures and/or provide assistance with these matters, fees at our standard hourly rates apply.

To the extent applicable, Baker Tilly's fees are exclusive of any federal, national, regional, state, provincial or local taxes, including any VAT or other withholdings, imposed on this transaction, the fees, or on Client's use of the Services or possession of the Deliverable (individually or collectively, the Taxes). All applicable Taxes shall be paid by Client without deduction from any fees owed by Client to Baker Tilly. In the event Client fails to pay any Taxes when due, Client shall defend, indemnify, and hold harmless Baker Tilly, its officers, agents, employees and consultants from and against any and all fines, penalties, damages, costs (including, but not limited to, claims, liabilities or losses arising from or related to such failure by Client) and will pay any and all damages, as well as all costs, including, but not limited to, mediation and arbitration fees and expenses as well as attorneys' fees, associated with Client's breach of this section. Nothing the foregoing shall be construed as a waiver by Client of the limitations, defenses, and immunities contained in Wisconsin law including, but not limited to, Wis. Stats. Sec 893.80, 895.52, and 345.05.

We may use temporary contract staff to perform certain tasks on your engagement and will bill for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Upon request, we will be happy to provide details on training, supervision and billing arrangements we use in connection with these professionals. Additionally, we may from time to time, and depending on the circumstances, use service providers (e.g., to act as a specialist or audit an element of the financial statements) in serving your account. We may share Confidential Information about you with these contract staff and service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all contract staff and service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your Confidential Information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your Confidential Information with the contract staff or third-party service provider. Furthermore, the firm will remain responsible for the work provided by any such contract staff or third-party service providers.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 8

To the extent the Services require Baker Tilly to receive personal data or personal information from Client, Baker Tilly may process, and engage subcontractors to assist with processing, any personal data or personal information, as those terms are defined in applicable privacy laws. Baker Tilly's processing shall be in accordance with the requirements of the applicable privacy laws relevant to the processing in providing Services hereunder, including Services performed to meet the business purposes of the Client, such as Baker Tilly's tax, advisory, and other consulting services. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which Baker Tilly or its Clients must comply. Such privacy laws may include (i) the EU General Data Protection Regulation 2016/679 (GDPR); (ii) the California Consumer Privacy Act of 2018 (CCPA); and/or (iii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records, and other similar requirements applicable to the processing of personal data or personal information. Baker Tilly is acting as a Service Provider/Data Processor, as those terms are defined respectively under the CCPA/GDPR, in relation to Client personal data and personal information. As a Service Provider/Data Processor processing personal data or personal information on behalf of Client, Baker Tilly shall, unless otherwise permitted by applicable privacy law, (a) follow Client instructions; (b) not sell personal data or personal information collected from the Client or share the personal data or personal information for purposes of targeted advertising; (c) process personal data or personal information solely for purposes related to the Client's engagement and not for Baker Tilly's own commercial purposes; and (d) cooperate with and provide reasonable assistance to Client to ensure compliance with applicable privacy laws. Client is responsible for notifying Baker Tilly of any applicable privacy laws the personal data or personal information provided to Baker Tilly is subject to, and Client represents and warrants it has all necessary authority (including any legally required consent from individuals) to transfer such information and authorize Baker Tilly to process such information in connection with the Services described herein. Client further understands Baker Tilly US, LLP and Baker Tilly Advisory Group, LP will co-process Client data as necessary to perform the Services, pursuant to the alternative practice structure in place between the two entities. Baker Tilly Advisory Group, LP maintains custody of client files for both entities. By executing this Engagement Letter, you hereby consent to the transfer to Baker Tilly Advisory Group, LP of all your Client files, workpapers and work product. Baker Tilly Advisory Group, LP is bound by the same confidentiality obligations as Baker Tilly US, LLP. Baker Tilly is responsible for notifying Client if Baker Tilly becomes aware that it can no longer comply with any applicable privacy law and, upon such notice, shall permit Client to take reasonable and appropriate steps to remediate personal data or personal information processing. Client agrees that Baker Tilly has the right to utilize Client data to improve internal processes and procedures and to generate aggregated/de-identified data from the data provided by Client to be used for Baker Tilly business purposes and with the outputs owned by Baker Tilly. For clarity, Baker Tilly will only disclose aggregated/de-identified data in a form that does not identify Client, Client employees, or any other individual or business entity and that is stripped of all persistent identifiers. Client is not responsible for Baker Tilly's use of aggregated/de-identified data.

Baker Tilly has established information security related operational requirements that support the achievement of our information security commitments, relevant information security related laws and regulations, and other information security related system requirements. Such requirements are communicated in Baker Tilly's policies and procedures, system design documentation and contracts with customers. Information security policies have been implemented that define our approach to how systems and data are protected. Client is responsible for providing timely written notification to Baker Tilly of any additions, changes or removals of access for Client personnel to Baker Tilly provided systems or applications. If Client becomes aware of any known or suspected information security or privacy related incidents or breaches related to this agreement, Client should timely notify Baker Tilly via email at [dataprotectionofficer@bakertilly.com](mailto:dataprotectionofficer@bakertilly.com).

Any additional services that may be requested, and we agree to provide, may be the subject of a separate engagement letter.

With respect to this Engagement Letter and any information supplied in connection with this Engagement Letter and designated by the disclosing party (the "Disclosing Party") as "Confidential Information" either by marking it as "confidential" prior to disclosure to the receiving party (the "Recipient") or, if such information is disclosed orally or by inspection, then by indicating to the Recipient that the information is confidential at the time of disclosure and confirming in writing to the Recipient, the confidential nature of the information within ten (10) business days of such disclosure, or is information which a reasonable person would deem to be confidential based on the nature of the information and the circumstances surrounding its disclosure, the Recipient agrees to: (i) protect the Confidential Information in the same manner in which it protects its Confidential Information of like importance, but in no case using less than reasonable care; (ii) use the Confidential Information only as required to perform its obligations under this Engagement Letter; and (iii) reproduce Confidential Information only as required to perform its obligations under this Engagement Letter. This section shall not apply to information which is (a) publicly known, (b) already known to the Recipient, (c) disclosed to Recipient by a third party without restriction, (d) independently developed, or (e) disclosed pursuant to legal requirement or order, or as is required by regulations or professional standards governing the services performed. Subject to the foregoing, Baker Tilly may disclose Client's Confidential Information to its subcontractors and subsidiaries.

We may be required to disclose Confidential Information to federal, state and international regulatory bodies or a court in criminal or other civil litigation. In the event that we receive a request from a third party (including a subpoena, summons or discovery demand in litigation) calling for the production of information, we will promptly notify the Village of Pewaukee, unless otherwise prohibited. In the event we are requested by the Village of Pewaukee or required by government regulation, subpoena or other legal process to produce our engagement working papers or our personnel as witnesses with respect to services rendered to the Village of Pewaukee, so long as we are not a party to the proceeding in which the information is sought, we may seek reimbursement for our professional time and expenses, as well as the fees and legal expenses, incurred in responding to such a request.

We may be required to disclose Confidential Information with respect to complying with certain professional obligations, such as peer review programs. All participants in such peer review programs are bound by the same confidentiality requirements as Baker Tilly and its employees. Baker Tilly will not be required to notify the Village of Pewaukee if disclosure of Confidential Information is necessary for peer review purposes.

We would expect to continue to perform our services under the arrangements discussed above from year to year, unless for some reason you or we find that some change is necessary. We will, of course, be happy to provide the Village of Pewaukee with any other services you may find necessary or desirable.

### **Resolution of Disagreements**

In the unlikely event that differences concerning services, fees, this Engagement Letter or any services subsequently provided to Client by Baker Tilly should arise ("Dispute(s)") that are not resolved by mutual agreement, both parties agree to attempt in good faith to settle the Dispute by mediation administered by the American Arbitration Association (AAA) under its mediation rules for professional accounting and related services disputes before resorting to litigation or any other dispute-resolution procedure. Each party shall bear their own expenses from mediation.

If mediation does not settle the Dispute, then the parties agree that the Dispute shall be settled by binding arbitration to be initiated by the party seeking damages or other permitted relief in any form (the "Claimant"). The arbitration proceeding shall take place in the city in which the Baker Tilly office providing the services in Dispute is located, unless the parties mutually agree to a different location. The proceeding shall be governed by the provisions of the Federal Arbitration Act (FAA) and will proceed in accordance with the Arbitration Rules for Professional Accounting and Related Disputes of the AAA (the "Rules") as amended and effective February 1, 2015, except that no prehearing discovery shall be permitted unless specifically authorized by the arbitrator. Any issue concerning the extent to which the Dispute is subject to arbitration, or concerning the applicability, interpretation, or enforceability of any of these procedures, shall be governed by the FAA and resolved by the arbitrators. The arbitration will be conducted before a panel of three (3) arbitrators, with experience in accounting and auditing matters or resolving accounting and auditing matters. In the thirty (30) days after the arbitration is initiated, the parties shall attempt to mutually agree on the three (3) arbitrators, including one arbitrator who will serve as chair of the panel, and all of whom may be selected from AAA, JAMS, the Center for Public Resources, or any other internationally or nationally-recognized organization mutually agreed upon by the parties. If the parties cannot agree on a panel of three (3) arbitrators within the thirty (30) day period, the three (3) arbitrators shall be selected according to Rules A-16(a) and (b) of the Rules except that the AAA shall send an identical list of fifteen (15) names to the parties to the arbitration. The arbitrator shall have no authority to award nonmonetary or equitable relief and will not have the right to award punitive damages or statutory awards. Furthermore, in no event shall the arbitrator have power to make an award that would be inconsistent with the Engagement Letter or any amount that could not be made or imposed by a court deciding the matter in the same jurisdiction. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. Discovery shall be permitted in arbitration only to the extent, if any, expressly authorized by the arbitrators upon a showing of substantial need. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrators shall be equally divided by the parties. Both parties agree and acknowledge that they are each giving up the right to have any Dispute heard in a court of law before a judge and a jury, as well as any appeal. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential arbitration. The arbitrators shall apply the limitations period that would be applied by a court deciding the matter in the same jurisdiction, including the contractual limitations set forth in this Engagement Letter, and shall have no power to decide the dispute in any manner not consistent with such limitations period. The arbitrators shall be empowered to interpret the applicable statutes of limitations subject to the choice of law provision set forth herein.

Our services shall be evaluated solely on our substantial conformance with the terms expressly set forth herein, including all applicable professional standards. Any claim of nonconformance must be clearly and convincingly shown.

#### **Limitation on Damages and Indemnification**

THE LIABILITY (INCLUDING ATTORNEY'S FEES AND ALL OTHER COSTS) OF BAKER TILLY AND ITS PRESENT OR FORMER PARTNERS, PRINCIPALS, AGENTS OR EMPLOYEES RELATED TO ANY CLAIM FOR DAMAGES RELATING TO THE SERVICES PERFORMED UNDER THIS ENGAGEMENT LETTER SHALL NOT EXCEED THE FEES PAID TO BAKER TILLY FOR THE PORTION OF THE WORK TO WHICH THE CLAIM RELATES, EXCEPT TO THE EXTENT FINALLY DETERMINED TO HAVE RESULTED FROM THE WILLFUL MISCONDUCT OR FRAUDULENT BEHAVIOR OF BAKER TILLY RELATING TO SUCH SERVICES. THIS LIMITATION OF LIABILITY IS INTENDED TO APPLY TO THE FULL EXTENT ALLOWED BY LAW, REGARDLESS OF THE GROUNDS OR NATURE OF ANY CLAIM ASSERTED, INCLUDING THE NEGLIGENCE OF EITHER PARTY. ADDITIONALLY, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY LOST PROFITS, LOST BUSINESS OPPORTUNITY, LOST DATA, CONSEQUENTIAL, SPECIAL, INCIDENTAL, EXEMPLARY OR PUNITIVE DAMAGES, DELAYS OR INTERRUPTIONS ARISING OUT OF OR RELATED TO THIS ENGAGEMENT LETTER EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 11

As Baker Tilly is performing the services solely for your benefit, you will indemnify Baker Tilly, its subsidiaries and their present or former partners, principals, employees, officers and agents against all costs, fees, expenses, damages and liabilities (including reasonable actual attorney's fees and all defense costs) associated with any third-party claim, relating to or arising as a result of the services, or this Engagement Letter. Nothing the foregoing shall be construed as a waiver by Village of Pewaukee of the limitations, defenses, and immunities contained in Wisconsin law including, but not limited to, Wis. Stats. Sec 893.80, 895.52, and 345.05. Further, to the extent indemnification is available and enforceable, the Village of Pewaukee or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

Because of the importance of the information that you provide to Baker Tilly with respect to Baker Tilly's ability to perform the services, you hereby release Baker Tilly and its present and former partners, principals, agents and employees from any liability, damages, fees, expenses and costs, including attorney's fees, relating to the services, that arise from or relate to any information, including representations by management, provided by you, its personnel or agents, that is not complete, accurate or current, whether or not management knew or should have known that such information was not complete, accurate or current.

Each party recognizes and agrees that the warranty disclaimers and liability and remedy limitations in this Engagement Letter are material bargained for bases of this Engagement Letter and that they have been taken into account and reflected in determining the consideration to be given by each party under this Engagement Letter and in the decision by each party to enter into this Engagement Letter.

