



Regular Village Board Meeting Agenda

August 15, 2023 – 6:00 pm
Village Hall, 235 Hickory Street, Pewaukee, WI 53072

To view the meeting live: <https://www.youtube.com/live/ZeixlqBF1Dc?feature=share>

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations.
 - a. Public Hearing on Ordinance to amend Sections 40.221(a), 40.229(a), 40.268, 40.301, 40.319, and 40.400.1(2)(b) of the Village Code pertaining to maximum permitted building height, and to amend Section 40.426(J)(1) of the Village Code pertaining to residential use parking regulations
 - b. Public Hearing on Ordinance to amend Section 40.400.1.(1) of the Village Code pertaining to the maximum percentage of units within a senior housing development (developed under the HEO - Housing for the Elderly Overlay Zoning District) which may be allocated toward independent living.
3. Approval of Minutes of Previous Meeting.
 - Minutes of the Regular Village Board Meeting – August 1, 2023
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. Speakers are asked to use the podium and state their name and address.*
5. Ordinances.
 - a. Possible Action on Ordinance No. 2023-14, Ordinance to amend Sections 40.221(a), 40.229(a), 40.268, 40.301, 40.319, and 40.400.1(2)(b) of the Village Code pertaining to maximum permitted building height, and to amend Section 40.426(J)(1) of the Village Code pertaining to residential use parking regulations
 - b. Possible Action on Ordinance No. 2023-15, Ordinance to amend Section 40.400.1.(1) of the Village Code pertaining to the maximum percentage of units within a senior housing development (developed under the HEO - Housing for the Elderly Overlay Zoning District) which may be allocated toward independent living.
6. Resolutions. None.
7. Old Business.
 - a. Strategic Plan Update – Focus Group Progress
8. New Business.
 - a. Discussion and Possible Action on Award of Bid for Kiwanis Village Park Sanitary Sewer Lateral Replacement Project
 - b. Discussion and Direction Regarding Request from Matter Development to share steel casing pipe for water main pipe and sanitary sewer lateral pipe



Regular Village Board Meeting Agenda

- c. Discussion and Direction on Conceptual Village Hall Staffing Change
 - d. Discussion and Direction Regarding 2024 Budget Review Schedule
 - e. Monthly Approval of Checks and Invoices for all Funds – July 2023
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. 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 August 11, 2023

VILLAGE OF PEWAUKEE VILLAGE BOARD MINUTES

August 1, 2023

<https://www.youtube.com/live/nOwEKLNPqs?feature=share>

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

President Knutson called the meeting to order at approximately 7:00 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 Heather Gergen; Trustee Bob Rohde; Trustee Kelli Belt; Trustee Chris Krasovich; Trustee Craig Roberts; Trustee Jim Grabowski, and President Jeff Knutson.

Also Present: Village Attorney, Mark Blum; Village Administrator, Scott Gosse; Director of Parks & Recreation, Nick Phalin; Director of Public Works, Dan Naze; Village Clerk, Cassie Smith.

2. Public Hearings/Presentations – none.

3. Approval of Minutes of Previous Meeting

a. Minutes of the Regular Village Board Meetings

1. June 20, 2023

Trustee Roberts moved, seconded by Trustee Krasovich, to Approve the June 20, 2023, Minutes of the Regular Village Board meeting as presented.

Motion carried 6-0-1; Trustee Grabowski abstained.

2. July 18, 2023

Trustee Rohde stated that Attorney Matt Gralinski was present at the July 18, 2023 meeting, not Attorney Mark Blum.

Trustee Rohde moved, seconded by Trustee Roberts, to Approve the July 18, 2023, Minutes of the Regular Village Board Meeting Including the Update to Remove Mark Blum and Replace with Matt Gralinski.

Motion carried 7-0.

4. Citizen Comments

Janet Abts @ 901 Ridgeway Dr – Ms. Abts stated that she is excited to see something starting at 321 Riverside Drive but would like to be informed of the next steps. How long is the project anticipated to start and will the property be manicured before winter? Director Naze responded, the staff doesn't know the schedule of events for the project and just today they were given notice to stop work until the Village is informed of a schedule.

Dan Deneen @ 412 Sunset Dr. – Mr. Deneen stated that he lives adjacent to the 321 Riverside property and is concerned about the retention pond. He asked who is responsible for the upkeep of the retention pond. Attorney Blum stated that the stormwater pond is the property owner's responsibility. If they don't upkeep the pond the Village can assess and contract for the work to be completed.

5. Ordinances

a. Discussion and Possible Action on Ordinance 2023-13, an Ordinance to Amend Section 18.112 Regarding the Sale of Food or Food Products

Clerk Smith presented Ordinance 2023-13 regarding the sale of food products which allows the Clerk to approve the applications. Denials would be presented to the Village Board.

Trustee Grabowski believes the license applications are burdensome to non-profits and that the Village should consider eliminating or updating the requirement for a food vendor permit, but he does like that this Ordinance shortens the timeframe for approval. Discussion continued regarding the purpose of the license.

Trustee Gergen moved, seconded by Trustee Rohde, to Approve Ordinance 2023-13 to Amend Section 18.112 Regarding the Sale of Food or Food Products as Presented.

Discussion regarding denials and special events followed.

Motion carried 7-0.

6. Resolutions

a. Discussion and Possible Action on Resolution No. 2023-12, A Resolution Recognizing the Retirement of David Meyer from the Public Works Department

President Knutson read Resolution 2023-12.

Trustee Rohde moved, seconded by Trustee Krasovich, to Approve Resolution 2023-12 Recognizing the Retirement of David Meyer from the Public Works Department as Presented.

Motion carried 7-0.

b. Discussion and Possible Action on Resolution 2023-13, a Resolution to Amend the Village Fee Schedule Regarding Food Vendor Permits

Clerk Smith presented the current fee schedule. Trustee Rohde stated that he would like to lessen the cost for community non-profits as Park and Recreation treats community non-profits differently. The direction was given to the Clerk to research what other communities do and analyze the fees associated and report revenues.

Trustee Grabowski moved, seconded by Trustee Gergen, to Table this Item and Explore Other Municipalities Pricing and Details.

Motion carried 7-0.

7. Old Business - None

8. New Business

a. Discussion and Possible Action to release an existing Pedestrian Easement in effect at 321 Riverside Drive. The applicant/property owner is Riverside 321 Partners LLC in c/o Christian Hlavinka.

Administrator Gosse presented the release of an existing pedestrian easement which is from a prior plat recorded with the original subdivision plat for River Hills Park. The Plan Commission has reviewed and recommended the release of the easement.

Trustee Gergen moved, seconded by Trustee Rohde, to Approve Releasing the Existing Pedestrian Easement in effect at 321 Riverside Drive as Presented.

Motion carried 7-0.

b. Discussion and Possible Action on the Final Plat of Riverside Preserve – a 36-lot (+4 outlots), single-family residential subdivision. This 13-acre site, located at 321 Riverside Drive, is zoned R-5 Single-Family Residential with Residential Infill Redevelopment

Overlay (RIRO). The property owner/applicant is Riverside 321 Partners LLC in c/o Christian Hlavinka.

Administrator Gosse explained that the final plat of 321 Riverside Drive was reviewed by the Plan Commission in July and determined to be substantially consistent with the original plat. The Plan Commission did recommend that a note be placed on the final plan regarding the hunting land south of the property which is owned by Waukesha County. With the final plat approval, the developer would not be able to start selling lots until all requirements within the developer's agreement are met.

Trustee Roberts moved, seconded by Trustee Gergen, to Approve the Final Plat of Riverside Preserve Residential Subdivision as Presented in Addition to adding a note on the Final Plat Regarding the Hunting Land.

Motion carried 7-0.

c. Discussion and Possible Action on Possible Allocation of Laimon Park Funds to Funds Capital Improvements at Peffer Park

Director Phalin reviewed the Laimon Family Lakeside Park improvements that have been made and those that are planned for in upcoming years. Phalin presented the concept of the Fitness Court being located at Peffer Park. He explained that two grants have been acquired and the remaining cost to the Village would be \$91,000. The Village Board may allocate Laimon Park Reserve Funds for Capital Park Improvements and Phalin asked for consideration of granting \$91,000 to purchase the Fitness Court to be placed at Peffer Park. Discussion continued regarding location, useability, maintenance, and usage of funds. Administrator Gosse stated that this is going before the Plan Commission next Thursday and property owners within 300' were sent a notice along with the notice being placed in the newspaper. Attorney Blum explained that bids should be garnered for projects but due to the proprietary nature of this request this may not be possible for all aspects for the project. He also suggested that the Village Board may want to consider adoption of a policy to provide guidance for future use of Laimon Park funds.

Trustee Grabowski moved, seconded by Trustee Rohde, to Allocate funds from Lamion Fund Reserve Balance to Peffer Park to Construct a Fitness Center, Contingent upon Plan Commission Approval and Review of the Agreement by Staff and the Village Attorney, not to Exceed \$91,000 as Presented.

Motion carried 7-0.

d. Discussion and Possible Action on Bid Award for Bridge Deck Coating Contracted Services

Director Naze presented the proposals to apply polymer overlays on three Pewaukee River bridge decks. overlays on bridges, \$65,000 budgeted this year. Two proposals were returned with Norcon Corporation being the lowest. He reached out to a reference at the DOT who stated they have worked with Norcon on several projects and had positive experiences. The cost to complete the overlays is \$41,963. Director Naze stated that each bridge will be closed for a full day while work is being completed.

Trustee Grabowski moved, seconded by Trustee Gergen, to Approve the Bid Award to Norcon Corporation as Presented in the Amount of \$41,963.

Motion carried 7-0.

e. Discussion and Possible Action on Appointment of Village Board Member to Serve on Police Union Negotiation Team

President Knutson presented Trustee Belt to serve on the Police Union Negotiation Team.

Trustee Krasovich moved, seconded by Trustee Rohde, to Appoint Trustee Belt as the Village Board Member to Serve on the Police Negotiation Team.

Motion carried 7-0.

9. Citizen Comments – None

10. Closed Session. – *The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically regarding Fire and EMS Contract with City of Pewaukee.*

Trustee Krasovich moved, seconded by Trustee Roberts to Move into Closed Session at Approximately 8:35 p.m.

Motion carried on Roll Call Vote, 7-0.

11. Reconvene into Open Session

Trustee Grabowski moved, seconded by Trustee Roberts to Reconvene into Open Session at Approximately 9:02 p.m.

Motion carried on Roll Call Vote, 7-0.

a. Possible Action on Fire and EMS Contract with the City of Pewaukee

Trustee Rohde moved, seconded by Trustee Roberts, to Approve EMS Contract with the City of Pewaukee as Presented.

Motion carried 7-0.

12. Adjournment

Trustee Gergen moved, seconded by Trustee Grabowski to adjourn the August 1, 2023, Regular Village Board meeting at approximately 9:03 p.m.

Motion carried 7-0.

Respectfully Submitted,

Cassandra Smith Village Clerk



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: August 8, 2023

Re: Agenda Item 5a, Possible Action on Ordinance No. 2023-14, Ordinance to amend Sections 40.221(a), 40.229(a), 40.268, 40.301, 40.319, and 40.400.1(2)(b) of the Village Code pertaining to maximum permitted building height, and to amend Section 40.426(J)(1) of the Village Code pertaining to residential use parking regulations

BACKGROUND

Attached for your review and consideration please a copy of the Village Planner staff report and draft ordinance regarding this matter. The Plan Commission has reviewed these items at prior meetings this year and at its June meeting forwarded a recommendation for the Village Board to adopt the proposed changes related to parking requirements and building heights. New language is proposed for multifamily dwellings in the B-2 Downtown Business zoning district.

ACTION REQUESTED

The action requested of the Village Board by the Plan Commission is to approve Ordinance No. 2023-14, Ordinance to amend Sections 40.221(a), 40.229(a), 40.268, 40.301, 40.319, and 40.400.1(2)(b) of the Village Code pertaining to maximum permitted building height, and to amend Section 40.426(J)(1) of the Village Code pertaining to residential use parking regulations.

Attachments

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 8, 2023

General Information:

Agenda Item: **5.a.**

Applicant:

N/A

Status of Applicant:

Village initiated item

Requested Action:

Review, discussion possible action/recommendation to the Village Board to amend Sections 40.268, 40.301, 40.319, 40.221, 40.229, and 40.400.1(2)(b) of the Village Code regarding building height regulations, and Section 40.426(j)(1) of the Village Code regarding Residential Parking regulations.

Discussion:

The following proposed changes to Village Code have been raised, reviewed and considered by the Planning Commission as a part of discussions related to density limits for multi-family uses that may be proposed in the B-2 Downtown Business District :

- **Residential Parking**

40.426(j) Required number of stalls. The following parking standards shall be applied unless deviations have been specifically approved by the planning commission:

(1) Residential uses.

a. Single-family dwellings and two-family dwellings. Two spaces per dwelling unit (excluding garages).

b. Multifamily dwellings.

1. One bedroom **or efficiency units** = 1.75 enclosed parking spaces per unit.

2. Two bedrooms = 2.0 enclosed parking spaces per unit.

3. Three bedrooms = 2.0 enclosed parking spaces per unit.

4. Guest parking requires one parking stall for every two units.

c. Multifamily dwellings in the B-2 Downtown Business District.

1. One bedroom = 1.0 enclosed parking spaces per unit.

2. Two bedrooms = 2.0 enclosed parking spaces per unit.

3. Three bedrooms = 2.0 enclosed parking spaces per unit.

4. Guest parking requires .25 parking stalls for every residential unit.

d. Housing for the elderly. Subject to planning commission approval on a case by case basis.

- **Building/Structure Height**

B-2 Downtown Business District 40.268 The height of any structure shall not be less than 1.5 stories nor more than 3 stories by design, and may not exceed 42 feet (up to 45 feet if the building design incorporates a gabled roofline) unless otherwise approved in accordance with the conditional use grant process.

B-4 Business Park District 40.301 The height of any structure in the B-4 district shall not exceed 42 55 feet...”.

B-5 Light Industrial District 40.319 The height of any structure in the B-5 district shall not exceed 550 feet...”

R-6 Plex-Residential District 40.221(a) The height of the principal structure in the R-6 district shall not exceed 42 feet (up to 45 feet if the building design incorporates a gabled roofline).

R-M Multi-Family Residential District 40.229 The height of the principal structures in the RM district shall not exceed three stories or 42 feet (up to 45 feet if the building design incorporates a gabled roofline).

Housing for the Elderly Overlay District 40.400.1(2)(b) Height of any principal structure shall not ~~to~~ exceed four stories or 52 feet (up to 55 feet if the building design incorporates a gabled roofline).

Recommendation:

If the Commission is satisfied with the changes as presented above, the next step/action would be to recommend these changes to the Village Board for consideration and possible adoption.

ORDINANCE NO. 2023-14

ORDINANCE TO AMEND SECTIONS 40.221(a), 40.229(a), 40.268, 20.301, 40.319, AND 40.400.1(2)(b) OF THE VILLAGE CODE REGARDING BUILDING HEIGHT REGULATIONS, AND SECTION 40.426(J)(1) OF THE VILLAGE CODE REGARDING RESIDENTIAL USE PARKING REGULATIONS.

The Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, do ordain as follows:

SECTION I

WHEREAS: The Village of Pewaukee currently lists Multi-Family Residential among the Conditional Uses that may be considered for approval in the B-2 Downtown Business Zoning District; and

WHEREAS: Unlike, the single-family, plex and multi-family residential zoning districts in the Village, the B-2 Conditional Use listing for multi-family residential use does not specify any maximum density standard to apply when evaluating the suitability of any multi-family project as may be proposed in this B-2 Downtown Business District; and

WHEREAS: The Village of Pewaukee staff and Planning Commission did review and consider how other, similar, communities in Waukesha County handle density with respect to multi-family residential development in their downtown areas and learned that, by establishing other specific criteria with respect to, for instance, maximum building height and minimum required parking, the issue of maximum density can be left to resolve itself in these infill and redevelopment-type downtown settings; and

WHEREAS: The Planning Commission did, on June 8, 2023, following several months of review and discussion, unanimously recommend to the Village Board in favor of modifying certain sections of the Code related to maximum building height (even beyond just the B-2 Downtown Business District, for consistencies sake as a Village-wide matter) and minimum required residential use parking standards applicable to the B-2 Downtown business District as will, by their own limitations, constrain the potential density that can be achieved in multi-family development projects as may be proposed for consideration in the B-2 Downtown Business District; and

NOW, THEREFORE, Be it ordained by the Village Board of the Village of Pewaukee, Wisconsin that it is both necessary and appropriate to modify the maximum building heights and minimum required residential use parking requirements as a means of limiting overall density of multi-family residential in districts where no such residential density limit is otherwise specified: and

SECTION 1. That the following Sections of the Village of Pewaukee Municipal Code are hereby amended to read as follows:

40.426(j) Required number of stalls. The following parking standards shall be applied unless deviations have been specifically approved by the planning commission:

(1) Residential uses.

a. Single-family dwellings and two-family dwellings. Two spaces per dwelling unit (excluding garages).

b. Multifamily dwellings.

1. One bedroom or efficiency units = 1.75 enclosed parking spaces per unit.

2. Two bedrooms = 2.0 enclosed parking spaces per unit.

3. Three bedrooms = 2.0 enclosed parking spaces per unit.

4. Guest parking requires one parking stall for every two units.

c. Multifamily dwellings in the B-2 Downtown Business District.

1. One bedroom = 1.0 enclosed parking spaces per unit.

2. Two bedrooms = 2.0 enclosed parking spaces per unit.

3. Three bedrooms = 2.0 enclosed parking spaces per unit.

4. Guest parking requires .25 parking stalls for every residential unit.

d. Housing for the elderly. Subject to planning commission approval on a case by case basis.

40.268 (B-2 Downtown Business District) The height of any structure shall not be less than 1.5 stories nor more than 3 stories by design, and may not exceed 42 feet **(up to 45 feet if the building design incorporates a gabled roofline)** unless **otherwise** approved in accordance with the conditional use grant process.

40.301(B-4 Business Park District) The height of any structure in the B-4 district shall not exceed **42.55** feet...”

40.319 (B-5 Light Industrial District) The height of any structure in the B-5 district shall not exceed **59** feet...”

40.221(a) (R-6 Plex-Residential District) The height of the principal structure in the R-6 district shall not exceed 42 feet **(up to 45 feet if the building design incorporates a gabled roofline)**.

40.229 (R-M Multi-Family Residential District) The height of the principal structures in the RM district shall not exceed **three stories or** 42 feet **(up to 45 feet if the building design incorporates a gabled roofline)**.

40.400.1(2)(b) (Housing for the Elderly Overlay District) Height of any principal structure **shall** not ~~to~~ exceed four stories or 52 feet **(up to 55 feet if the building design incorporates a gabled roofline)**.

SECTION II

The Village President and Village Clerk are authorized to execute this ordinance on behalf of the Village of Pewaukee.

This ordinance shall take effect upon passage and publication as required by law.

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SECTION III

The several sections of this ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the ordinance.

All ordinances or parts of ordinances contravening the terms and conditions of this ordinance are hereby to that extent repealed.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2023.

APPROVED:

Jeff Knutson, Village of Pewaukee President

Countersigned:

Casandra Smith, Village of Pewaukee Clerk



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: August 8, 2023

Re: Agenda Item 5b, Possible Action on Ordinance No. 2023-15, Ordinance to amend Section 40.400.1.(1) of the Village Code pertaining to the maximum percentage of units within a senior housing development (developed under the HEO - Housing for the Elderly Overlay Zoning District) which may be allocated toward independent living

BACKGROUND

Attached for your review and consideration please a copy of the Village Planner staff report, background information from the property owner initiating this matter with the Plan Commission and draft ordinance forwarded to the Village Board by the Plan Commission for consideration. The Plan Commission has reviewed these items at prior meetings this year and at its July meeting forwarded a recommendation for the Village Board to adopt the proposed changes related to the ratio of independent living units to assisted living and/or nursing home units for projects developed under the Housing for the Elderly Overlay District.