The terms of this section shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort or any form of negligence, whether of you, Baker Tilly or others), but these terms shall not apply to the extent finally determined to be contrary to the applicable law or regulation. These terms shall also continue to apply after any termination of this Engagement Letter.

You accept and acknowledge that any legal proceedings arising from or in conjunction with the services provided under this Engagement Letter must be commenced within twelve (12) months after the performance of the services for which the action is brought, without consideration as to the time of discovery of any claim or any other statutes of limitations or repose.

### **Other Matters**

Neither this Engagement Letter, any claim, nor any rights or licenses granted hereunder may be assigned, delegated or subcontracted by either party without the written consent of the other party. Either party may assign and transfer this Engagement Letter to any successor that acquires all or substantially all of the business or assets of such party by way of merger, consolidation, other business reorganization or the sale of interest or assets, provided that the party notifies the other party in writing of such assignment and the successor agrees in writing to be bound by the terms and conditions of this Engagement Letter.

Our dedication to client service is carried out through our employees who are integral in meeting this objective. In recognition of the importance of our employees, it is hereby agreed that the Village of Pewaukee will not solicit our employees for employment or enter into an independent contractor arrangement with any individual who is or was an employee of Baker Tilly for a period of twelve (12) months following the date of the conclusion of this engagement. If the Village of Pewaukee violates this nonsolicitation clause, the Village of Pewaukee agrees to pay to Baker Tilly a fee equal to the hired person's annual salary at the time of the violation so as to reimburse Baker Tilly for the costs of hiring and training a replacement.

The services performed under this Agreement do not include the provision of legal advice and Baker Tilly makes no representations regarding questions of legal interpretation. Client should consult with its attorneys with respect to any legal matters or items that require legal interpretation under federal, state or other type of law or regulation.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 12

Baker Tilly US, LLP and Baker Tilly Advisory Group, LP and its subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and business advisory services to their clients. Baker Tilly Advisory Group, LP and its subsidiary entities are not licensed CPA firms.

Baker Tilly Advisory Group, LP and its subsidiaries and Baker Tilly US, LLP, trading as Baker Tilly, are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP are not Baker Tilly International's agents and do not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly Advisory Group, LP, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

This Engagement Letter and any applicable online terms and conditions or terms of use ("Online Terms") related to online products or services made available to Village of Pewaukee by Baker Tilly ("Online Offering") constitute the entire agreement between the Village of Pewaukee and Baker Tilly regarding the services described in this Engagement Letter and supersedes and incorporates all prior or contemporaneous representations, understandings or agreements, and may not be modified or amended except by an agreement in writing signed between the parties hereto. For clarity and avoidance of doubt, the terms of this Engagement Letter govern Baker Tilly's provision of the services described herein, and the Online Terms govern Village of Pewaukee's use of the Online Offering. This Engagement Letter's provisions shall not be deemed modified or amended by the conduct of the parties.

The provisions of this Engagement Letter, which expressly or by implication are intended to survive its termination or expiration, will survive and continue to bind both parties, including any successors or assignees. If any provision of this Engagement Letter is declared or found to be illegal, unenforceable or void, then both parties shall be relieved of all obligations arising under such provision, but if the remainder of this Engagement Letter shall not be affected by such declaration or finding and is capable of substantial performance, then each provision not so affected shall be enforced to the extent permitted by law or applicable professional standards.

If because of a change in the Village of Pewaukee's status or due to any other reason, any provision in this Engagement Letter would be prohibited by, or would impair our independence under laws, regulations or published interpretations by governmental bodies, commissions or other regulatory agencies, such provision shall, to that extent, be of no further force and effect and this agreement shall consist of the remaining portions.

This agreement shall be governed by and construed in accordance with the laws of the state of Wisconsin, without giving effect to the provisions relating to conflict of laws.

Matt Heiser  
Village of Pewaukee

February 21, 2026  
Page 13

We appreciate the opportunity to be of service to you.

If there are any questions regarding this Engagement Letter, please contact John Rader, the professional on this engagement who is responsible for the overall supervision and review of the engagement and determining that the engagement has been completed in accordance with professional standards. John Rader is available at 608 240 2431, or at [John.Rader@bakertilly.com](mailto:John.Rader@bakertilly.com).

Sincerely,

BAKER TILLY US, LLP

Handwritten signature in cursive script that reads "Baker Tilly US, LLP".

Enclosures

The services and terms as set forth in this Engagement Letter are agreed to by:

\_\_\_\_\_  
Official's Name

\_\_\_\_\_  
Official's Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## ADDENDUM A

We will perform the following services:

1. We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2026. Upon completion of the compilation of the annual Financial Report Form, we will provide you with our accountants' compilation report. If for any reason caused by or relating to affairs or management of the Village of Pewaukee, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Form to you as a result of this engagement.

Our report on the annual Financial Report Form of the Village of Pewaukee is presently expected to read as follows:

Management is responsible for the Financial Report Form C for the year ended December 31, 2026 included in the accompanying prescribed form. We have performed a compilation engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial report form C included in the accompanying prescribed form, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by the management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the Financial Report form C included in the prescribed form.

The Financial Report Form C included in the accompanying prescribed form is presented in accordance with the requirements of the Wisconsin Department of Revenue, and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Wisconsin Department of Revenue and is not intended to be and should not be used by anyone other than this specified party.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with GAAP.

Our engagement cannot be relied upon to disclose errors, fraud or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this Engagement Letter.

## **ADDENDUM A (continued)**

### **Management's Responsibilities**

The Village of Pewaukee's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the Financial Report Form C included in the form prescribed by the Wisconsin Department of Revenue, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the Financial Report Form C, (iii) preventing and detecting fraud, (iv) identifying and ensuring that you comply with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that you comply with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making your personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

## ADDENDUM B

We will perform the following services:

2. We will compile, from information you provide, the Public Service Commission Annual Report, including the balance sheets of the Water Utility, an enterprise fund of the Village of Pewaukee, as of December 31, 2026 and 2025, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2026. Upon completion of the Public Service Commission Annual Report, we will provide you with our accountants' compilation report. If for any reason caused by or relating to affairs or management of the Village of Pewaukee, we are unable to complete the compilation or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Public Service Commission Annual Report to you as a result of this engagement.

Our report on the Public Service Commission Annual Report of the Village of Pewaukee is presently expected to read as follows:

Management is responsible for the balance sheets of the Water Utility, an enterprise fund of the Village of Pewaukee, as of December 31, 2026 and 2025, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2026 included in the accompany prescribed form. We have performed a compilation engagement in accordance with *Statements on Standards of Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements included in the prescribed form.

These financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the Public Service Commission of Wisconsin, and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Public Service Commission of Wisconsin and is not intended to be and should not be used by anyone other than this specified party.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with GAAP.

Our engagement cannot be relied upon to disclose errors, fraud or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this Engagement Letter.

## **ADDENDUM B (continued)**

### **Management's Responsibilities**

The Village of Pewaukee's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements included in the form prescribed by the Public Service Commission of Wisconsin, (ii) designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that you comply with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that you comply with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making your personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

## ADDENDUM C

We will perform the following services:

1. We will compile, from information you provide, the Tax Incremental District's (districts) financial statements. Upon completion of the compilation of the Balance Sheet, the Historical Summary of Project Costs, Project Revenues and Net Costs to be Recovered Through Tax Increments and Historical Summary of Sources, Uses and Status of Funds of the Tax Incremental District Nos. 2, 3, and 4 of the Village of Pewaukee from the dates the districts were created through December 31, 2026, we will provide you with our accountants' compilation report. If for any reason caused by or relating to affairs or management of the Village of Pewaukee, we are unable to complete the compilations or if we determine in our professional judgment the circumstances necessitate, we may withdraw and decline to submit the Tax Incremental District's financial statements to you as a result of this engagement.

Our report on the Tax Incremental District's financial statements is presently expected to read as follows:

Management is responsible for the accompanying Balance Sheet, Historical Summary of Project Costs, Project Revenues and Net Costs to be Recovered Through Tax Increments and Historical Summary of Sources, Uses and Status of Funds of the Village of Pewaukee's Tax Incremental District Nos. 2, 3, and 4 (districts) as of and for the year ended December 31, 2026 and from the date of creation through December 31, 2026, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with *Statements on Standards of Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

As discussed in Note 1, the financial statements present only the transactions of the district and do not purport to, and do not, present fairly the financial position of the Village of Pewaukee as of December 31, 2026, the changes in its financial position, or, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economical or historical context.

### Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with GAAP.

**Our engagement cannot be relied upon to disclose errors, fraud or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this Engagement Letter.**

## **ADDENDUM C (continued)**

### **Management's Responsibilities**

The Village of Pewaukee's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with GAAP, (ii) designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that you comply with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that you comply with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making your personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: February 12, 2026

Re: February 17, 2026, Meeting Agenda Item 7(a)  
Review, discussion and possible action to clarify direction on auditor contract extension.

**BACKGROUND**

The Village Board considered a contract extension for auditing services at its January 20, 2026 meeting.

The Board decided not to approve the contract from Baker Tilly that was presented. In the ensuing discussion staff understood that Board members wanted to confirm the prices were typical of other comparable communities and to work with BT to secure their best offer. However, the approved minutes from that meeting state that the Board wanted staff to go out to bid. Staff reviewed notes from this item and had differing recollections of Board direction. Thus staff wanted clarification.

**ACTION REQUESTED**

The action requested of the Village Board is to define the results they wish to see.

**ANALYSIS**

Staff contacted the same municipalities the Village uses for other comparables. It is not easy to compare costs across different communities because auditors perform a very different level of service for each client. The Village of Pewaukee has a larger number of separate funds. The audit process also confirms that financial contracts are appropriate, such as revenues from cell phone rentals on water towers and receipts from ambulance runs. Not all communities have those same transactions. The following are the responses staff received for 2025 costs:

	Village of Pewaukee	Village of Hartland	City of Delafield	Town of Brookfield	Elm Grove
Audit	\$57,100	\$37,100	\$41,150	\$68,000	\$30,700
# TIDs	3	2	3	4	2
# Utilities	4	3	0	1	2
Cell Phone Contracts	11	5	3	0	1
Contracted Services	Building Insp, Fire	Building Inspection	Building Inspe, Fire	Building Inspection	Building Inspection
Annual Financial Rpt?	Yes	No	Yes	Yes	No
					Village prepares own audit that is reviewed by auditor

The results are fairly consistent: The more separate funds the auditor has to examine and the more complex the ledger; the higher the fee. It is also consistent in that the communities who ask the auditor to perform the annual report have the highest costs. Another component driving cost is the number of journal entries that the auditor defines to close out the year. The Village of Pewaukee has had more of these entries lately due to staff turn-over but that is very hard for auditing firms to define. It will vary for each client every year.

If the Board wishes to go out to bid staff should issue a formal Request for Proposals (RFP). This is a document that defines the scope of the services sought, how proposals should be formatted, due dates for proposals, and the envisioned time-line for the Board to make its decision.

The length of contract should also be defined in an RFP. Historically the Village has signed agreements in five-year increments. If a shorter contract length is desired the Board would need to determine that. Baker Tilly would engage in a shorter contract if that is the will of the Board.

A formal RFP would be labor intensive but it would be the best way to compare different costs for the amount of service to audit the Village of Pewaukee. Staff could seek informal proposals from other firms but the results may not be comparable.

Attachments – None.



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 15, 2026

Re: May 19, 2026 Village Board Meeting Agenda Item 8(i)  
Review, discussion and possible action on a proposed contract with Walden, Neitzke and Talyor, S.C. for Village Attorney.

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**BACKGROUND**

Hippenmeyer, Reilly, Blum, Schmitzer & Fabian, S.C. has served the Village well as Village Attorney since 2004. The firm is dissolving and the current Village Attorney, Matt Gralinski, is moving to a new firm.

**ACTION REQUESTED**

The action requested is to approve the proposed contract with Walden, Neitzke and Taylor, S.C.

**ANALYSIS**

None.

Attachments:

1. Cover Letter from Attorney Gralinski.
2. Proposed contract with Walden, Neitzke and Taylor, S.C.

May 14, 2026

**Via Email: [villageadmin@villageofpewaukee.gov](mailto:villageadmin@villageofpewaukee.gov)**

Matt Heiser, Village Administrator  
235 Hickory Street  
Pewaukee, WI 53072

**Via Email ([villagepresident@villageofpewaukee.com](mailto:villagepresident@villageofpewaukee.com))**

Mr. Jeff Knutson, Village President  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Re: Village Attorney Contract; Walden, Neitzke & Taylor, S.C.

Dear President Knutson and Administrator Heiser:

Per my previous letter to the Village Board dated January 28, I will be leaving employment with my current law firm, Hippenmeyer, Reilly, Blum, Schmitzer, & Fabian, S.C. (HRB) as of June 30, 2026. HRB will cease to provide Village Attorney and Municipal Prosecution services to the Village of Pewaukee as of that date. HRB itself will cease business operations later in 2026. The reasons for this change are fully detailed in my previous letter, but I wish to reiterate that these changes are a mutual decision amongst the partners of HRB. HRB's attorneys and staff remain on the best of terms.

That being said, as of July 1, 2026, I will be continuing my law practice with a new firm in Waukesha, Walden, Neitzke & Taylor, S.C. (WNT). It is my sincere desire to continue to serve as the Village Attorney and Municipal Prosecutor for the Village of Pewaukee. To that end, please find enclosed for the Village Board's consideration a Village Attorney Contract between the Village and WNT to provide general counsel attorney services as well as municipal prosecution services.