ACTION REQUESTED

The action requested of the Village Board by the Plan Commission is to approve Ordinance No. 2023-15, Ordinance to amend Section 40.400.1.(1) of the Village Code pertaining to the maximum percentage of units within a senior housing development (developed under the HEO - Housing for the Elderly Overlay Zoning District) which may be allocated toward independent living.

Attachments

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: July 13, 2023

General Information:

Agenda Item: **6.f.**

Applicant/Property Owner:

Kirkland Crossings, Inc. in c/o Anne O'Connor as Development Manager for Senior Housing Partners & Owner's Rep. for Kirkland Crossing, LLC.

Requested Action:

Review, discussion, and possible recommendation to the Village Board to modify Section 40.400.1. (1)a. of the Village Code, increasing the percentage of units that may be used for senior independent living within a project developed under the Elderly Housing Overlay (EHO) zoning district.

Current Zoning:

N/A *Proposed code change is not applicable to a single parcel of land, rather, it is applicable to all parcels within the EHO zoning district.

Proposed Zoning:

N/A

Current Master Plan Classification:

N/A

Surrounding Zoning/Land Use:

N/A

Project Area:

N/A

Property Location:

N/A

Discussion:

'Housing for the elderly as independent living units, assisted living facilities and/or nursing homes', is listed among the conditional uses that can be considered for approval in the EHO zoning district.

Section 40.400.1. of the EHO district specifically provides that:

(1) Development projects which include housing for the elderly:

a. Independent living units shall be permitted only as a subordinate use within a development project that also includes assisted living and/or nursing home units

and in that case, the number of independent living units shall not exceed 50 percent of the combined total number of units in the development.

The applicant proposes that this language be modified to read as follows:

40.400.1.(1) Development projects which include housing for the elderly:

a. Independent living units shall be permitted only as a subordinate use within a development project that also includes assisted living and/or nursing home units and in that case, the number of independent living units shall not exceed ~~50~~ 75 percent of the combined total number of units in the development.

By the definitions set forth in the EHO District, the balance of units (i.e., not less than 25% under this proposed change) would have to be comprised of any combination of :

- **Assisted Living Units.** (i.e., At the time this overlay district was written, the Wisconsin Department of Health Services defined assisted living as facilities for individuals who need some level of care monitoring services but choose to live in a setting without 24-hour access to nursing services and the state regulates four types of these; Adult Daycare, Adult Family Home (AFH), Community-Based Residential Facility (CBRF) and Residential Care Apartment Complex* (RCAC); *and/or*
- **Nursing home Units.** In the Village of Pewaukee, the term nursing home shall mean only those public or private residential institutions providing 24 hour onsite access to skilled nursing services and intended and equipped to provide long term in-patient care for persons unable to look after themselves such as the aged or chronically ill). 'Long term' shall, in this case, be defined as intending to remain in residence at the nursing home for not less than six months. For purposes of this section, skilled nursing services shall have the meaning set forth in Section 50.01(6V) of the Wisconsin Statutes.

The applicant provides, in their supporting application documents, empirical evidence suggesting, among other things, that in the near term (i.e., six years and <), demand is fading for assisted living as of 2021 and for the next five years but rising as for independent/active senior living, particularly so when developed as a part of a campus or community.

Recommendation:

If the Planning Commission should determine that a 75% maximum threshold for independent living units is acceptable, the Planner recommends the following language option be considered:

40.400.1.(1) Development projects which include housing for the elderly:

a. Independent living units shall be permitted ~~only as a subordinate use~~ within a development project that also includes assisted living and/or nursing home units and in that case, the number of independent living units shall not exceed ~~50~~ 75 percent of the combined total number of units in the development.

Application is due 3 weeks prior to the Meeting Date.



**Village of Pewaukee – Planning Commission
Miscellaneous Approval Application Form – *Return Completed Form along
with 11 copies of all materials to be reviewed.***

Address/Parcel No. of Property Involved: N/A

Zoning of Property: N/A

Current Owner of Property: N/A

Applicant – Name: Anne O'Connor
Address: 2823 Hamline Ave. N.
Phone: 763-274-9360
Fax: _____

Type of Request: Check All That Apply

Sign Plan Approval:
Final Plat Approval:
Certified Survey Map:
Other (Describe Below):

Prelim. Plat Approval:
Developer's Agreement:

Amend Section Sec. 40.400.1. of the Village Zoning Code to read as follows (see attachment).

Signature of Property Owner as listed on this Application:

DocuSigned by:
Mark Meyer
7E3FF1F95E044C8...

Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Application as it pertains to my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this Application.

Signature of Applicant (if different than Owner):

DocuSigned by:
Anne O'Connor
BA63D79037AB41B...



PROFESSIONAL SERVICES REIMBURSEMENT NOTICE

Pursuant to the Village of Pewaukee Code of Ordinances, the Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Planner or any other of the Village’s professional staff results in a charge to the Village for that professional’s time and services and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge that service for the fees incurred by the Village. Also, be advised that pursuant to the Village of Pewaukee Code of Ordinances, certain other fees, costs, and charges are the responsibility of the property owner or responsible party.

I, the undersigned, have been advised that, pursuant to the Village of Pewaukee Code of Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village. In addition, I have been advised that pursuant to the Village of Pewaukee Code of Ordinances, certain other fees, costs, and charges are my responsibility.

The Village will place fees from unpaid invoices on the real estate tax bill of the property that corresponds to the incurred services.

RESPONSIBLE PARTY & MAILING ADDRESS

Anne O'Connor

Name of Company and/or Individual

2823 Hamline Ave. N. Roseville, MN 55113

Street City State Zip

Phone: 763-274-9361 Fax: E-Mail: aoconnor@seniorpartners.com

Anne O'Connor 6/20/2023

Signature of Applicant & Date

Mark Meyer 6/21/2023

Signature of Property Owner & Date

Village Official Accepting Form & Date

SEND ALL PROFESSIONAL SERVICES INVOICES TO: (Check One)

Property Owner

Applicant

Presbyterian Homes Kirkland Crossing Phase 2 Elderly Overlay District Ordinance

Applicant: Senior Housing Partners (SHP)
Owner: Kirkland Crossing, Inc
Project Name: Kirkland Crossing Phase 2
Project Address: 700 Quinlan Dr.
 Pewaukee, WI 53072
Date: June 21, 2023

Senior Housing Partners on behalf of Kirkland Crossings, Inc. would like to construct a senior independent living building on the parcel adjacent to the existing Kirkland Crossings campus to expand our mission to offer opportunities for older adults to live well. As we’ve discussed and presented previously, the current and foreseeable trends with how seniors transition through the continuum of care is not consistent with the way in which the ordinance is currently written.

We would be seeking an exception from, or an amendment to, Municipal Code Chapter 40 – Land Development, Article VI. Districts, Division 23. HOUSING FOR THE ELDERLY OVERLAY DISTRICT, Section 40.400.1 (1) a. which requires 50% of the housing units to be higher levels of care than independent housing units. This operational model requiring 50% of units to receive care services is not representative of the current and foreseeable trends with how seniors move through the continuum of care. Our internal data shows that up to 36% of independent living residents either skip assisted living/memory care services and progress directly to a more acute level of 24/7 care or they opt to live their remaining years in their apartment successfully with other supportive services.

Supporting the trend data is a lack of demand for assisted living and memory care services in Pewaukee. Prior to developing a project, we conduct market studies to assess demand in the area in which we hope to build new elderly housing. The data below indicates a negative demand for assisted living as of 2021 and for the next five years but includes positive demand of nearly 200 apartments for independent/active senior living.

Demand Based on Housing Type	2021	2026
Market Rate Assisted Living Net Demand	(107)	(85)
Assisted Living Memory Care Net Demand	(18)	1
High Acuity Assisted Living Net Demand	9	12
Total	(116)	(72)
Demand Based on Housing Type	2021	2026
Congregate Living Demand	105	128
Senior Apartment Net Demand	(52)	13
Total	53	141

The demand is far greater for independent living apartments; however, the desire to be part of a campus is still valuable, even when residents do not move through each phase of the continuum of care. Residents often desire to stay in their apartment for as long as possible to retain their independence. This is a shared goal of long-term care providers as it helps promote residents' rights and maintains a consistent environment which can help delay concerns with cognitive decline.

Our goal with Phase II of Kirkland Crossing would be to develop a senior living model which meets existing demand and acknowledges the changing ways in which the current and future seniors wish to receive their healthcare services. Specifically, we are designing spacious apartments where seniors can age in place or transition elsewhere on our campus when their needs exceed what can be met through preferred methods of in-home care.

Additionally, based on feedback from the Planning Commission and Village Board we have adjusted the project to be an amendment to the current CUG for the existing campus thus combining the parcels into one senior campus and bringing it under the same ownership. Our presence as a senior care provider in Pewaukee is intended to serve seniors for decades, which will include forecasting their wishes and responding accordingly with our building design and campus affiliation.

We appreciate the opportunity to discuss this with the Planning Commission and Village officials and staff.



June 21, 2023

Via Email

Scott A. Gosse
Administrator
Village of Pewaukee
sgosse@villageofpewaukee.gov

Mary Censky
Planner
Village of Pewaukee
mcensky@villageofpewaukee.gov

RE: B1 zoning- Elderly Overlay Ordinance Language Modification

This application is submitted by Kirkland Crossings, Inc., a Minnesota corporation (“Kirkland Crossings”), the owner of property located within the Housing for the Elderly Housing Overlay District and follows a series of submissions for land use approvals and discussions with the Village regarding the proposed “Phase 2” of an existing project, which includes in part, independent living units (the “Project”).

In the discussions we have had with the Village, we understand the concern and desire to meet the Village’s needs for ensuring that residents have quality care while aging. As we have outlined, the current language in code language (operating 50% of senior housing units with care services, (no more than 50% independent living units)) governing the Elderly Housing Overlay District is challenging to satisfy based on the actual pattern of the transition of individuals from independent living apartments to a higher level of care, which is rarely in a 1:1 ratio. Based on a large volume of data, we believe this trend will continue. A text amendment to the Code offering flexibility in allowing more independent living units will accomplish the Village’s objectives of providing quality housing options for individuals, ages 62+, while limiting standard multi-family projects.

Per our discussions we submit the following ordinance modification to Sec. 40.400.1(1)(a). for consideration:

- a. Independent living units shall be permitted only as a subordinate use within a development project that also includes assisted living and/or nursing home units and in that case, the number of independent living units shall not exceed 75 percent of the combined total number of units in the development.

This additional language would allow senior housing providers more flexibility to operate within a model that is responsive to market need and choices and staffing availability while continuing to offer choices to seniors.



We look forward to discussing with the Planning Commission on July 13, 2023.

Respectfully,

DocuSigned by:
Anne O'Connor
BA63D79037AB41B...

Print Name: Anne O'Connor

Title: Development Manager, SHP & Owner's Rep. Kirkland Crossing, LLC

CC:

Pam Belz
pbelz@seniorpartners.com

Eric Harrmann
erharr@agarch.com

ORDINANCE NO. 2023-15

ORDINANCE TO AMEND SECTION 40.400.1.(1) OF THE VILLAGE CODE PERTAINING TO THE MAXIMUM PERCENTAGE OF UNITS WITHIN A SENIOR HOUSING DEVELOPMENT (DEVELOPED UNDER THE HEO - HOUSING FOR THE ELDERLY OVERLAY ZONING DISTRICT) WHICH MAY BE ALLOCATED TOWARD INDEPENDENT LIVING.

The Village Board of the Village of Pewaukee, Waukesha County, Wisconsin, do ordain as follows:

SECTION I

WHEREAS: The Village of Pewaukee currently limits the maximum percentage of units that can be allocated to independent living-type occupancies to 50%; and

WHEREAS: The Village Planning Commission did hear a request from a prospective developer of senior housing to modify that percentage upward to 75%; and

WHEREAS: The Village of Pewaukee staff and Planning Commission did review and consider the representations and supporting market data as presented by the prospective developer in support of this request; and

WHEREAS: The Planning Commission did, on July 13, 2023, taking into consideration the market data and developer representations that senior assisted living demand is waning while demand for senior independent living remains high, unanimously recommend to the Village Board in favor of modifying related Section 40.400.1(1) of the Code; and

NOW, THEREFORE, Be it ordained by the Village Board of the Village of Pewaukee, Wisconsin that it is appropriate to modify/increase the maximum percentage of units that can be allocated to independent living-type occupancies in projects developed under the Housing for the Elderly Overlay zoning district: and

SECTION 1. That the following Section of the Village of Pewaukee Municipal Code is hereby amended to read as follows:

40.400.1.(1) Development projects which include housing for the elderly:

- a. Independent living units shall be permitted ~~only as a subordinate use~~ within a development project that also includes assisted living and/or nursing home units and in that case, the number of independent living units shall not exceed ~~50~~ 75 percent of the combined total number of units in the development.

SECTION II

The Village President and Village Clerk are authorized to execute this ordinance on behalf of the Village of Pewaukee.

This ordinance shall take effect upon passage and publication as required by law.

SECTION III

The several sections of this ordinance are declared to be severable. If any section shall be declared by a decision of a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the ordinance.

All ordinances or parts of ordinances contravening the terms and conditions of this ordinance are hereby to that extent repealed.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2023.

APPROVED:

Jeff Knutson, Village of Pewaukee President

Countersigned:

Casandra Smith, Village of Pewaukee Clerk



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: August 11, 2023

Re: Agenda Item 8a, Discussion and Possible Action on Award of Bid for Kiwanis Village Park Sanitary Sewer Lateral Replacement Project

BACKGROUND

The Village Board approved an agreement with raSmith at the April 18th Village Board meeting for the design and bidding for a new sanitary sewer lateral for Kiwanis Village Park due to the more frequent issues related to the current system which is extremely flat from the building to the sanitary sewer main. The project design concluded that a sanitary sewer grinder pump and force main would be the most effective long-term solution given the flat conditions from the building to the sanitary sewer main. Funds for this project were planned to come from the Village's Infrastructure Fund. Attached for your review and information please find a review letter from Tim Barbeau along with a bid tabulation detailing the separate bid components.

ACTION REQUESTED

The action requested of the Village Board is to consider the award of the Kiwanis Village Park Sanitary Sewer Lateral Replacement bid to Mid City Corporation in accordance with their bid of \$132,150 with funding for the project to come from the Village's Infrastructure Fund.

ANALYSIS

Two bids were received for this project with the low bid submitted by Mid City Corporation in the amount of \$132,150. Tim notes that the project would be substantially completed by September 29, 2023 and fully complete by mid-October. There is the option to reject all bids and rebid later; however, there is no guarantee that new bids would be lower than the current bids.

As noted above, funding for this project was anticipated to come from the Village's Infrastructure Fund which is fund balance above 40% of the 2023 General Fund budgeted expenditures for the purpose of paying for capital or equipment projects with cash versus issuing debt. The 1/1/23 balance of the Infrastructure Fund as \$1,209,799 with allocated use of monies from this fund of \$300,000 thus far for the Ariel Bucket Truck Replacement (estimated delivery date of this truck was last known to be 1/31/2025). Accounting for the use of \$300,000 for the bucket truck, this leaves a balance in this Fund of \$909,799 which would be sufficient to cover the cost for the new grinder pump/force main for the Village Park.

Attachments

C: Tim Barbeau



CREATIVITY BEYOND ENGINEERING

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

August 10, 2023

Mr. Scott Gosse
Administrator
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072

Re: Pewaukee Kiwanis Park Sanitary Sewer Grinder Pump and Force Main Project

Dear Mr. Gosse:

Bids were opened at 1:00 p.m. on Thursday August 10, 2023 at the Pewaukee Village Hall for the above referenced project. Work on this project included extension and connection of the gravity sewer to a grinder pump station, electrical connections, installation of a 2-inch force main to a manhole near Caldwell Street, cleaning and abandoning the existing sanitary sewer lateral and manhole, and restoration of disturbed areas. We received two bids from qualified, responsible, and responsive bidders. The bid documents were reviewed and checked and both bids were in order. The bids are as follows:

<u>BIDDER</u>	<u>BID</u>
1. Mid City Corporation	\$132,150.00
2. IHC Construction Co, LLC	\$153,100.00

The engineer's estimate for the project was \$80,000 to \$90,000.

As we discussed, there are funds available to cover the bid costs. The work could be re-bid in the anticipation that the costs would be lower; however, there is no guarantee that costs would be any different. None of the elements of the bid can be removed to reduce the costs. Should the Board decide to proceed with the work, I recommend that they award the Pewaukee Kiwanis Park Sanitary Sewer Grinder Pump and Force Main Project to the low bidder, Mid City Corporation, in the amount of \$132,150.00.

It is anticipated that the work will be substantially completed by September 29, 2023 and fully complete by mid-October.

Should you have any questions, please contact me.

Sincerely,
R.A. Smith, Inc.

Timothy G. Barbeau, P.E., R.L.S.

Attachment: Bid Tabulation

Pewaukee Kiwanis Park Sanitary Sewer Grinder Pump and Force Main Project

Bid Tabulation
August 10, 2023

Item	Item Description	Unit	Quantity	Mid City Corp.	IHC Construction Co, LLC
1	Sanitary Sewer	LS	1	\$23,150.00	\$32,500.00
2	Lift Station Package	LS	1	\$71,000.00	\$61,200.00
3	Sanitary Sewer Manhole (48-inch)	EA	1	\$9,500.00	\$15,600.00
4	HDPE Force Main (2-inch)	LS	1	\$16,500.00	\$11,700.00
5	Clean and Abandon Existing Laterals and Manhole	LS	1	\$7,500.00	\$15,800.00
6	Lawn Restoration	LS	1	\$4,500.00	\$16,300.00
	TOTALS			\$132,150.00	\$153,100.00



To: Jeff Knutson, President
Village Board

From: Scott A. Gosse
Village Administrator

Date: August 11, 2023

Re: Agenda Item 8b, Discussion and Direction Regarding Request from Matter Development to share steel casing pipe for water main pipe and sanitary sewer lateral pipe

BACKGROUND

The developer and contractor for The Westerly Senior Housing project has requested Village consideration of the shared use of the existing steel casing pipe being installed under STH 164. Village Consulting Engineer Tim Barbeau has provided a review of this request (copy attached) and staff is seeking direction from the Village Board regarding this request.

ACTION REQUESTED

The action requested of the Village Board is to review the attached information and provide direction to staff on how the Village Board may be willing to proceed as it relates to the possible shared use of the casing pipe for the public water main and private sanitary sewer lateral.

ANALYSIS

As noted in Tim's attached memo, there is limited experience with this type of situation to draw on for additional background information – either good or bad.

Attachments

C: Tim Barbeau



CREATIVITY BEYOND ENGINEERING

MEMORANDUM

DATE: August 9, 2023

TO: Scott Gosse, Village of Pewaukee (via email)

FR: Tim Barbeau, Village of Pewaukee Consulting Engineer *TGB*

CC: Dan Naze, Village of Pewaukee Director of Public Works (via email)

RE: The Westerly Senior Housing Development

Sanitary sewer and water service for the subject development is designed to be extended from the west side of STH 164 to the east side. Since the sanitary sewer will be serving a single lot/development, Village staff determined that it would be considered a private lateral with the full responsibility of installation and maintenance by the development owner. The water main installation would be public and include hydrants to serve the property and a service connection to the building.

Plans were approved to have each utility in a separate steel casing pipe under STH 164 in order to meet the sewer/water separation requirements of the WDNR (minimum 8 feet). Work on boring the 36-inch diameter casing pipe for the sanitary sewer lateral started on July 20, 2023. About 30 feet into the approximate 180-foot bore for the casing, the contractor encountered substantial boulders and rock. The contractor had to resort to hand mining the excavation, which has been or will be completed shortly. Knowing what material they will encounter 10 feet away from the sewer casing, the developer's engineer has been in contact with the WDNR to determine if the sanitary sewer lateral and water main can be placed in the same casing. The initial response from the WDNR was that they would consider an exception to the separation requirement and allow the water main and sanitary sewer lateral in one casing pipe, subject to submission of a request with new plans and details. The developer is not only concerned about the cost for an additional bore and casing, but the time it would take to complete and general feasibility of the excavation. Portions of the building foundation (some of which has been installed already) cannot be started until the construction of the utilities are complete.