I will represent to you and the Board that the proposed contract largely mimics the current agreement between HRB and the Village, which was originally entered into in 2004 and has governed the provision of Village Attorney services since that time, subject to periodic compensation adjustments approved by the Board from time to time. The compensation proposed in terms of hourly rates for Village Attorney and Municipal Prosecution services, respectively, are the current rates charged for these services by HRB. The contract would continue until terminated by either party upon sixty (60) days written notice. The exclusion of services for labor law and matters otherwise covered by the Village's insurance policy also endure. If there are questions on any specific provision, I will of course be glad to answer those.

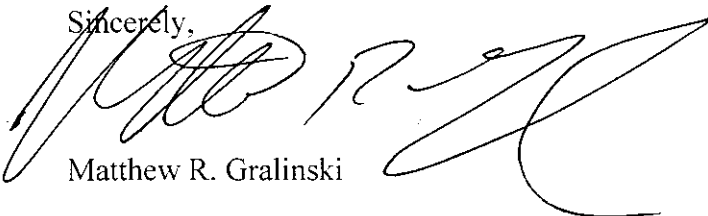
One new issue which the Board will need to address is a conflict which arises with one of WNT's past and current clients, the Pewaukee Public Library Board of Trustees. Attorney Bill Wirkus, a shareholder of WNT, represents the Library Board and desires to continue to do so. Though it is rare for the Library Board and the Village to be directly adversarial on a matter, it has occurred in the past and could conceivably occur in the future (e.g. the Library Lease.) Within the proposed contract with the Village, I have proposed language where the Village (1) acknowledges WNT's past representation of the Library Board, (2) consents to WNT's multiple representation (as of July 1) of both the Village and the Library Board so long as the parties are not directly adversarial to each other, (3) acknowledges and agrees that if there is a matter where the parties are adversarial, WNT cannot represent either the Village or the Library and each party would need to seek independent counsel, and (4) waives any conflict of interest based on WNT's past representation of the Library to allow WNT to represent the Village going forward.

Identical language will be proposed to the Library Board as well by Attorney Wirkus as an amendment to any current representation agreement. The provision balances our mutual desire to continue to represent both parties to the best of our ability, while also acknowledging and addressing our ethical responsibilities as attorneys to our clients. Practically speaking, I do not believe this will cause any concerns in day-to-day services provided to each respective entity. The decision to agree to the consents and waivers described ultimately rests with the governing bodies of the Village and the Library. I am happy to answer any questions the Board has regarding this.

On behalf of myself and WNT, I thank you for the Village's consideration of this proposal. Though municipal law will generally be a new practice area for the firm, WNT is a long-standing law firm in the Waukesha County area, boasting a strong reputation amongst practitioners and clients alike. WNT has assisted municipalities and other public entities in the past on several matters on a case-by-case basis. Attorneys on staff currently practice in several areas which overlap the general legal services provided under the umbrella of municipal law, including real estate, business, general litigation, and criminal/citation defense. In addition to my direct experience working with the Village since joining HRB in 2019, my current law partner, Thomas Schmitzer, will also be joining WNT as of July 1. Attorney Schmitzer has served HRB's various municipal clients over his nearly three decades of practice and offers a wealth of experience. We are excited for the opportunity to join WNT and continue serving our clients at the service level they have come to expect from us.

I would request this proposal be set on the next Village Board agenda for consideration, and that this letter be included in the public agenda packet. If there are any questions, please do not hesitate to contact me. Thank you again for your consideration.

Sincerely,



Matthew R. Gralinski

MRG/

**VILLAGE ATTORNEY CONTRACT**

Agreement made, effective as of July 1, 2026, by and between the Village of Pewaukee, a municipal corporation, acting by and through its authorized officers, and located in the County of Waukesha, State of Wisconsin, referred to as “Village”, and Walden, Neitzke & Taylor, S.C., a Wisconsin service corporation located at 707 W. MORELAND BLVD, SUITE 9 WAUKESHA , WI 53188, by Attorney Matthew R. Gralinski, referred to as “Attorney”.

The parties agree as follows:

**SECTION ONE  
NATURE OF CONTRACT**

The Village of Pewaukee retains, pursuant to the authority conferred by it and its authorized officers, Walden, Neitzke & Taylor, S.C. to act, under the title of general counsel, as Attorney for the Village and to render to Village and its authorized officers all legal advice and to represent Village and its authorized officers in all matters that may be pending or that may hereafter be instituted in any courts in the State of Wisconsin, and the courts of the United States located within the State of Wisconsin, and before all administrative agencies and departments of the government brought by or against the Village during and throughout the continuance of this Contract, and to examine all abstracts of title, prepare all contracts, undertake all collections as requested, prosecute municipal traffic and ordinance violations and to render legal opinions and all other legal services as Village or any of its authorized officers may request or require. Excluded from such representation shall be labor law and atypical litigation which would require extraordinary dedication of personnel. Insurance defense is specifically provided for in Section Four.

**SECTION TWO  
ACCEPTANCE OF CONTRACT**

Attorney accepts the provisions set forth in this document and promises and will render to the best of firm's ability the services described in and during the continuance of this Contract.

**SECTION THREE  
COMPENSATION**

As compensation for services to be rendered by Attorney under and pursuant to this Contract, Village shall pay to Attorney for Attorney's services the following:

A. For Village Attorney services, compensation shall be paid at a fee of Two Hundred and 00/100 (\$200.00) Dollars per hour.

B. For Municipal Prosecution services, compensation shall be paid at a fee of One hundred sixty five and 00/100 (\$165.00) Dollars per hour.

C. Attorney will attend all Village Board and Plan Commission meetings and, from time to time, such other meetings as requested by the Village President or Village Administrator.

D. Routine out-of-pocket expenses (phone calls, fax charges, copy charges, postage) are included in the monthly fee except when postage cost exceeds Three and 50/100s (\$3.50) Dollars for a single parcel or outsourcing of copying is necessary due to volume.

**SECTION FOUR  
INSURANCE DEFENSE**

If a claim is made against the Village and denied by the Village and the claim would have been covered by the Village's insurance carrier except for the size of the claim falling within the Village's retained limit (deductible), Village retains Walden, Neitzke & Taylor, S.C., as its counsel in such matters. As compensation in full for all such insurance defense services following the commencement of an action against the Village, the Village shall pay to Attorney the sum of Two Hundred and 00/100 (\$200.00) Dollars per hour plus out-of-pocket costs (i.e., deposition transcript fees, filing fees, etc.).

**SECTION FIVE  
TERMINATION OF CONTRACT**

This Contract shall continue until terminated, with or without cause and notwithstanding any statutory legislation to the contrary by either party upon sixty (60) days written notice.

**SECTION SIX  
RECORD OF SERVICE**

Attorney will track hours of service rendered to the Village and submit records substantiating said hours on a monthly basis which bill shall be promptly paid by Village in accordance with its normal bill approval process.

**SECTION SEVEN  
ENTIRE CONTRACT**

This Contract constitutes the entire agreement between the parties, and any prior understanding or representation of any kind preceding the date of this Contract shall not be binding on either party except to the extent incorporated in this Contract.

**SECTION EIGHT  
MODIFICATION OF CONTRACT**

Any modification of this Contract or additional obligation assumed by either party in connection with this Contract shall be binding only if in writing signed by each party or an authorized representative of each party.

**SECTION NINE  
ASSIGNMENT OF RIGHTS**

The rights of each party under this Contract are personal to that party and may not be assigned or transferred to any other person, firm, corporation or other entity without the prior, express and written consent of the other party

**SECTION TEN  
PARAGRAPH HEADINGS**

The titles to the paragraphs of this Contract are solely for the convenience of the parties and shall not be used to explain, modify, simplify or aid in the interpretation of the provisions of this Contract.

**SECTION ELEVEN  
WAIVER OF CONFLICT**

**(Pewaukee Public Library Board of Trustees/Joint Library)**

Village acknowledges that Walden, Neitzke & Taylor, S.C. has previously represented and will continue to represent the Pewaukee Public Library Board of Trustees (a.k.a. the Pewaukee Joint Library). Walden, Neitzke & Taylor, S.C has, in the past, represented the Joint Library on matters adversarial to the Village but, at the time of this Contract, does not currently represent the Joint Library on active matters adversarial to the Village. The purpose of this provision is to confirm that, despite this past representation and the potential for the Joint Library to be adversarial on matters to the Village in the future, the Village agrees and consents to Walden, Neitzke & Taylor S.C. undertaking simultaneous, multiple representation of the Village and the Joint Library, so long as the representation being provided to either the Village or Joint Library is not related to a matter where those parties are adversarial to each other and then, in which case, Walden, Neitzke & Taylor, S.C. shall immediately withdraw from representing both the Village or Joint Library on such matters and the Village and Joint Library shall obtain new, separate, independent counsel for representation on such directly adversarial matters.

In view of the generally amicable relationship between the Village and the Joint Library, and the narrow range of anticipated matters where such parties are directly adversarial to each other, the Village and Walden, Neitzke & Taylor, S.C. agree that the firm's overall representation of the Village would not be adversely affected by the limitations described above.

Further, to the extent a conflict exists for Walden, Neitzke & Taylor, S.C. to represent the Village on matters unrelated to the Joint Library under this Contract given the firm's past representation of the Joint Library, the Village desires to waive the conflict of interest presented and to proceed with Walden, Neitzke & Taylor S.C. as its counsel as provided in this Contract. The firm is confident that it can represent the Village, though the Village acknowledges there are risks associated with this arrangement. For example, there is always the concern the prior relationship with the Joint Library could conceivably cause the firm to represent Village less vigorously than would otherwise be the case. Also, if changing facts and circumstances cause the relationship between the Village and Joint Library to become

significantly more adversarial in nature or otherwise warrant, professional responsibilities may require the firm to withdraw from the representation of Village and the Joint Library on those matters. Village, which understands these risks, nonetheless desires to retain the firm as its counsel as provided in this Contract.

The Village's execution of this Agreement shall confirm its knowing and voluntary consent to the multiple representation and waiver of conflict described herein.

**IN WITNESS WHEREOF**, the parties to this Contract have caused it to be executed at the Village of Pewaukee, Wisconsin, on the date indicated below.

Dated this \_\_\_\_\_ day of June, 2026.

**VILLAGE OF PEWAUKEE**

By: \_\_\_\_\_  
Jeff Knutson  
Village President

By: \_\_\_\_\_  
Jenna Peter,  
Village Clerk

Dated this \_\_\_\_\_ day of June, 2026.

**WALDEN, NEITZKE & TAYLOR, S.C.**

By: \_\_\_\_\_  
Matthew R. Gralinski



To: Jeff Knutson, Village President  
Village Board

From: Jenna Peter  
Village Clerk

Date: May 14, 2026

Re: Agenda Item 8j, Proposed update to the Village Employee Handbook allowing work from home.

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### **BACKGROUND**

Over the past several years, Village office staff have periodically worked from home on a limited basis. This practice has been implemented as needed to maintain operational efficiency and has functioned effectively without any reported issues or disruptions to service. Staff have remained accessible and responsive, and productivity has been maintained at expected levels.

Village employees performing remote work utilize Village-issued laptops, ensuring secure access to necessary systems and maintaining continuity of operations. This approach has allowed staff to carry out their duties while adhering to established technology and security standards.

At this time, the Village Employee Handbook does not include specific language addressing remote work or work-from-home arrangements. In order to provide clarity and establish consistent expectations, draft language has been prepared for consideration. The proposed policy language, shown in red text, was developed by the Village's labor attorney, Brian Waterman.

### **ACTION REQUESTED**

Review the proposed draft language and provide any feedback or direction regarding its inclusion in the Employee Handbook.

### **ANALYSIS**

Working from home has provided Village employees with added flexibility, allowing them to manage short-term needs—such as attending a doctor's appointment, or inclement weather—without requiring the use of a full day of paid time off. It also enables employees to address urgent matters while away from the office, such as briefly logging in during scheduled time off when necessary.

The addition of this policy language formalizes an existing practice, establishes clear expectations for both staff and supervisors, and promotes consistency in how remote work is applied across departments going forward.

## SECTION 2 - PAID TIME

### 201 Hours of Work

The normal workday for full-time employees is eight hours with an unpaid meal period of 30 minutes, during which employees cannot perform any work and are free to leave the premises. -The normal work week for full-time employees shall be forty hours. -An unpaid meal period of 30 minutes is provided to any employee who works at least six hours per day. -The normal meal period occurs approximately halfway through the workday; however certain departments may require alternate meal periods subject to Department Head discretion. -All employees must record their meal period on their timesheet. Employees cannot perform any work during their meal periods and are encouraged to leave their workstations during the meal period.

General office hours of the Village Hall ~~and Police Department~~ are 8:00 a.m. to 4:30 p.m. Monday through Friday. The Police Department office hours are 7:00 a.m. to 3:00 p.m. Monday through Friday. Department of Public Works employees' normal hours of operation ~~are~~ 7:00 a.m. to 3:~~00~~<sup>30</sup> p.m. Monday through Friday. -Starting times may vary within departments and offices as the Department Head of each department will determine the schedule. -The work week starts on Monday morning at 12:00 a.m. and ends the following Sunday at 11:59 p.m.

At different times, employees may have to work outside their normal scheduled hours due to but not limited to elections, public meetings, snowplowing, utility maintenance, general maintenance, meter reading, special events, and for similar types of responsibilities required by the position. These duties outside of normal hours are considered part of the job responsibilities for the respective positions.

### 202 Work From Home

#### Purpose

Technological advances have made working from home more accessible to Village staff. The nature of Village operations still requires, for the most part, an in-person presence. However, the Village acknowledges that work from home arrangements can sometimes be of benefit to both employees and the Village. The purpose of this policy is to provide guidelines for employees when working at home or a site near home instead of physically traveling to Village offices.

#### Eligibility

The following employees are eligible to work from home on an as-needed or infrequent basis upon request of the employee and approval of the employee's immediate Supervisor or Department Head:

1. Employees with satisfactory performance, attendance, and disciplinary records;
2. Employees whose ability to work from home would not interfere with the in-person operations of the Village or the individual employee's job responsibilities.

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### **Scheduling**

Employees are expected to be in-person on any days they are not approved for remote work. Employees will be expected to come into the office on other days as directed by their immediate Supervisor or Department Head for special events, meetings, or other reasons.

### **Equipment**

The Village will provide the following equipment for qualifying Village staff:

- A laptop purchased and configured by the Village, which will remain the property of the Village.
- VPN for secure remote access and other appropriate software.
- Access to the employee's Village desktop and files.

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Any equipment provided by the Village may only be used for conducting Village business and may not be used by any individual other than the employee. Employees are not permitted to use personal devices to access the Village's network. Employees will protect the Village's equipment, records, and materials against unauthorized or accidental access, use, modification, destruction, or disclosure. Employees must report to their Supervisor or Department Head instances of loss, damage, or unauthorized access as soon as possible.

Employees are responsible for establishing and furnishing an appropriate work environment within their home at their own expense. Employees are responsible for providing their own internet connection, including any costs for installation or associated monthly fees for continued internet use.

### **Responsibility of Employee**

Employees are responsible for maintaining an active presence with their department and co-workers while working remotely. Active presence may be maintained by using appropriate technology, including, but not limited to: computer, phone, email, instant messaging, and/or video conferencing. The employee is expected to maintain the same response times as if they were on-site and will make themselves available to attend scheduled work meetings as required and/or requested.

Employees may not take home or otherwise remove from Village property any materials or information designated as confidential by their Department Heads. If an employee is unsure whether certain materials or information are designated as confidential, the employee should seek confirmation from their Department Head.

Employees must adhere to all of the Village's policies applicable to in-person work while working remotely. This includes, but is not limited to, policies pertaining to discrimination, harassment, professional conduct, electronic communication systems, use of Village property, confidential information, and others.

### **Responsibility of Supervisor/Department Head**

The Supervisor/Department Head may evaluate the employee's eligibility for remote work based on factors such as position and job duties, performance history, related work skills, and the impact on Village

operations. The Supervisor/Department Head may terminate work from home privileges at any time. Remote work may be suspended for a given period due to unexpected events, emergencies, or Village need.

The Supervisor/Department Head is responsible for assuring compliance with this policy within their department and reporting non-compliance to the Village Administrator for appropriate action. Any employee concerns or requests for reasonable accommodations should also be directed to the Village Administrator.

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#### **Safety**

During working hours, the employee's home-based worksite will be considered an extension of the Village's workspace. Employees injured on the job, while working during the agreed-upon work hours, shall immediately report all accidents or injuries to their Supervisor or Department Head. An employee requiring immediate medical attention shall contact emergency services.

The Village assumes no responsibility for accidents or injuries occurring in the employee's home-based worksite outside the agreed-upon work hours or outside the course of employment during the agreed-upon work hours. The employee agrees to maintain safe conditions in their home-based worksite and to follow the same safety practices as those required when on the Village's premises.

### **2032 Base Wage Rates**

The Administrator will analyze the duties and responsibilities of all positions and annually recommend to the Village Board a compensation level for each job classification and employees within each classification. For employees covered by a labor agreement, wage schedules are included in the labor agreement document.

### **2043 Payday**

The Village's pay date is bi-weekly on Friday. -Bi-weekly pay for salaried employees shall be calculated by dividing the annual salary by the number of pay periods in a calendar year. Payment shall be made by direct deposit. Payroll statements will be posted to the online portal by 5 p.m. on the pay date. -Under certain circumstances, such as a conflict with a holiday, paychecks will be available the workday before the holiday. -Any paycheck errors must be reported to the Village Clerk/Treasurer or designee immediately.

### **2054 Payroll Deduction**

Only deductions required or authorized by law and those authorized in writing by the employee will be deducted from an employee's paycheck. All deductions will be itemized on the employee's paycheck stub. -Any payroll questions should be directed to the Village Clerk/Treasurer or designee.

#### **Exempt Employees.**

Salary Basis - We pay exempt employees on a "salary basis," meaning you receive a pre-determined amount of compensation each pay period.



To: Jeff Knutson, Village President  
Village Board

From: Jenna Peter  
Village Clerk

Date: May 14, 2026

Re: Agenda Item 8k, Issue Mobile Home/Trailer Park License

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### **BACKGROUND**

The Village Board is the ruling body responsible for approving Mobile Home/Trailer Park License applications. To comply with the current ordinance there is a requirement to bring the request to the Village Board for approval.

### **ACTION REQUESTED**

To approve a Mobile Home/Trailer Park License for Pewaukee Lake Estates located at 630 W. Wisconsin Ave for the July 1, 2026 – June 30, 2027, license period.

### **ANALYSIS**

#### **Ord. 18.161(e):**

By filing the application for licensure, the applicant shall be deemed to have consented to an inspection prior to the issuance of the license by an authorized representative of the village for the purpose of determine whether or not the proposed licensee meets the requirements of the Village of Pewaukee Municipal Code. The village board may issue or deny a license in the exercise of its sole discretion having due regard for the effect of the establishment of such trailer camp or mobile home park upon the public, health, safety and welfare of the village in accordance with the terms of [division 10](#) of [chapter 40](#) of the Municipal Code of the Village of Pewaukee.

The Mobile Home/Trailer Park License is being presented for approval contingent on the approval of the City of Pewaukee's Building Services. The Police Department and Fire Department have given their approval.



# Mobile Home/Trailer Park License APPLICATION

Fee: \$100/yr

License Expires June 30, 2027

Date Received:

235 Hickory St, Pewaukee WI 53072—villagehall@villageofpewaukee.gov—262-691-5660

This application is for a license to maintain and operate a mobile home or trailer park at the premises described below in the Village of Pewaukee, during the license period of July 1, 2026 through June 30, 2027, (unless sooner revoked) in accordance with local, state, and federal laws.

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

## APPLICANT INFORMATION

Name: Thaddeus J. Derynda Phone: 262-751-3180  
Address: dba Pewaukee Lake Estates - DTG INVESTMENTS  
N23 W28360 Beach Park Cir City: Pewaukee State: WI Zip: 53072  
Email: \_\_\_\_\_

## MOBILE HOME/TRAILER PARK INFORMATION

Location of Mobile Home/Trailer Park: 630 W. Wisconsin Avenue Pewaukee, WI 53072  
Legal Description: \_\_\_\_\_  
Number of spaces in Mobile Home/Trailer Park: 28

\*\*If this is a new application, a plat or plan of the trailer camp or mobile home park showing the actual or proposed location of all trailers or mobile homes must be provided with the application. Plat or plan attached?  Yes  No

### Application must be notarized.

I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Thaddeus J. Derynda 5/1/26

Applicant Signature & Date

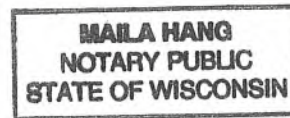
### Subscribed and sworn before me

this 1st day of May, 2026

\_\_\_\_\_  
Notary Public

My Commission expires 6/2/28, or is permanent

Notary Public , or \_\_\_\_\_  
(Official title, if not a notary)



### For Office Use Only:

Circle: New/Renewal \$100.00 Date Paid: 05/04/2026 Initials: MD Amount Paid: \$100.00 Receipt# 7.7007  
Village Board Approval: \_\_\_\_\_ Village Clerk/Deputy Clerk Approval: \_\_\_\_\_ Plat or Plan Provided? Y/N

Report Criteria:

Report type: Invoice detail  
 Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>76288</b>						
04/26	04/07/2026	76288	TRU BLUE SIGNS LLC	2602-022	REPLACEMENT DOOR LOGOS/ 150TH ANNIVERSARY LOGO	744.60- V
Total 76288:						744.60-
<b>76349</b>						
04/26	04/03/2026	76349	AMAZON CAPITAL SERVI	11P9-LQLJ-1V	LIBRARY/DELTA KAPPA GAMMA LITERACY GRANT	226.19
04/26	04/03/2026	76349	AMAZON CAPITAL SERVI	1G6D-C1GV-L	LIBRARY/FRIENDS/LOT	198.02
04/26	04/03/2026	76349	AMAZON CAPITAL SERVI	1PL7-WQQK-	LIBRARY/JANITORIAL SUPPLIES	55.76
04/26	04/03/2026	76349	AMAZON CAPITAL SERVI	1PLX-DXLT-G	LIBRARY/JUV TONIES	39.89
Total 76349:						519.86
<b>76350</b>						
04/26	04/03/2026	76350	ASSOCIATED APPRAISAL	185657	ASSESSOR/FULL VALUE MAINT-APRIL 2026	3,750.00
Total 76350:						3,750.00
<b>76351</b>						
04/26	04/03/2026	76351	AUTOZONE STORES LLC	04338180903	#638 DOT 4 BRAKE FLUID	10.07
Total 76351:						10.07
<b>76352</b>						
04/26	04/03/2026	76352	BV TETZLAFF	24523	WATER SVC REPAIR 299 MEADOWSIDE CT.	3,830.00
Total 76352:						3,830.00
<b>76353</b>						
04/26	04/03/2026	76353	CINTAS CORPORATION	4262807112	WATER UNIFORMS	271.18
Total 76353:						271.18
<b>76354</b>						
04/26	04/03/2026	76354	CORE & MAIN LP	Y681247	CURB BOX	80.98
Total 76354:						80.98
<b>76355</b>						
04/26	04/03/2026	76355	HAWKINS INC	7363987	HMO	3,094.70
Total 76355:						3,094.70
<b>76356</b>						
04/26	04/03/2026	76356	INGRAM LIBRARY SERVI	95198005	LIBRARY/INGRAM BOOKS	253.58
04/26	04/03/2026	76356	INGRAM LIBRARY SERVI	95264870	LIBRARY/INGRAM BOOKS	356.86
04/26	04/03/2026	76356	INGRAM LIBRARY SERVI	95294493	LIBRARY/INGRAM BOOKS	275.54
Total 76356:						885.98
<b>76357</b>						
04/26	04/03/2026	76357	JF AHERN COMPANY	804105	LIBRARY/FIRE SYSTEM PANEL BATTERIES	608.52