The Village staff has the following comments and concerns related to this proposal:

- Of utmost importance with any public water system is reliability and water quality. The reduction of the separation requirement to a point where both utilities are in one casing pipe is concerning as it relates to potential contamination if there is a leak. The WDNR will require that the sanitary sewer pipe used for the lateral be of similar material that would be used for a pressure water main. The water main pipe material will be Certa-lok pipe, which has locking joints through the pipe extension, reducing the potential for leakage and joint separation.
- Since the sanitary sewer lateral is privately owned and the water main is publicly owned, defining who is responsible for the casing pipe, should be required between the Village and developer, if this option is chosen.
- I have spoken to the City of Waukesha since they have a casing pipe that has sewer, water and electrical that runs through it. According to their engineering staff, it was installed in the 1970's under I-94 west of STH TT. The staff indicated that they have had no issues related to leakage or breakage. The sanitary sewer portion of the pipe was originally installed as concrete pipe. Recently, the city lined the concrete

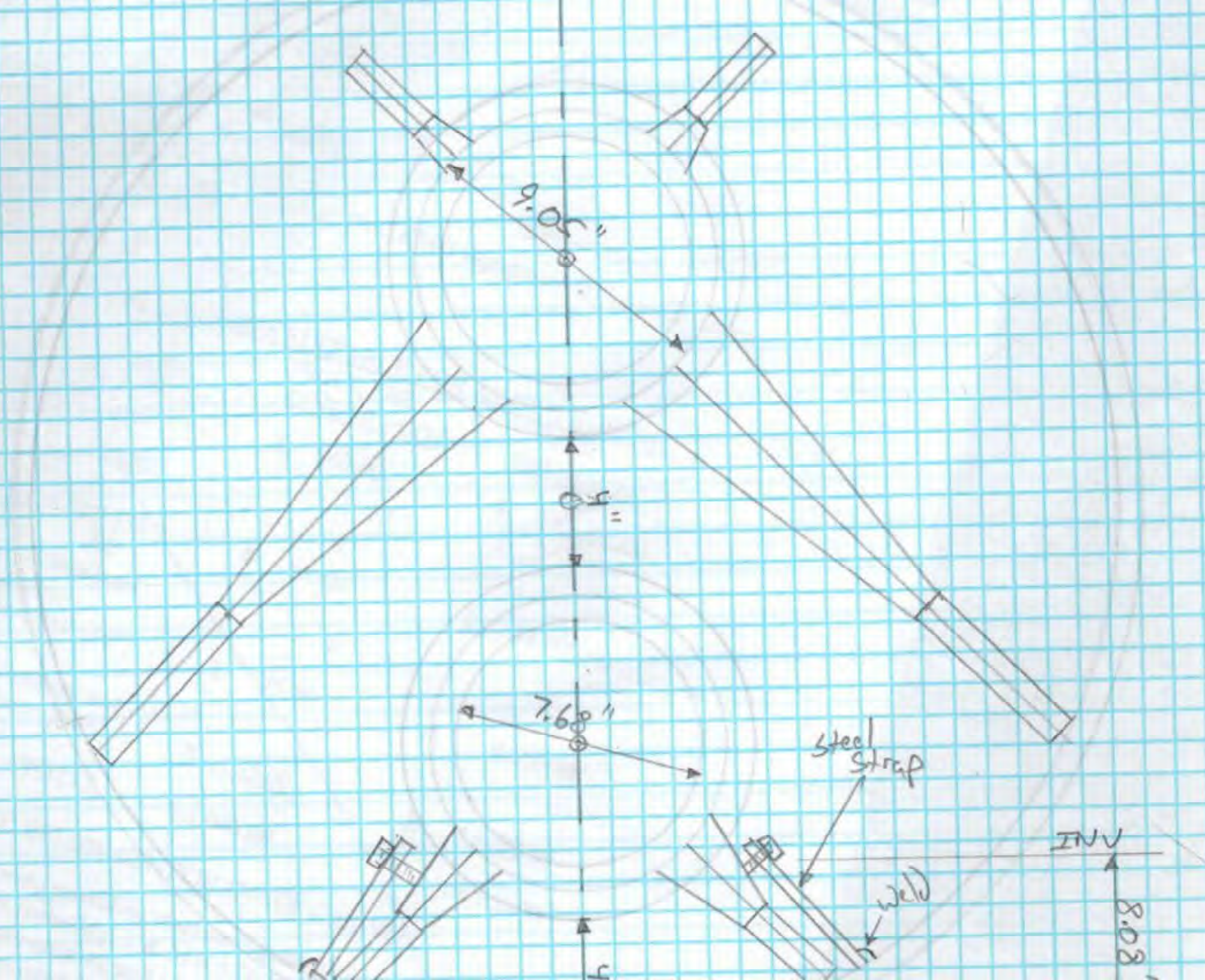
pipe with plastic to extend the life of the pipe. Past performance of one installation is not a guarantee that this system will have no issues into the future.

- I contacted a long-time area contractor (since 1971) who has a division that performs underground boring for public utilities. They indicated that if a joint utility application is allowed, it may be best to fill the void space in the casing with sand or other flowable material. If it was a single water main in a casing, filling the void space would not be necessary, especially if at some time in the future, the pipe size would want or need to be increased. In that case, the pipe could be slid out of the casing and a new pipe replaced in the same casing. For a dual utility casing, it is recommended that the void be filled; however, it may be substantially difficult, if not impossible, to remove the pipe (to increase the size or repair) once it is in the casing.

In considering options, I have asked that the engineer/contractor/developer consider allowing the casing pipe that has been installed to be used only for the public water main (hence addressing our concerns about a safe and reliable water system) and find an optional location or method of installing the sanitary sewer lateral (which is controlled by the developer and is not a matter for the Village).

Other options include staying the course and requiring a second casing to separate the two utilities; or directing the developer to coordinate service from the City of Pewaukee.

Since the use of a casing pipe for both sanitary sewer and water main is not common, the Village staff has no experience with this type of request. We are hesitant to endorse any option that may compromise the public water system.





To: Jeff Knutson, Village President
Village Board

From: Cassie Smith & Kayla Haack
Village Clerk - Village Treasurer

Date: August 9, 2023

Re: Agenda Item 8C, Discussion and Direction on Conceptual Village Hall Staffing Change

BACKGROUND

The current Accounts Payable/Administrative Assistant has notified staff of retirement at the end of 2023 but, a specific date has not been determined at this time. The Treasurer and Clerk bring two questions to the Village Board: 1) granting overlap training for an easier transition and 2) consideration of eliminating this position and splitting the Deputy Clerk/Treasurer position into two full-time positions.

The current Accounts Payable/Administrative Assistant has over 4.5 years of knowledge and is willing to decrease hours during the transition to remain as a point of contact for the new employee. It's anticipated this would require an additional 16-24 hours per week or an estimated \$2,025 for one month.

The current workload for this position has expanded and changed over several years. This position is the first contact for phone calls, event updates, interdepartmental communication, DPW concerns, counter requests, utility payment processing, operator license background checks, and processing special assessments, election registrations, and absentee ballot requests. The position continues to grow as new tasks are delegated. Continuously, our office is running in a **reactive** state and if the office had sufficient staffing, it would allow a more **proactive** approach. Moving toward a full-time position would increase the office coverage by 11 hours per week.

Additional duties that have either been absorbed by our office or need additional attention include utility compliance and questions, human resources, yard waste tags, increased code compliance, operator license process, record organization/digital processes, cemetery needs & mapping, enhanced response times with the residents, increased website development and design, and increased Village Board goals.

On days when the Accounts Payable/Administrative Assistant is out of the office due to part-time, other team members must adjust their workload and time to accommodate. This causes lower productivity due to the re-direction of duties relating to the counter, phones, and resident needs, especially during elections.

The ability to separate the Deputy Clerk and Deputy Treasurer positions creates a direct backup for the Clerk and the Treasurer. Our office would be more fluid with a dedicated person for each set of duties (treasurer and clerk) and opens the door to cross-training. The Deputy Treasurer and Deputy Clerk duties are divided by position type encompassing the duties of the Accounts Payable/Administrative Assistant position. In addition, both positions could act as Administrative Assistants for the DPW Department.

The current job description for the Accounts Payable/Administrative Assistant is attached along with the proposed job duties lists for the Deputy positions.

Processes in our office have significantly improved by utilizing our new accounting and utility software. Things change constantly and new requirements are being discovered. The need for additional staffing would allow our office to function proactively. Additionally, we would better assist with supporting DPW, accommodate DNR and PSC regulations and requirements, improve Village record retention, become more digital, do regular website updates, timely audit preparations, weekly/bi-weekly code compliance, and cross-training of all positions. Human Resource needs have significantly increased. The turnover rate in 2022 was 35% and thus far, 19% in 2023. The Village has doubled in turnover rate since 2019 at 16%. Each termination and new hire require additional follow-up on benefits administration and employee inquiries.

ACTION REQUESTED

Discussion regarding the elimination of the Accounts Payable/Administrative Assistant position and splitting the Deputy Clerk/Treasurer position into two full-time positions.

ANALYSIS

The current total cost of wages and benefits for the Accounts Payable/Administrative Assistant and the Deputy Clerk is \$121,546.32. The proposal is to split the positions over Water, Sewer, Stormwater, and General Fund as our office supports the DPW and Utility Department. The split as attached would allow our department to dissolve the Accounts Payable/Administrative Assistant position and move to 2 full-time positions, Deputy Clerk and Deputy Treasurer while decreasing the wages allocated in the general fund.