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 76357:						608.52
<b>76358</b>						
04/26	04/03/2026	76358	MID CITY CORPORATION	108350	733 W. WISCONSIN MAIN BREAK REPAIR	15,809.55
04/26	04/03/2026	76358	MID CITY CORPORATION	108362	1263 WILLOW GROVE MAIN BREAK REPAIR	12,233.00
04/26	04/03/2026	76358	MID CITY CORPORATION	108374	531 LOOKOUT DR. MAIN BREAK REPAIR	12,773.64
Total 76358:						40,816.19
<b>76359</b>						
04/26	04/03/2026	76359	MIDWEST TAPE	508589893	LIBRARY/1 ADULT DVD	23.24
Total 76359:						23.24
<b>76360</b>						
04/26	04/03/2026	76360	NAPA AUTO PARTS	194649	#201 TIMING CHANGE GASKET	46.00
Total 76360:						46.00
<b>76361</b>						
04/26	04/03/2026	76361	NORTHERN LAKE SERVI	2603717	WELL 6 PFAS TEST	460.00
Total 76361:						460.00
<b>76362</b>						
04/26	04/03/2026	76362	OVERDRIVE, INC.	00669DA2602	LIBRARY/OVERDRIVE AUDIOBOOKS	74.99
Total 76362:						74.99
<b>76363</b>						
04/26	04/03/2026	76363	PAYNE & DOLAN INC	10-00054864	PAYNE DOLAN COLD PATCH	226.05
04/26	04/03/2026	76363	PAYNE & DOLAN INC	10-00055969	PAYNE DOLAN COLD PATCH	210.80
Total 76363:						436.85
<b>76364</b>						
04/26	04/03/2026	76364	PUBLIC SERVICE COMMI	2602-I-04620	PSC APPLICATION REVIEW- RATE CASE 2025	862.79
Total 76364:						862.79
<b>76365</b>						
04/26	04/03/2026	76365	REMY BATTERY CO, INC	5542605	#637 NEW BATTERY	120.00
Total 76365:						120.00
<b>76366</b>						
04/26	04/03/2026	76366	RHYME BUSINESS PROD	41517751	DPW COPIER & LEASE	1,071.59
Total 76366:						1,071.59
<b>76367</b>						
04/26	04/03/2026	76367	SCHWEIZER EMBLEM C	26870	POLICE/3 INCH CIRCULAR BADGES FOR SESQUICENTENNIAL	2,704.00
Total 76367:						2,704.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>76368</b>						
04/26	04/03/2026	76368	SpectrumVoIP	830806	OFFICE PHONES	35.29
Total 76368:						35.29
<b>76369</b>						
04/26	04/03/2026	76369	STATE OF WISCONSIN C	032026	STATE SURCHARGES	4,289.22
Total 76369:						4,289.22
<b>76370</b>						
04/26	04/03/2026	76370	STRAND ASSOCIATES, IN	0236697	NR854 ALTERNATIVE SUPPLY STUDY	2,379.92
Total 76370:						2,379.92
<b>76371</b>						
04/26	04/03/2026	76371	TACTICAL SOLUTIONS	11280	POLICE/RADAR CERTIFICATION FOR SQUADS	348.00
Total 76371:						348.00
<b>76372</b>						
04/26	04/03/2026	76372	VERDANT COMMERCIAL	906082936	DESK PHONES DPW	576.45
Total 76372:						576.45
<b>76373</b>						
04/26	04/03/2026	76373	WALMART	26000304	RESTITUTION PARTELLO	65.06
Total 76373:						65.06
<b>76374</b>						
04/26	04/03/2026	76374	WAUKESHA COUNTY Dpt	U2026-078	WCTC WATER MAIN REPAIR IN DOT ROW	410.00
Total 76374:						410.00
<b>76375</b>						
04/26	04/03/2026	76375	WAUKESHA COUNTY TR	032026	COUNTY SURCHARGES	1,075.29
Total 76375:						1,075.29
<b>76376</b>						
04/26	04/03/2026	76376	WAUKESHA PUBLIC LIBR	20260302BUS	LIBRARY/REPLACEMENT REIMBURSEMENT	31.19
Total 76376:						31.19
<b>76377</b>						
04/26	04/03/2026	76377	ZABEL, GRANT	03242026	2026POLICE/ZABEL REIMBURSEMENT FOR UNIFORM ALLOWA	174.99
Total 76377:						174.99
<b>76378</b>						
04/26	04/06/2026	76378	WAUKESHA COUNTY TR	CINV2026-009	2026 STORM WATER EDUCATION FOR PUBLIC	3,200.00
Total 76378:						3,200.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>76379</b>						
04/26	04/10/2026	76379	10-33 VEHICLE SERVICE	4390	POLICE2026/SESQUICENTENNIAL MAGNETS AND DECALS FOR	533.50
Total 76379:						533.50
<b>76380</b>						
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	16WC-JYQH-	LIBRARY/OFFICE SUPPLIES	126.27
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	17XM-QTG4-	LIBRARY/OFFICE SUPPLIES	29.37
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1CJM-QWND-	LIBRARY/JUV PROGRAM	24.37
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1G99-1DXD-H	LIBRARY/ADULT PROGRAM	7.55
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1MVR-XLVD-F	LIBRARY/JANITORIAL SUPPLIES HAND SOAP	89.00
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1QCM-11TF-M	LIBRARY/ADULT PROGRAM	126.88
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1TWN-GTDL-	LIBRARY/OFFICE SUPPLIES TONER	44.89
04/26	04/10/2026	76380	AMAZON CAPITAL SERVI	1VWY-1DT6-J	LIBRARY/ADULT FIC	15.99
Total 76380:						464.32
<b>76381</b>						
04/26	04/10/2026	76381	ATIS ELEVATOR INSPECT	IN477988	VH MAINT/ELEVATOR INSP 3/23/2026	220.00
Total 76381:						220.00
<b>76382</b>						
04/26	04/10/2026	76382	AUTOZONE STORES LLC	04338183605	#111 MICRO FIBER TOWELS	19.39
04/26	04/10/2026	76382	AUTOZONE STORES LLC	04338185926	#102 WATER PUMP/TIMING CHAIN KIT	358.13
Total 76382:						377.52
<b>76383</b>						
04/26	04/10/2026	76383	BADGER METER INC	80232809	ORION CELLULAR LTE SERVICE- MARCH 2026	1,685.20
Total 76383:						1,685.20
<b>76384</b>						
04/26	04/10/2026	76384	BUELOW VETTER BUIKE	MARCH 2026	GENERAL LABOR MATTERS	451.50
Total 76384:						451.50
<b>76385</b>						
04/26	04/10/2026	76385	BV TETZLAFF	6354	STORM SEWER REPAIR - ADJUST STM END SECTION AT DYNE	4,050.00
Total 76385:						4,050.00
<b>76386</b>						
04/26	04/10/2026	76386	CINTAS CORPORATION	4263551042	WATER UNIFORMS	271.18
04/26	04/10/2026	76386	CINTAS CORPORATION	5321896905	CINTAS FIRST AID (MARCH)	82.54
Total 76386:						353.72
<b>76387</b>						
04/26	04/10/2026	76387	CONLEY MEDIA LLC	6333070326-2	PC PHN 4.9.26	545.84
Total 76387:						545.84
<b>76388</b>						
04/26	04/10/2026	76388	CORNERSTONE ONE LL	PAY APP 5	WELL 6 PFAS TEMPORARY TREATMENT - PAYMENT 5	52,500.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 76388:						52,500.00
<b>76389</b>						
04/26	04/10/2026	76389	DIVERSIFIED BENEFIT S	472890	FLEX BEN MARCH 2026	105.74
Total 76389:						105.74
<b>76390</b>						
04/26	04/10/2026	76390	FLORAL, ROBERT	04022026	POLICE 2026/ FLORAL REIMBURSEMENT FOR UNIFORM ALLO	44.30
Total 76390:						44.30
<b>76391</b>						
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95324857	LIBRARY/INGRAM BOOKS	181.36
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95341061	LIBRARY/INGRAM BOOKS	224.22
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95361898	LIBRARY/INGRAM BOOKS	260.96
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95399103	LIBRARY/INGRAM BOOKS	339.43
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95434085	LIBRARY/INGRAM BOOKS	276.36
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95463843	LIBRARY/INGRAM BOOKS	476.26
04/26	04/10/2026	76391	INGRAM LIBRARY SERVI	95505789	LIBRARY/INGRAM BOOKS	226.72
Total 76391:						1,985.31
<b>76392</b>						
04/26	04/10/2026	76392	JOE DEBELAK PLUMBIN	142392	SERVICE LATERAL AT 426 HICKORY ST	3,643.00
Total 76392:						3,643.00
<b>76393</b>						
04/26	04/10/2026	76393	KEMPEN MASONRY LLC	8014	LIBRARY/SALT-PLOW 3.16-3.18.26	1,797.50
Total 76393:						1,797.50
<b>76394</b>						
04/26	04/10/2026	76394	KETTLE MORaine HEATI	211995	LIFT 1-HVAC SERVICE CALL FOR NO HEAT	189.00
Total 76394:						189.00
<b>76395</b>						
04/26	04/10/2026	76395	LAKESIDE INTERNATION	1479544P	#127 MIRROR TRIM PIECES	81.60
04/26	04/10/2026	76395	LAKESIDE INTERNATION	1479764P	#103 #108 REAR BRAKE CHAMBERS	437.24
Total 76395:						518.84
<b>76396</b>						
04/26	04/10/2026	76396	LEITZKE PRINTING	36526	STIPULATIONS	500.00
Total 76396:						500.00
<b>76397</b>						
04/26	04/10/2026	76397	MID CITY CORPORATION	PAY APP 10	WELL 4 HMO TREATMENT- PAYMENT 10	108,386.46
Total 76397:						108,386.46

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>76398</b>						
04/26	04/10/2026	76398	MIDWEST TAPE	508614347	LIBRARY/3 ADULT DVD	58.47
04/26	04/10/2026	76398	MIDWEST TAPE	508614349	LIBRARY/1 ADULT DVD	25.49
04/26	04/10/2026	76398	MIDWEST TAPE	508614370	LIBRARY/1 ADULT DVD	24.74
04/26	04/10/2026	76398	MIDWEST TAPE	508614371	LIBRARY/1 ADULT DVD	17.24
Total 76398:						125.94
<b>76399</b>						
04/26	04/10/2026	76399	MILWAUKEE PLUMBING	63100	LIBRARY/PLUMBING INVESTIGATE	434.00
Total 76399:						434.00
<b>76400</b>						
04/26	04/10/2026	76400	NAPA AUTO PARTS	194679	#201 OIL PAN GASKET	67.77
04/26	04/10/2026	76400	NAPA AUTO PARTS	194696	GENERATOR WELL 6	116.60
Total 76400:						184.37
<b>76401</b>						
04/26	04/10/2026	76401	PAYNE & DOLAN INC	10-00055104	PAYNE DOLAN COLD PATCH	74.25
Total 76401:						74.25
<b>76402</b>						
04/26	04/10/2026	76402	PROHEALTH MEDICAL G	330075	LAKE PATROL/2026 DRUG SCREEN AND H&P FOR EMMA YAND	123.00
Total 76402:						123.00
<b>76403</b>						
04/26	04/10/2026	76403	R & R INSURANCE SERVI	3376725	STORAGE TANK	350.00
04/26	04/10/2026	76403	R & R INSURANCE SERVI	3376771	STORAGE TANK INSURANCE	3,752.29
Total 76403:						4,102.29
<b>76404</b>						
04/26	04/10/2026	76404	RA SMITH, INC	194002	CAPITOL DRIVE ANGLED PARKING PROPERTY SURVEY	1,704.00
04/26	04/10/2026	76404	RA SMITH, INC	194010	CHARGE BACK - 409 PARK AVENUE CUG	320.25
04/26	04/10/2026	76404	RA SMITH, INC	194011	CHARGE BACK - WCTC - BUILDING Q ADDITION	145.95
04/26	04/10/2026	76404	RA SMITH, INC	194012	2026 ROAD & UTILITY IMPROVEMENTS: PROSPECT AVE STREE	3,864.00
04/26	04/10/2026	76404	RA SMITH, INC	194013	2026 ROAD & UTILITY IMPROVEMENTS: GLACIER RD WATER M	9,455.20
04/26	04/10/2026	76404	RA SMITH, INC	194014	2026 ROAD & UTILITY IMPROVEMENTS: W. WISCONSIN AVE ST	8,601.00
Total 76404:						24,090.40
<b>76405</b>						
04/26	04/10/2026	76405	RHYME BUSINESS PROD	AR922917	LIBRARY/COPIES 2026.3.23 TO 2026.4.22	188.89
Total 76405:						188.89
<b>76406</b>						
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162577	GIS UPDATES: WISLR UPDATES	1,376.00
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162578	LIFT STATION #1 - HYDRAULIC MODELING	236.25
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162579	WELL 7 - DESIGN & PSC CONSTRUCTION AUTHORIZATION	9,563.00
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162580	WELL 6 PFAS TREATMENT STUDY	4,656.00
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162581	WELL 6 CONSTRUCTION ADMINISTRATION	21,354.40

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
04/26	04/10/2026	76406	RUEKERT & MIELKE, INC	162873	LIFT STATION #1 - VALVE 4 TROUBLESHOOTING	475.75
Total 76406:						37,661.40
<b>76407</b>						
04/26	04/10/2026	76407	SAFETY-KLEEN SYSTEM	99428553	30G PARTS WASHER SOLVENT	330.79
Total 76407:						330.79
<b>76408</b>						
04/26	04/10/2026	76408	SOERENS FORD INC	141926	#638 BRAKE FLUSH / REPROGRAM	575.89
Total 76408:						575.89
<b>76409</b>						
04/26	04/10/2026	76409	STREICHERS	1817622	2026 POLICE/CORRUS REPLACEMENT VEST DUE TO EXPIRATI	875.00
04/26	04/10/2026	76409	STREICHERS	1818393	POLICE/2026 9MM PRACTICE AMMO AND 9MM DUTY AMMUNITI	1,014.96
Total 76409:						1,889.96
<b>76410</b>						
04/26	04/10/2026	76410	TRU BLUE SIGNS LLC	2602-022	REPLACEMENT DOOR LOGOS/ 150TH ANNIVERSARY LOGO	744.60
Total 76410:						744.60
<b>76411</b>						
04/26	04/10/2026	76411	WAUKESHA COUNTY EM	806	LAKE PATROL /2026 PATTI ID CARDS	4.32
Total 76411:						4.32
<b>76412</b>						
04/26	04/10/2026	76412	WAUKESHA COUNTY TE	S0889793	LAKE PATROL/2026 TRAINING FOR FEATHER, SCHNEIDER, ZIE	177.85
Total 76412:						177.85
<b>76413</b>						
04/26	04/13/2026	76413	HIPPENMEYER REILLY B	MAR 2026	MUNI COURT LEGAL	8,259.49
Total 76413:						8,259.49
<b>76414</b>						
04/26	04/17/2026	76414	ABT MAILCOM	55252	Q1 2026 UTILITY BILL MAILING	2,880.04
Total 76414:						2,880.04
<b>76415</b>						
04/26	04/17/2026	76415	AMAZON CAPITAL SERVI	1TR4-CJC1-9	LIBRARY/FRIENDS/LOT	54.00
04/26	04/17/2026	76415	AMAZON CAPITAL SERVI	1Y1H-P9MT-7	LIBRARY/FRIENDS/LOT	129.99
Total 76415:						183.99
<b>76416</b>						
04/26	04/17/2026	76416	ASSOCIATED TRUST CO	27950	4/01/25-03/31/26 ADMIN FEES GO BOND 3.24.20	475.00
Total 76416:						475.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>76417</b>						
04/26	04/17/2026	76417	AUTOZONE STORES LLC	04338187126	#102 HEATER HOSE	10.91
04/26	04/17/2026	76417	AUTOZONE STORES LLC	04338189201	#401 STEERING WHEEL SPINNER	21.33
04/26	04/17/2026	76417	AUTOZONE STORES LLC	04388187126	#102 HEATER HOSE CONNECTOR	10.91
Total 76417:						43.15
<b>76418</b>						
04/26	04/17/2026	76418	BELT, BRIAN W & KELLI J	3312026	PLAN COMMISION Q1 BRIAN BELT	20.00
Total 76418:						20.00
<b>76419</b>						
04/26	04/17/2026	76419	CINTAS CORPORATION	4263887086	CINTAS VILLAGE HALL MONTHLY EXCHANGE	43.70
04/26	04/17/2026	76419	CINTAS CORPORATION	4264293545	WATER UNIFORMS	271.18
Total 76419:						314.88
<b>76420</b>						
04/26	04/17/2026	76420	CITY OF PEWAUKEE	2026-101	Q1 2026 STAFF WAGES	1,376.17
04/26	04/17/2026	76420	CITY OF PEWAUKEE	APRIL FIRE &	APRIL FIRE & EMS '26	230,545.67
04/26	04/17/2026	76420	CITY OF PEWAUKEE	APRIL PARKS	APRIL PARKS '26	18,873.67
04/26	04/17/2026	76420	CITY OF PEWAUKEE	APRIL REC 26	APRIL REC '26	24,226.33
Total 76420:						275,021.84
<b>76421</b>						
04/26	04/17/2026	76421	FLAG CENTER	0122255-IN	REPLACEMENT ROPES FOR MEMORIAL FLAGS LAKEFRONT P	1,051.80
Total 76421:						1,051.80
<b>76422</b>						
04/26	04/17/2026	76422	GRABOWSKI, MARK	3312026	PLAN COMMISION Q1 MARK GRABOWSKI	20.00
Total 76422:						20.00
<b>76423</b>						
04/26	04/17/2026	76423	GUARDIAN WELL & SPET	2937	SEWER JETTING PD GARAGE/MEN'S LOCKER RM	800.00
Total 76423:						800.00
<b>76424</b>						
04/26	04/17/2026	76424	HOFF, THERESA	3312026	PLAN COMMISION Q1 THERESA HOFF	40.00
Total 76424:						40.00
<b>76425</b>						
04/26	04/17/2026	76425	HYDROCORP	CI-12082	CROSS CONNECT PRGM MARCH 2026	1,404.89
Total 76425:						1,404.89
<b>76426</b>						
04/26	04/17/2026	76426	INGRAM LIBRARY SERVI	95574796	LIBRARY/INGRAM BOOKS	191.34
04/26	04/17/2026	76426	INGRAM LIBRARY SERVI	95587747	LIBRARY/INGRAM BOOKS	757.35
04/26	04/17/2026	76426	INGRAM LIBRARY SERVI	95614775	LIBRARY/INGRAM BOOKS	365.90
04/26	04/17/2026	76426	INGRAM LIBRARY SERVI	95660231	LIBRARY/INGRAM BOOKS	16.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
04/26	04/17/2026	76426	INGRAM LIBRARY SERVI	95660232	LIBRARY/INGRAM BOOKS	15.95-
Total 76426:						1,282.14
<b>76427</b>						
04/26	04/17/2026	76427	JANI-KING OF MILWAUKE	MIL04260319	LIBRARY/JANITORIAL SVC APRIL 2026	2,839.70
Total 76427:						2,839.70
<b>76428</b>						
04/26	04/17/2026	76428	JELACIC, KATIE	3312026	PLAN COMMISION Q1 KATIE JELACIC	40.00
Total 76428:						40.00
<b>76429</b>						
04/26	04/17/2026	76429	LANGE ENTERPRISES IN	94694	SIDEWALK ENDS SIGN	50.88
Total 76429:						50.88
<b>76430</b>						
04/26	04/17/2026	76430	LIEBERT, SAMUEL	3312026	PLAN COMMISION Q1 SAMUEL LIEBERT	40.00
Total 76430:						40.00
<b>76431</b>						
04/26	04/17/2026	76431	METLIFE	APRIL 2026	APRIL 2026 VISION	147.30
Total 76431:						147.30
<b>76432</b>						
04/26	04/17/2026	76432	NORTHERN LAKE SERVI	2604564	BACTERIA 03.23.26	93.00
Total 76432:						93.00
<b>76433</b>						
04/26	04/17/2026	76433	OVERDRIVE, INC.	00669CO2610	LIBRARY/OVERDRIVE DIGITAL MATERIALS	76.93
04/26	04/17/2026	76433	OVERDRIVE, INC.	00669CO2610	LIBRARY/OVERDRIVE AUDIOBOOKS	3,047.60
Total 76433:						3,124.53
<b>76434</b>						
04/26	04/17/2026	76434	PEWAUKEE SCHOOL DIS	APR 26	MOBILE HOME FEES APRIL 2026	73.06
04/26	04/17/2026	76434	PEWAUKEE SCHOOL DIS	FEB 26	MOBILE HOME FEES FEBRUARY 2026	73.06
04/26	04/17/2026	76434	PEWAUKEE SCHOOL DIS	JAN 26	MOBILE HOME FEES JANUARY 2026	73.06
04/26	04/17/2026	76434	PEWAUKEE SCHOOL DIS	MAR 26	MOBILE HOME FEES MARCH 2026	73.06
Total 76434:						292.24
<b>76435</b>						
04/26	04/17/2026	76435	PORT A JOHN	0453886-IN	PORT-A-JOHN APRIL RECYCLE CTR	128.00
Total 76435:						128.00
<b>76436</b>						
04/26	04/17/2026	76436	PROHEALTH MEDICAL G	329769	DPW RANDOM DRUG TESTING	382.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 76436:						382.00
<b>76437</b>						
04/26	04/17/2026	76437	RUNDLE-SPENCE	S3319889.002	METER GASKETS	45.69
Total 76437:						45.69
<b>76438</b>						
04/26	04/17/2026	76438	SABEL MECHANICAL LLC	260264	TROUBLESHOOTING @ SUSSEX LIFT	1,033.74
Total 76438:						1,033.74
<b>76439</b>						
04/26	04/17/2026	76439	SCADATEC INC	S-12065	WTR/SCADA ANNUAL SUPPORT	360.00
Total 76439:						360.00
<b>76440</b>						
04/26	04/17/2026	76440	SECURIAN FINANCIAL G	MAY 2026	LIFE INS MAY 2026	759.58
Total 76440:						759.58
<b>76441</b>						
04/26	04/17/2026	76441	TAYLOR COMPUTER SER	04102026	COMPUTER CLERK	2,886.60
04/26	04/17/2026	76441	TAYLOR COMPUTER SER	29198	POLICE/2026 MONTHLY BILLING 02/01/2026-02/28/2026 SHOWS	602.95
04/26	04/17/2026	76441	TAYLOR COMPUTER SER	29256	COMPUTER EXPENSE	101.25
Total 76441:						3,590.80
<b>76442</b>						
04/26	04/17/2026	76442	WISCONSIN STATE LABO	838095	FLOURIDE 03.06.26	31.00
Total 76442:						31.00
<b>76443</b>						
04/26	04/17/2026	76443	WISCONSIN SUPREME C	002177	JUDICIAL ED 2026	800.00
Total 76443:						800.00
<b>76444</b>						
04/26	04/17/2026	76444	ZOOBEAN INC	33109	LIBRARY/ZOOBEAN BEANSTACK SUBSCRIPTION	1,200.75
Total 76444:						1,200.75
<b>76445</b>						
04/26	04/20/2026	76445	HIPPENMEYER REILLY B	APRIL 2026	GENERAL COURT LEGAL	6,673.75
Total 76445:						6,673.75
<b>76446</b>						
04/26	04/24/2026	76446	AMAZON CAPITAL SERVI	11XX-FPQF-R	LIBRARY/YA PROGRAM	4.80
04/26	04/24/2026	76446	AMAZON CAPITAL SERVI	1GGF-CH19-	LIBRARY/YA PROGRAM	29.71
04/26	04/24/2026	76446	AMAZON CAPITAL SERVI	1LMC-NXYX-	LIBRARY/JUV PROGRAM	82.51

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 76446:						117.02
<b>76447</b>						
04/26	04/24/2026	76447	BATZNER PEST CONTRO	94758225	LIBRARY/PEST MGMT APR 2026	135.36
Total 76447:						135.36
<b>76448</b>						
04/26	04/24/2026	76448	CENTER POINT LARGE P	2236329	LIBRARY/2 LARGE PRINT BOOKS	51.54
Total 76448:						51.54
<b>76449</b>						
04/26	04/24/2026	76449	CINTAS CORPORATION	4265075548	WATER UNIFORMS	271.18
Total 76449:						271.18
<b>76450</b>						
04/26	04/24/2026	76450	HAWKINS INC	7383148	WELL #4 CHEMICAL FEED PUMP TUBE FITTINGS	5,460.06
Total 76450:						5,460.06
<b>76451</b>						
04/26	04/24/2026	76451	INGRAM LIBRARY SERVI	95714215	LIBRARY/INGRAM BOOKS	399.08
04/26	04/24/2026	76451	INGRAM LIBRARY SERVI	95744127	LIBRARY/INGRAM BOOKS	576.40
Total 76451:						975.48
<b>76452</b>						
04/26	04/24/2026	76452	KUJAWA ENTERPRISES I	595625	LIBRARY/LANDSCAPE MNT- APR 2026	2,412.50
Total 76452:						2,412.50
<b>76453</b>						
04/26	04/24/2026	76453	LYONS ELECTRIC	7632	LIBRARY/LIGHT BULB BALLAST FIXES	960.00
Total 76453:						960.00
<b>76454</b>						
04/26	04/24/2026	76454	MIDWEST METER INC	0187481-IN	5/8" DIALS (400) AND ENDPOINTS (400)	116,000.00
Total 76454:						116,000.00
<b>76455</b>						
04/26	04/24/2026	76455	MIDWEST TAPE	508649599	LIBRARY/1 ADULT DVD	32.24
04/26	04/24/2026	76455	MIDWEST TAPE	508672572	LIBRARY/1 ADULT DVD	23.24
04/26	04/24/2026	76455	MIDWEST TAPE	508672574	LIBRARY/1 ADULT DVD	20.24
Total 76455:						75.72
<b>76456</b>						
04/26	04/24/2026	76456	NORTHERN LAKE SERVI	2605212	WELL 4 RADIUM TEST	413.98
04/26	04/24/2026	76456	NORTHERN LAKE SERVI	26053333	BACTERIA 04.06.26	124.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 76456:						537.98
<b>76457</b>						
04/26	04/24/2026	76457	OTIS ELEVATOR COMPA	CM18608001	LIFT 1 ELEVATOR CAT 5 TESTING	5,469.18
Total 76457:						5,469.18
<b>76458</b>						
04/26	04/24/2026	76458	PEWAUKEE UTILITY	04102026	LIBRARY/WATER SEWER FIRE	577.95
04/26	04/24/2026	76458	PEWAUKEE UTILITY	2026 Q1 UTILI	4-1031-00 - 1515 SUNNYRIDGE RD 3.31.26 UTILITIES	11,239.77
Total 76458:						11,817.72
<b>76459</b>						
04/26	04/24/2026	76459	SCHWEIZER EMBLEM C	26900	POLICE/150TH ANNIVERSARY UNIFORM PATCHES	1,250.00
Total 76459:						1,250.00
<b>76460</b>						
04/26	04/24/2026	76460	SPECIAL EDITIONS, INC	67816	LAKE PATROL SUMMER ORDINANCE BOOKLETS 2026	349.80
Total 76460:						349.80
<b>76461</b>						
04/26	04/24/2026	76461	SpectrumVoIP	854029	OFFICE PHONES	43.73
Total 76461:						43.73
<b>76462</b>						
04/26	04/24/2026	76462	TAYLOR COMPUTER SER	29332	TROUBLESHOOT TEAMS & 365	1,572.25
Total 76462:						1,572.25
<b>76463</b>						
04/26	04/24/2026	76463	TRUE BLUE SIGNS LLC	2604-045	ROAD CLOSURE SIGNS FOR GLACIER IMPROVEMENT PROJEC	204.00
Total 76463:						204.00
<b>76464</b>						
04/26	04/24/2026	76464	WAUKESHA COUNTY	1013896	ORDIANCE 2026-02 ANNEXATION FROM CITY TO VILLAGE	30.00
Total 76464:						30.00
<b>300000751</b>						
04/26	04/07/2026	300000751	ACH WE ENERGIES	5834969680	1000 HICKORY/PUBLIC WORKS GAS SERVICE	2,904.64- V
04/26	04/07/2026	300000751	ACH WE ENERGIES	5836282761	235 HICKORY ST -STREET LIGHT CLASS C & D ELEC	380.25- V
04/26	04/07/2026	300000751	ACH WE ENERGIES	5836284652	235 HICKORY -VILLAGE HALL - ELECTRIC	10,712.56- V
04/26	04/07/2026	300000751	ACH WE ENERGIES	5836286271	1205 W WISCONSIN AVE - LIFT #1 PUMP - ELEC	6,484.93- V
Total 300000751:						20,482.38-
<b>300000753</b>						
04/26	04/01/2026	300000753	ACH DELTA DENTAL OF	1041785	DENTAL - APRIL 2026	576.22