VILLAGE OF PEWAUKEE
Job Description
ACCOUNT FINANCE & ADMINISTRATIVE ASSISTANT CLERK

DEPARTMENT: VILLAGE ADMINISTRATION
DATE: October 2017
REPORTS TO: VILLAGE CLERK & VILLAGE TREASURER

SUMMARY:

The Account Finance & Administrative Assistant Clerk performs a variety of clerical functions in the Clerk's and Treasurer's Office directly relating to the organization, processing and maintenance of all Village expenses according to the Wisconsin State Statutes and Generally Accepted Accounting Standards. This position also provides assistance to the Village Clerk, Village Treasurer, Director of Public Works, and Village Administrator with clerical duties as assigned and the day-to-day activities of an office environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following with other duties as assigned.

Compute and pay all village bills for all active funds.

Prepare and maintain purchase orders for the Public Works Department as directed by the Public Works Director.

Prepare and maintain all purchase orders as directed by the Village Clerk & Village Treasurer.

Respond to any vendor inquiries as directed by Village Clerk & Village Treasurer.

Maintain all payable files including historical payable documents as required by state law.

Prepare monthly Accounts Payable Check List for Village Board approval for all General Funds, Water Utility, Sewer Department and Joint Library.

Provide secretarial assistance to the Village Clerk, Village Treasurer, Director of Public Works, and Village Administrator as needed.

Prepare daily General Fund cash deposit including daily cash drawer balance in the absence of the Deputy Clerk-Treasurer and post receipts for the same.

Prepare daily Water Utility/Sewer Department cash deposit in the absence of the Deputy Clerk-Treasurer and post receipts for the same.

Process all Accounts Receivable including billings, special assessment billings and any other bills as necessary on a monthly basis.

Serves as back-up for the quarterly utility billing process.

Maintains annual budget, budget adjustments and appropriations in Village computerized financial system.

Prepares and updates all Excel spreadsheets as requested by Department Heads and other projects that may arise.

Prepares Quarterly Water, Sewer and Refuse billing reconciliations.

Assists with inquiries from Auditor during the annual Village audit.

Assists with answering and processing citizen inquiries and complaints by telephone and in person in a professional and courteous manner.

Provide support and assistance with the election process for the Village including but not limited to voter registration, absentee voting, and Election Day activities when necessary.

Provide counter support for utility payments and other account receivables.

Order office supplies as directed by office staff.

OTHER DUTIES:

Other duties as may be assigned by the Village Clerk & Village Treasurer from time to time.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or responsibilities as required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE:

Associate or higher college degree in accounting or business is preferred; alternative education will be considered; additional experience in the governmental setting or fund accounting is desired. Additionally, experience dealing effectively and professionally with the public and customers.

KNOWLEDGE AND SKILLS:

Ability to carry out routine administrative details with little supervision; ability to understand and carry out oral and written instructions; make decisions in accordance with rules, regulations, and Village policy; ability to quickly learn new software programs; establish and maintain effective public and office relations.

LANGUAGE SKILLS:

Ability to read and interpret documents such as operating and maintenance manuals, procedure manuals; and the Village Code of Ordinances. Ability to write routine reports and correspondence. Ability to speak effectively with fellow employees, Village elected officials and the general public.

MATHEMATICAL SKILLS:

Ability to calculate figures and amounts such as may be needed summarizing labor hours, interest, and percentages. Ability to apply basic concepts of algebra and geometry.

REASONING ABILITY:

Ability to apply common sense understanding to carry out instructions furnished in written, oral, and diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must be able to sit for long periods of time, bend and lift up to 15 pounds continuously. Must have simple grasping and hand-eye coordination to handle office equipment. Must be able to communicate effectively on the telephone and in person with a wide spectrum of society.

EQUIPMENT USED:

General office equipment including but not limited to: personal computer, multi-line telephone, fax machine, radio communication equipment, cash register, adding machine/calculator and multi-function copier.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The work of this job is performed in a general office environment.

NOTE: The duties listed above are intended as illustrations of the various types of work performed by persons in this position. This list is not all-inclusive. The omission of a particular job duty does not mean that the duty is not one of the essential functions of this job. This job description does not create an employment contract and is subject to change by the Village as the needs of the Village and the Department change over time.

Essential Duties

D/CLERK	CLERK CROSS TRAINED	D/TREASURER	TREASURER CROSS TRAINED
BACKUP TO THE CLERK	RESPONSIBLE FOR THE FULL FUNCTION OF THE ACCOUNTS PAYABLE PROCESS	BACKUP TO THE TREASURER	ELECTION REGISTRATIONS, ABSENTEE PROCESS, AND ELECTION DAY HELP
RECORD RETENTION OF ALL VILLAGE RECORDS	RESPOND TO VENDOR INQUIRIES	RESPONSIBLE FOR THE FULL FUNCTION OF THE ACCOUNTS PAYABLE PROCESS	ASSIST WITH ALL LICENSE AND PERMITS, INCLUDING LIQUOR, OPERATOR, TRANSIENT, AND DOG LICENSES
PREFORM BACKGROUND CHECKS	PREPARE DAILY CASH DEPOSIT AND POST TO THE GENERAL LEDGER	PREPARE MONTHLY ACCOUNTS PAYABLE CHECK REPORT FOR VILLAGE BOARD REVIEW	RESPOND TO VENDOR INQUIRIES
COMPLETE THE ELECTION PROCESS - REGISTRATIONS, ABSENTEE PROCESS, ELECTION WORKER SCHEDULES, TRAINING AND ELECTION DAY	PROCESS UTILITY BILL PAYMENTS AND ACCOUNT UPDATES	RECORD RETENTION OF ALL FINANCIAL RECORDS	DPW SUPPORT & CORRESPONDENCE
ADMIN TASKS DICTATED BY THE CLERK/TREASURER/ADMINISTRATOR	COORDINANCE AND SCHEDULE METER INSTALLS	REVIEW, ENTRY AND APPROVAL OF ALL PUBLIC WORKS AND ADMIN VENDOR INVOICES	ASSISTS WITH ALL INQUIRIES AND COMPLAINTS BY TELEPHONE, WRITING AND IN PERSON
RESEARCH SKILLS - ORDINANCES/HISTORIC DATA/USER MANUALS	FRONT COUNTER SUPPORT TO ASSIST WITH QUESTIONS AND SALES OF LICENSES AND PERMITS	PREPARE DAILY CASH DEPOSIT AND POST TO THE GENERAL LEDGER	DAILY COMMUNICATION TO FIRE AND PD REGARDING PERMITS (BURNING)
WEBSITE ADMINISTRATOR - UPDATE AND MAINTAIN WEBSITE AND CALENDAR	CUSTOMER SERVICE AT THE FRONT COUNTER AND ON THE PHONE	PROCESS SPECIAL ASSESSMENTS	CUSTOMER SERVICE AT THE FRONT COUNTER AND ON THE PHONE
CODE COMPLIANCE	DPW SUPPORT & CORRESPONDENCE	PREPARE AND PROCESS ALL ACCOUNTS RECEIVABLE BILLINGS AS NECESSARY	
CODIFICATION OF ADOPTED ORDINANCES	ASSISTS WITH ALL INQUIRIES AND COMPLAINTS BY TELEPHONE, WRITING AND IN PERSON	QUARTERLY UTILITY BILLING PROCESS - METER READS/METER INSTALLS/BILLING	
ATTEND BOARD OF REVIEW AND SCHEDULE HEARINGS	DAILY COMMUNICATION TO FIRE AND PD REGARDING PERMITS (BURNING)	GL RECONCILIATIONS INCLUDING ACCOUNTS PAYABLE, ACCOUNTS RECEIVABLE, GENERAL LEDGER, UTILITY BILLING, HEALTH AND DENTAL	
PREPARE AND POST AGENDAS, AGENDA PACKETS AND MINUTES FOR ATTENDED MEETINGS		PREPARATION OF FINANCIAL REPORTS AND RECORDS	
ASSIST WITH MAINTENANCE AND REGULATIONS OF ALL LICENSE AND PERMITS, INCLUDING LIQUOR, OPERATOR, TRANSIENT, AND DOG LICENSES		COMPLETE MONTHLY BANK RECONCILIATIONS FOR ALL ACCOUNTS	
FILE DOCUMENTS WITH THE REGISTER OF DEEDS		ASSISTS WITH ANNUAL VILLAGE AUDIT PROCESS	
KEEP OFFICE INFORMED OF EVENTS AS THEY ARE BROUGHT ABOUT THAT EFFECT OFFICE OR OFFICE PROCEEDURES		PREPARE AND IMPORT ACCOUNTS PAYABLE INVOICE IMPORTS/FRANCHISE FEES	
ATTEND PERTINENT PROFESSIONAL MEETINGS AND TRAINING SESSIONS TO REMAIN CURRENT ON JOB REQUIREMENTS		PREPARE CREDIT APPLICATIONS FOR TREASURER REVIEW	
CODE COMPLIANCE MANAGEMENT		KNOWLEDGE IN THE BUDGET PROCEDURES FOR ANNUAL BUDGETS FOR ALL FUNDS	
MANAGEMENT OF CEMETERY BURIALS, MONUMENTS, AND QUESTIONS		ATTEND PERTINENT PROFESSIONAL MEETINGS AND TRAINING SESSIONS TO REMAIN CURRENT ON JOB REQUIREMENTS	
		ASSIST WITH SPECIAL ASSESSMENTS AND TAX SETTLEMENTS	
		PROCESS UTILITY BILL PAYMENTS AND CUSTOMER ACCOUNT UPDATES	
		ADMINISTRATIVE TASKS DICTATED BY THE CLERK/TREASURER/ADMINISTRATOR	

Qualification Requirements

D/CLERK		D/TREASURER	
WORD AND EXCEL PROFICIENCY		WORD AND EXCEL PROFICIENCY	
CUSTOMER SERVICE EXPERIENCE		ACCOUNTING CERTIFICATE OR HIGHER COLLEGE DEGREE IN ACCOUNTING OR BUSINESS	
READING AND WRITING SKILLS REQUIRED		CUSTOMER SERVICE EXPERIENCE	
EXCEPTIONAL VERBAL AND WRITTEN COMMUNICATION IS REQUIRED		READING AND WRITING SKILLS REQUIRED	
EXPERIENCE IN STATE/FEDERAL/LOCAL GOVERNMENT A PLUS		EXPERIENCE IN STATE/FEDERAL/LOCAL GOVERNMENT A PLUS	

Essential Duties

MUST BE AVAILABLE DURING THE ELECTION PROCESS (ELECTION DAY + 1 MONTH PRIOR AND SOME NIGHTLY MEETINGS (1-2 MEETINGS/MONTH)		EXCEPTIONAL VERBAL AND WRITTEN COMMUNICATION IS REQUIRED	
		PROFICIENT WITH A 10 KEY PAD	



Report Criteria:

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

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
72079						
07/23	07/05/2023	72079	AMAZON CAPITAL SERVI	11F4-X4KF-GJ	LIBRARY/BRIDGES GRANT/LIBRARY OF THINGS	94.96
07/23	07/05/2023	72079	AMAZON CAPITAL SERVI	13PH-JL9K-3P	LIBRARY/BRIDGES GRANT/LIBRARY OF THINGS	26.58
07/23	07/05/2023	72079	AMAZON CAPITAL SERVI	19DM-YM64-	LIBRARY/1 ADULT NON FIC	16.95
07/23	07/05/2023	72079	AMAZON CAPITAL SERVI	1CW3-QQKG-	LIBRARY/1 ADULT NON FIC	13.99
07/23	07/05/2023	72079	AMAZON CAPITAL SERVI	1CX1-3FY9-9	LIBRARY/BRIDGES_LIBRARY OF THINGS	494.58
Total 72079:						647.06
72080						
07/23	07/05/2023	72080	ASSOCIATED APPRAISAL	169169	ASSESSOR/FULL VALUE MAINT-JULY 2023	3,583.33
Total 72080:						3,583.33
72081						
07/23	07/05/2023	72081	AYRES ASSOCIATES INC	207584	AYRES BRIDGE DECK ENGINEERING SERVICES	4,740.00
Total 72081:						4,740.00
72082						
07/23	07/05/2023	72082	CINTAS CORPORATION	5163360311	SEWER - FIRST AID	217.52
Total 72082:						217.52
72083						
07/23	07/05/2023	72083	COMET WELDING INC	8233	REPLACEMENT LIGHT POLE FOR CAPITOL DR & PARK HILL / C	641.25
Total 72083:						641.25
72084						
07/23	07/05/2023	72084	CONSOLIDATED ELECTR	5890-1192351	VILLAGE HALL LIGHT BALLAST	12.48
Total 72084:						12.48
72085						
07/23	07/05/2023	72085	CORE & MAIN LP	T033947	CURB BOX TOP BRASS PLUG X8	1,293.88
Total 72085:						1,293.88
72086						
07/23	07/05/2023	72086	E H WOLF & SONS INC	486409	FUEL DELIVERY	3,257.56
Total 72086:						3,257.56
72087						
07/23	07/05/2023	72087	HAWKINS INC	6484198	CHLORINE	1,738.58
Total 72087:						1,738.58
72088						
07/23	07/05/2023	72088	KAESTNER AUTO ELECT	423506	#701 BATTERY	174.95
07/23	07/05/2023	72088	KAESTNER AUTO ELECT	423616	#502 OIL PRESSURE SWITCH	59.87

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 72088:						234.82
72089						
07/23	07/05/2023	72089	MC TOOLS & REPAIR LLC	1589	FLUSHING NOZZEL FOR JETTER	70.27
Total 72089:						70.27
72090						
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314314323206	MAIN BREAK RESTORATION	63.93
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314314523058	GLADE SCENT REFILLS	10.99
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314315322308	MINI PAINT ROLLER REFILLS	9.99
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314315823026	WELL 5 CHEMICAL REPAIR	10.47
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314315823050	CEMETERY WOOD STAKE	17.96
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314316523064	VH-SHELVING, SCRES, BRACKETS FOR BOARD ROOM	42.18
07/23	07/05/2023	72090	MENARDS-CAPITAL ONE	314316623064	VH - WALL ANCHORS	4.96
Total 72090:						160.48
72091						
07/23	07/05/2023	72091	MIDWEST FIBER NETWO	33026	SEWER/INTERNET	150.13
07/23	07/05/2023	72091	MIDWEST FIBER NETWO	33027	SEWER/INTERNET	150.13
Total 72091:						300.26
72092						
07/23	07/05/2023	72092	MOTION & CONTROL EN	C74103-001	LPSD HARVESTER HYDRAULIC HOSE REPLACEMENT	365.60
Total 72092:						365.60
72093						
07/23	07/05/2023	72093	PROACTIVE DESIGN LLC	C337-P2979	YOUTUBE INTEGRATION	300.00
Total 72093:						300.00
72094						
07/23	07/05/2023	72094	STATE OF WISCONSIN C	06302023	STATE SURCHARGES	2,533.94
Total 72094:						2,533.94
72095						
07/23	07/05/2023	72095	TREMAINE, SHAWN	05.24.23 MEA	TREMAINE LUNCH TRAINING EXPENSE	8.90
Total 72095:						8.90
72096						
07/23	07/05/2023	72096	US CELLULAR	0585910730	POLICE/CELL PHONES 0610/2023	17.19
Total 72096:						17.19
72097						
07/23	07/05/2023	72097	VJS GC HOLDINGS, INC	11690	LIBRARY/RENOVATION	28,454.50
Total 72097:						28,454.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
72098						
07/23	07/05/2023	72098	WAUKESHA COUNTY TR	06302023	COUNTY SURCHARGES	1,045.12
07/23	07/05/2023	72098	WAUKESHA COUNTY TR	20040064	INMATE BILLING JUNE 2023	39.44
Total 72098:						1,084.56
72099						
07/23	07/05/2023	72099	WAUKESHA LIME AND ST	1868190	COLD MIX - POT HOLE REPAIR	201.50
Total 72099:						201.50
72100						
07/23	07/14/2023	72100	AARONIN STEEL SALES I	8274	#501 CONVEYOR REPAIR (STEEL PLATE)	116.00
Total 72100:						116.00
72101						
07/23	07/14/2023	72101	ABT MAILCOM	45785	UTILITY BILL PROCESSING & INSERT	2,365.18
Total 72101:						2,365.18
72102						
07/23	07/14/2023	72102	ALL-WAYS CONTRACTO	56499	SCREENED TOPSOIL - CEMETERY GRAVE RESTORATION	54.99
Total 72102:						54.99
72103						
07/23	07/14/2023	72103	AMAZON CAPITAL SERVI	1194-LFT6-6K	LIBRARY/ADULT PROGRAM	28.58
07/23	07/14/2023	72103	AMAZON CAPITAL SERVI	11C3-L6MK-K	LIBRARY/OFFICE SUPPLIES - DRY ERASE MARKERS	34.99
07/23	07/14/2023	72103	AMAZON CAPITAL SERVI	1N4T-WCK4-H	LIBRARY/OFFICE SUPPLIES - BATTERIES AND BAKING	37.92
Total 72103:						101.49
72104						
07/23	07/14/2023	72104	ARAMARK UNIFORM & C	6140201429	SEWER UNIFORMS	168.38
Total 72104:						168.38
72105						
07/23	07/14/2023	72105	AYRES ASSOCIATES INC	208287	AYRES BRIDGE DECK ENGINEERING SERVICES	9,480.00
Total 72105:						9,480.00
72106						
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037546560	LIBRARY/FREIGHT CHARGE	38.57
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037546889	LIBRARY/FREIGHT CHARGE	42.52
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037558879	LIBRARY/PROCESSING	47.51
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037559929	LIBRARY/FREIGHT CHARGE	567.38
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037565375	LIBRARY/PROCESSING	353.52
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037568062	LIBRARY/FREIGHT CHARGE	396.55
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037568457	LIBRARY/FREIGHT CHARGE	40.05
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037574937	LIBRARY/FREIGHT CHARGE	51.70
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037581613	LIBRARY/FREIGHT CHARGE	111.99
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037582201	LIBRARY/PROCESSING	150.49
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037583157	LIBRARY/FREIGHT CHARGE	57.76
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037583163	LIBRARY/FREIGHT CHARGE	387.09

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037588102	LIBRARY/FREIGHT CHARGE	205.86
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037588189	LIBRARY/FREIGHT CHARGE	167.95
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037588206	LIBRARY/FREIGHT CHARGE	44.70
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037590061	LIBRARY/FREIGHT CHARGE	48.29
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037592922	LIBRARY/FREIGHT CHARGE	195.28
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037592963	LIBRARY/FREIGHT CHARGE	417.17
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037593067	LIBRARY/FREIGHT CHARGE	40.82
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037593883	LIBRARY/FREIGHT CHARGE	80.19
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037596301	LIBRARY/FREIGHT CHARGE	99.59
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037597832	LIBRARY/PROCESSING	154.85
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037608404	LIBRARY/FREIGHT CHARGE	408.00
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037611923	LIBRARY/FREIGHT CHARGE	314.32
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037612311	LIBRARY/FREIGHT CHARGE	32.79
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037612774	LIBRARY/FREIGHT CHARGE	182.78
07/23	07/14/2023	72106	BAKER & TAYLOR BOOK	2037615488	LIBRARY/FREIGHT CHARGE	99.24
Total 72106:						4,736.96
72107						
07/23	07/14/2023	72107	BATZNER PEST CONTRO	47710764	LIBRARY/PEST MGMT JUNE 2023	103.40
Total 72107:						103.40
72108						
07/23	07/14/2023	72108	BEACHSIDE BOAT & BAIT	2023-02	CC FEE REIMBURSEMENT 2	1,149.01
Total 72108:						1,149.01
72109						
07/23	07/14/2023	72109	BLACKSTONE PUBLISHI	2106259	LIBRARY/ADULT 2 AUDIO CDS	73.90
07/23	07/14/2023	72109	BLACKSTONE PUBLISHI	2106683	LIBRARY/ADULT 3 AUDIO CDS	117.88
Total 72109:						191.78
72110						
07/23	07/14/2023	72110	CIMPL, GEOFF	07032023	POLICE/CIMPL REIMBURSE BOOTS	138.94
Total 72110:						138.94
72111						
07/23	07/14/2023	72111	CONLEY MEDIA LLC	6333070623-2	ORDINANCE UPDATE - INFILL DIST	664.98
Total 72111:						664.98
72112						
07/23	07/14/2023	72112	COVER ONE, INC	22794	LIBRARY/BOOK REPAIR MACHINE AND PROCESSING SUPPLIE	995.00
Total 72112:						995.00
72113						
07/23	07/14/2023	72113	CUMMINS SALES & SERV	F6-57066	WELL 5-GNERATOR REPAIR	3,381.98
Total 72113:						3,381.98
72114						
07/23	07/14/2023	72114	DIXON ENGINEERING IN	23-0644	QUINLAN TOWER ENGINEERING SERVICES	4,132.50