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 300000753:						576.22
<b>300000757</b>						
04/26	04/20/2026	300000757	ACH KWIK TRIP INC - FU	3/2026	SEWER- MAR 2026	7,487.46
Total 300000757:						7,487.46
<b>300000758</b>						
04/26	04/13/2026	300000758	ACH MENARDS-CAPITAL	1668661169	HIGH ST. FENCE AND POSTS	418.30
Total 300000758:						418.30
<b>300000759</b>						
04/26	04/17/2026	300000759	ACH WE ENERGIES	5866713556	1000 HICKORY/PUBLIC WORKS GAS SERVICE	2,895.93
Total 300000759:						2,895.93
<b>300000761</b>						
04/26	04/17/2026	300000761	ACH WE ENERGIES	5866581380	497 PARK AVE -SEWER-MAPLE LIFT	197.15
04/26	04/17/2026	300000761	ACH WE ENERGIES	5868010941	552 HICKORY/ MUNICIPAL STORAGE	83.75
Total 300000761:						280.90
<b>300000762</b>						
04/26	04/22/2026	300000762	ACH WE ENERGIES	5873927665	235 HICKORY ST -STREET LIGHT CLASS C & D ELEC	374.64
Total 300000762:						374.64
<b>300000763</b>						
04/26	04/01/2026	300000763	ACH WE ENERGIES	5848058967	419 CHESHIRE LN - STREET LIGHT	4,738.88
Total 300000763:						4,738.88
<b>300000764</b>						
04/26	04/06/2026	300000764	ACH WE ENERGIES	5851558713	W240N3301 CTY RD J -STANDPIPE	16,506.81
Total 300000764:						16,506.81
<b>300000765</b>						
04/26	04/22/2026	300000765	ACH WE ENERGIES	5873920790	235 HICKORY -VILLAGE HALL - ELECTRIC	9,070.84
04/26	04/22/2026	300000765	ACH WE ENERGIES	5873923364	1205 W WISCONSIN AVE - LIFT #1 PUMP - ELEC	6,886.95
Total 300000765:						15,957.79
<b>300000766</b>						
04/26	04/29/2026	300000766	ACH WE ENERGIES	5881689111	LIBRARY/210 MAIN ST/ELECTRIC & GAS	4,475.97
04/26	04/29/2026	300000766	ACH WE ENERGIES	5881974154	800 MAIN/ HMO BUILDING	5,754.79
Total 300000766:						10,230.76
<b>300000767</b>						
04/26	04/30/2026	300000767	ACH WE ENERGIES	5885704100	419 CHESHIRE LN - STREET LIGHT	4,628.26
Total 300000767:						4,628.26

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
<b>300000768</b>						
04/26	04/04/2026	300000768	ACH NORTH SHORE BAN	2026-4	INV 2009796153467 DOCKING STATIONS	3,784.56
Total 300000768:						3,784.56
<b>300000769</b>						
04/26	04/30/2026	300000769	ACH WI DEPT OF REVEN	33126	1ST QTR-2026 SALES TAX	4,327.48
Total 300000769:						4,327.48
<b>300000770</b>						
04/26	04/24/2026	300000770	ACH WI EMPLOYEE TRU	MAY 2026	MAY 2026 DENTAL INSURANCE	84,042.90
Total 300000770:						84,042.90
<b>300000772</b>						
04/26	04/20/2026	300000772	ACH US BANK	2026-4	INV 113-4919885-3657832-SAFETY GLASSES	38,988.43
Total 300000772:						38,988.43
Grand Totals:						956,488.09

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-00-21337-000-100	2,727.60	.00	2,727.60
110-00-21337-000-200	81,891.52	.00	81,891.52
110-00-21337-000-400	759.58	.00	759.58
110-00-21337-000-600	147.30	.00	147.30
110-00-21400-000-000	14,786.96	478,507.71-	463,720.75-
110-00-21761-000-000	292.24	.00	292.24
110-00-44900-000-000	241.48	.00	241.48
110-00-45100-000-000	5,429.57	.00	5,429.57
110-00-46100-000-000	6.60	.00	6.60
110-00-46720-000-000	.01	.00	.01
110-00-48500-000-100	7.79	.00	7.79
110-00-51120-000-000	190.00	.00	190.00
110-00-51120-000-100	466.20	.00	466.20
110-00-51200-000-140	4,730.88	.00	4,730.88
110-00-51300-000-000	11,890.00	.00	11,890.00
110-00-51300-000-110	3,043.24	.00	3,043.24
110-00-51320-000-000	451.50	.00	451.50
110-00-51400-000-140	30.95	.00	30.95
110-00-51420-000-140	4,641.25	.00	4,641.25
110-00-51440-000-000	352.10	.00	352.10
110-00-51450-000-000	105.74	.00	105.74
110-00-51460-000-000	198.04	.00	198.04
110-00-51470-000-000	325.56	.00	325.56
110-00-51520-000-000	3,750.00	.00	3,750.00
110-00-51600-000-310	3,927.93	2,997.47-	930.46
110-00-51612-000-000	163.64	33.56-	130.08
110-00-52100-000-140	348.00	.00	348.00
110-00-52100-000-310	4,251.83	.00	4,251.83

GL Account	Debit	Credit	Proof
110-00-52100-000-320	1,405.90	.00	1,405.90
110-00-52100-000-330	1,497.84	.00	1,497.84
110-00-52100-000-340	948.98	.00	948.98
110-00-52100-000-350	404.19	.00	404.19
110-00-52100-000-360	1,158.66	.00	1,158.66
110-00-52100-000-380	966.78	.00	966.78
110-00-52100-000-400	5,148.04	.00	5,148.04
110-00-52200-000-000	230,545.67	.00	230,545.67
110-00-53100-000-120	2,162.66	.00	2,162.66
110-00-53100-000-140	1,294.90	.00	1,294.90
110-00-53310-000-310	1,078.02	.00	1,078.02
110-00-53310-000-311	14,021.82	10,631.08-	3,390.74
110-00-53330-000-310	4,379.27	744.60-	3,634.67
110-00-53420-000-310	9,741.78	380.25-	9,361.53
110-00-53470-000-310	50.88	.00	50.88
110-00-53620-000-000	22,802.92	.00	22,802.92
110-00-53635-000-000	7,428.85	.00	7,428.85
110-00-55200-000-000	18,873.67	.00	18,873.67
110-00-55300-000-000	24,226.33	.00	24,226.33
200-00-21400-000-000	.00	9,882.74-	9,882.74-
200-00-53300-000-100	9,882.74	.00	9,882.74
300-00-21400-000-000	.00	158.33-	158.33-
300-00-58300-000-000	158.33	.00	158.33
600-00-21400-000-000	.00	409,657.12-	409,657.12-
600-00-50427-000-000	158.33	.00	158.33
600-00-50605-002-000	4,606.35	.00	4,606.35
600-00-50605-004-000	205.93	.00	205.93
600-00-50605-006-000	292.19	.00	292.19
600-00-50622-000-000	17,137.62	.00	17,137.62
600-00-50625-002-000	116.60	.00	116.60
600-00-50625-003-000	4,365.59	.00	4,365.59
600-00-50630-003-000	1,121.98	.00	1,121.98
600-00-50631-002-000	3,607.42	.00	3,607.42
600-00-50631-003-000	3,417.93	.00	3,417.93
600-00-50631-005-000	1,434.51	.00	1,434.51
600-00-50641-001-000	257.50	.00	257.50
600-00-50650-002-000	321.41	.00	321.41
600-00-50651-002-000	41,226.19	.00	41,226.19
600-00-50652-002-000	3,643.00	.00	3,643.00
600-00-50652-003-000	80.98	.00	80.98
600-00-50652-006-000	3,830.00	.00	3,830.00
600-00-50653-004-000	45.69	.00	45.69
600-00-50653-005-000	116,000.00	.00	116,000.00
600-00-50653-006-000	386.13	.00	386.13
600-00-50655-002-000	316.22	.00	316.22
600-00-50700-001-000	738.02	.00	738.02
600-00-50903-001-000	1,188.26	.00	1,188.26
600-00-50903-004-000	79.80	.00	79.80
600-00-50904-001-000	361.60	.00	361.60
600-00-50923-002-000	26,886.05	.00	26,886.05
600-00-50923-003-000	1,404.89	.00	1,404.89
600-00-50923-004-000	458.68	.00	458.68
600-00-50928-002-000	862.79	.00	862.79
600-00-50931-001-000	175,105.46	.00	175,105.46
650-00-21400-000-000	.00	11,505.04-	11,505.04-
650-00-53100-000-120	3,200.00	.00	3,200.00
650-00-53100-000-140	433.16	.00	433.16

GL Account	Debit	Credit	Proof
650-00-53310-000-310	933.55	.00	933.55
650-00-53330-000-310	21.33	.00	21.33
650-00-53440-000-310	4,050.00	.00	4,050.00
650-00-57325-000-000	2,867.00	.00	2,867.00
700-00-21400-000-000	6,484.93	31,089.75-	24,604.82-
700-00-50429-001-000	158.34	.00	158.34
700-00-50821-000-000	1,036.59	793.70-	242.89
700-00-50822-002-000	5,745.93	4,758.08-	987.85
700-00-50822-003-000	301.58	933.15-	631.57-
700-00-50822-004-000	2,829.61	.00	2,829.61
700-00-50822-005-000	349.09	.00	349.09
700-00-50822-007-000	5,579.18	.00	5,579.18
700-00-50822-010-000	475.75	.00	475.75
700-00-50832-002-000	1,222.74	.00	1,222.74
700-00-50832-003-000	180.00	.00	180.00
700-00-50835-002-000	265.92	.00	265.92
700-00-50836-000-000	361.56	.00	361.56
700-00-50851-000-000	433.16	.00	433.16
700-00-50851-004-000	1,605.40	.00	1,605.40
700-00-50852-002-000	458.66	.00	458.66
700-00-50852-006-000	78.97	.00	78.97
700-00-50853-000-000	3,752.29	.00	3,752.29
700-00-50990-000-000	6,254.98	.00	6,254.98
800-00-21400-000-000	.00	876.03-	876.03-
800-00-59610-000-000	876.03	.00	876.03
900-00-21400-000-000	32.45	29,483.42-	29,450.97-
900-00-48500-000-300	114.02	.00	114.02
900-00-55110-000-141	5,228.89	32.45-	5,196.44
900-00-55110-000-142	385.26	.00	385.26
900-00-55110-000-143	1,906.14	.00	1,906.14
900-00-55110-000-144	871.67	.00	871.67
900-00-55110-000-160	577.95	.00	577.95
900-00-55110-000-310	9,332.34	.00	9,332.34
900-00-55110-000-311	5,097.46	.00	5,097.46
900-00-55110-000-312	3,199.52	.00	3,199.52
900-00-55110-000-313	335.72	.00	335.72
900-00-55110-000-450	226.19	.00	226.19
900-00-55110-000-500	2,208.26	.00	2,208.26
950-00-21400-000-000	.00	706.96-	706.96-
950-00-52000-000-000	33.75	.00	33.75
950-00-52100-000-140	495.36	.00	495.36
950-00-52100-000-145	177.85	.00	177.85
960-00-21400-000-000	.00	5,925.33-	5,925.33-
960-00-40622-003-000	3,957.58	.00	3,957.58
960-00-51938-000-000	350.00	.00	350.00
960-00-55200-000-110	1,376.17	.00	1,376.17
960-00-55200-000-140	241.58	.00	241.58
Grand Totals:	<u>999,096.77</u>	<u>999,096.77-</u>	<u>.00</u>

GL Account

Debit

Credit

Proof

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Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

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To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 13, 2026

Re: May 19, 2026 Village Board Meeting Agenda Item 8(m) OPEN SESSION  
Review, discussion and possible action on Consent Orders with the DNR for wells #2, #4  
and #6 and possible connection to Lake Michigan water supply.

---

### **BACKGROUND**

The Village approved a revised consent order from the Department of Natural Resources (DNR) for well #2 at a Village Board meeting on August 6, 2024. The Village approved a consent order for wells #4 and #6 at a Village Board meeting on March 4, 2025.

The Village has selected the site for a new well, #7, to replace well #2. The designs for well #7 are complete and are being reviewed by Village staff.

Concurrently the Village performed an NR854 Water Supply study to explore alternatives. The Village heard a report by the consultant Strand Engineering at its January 20, 2026 meeting. The Board directed staff to continue exploring the alternatives at this meeting.

Please see the attached memo from DPW Director Buechl for additional detail on the projects.

### **ACTION REQUESTED**

The action requested is to concur with the staff plans or give them updated direction.

### **ANALYSIS**

The consent orders have milestones the Village has agreed to meet which have deadlines on the calendar.

Staff requested a meeting with the DNR on December 9, 2025 to discuss an extension of the consent orders. Staff inquired about the status of that request on Feb 19, 2026. Staff received a response from the DNR on February 20, 2026 and March 23, 2026 that an answer would be forthcoming.

Attachment:

1. Memo from Director Buechl on water projects.



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

To: Village Board  
CC: Matt Heiser, Village Administrator  
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer  
Date: May 12, 2026  
Re: Agenda item 8(m).  
Review, discussion and possible action on Consent Orders with the DNR for wells #2, #4 and #6 and possible connection to Lake Michigan water supply.  
**Construction Project Update**

### **BACKGROUND**

The Village has several major on-going and planned street and utility, wastewater, and water projects. Below is an update on the current status:

1. Well 2 and Well 7: The Village Board approved a Consent Order with the Wisconsin Department of Natural Resources (WDNR) on August 6, 2024 that required the Village to locate, and potentially acquire a site if not already owned by the Village, and construct a new well, referred to as Well #7, to replace the aging Well #2. The timeline to locate and construct a new well Well #7 to replace Well #2 is listed below:

March 31, 2025: Complete well site investigation report and plans and specifications for test well

June 30, 2026: Complete plans and specifications for final well

March 31, 2027: Complete construction of final well

September 30, 2027: Submit complete plans and specifications for the well house, discharge piping, and remaining components of the corrective action.

December 31, 2028: Complete construction and installation of all required corrective actions.

December 31, 2028: Remove temporary inflatable packer at Well 2.

December 31, 2029: Return to compliance with the gross alpha particle activity Maximum Contaminant Level.

The Cecelia Avenue site was selected to be the well site location. The design drawings for Well 7 have been completed, and the PSC Construction Authorization submittal will soon be reviewed. The first phase of the Well #7 project will cost \$1,500,000. This overall project will cost approximately \$15,000,000.00. The timeline for submittal of this application is directly related to the potential water connection to the City of Pewaukee described below.

On December 9, 2025, Village staff emailed the WDNR asking for a meeting to discuss the timeline of the consent order and that the Village is exploring a connection to the Great Lakes which was not previously brought up by anyone as an alternative. Wisconsin WDNR staff have not responded yet with a meeting date.

Unfortunately, the Village currently has imminent Wisconsin Department of Natural Resources (WDNR) timelines to comply with in the next 1-2 months. In order to maintain compliance with the WDNR consent order requirements, the Village must start drilling Well #7 this spring of 2026 so “time is of the essence”. This is an immediate issue for the Village because staff are also moving along with preparing to bid out a \$1,500,000 project.

2. Connection to City of Pewaukee water system: On August 1, 2025, the Village hired Strand Associates to prepare a Water Supply Service Area Plan per NR 854 to review future sources of drinking water for Village. The Village desires to make wise investments now that will align with an overall strategic plan for the Water Utility over the design life of its assets. The WDNR has established a framework for such evaluations under natural resources code NR 854 for Water Supply Service Area Plans. The Village of Pewaukee has several well water drinking water related construction projects planned for the next five years. The projects are to provide water supply and to improve water quality through filtration. The drinking water rates charged as part of the water and sewer bills will need to be increased to pay for the projects. It is prudent to determine if continuing to utilize well water is the best alternative for the next 50 years, or should a Great Lakes water connection be pursued. The City of Pewaukee is also facing similar issues locating and treating drinking water, and forecasting of high future costs. The Village was contacted by the City of Pewaukee to consider jointly studying other sources of drinking water. Before substantial investment in infrastructure that may have 60-year to 80-year design life, the Village should review the long-term plan for the service area and water supply options. At the January 20, 2026 meeting, Strand Associates presented the plan which showed that pursuing the Great Lake Water alternative would be similar in cost over 50 years, being approximately \$460,000,000, as compared to continuing to use well water, but the environmental benefits of connecting to the Great Lakes water connection would be superior as compared to continuing to utilize well water. The Village Board voted to continue pursuing study of the Great Lake Water option. The Village first needs to know what the City of Pewaukee is planning to do and see how City discussions proceed with adjoining communities related to water supply pipelines, return water pipelines, and wastewater treatment feasibility options as any pipeline will need to go through the City of Pewaukee so cooperation is necessary. On February 19, 2026, Village staff, City staff, and Southeastern Wisconsin Regional Planning Commission (SEWRPC) staff met to discuss if SEWRPC could study whether regional water supply cooperation could be feasible. On March 9, 2026, Village staff met with Foth Engineering to discuss alternatives to connect to Great Lakes water.
3. Well #3 Design and Bidding for painting and rehabilitation of 125,000 Gallon Steel Reservoir. Estimated cost \$400,000.
4. Well #4 Hydrous Manganese Oxide (HMO) Treatment Building construction: This project is still under construction and has a list of punchlist items to complete. The Village is under a consent order and being required by the Wisconsin Department of Natural Resources (WDNR) to install the HMO Treatment building at Well #4 by December 1, 2027. Final cost to be approximately \$3,500,000.00.
5. Well #5 Rehabilitation. The project was approved and will start soon. Estimated cost \$220,557.00.
6. Well #6 PFAS Treatment Study: The hiring of Ruckert/Mielke was completed on July 24, 2025 to complete an alternatives study. This study is in close to final format and was presented to the Public Works and Safety Committee on February 3, 2026. The Ruckert & Mielke study recommends to drill a new well #8. However, no future well sites are currently owned by the Village. Prior to finalizing this report to drill another well, Village staff began looking for potential well sites. Colliers Geophysics was hired to conduct geophysical analysis of several potential regions in the Village. This further study is still on-going. The cost for a new well is approximately \$13,000,000.
7. Relay of Village water mains and reconstruction of streets: The Village has several areas of old water mains that need to be replaced and other areas that have experienced water main breaks. Glacier Road is currently under construction. Additional projects are planned including but not limited to Prospect Avenue, Richmond Drive and Main Street.
8. Kopmeier Drive Lift Station: Village Staff and Village Attorney are working on a license agreement and a Utility Permit for locating the lift station and existing sewer and water pipes in the Canadian Pacific railroad right of way. The project is waiting to start. The bid cost is approximately \$1,000,000.

9. Facilities Planning Study at Sanitary Sewer Lift Station #1: Lift Station #1 is a dry pit, four-pump station constructed in 1976 and rehabilitated in 1995. The facility has a cast-in-place concrete wet well adjacent to and under a brick and block building. The building houses piping, valves, pumps, electrical equipment, a garage area and several offices. The facility is reaching its hydraulic capacity and there are aging equipment concerns. The station accepts sanitary sewage flow from the Village of Pewaukee, City of Pewaukee, and Lake Pewaukee Sanitary District and conveys the wastewater through a dual force main system to the Brookfield Fox River Pollution Control Center (FRWPCC). The dual force main system consists of two cast iron pipes sized at 20-inch and 30-inch. The City of Pewaukee has two lift stations downstream of the Village Lift Station No. 1 that discharge into the force main system. One of these lift stations was recently upgraded. The force main system should be televised to be reviewed. As part of the overall design and construction project, the five existing force main air release valves may be rehabilitated and were last done in 2014. The age of the facility and hydraulic components necessitate long-term facilities planning. A proposal for this study is currently being reviewed. If the City and Village would proceed with a Great Lakes water connection, then this planning process could change. Initial cost estimates could be in the range of \$5,000,000 to \$25,000,000.
10. Installation extent of concrete medians along Oakton Avenue and Capitol Drive at the CP Rail Crossing. Village staff emailed the Wisconsin Department of Transportation staff on March 4, 2026 asking about being able to maintain existing turning movements from Capitol Drive to E. Capitol Drive, and from Clark Street to Oakton Avenue. Kristen Sommers of the WDOT emailed back on May 5, 2026 that the WDOT couldn't use safety funds with the changes being proposed. Village staff are considering responding saying that the Village wants to preserve the left turn from Clark to Capitol Dr, and also preserve the left turn from Capitol Dr to E. Capitol Drive.
11. Railroad Quiet Zone: The City is contemplating drafting an agreement to form a joint corridor Quiet Zone.
12. Maintenance of dam box culverts. An inspection will be scheduled to review the condition of box culverts.

### **ACTION REQUESTED**

The action requested of the Village Board is to review the projects and consider providing any direction to staff.

### **ANALYSIS**

The above listed projects are some of the larger or impactful projects. There are several other smaller projects continuing as well.

Attachments - none



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

To: Village Board  
CC: Matt Heiser, Village Administrator  
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer  
Date: May 12, 2026  
Re: Agenda item 8(n) OPEN SESSION  
Review, discussion and possible action regarding restoration of Village retaining wall at 510 E. Wisconsin Avenue

### **BACKGROUND**

A large storm passed through the Village of Pewaukee on April 13, 2026. Three pine trees in the front yard of 510 E. Wisconsin Avenue uprooted and fell over and knocked over a timber retaining wall while falling into the Village of Pewaukee right of way. The trees also fell on power lines that knocked over a power pole across the street. Due to the trees blocking the street, Village Department of Public Works crews spent several hours cutting the trees and removed the trunks and branches. The retaining wall still is laying on the Village sidewalk which is a public safety issue and the sidewalk is closed. The retaining wall needs to be removed from the right of way and the area needs to be cleaned up of soil and gravel. The retaining wall needs to be rebuilt, or the slope of your front yard needs to be cut back and restored to avoid the soil from washing onto the sidewalk and street.

### **ACTION REQUESTED**

The action requested of the Village Board is to review and consider providing any direction to staff.

### **ANALYSIS**

The attached letter dated May 8, 2026 has been sent to the property owner. The timber retaining wall was installed by the Village around year 2000. DPW staff have also met with the property owner four times to discuss what needs to be done and how to accomplish. If any concrete sidewalk has been damaged, then the sidewalk should be removed and replaced at owner's expense pursuant to Section 78.109 of the Village Municipal Code. Failure to repair the retaining wall in a timely manner would subject the property owner to citation under Municipal Code Section 14.180 which governs a property owners maintenance responsibilities as to the exterior of their premises.

Village of Pewaukee Municipal Code Section 78.106 requires the owner of each lot fronting a sidewalk to keep such sidewalk clean and free from all obstruction. Section 50.104(10) also provides that maintaining an obstruction of a public sidewalk constitutes a public nuisance. If the obstruction is not removed, the Village may cause it to be remove and the costs of such removal paid by the owner. Additionally, failure to remove the obstruction is grounds for issuance of a citation for violation of Village Municipal Code including the sections cited in this letter.

Most recently, Village DPW staff met with the property owner on May 11, 2026 to deliver the attached letter in person and also explain the letter the owner is responsible to remove the wall and rebuild another wall, or grade the soil so a wall isn't needed. Village DPW staff obtained three quotes to assist in getting this project moving along. The owner doesn't want to pay for the all the work needed. Village staff told the owner that only the Village Board has the ability to negotiate and decide on an agreement.

Attachment – photo collage

Attachment – Letter to property owner at 510 E. Wisconsin Avenue





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

May 8, 2026

RE: Retaining Wall Collapse  
510 E. Wisconsin Avenue

Dear Resident/Property Owner:

A large storm passed through the Village of Pewaukee on April 13, 2026. Three of your pine trees in your front yard uprooted and fell over and knocked over a timber retaining wall while falling into the Village of Pewaukee right of way. The trees also fell on power lines that knocked over a power pole across the street. Due to your trees blocking the street, Village Department of Public Works crews spent several hours cutting the trees and removed the trunks and branches. The retaining wall still is laying on the Village sidewalk which is a public safety issue and the sidewalk is closed.

The retaining wall needs to be removed from the right of way and the area needs to be cleaned up of soil and gravel. The retaining wall needs to be rebuilt, or the slope of your front yard needs to be cut back and restored to avoid the soil from washing onto the sidewalk and street. If any concrete sidewalk has been damaged, then the sidewalk should be removed and replaced at owner's expense pursuant to Section 78.109 of the Village Municipal Code. Failure to repair the retaining wall in a timely manner would subject you to citation under Municipal Code Section 14.180 which governs a property owners maintenance responsibilities as to the exterior of their premises.

Please be advised that Village of Pewaukee Municipal Code Section 78.106 requires the owner of each lot fronting a sidewalk to keep such sidewalk clean and free from all obstruction. Section 50.104(10) also provides that maintaining an obstruction of a public sidewalk constitutes a public nuisance. If the obstruction is not removed, the Village may cause it to be removed and the costs of such removal paid by the owner. Additionally, failure to remove the obstruction is grounds for issuance of a citation for violation of Village Municipal Code including the sections cited in this letter.

On April 16, 2026 and April 17, 2026 we did meet to discuss the issue. You had said that your insurance company was going to come out and conduct an assessment the next week. Jay Bickler of DPW said you came to DPW yesterday, May 6, 2026, and stated that your insurance company has denied your claim. Please contact me by Wednesday, May 22, 2026 with your timeline for addressing this issue which includes removing and rebuilding the wall.

If you have any questions, comments, or concerns, please contact me by calling (262) 691-5694 or via email [dbuechl@villageofpewaukee.wi.gov](mailto:dbuechl@villageofpewaukee.wi.gov).

Sincerely,

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

Cc: Matt Heiser, Village Administrator  
File



To: Jeff Knutson, President  
Trustees of the Village Board

From: Matt Heiser  
Village Administrator

Date: May 15, 2026

Re: May 19, 2026 Village Board Meeting Agenda Item 8(o) OPEN SESSION  
Review, discussion and possible action regarding Waukesha County Case  
#2026CV000324 Lan Dang et al vs. Village of Pewaukee.

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### **BACKGROUND**

On May 9, 2025 the Village Clerk received a notice of claim filed against the Village. The matter was forwarded to the Village insurance company for investigation and review. The Village disallowed the claim on June 17, 2025.

The complainant filed a lawsuit against the Village on February 18, 2026. Staff referred the matter to the Village insurance company and Counsel was assigned.

### **ACTION REQUESTED**

None.

### **ANALYSIS**

The Village Attorney will lead the Board through a discussion.

Attachment – None.