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 72114:						4,132.50
72115						
07/23	07/14/2023	72115	E H WOLF & SONS INC	491352	FUEL DELIVERY	5,456.73
07/23	07/14/2023	72115	E H WOLF & SONS INC	492377	FUEL DELIVERY	3,570.79
07/23	07/14/2023	72115	E H WOLF & SONS INC	495177	FUEL DELIVERY	2,738.62
07/23	07/14/2023	72115	E H WOLF & SONS INC	498380	FUEL DELIVERY	3,514.48
Total 72115:						15,280.62
72116						
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848436	#710 MISC HARDWRE	4.38
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848457	AQUATIC PLANT JOB BOX - MISC HARDWRE	5.56
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848461	1/4" AIRCRAFT BIT	9.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848470	TRIMMER 2-CYCLE OIL	31.74
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848505	#128 - 16 GA STEEL PLATE FOR FLOOR PAN	16.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848508	#128 - 16 GA STEEL PLATE FOR FLOOR PAN	24.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848509	RETURN CREDIT #128 - 16 GA STEEL PLATE FOR FLOOR PAN	16.99-
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848527	#128 - HOLE SAW FOR DRILLING FLOOR PAN FOR SHIFT / PAR	14.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848533	#128 - COBALT DRILL BIT FOR DRILLING FLOOR WELDS	16.77
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848534	VIETNAM MEMORIAL PARK REPLACEMENT FLAG	41.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848552	WELL 5 CHLORING INJECTOR BUSHINGS	1.79
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848602	#706 PLASTIC TOOL BOX	19.99
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848719	MISC HARDWARE	4.45
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848810	#501 MISC HARDWARE & THREAD ROD	8.93
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848847	ZIP TIES-METER INSTALL	19.18
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848903	#501 MISC STEEL PLATE & RIVETS	11.97
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848945	OFFICE SUPPLY	5.27
07/23	07/14/2023	72116	ELLIOTT'S ACE HARDWA	848991	#502 HYDRAULIC COUPLER	9.98
Total 72116:						231.97
72117						
07/23	07/14/2023	72117	GRAINGER	9746956516	FILTER CARTRIDGE (LAKE ST & QUINLAN TOWERS)	66.72
Total 72117:						66.72
72118						
07/23	07/14/2023	72118	LANGE ENTERPRISES IN	83621	LAKEFRONT REPLACEMENT SIGNAGE	882.25
Total 72118:						882.25
72119						
07/23	07/14/2023	72119	LINCOLN CONTRACTOR	153779	GREEN MARKING PAINT	214.44
Total 72119:						214.44
72120						
07/23	07/14/2023	72120	MIDWEST TAPE	503875179	LIBRARY/ 1 ADULT CD	10.99
07/23	07/14/2023	72120	MIDWEST TAPE	503879480	LIBRARY/2 ADULT DVD	35.23
07/23	07/14/2023	72120	MIDWEST TAPE	503879481	LIBRARY/2 ADULT DVD	52.48
07/23	07/14/2023	72120	MIDWEST TAPE	503879482	LIBRARY/JUVENILE 2 CDS	23.18
07/23	07/14/2023	72120	MIDWEST TAPE	503879484	LIBRARY/JUVENILE 1 DVD	26.24
07/23	07/14/2023	72120	MIDWEST TAPE	503920078	LIBRARY/ 1 ADULT CD	14.39
07/23	07/14/2023	72120	MIDWEST TAPE	503920080	LIBRARY/ 1 ADULT CD	10.39

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
07/23	07/14/2023	72120	MIDWEST TAPE	503920081	LIBRARY/ADULT 1 DVDS	19.49
07/23	07/14/2023	72120	MIDWEST TAPE	503920082	LIBRARY/4 ADULT DVD	92.96
07/23	07/14/2023	72120	MIDWEST TAPE	503920083	LIBRARY/1 ADULT DVD	14.99
07/23	07/14/2023	72120	MIDWEST TAPE	503920084	LIBRARY/2 ADULT DVD	74.97
07/23	07/14/2023	72120	MIDWEST TAPE	503920085	LIBRARY/6 ADULT DVD	159.69
07/23	07/14/2023	72120	MIDWEST TAPE	503920086	LIBRARY/1 ADULT DVD	31.49
07/23	07/14/2023	72120	MIDWEST TAPE	503920087	LIBRARY/JUV 1 CD	12.99
07/23	07/14/2023	72120	MIDWEST TAPE	503941128	LIBRARY/2 ADULT CDS	23.98
07/23	07/14/2023	72120	MIDWEST TAPE	503941129	LIBRARY/2 ADULT CD	24.38
07/23	07/14/2023	72120	MIDWEST TAPE	50394440	LIBRARY/2 ADULT DVD	43.48
07/23	07/14/2023	72120	MIDWEST TAPE	50394441	LIBRARY/ 1 JUV CD	13.59
07/23	07/14/2023	72120	MIDWEST TAPE	503966878	LIBRARY/2 ADULT DVD	48.73
07/23	07/14/2023	72120	MIDWEST TAPE	503966879	LIBRARY/2 ADULT DVD	40.48
07/23	07/14/2023	72120	MIDWEST TAPE	503973640	LIBRARY/ 1 ADULT CD	12.79
07/23	07/14/2023	72120	MIDWEST TAPE	503973641	LIBRARY/ 1 ADULT CD	10.39
07/23	07/14/2023	72120	MIDWEST TAPE	503973642	LIBRARY/ 1 JUV CD	17.59
07/23	07/14/2023	72120	MIDWEST TAPE	503973644	LIBRARY/JUVENILE 1 DVD	26.24
Total 72120:						841.13
72121						
07/23	07/14/2023	72121	MOD-U-DOCK	2851 & 2794	BALANCE DUE FISHING PIER & RAMP MODIFICATION CHARGE	37,470.00
Total 72121:						37,470.00
72122						
07/23	07/14/2023	72122	NAPA AUTO PARTS	159196	LIFT #1 EXHAUST FAN V-BELT	8.74
07/23	07/14/2023	72122	NAPA AUTO PARTS	159319	WINDSHIELD FLUID WATER SHOP	38.88
07/23	07/14/2023	72122	NAPA AUTO PARTS	159738	#401 ENGINE DEGREASER	6.76
07/23	07/14/2023	72122	NAPA AUTO PARTS	159890	#401 CABIN AIR FILTER	44.66
Total 72122:						99.04
72123						
07/23	07/14/2023	72123	NELSON, KELLY	06262023	LIBRARY/ADULT PRGM REIMB	8.24
Total 72123:						8.24
72124						
07/23	07/14/2023	72124	ORGANIZATION DEVELO	13813	POLICE/POLZIN PSYCH	700.00
Total 72124:						700.00
72125						
07/23	07/14/2023	72125	PROHEALTH CARE LABO	10003207295	POLICE/LEGAL BLOOD DRAW/07/01/2023	74.26
Total 72125:						74.26
72126						
07/23	07/14/2023	72126	PROHEALTH MEDICAL G	318240	DRUG TEST - PT NEW HIRE	65.00
07/23	07/14/2023	72126	PROHEALTH MEDICAL G	318419	POLICE/POLZIN H&P DRUG SCREEN	95.00
Total 72126:						160.00
72127						
07/23	07/14/2023	72127	ROB'S PERFORMANCE M	112206	POLICE/BOAT PATROL SIDE MIRROR KIT UTV	232.09

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 72127:						232.09
72128						
07/23	07/14/2023	72128	RUEKERT & MIELKE, INC	146960	FIRE-EMS STUDY ASSISTANCE RE PROPERTY ZONING DESIG	141.00
Total 72128:						141.00
72129						
07/23	07/14/2023	72129	S-O-S ELECTRONICS CO	23-05022-A	BUILDING SECURITY AND CAMERAS	8,605.00
Total 72129:						8,605.00
72130						
07/23	07/14/2023	72130	SAFETY-KLEEN SYSTEM	92078708	PARTS WASHER SOLVENT FLUID EXCHANGE	316.78
07/23	07/14/2023	72130	SAFETY-KLEEN SYSTEM	92138018	RECYCLE CENTER USED OIL DISPOSAL	185.00
Total 72130:						501.78
72131						
07/23	07/14/2023	72131	SECURIAN FINANCIAL G	AUG 2023	AUG LIFE	607.98
Total 72131:						607.98
72132						
07/23	07/14/2023	72132	SHRED-IT USA	8004169845	PAPER SHRED 06.14.23	62.97
Total 72132:						62.97
72133						
07/23	07/14/2023	72133	TAPCO	1756577	CAPITOL & DYNEX SIGNAL REPAIR	240.00
Total 72133:						240.00
72134						
07/23	07/14/2023	72134	TDS	JULY 2023 - 5	TELEPHONE	2,206.71
Total 72134:						2,206.71
72135						
07/23	07/14/2023	72135	ULINE, INC	165058768	SHELVING & STORAGE NEW BLDG	9,448.94
Total 72135:						9,448.94
72136						
07/23	07/14/2023	72136	WAUKESHA COUNTY TE	896046B	POLICE/KELSEY MICHALSEN EVOC TRAINING	695.94
Total 72136:						695.94
72138						
07/23	07/21/2023	72138	AMAZON CAPITAL SERVI	13H6-XYT7-3	LIBRARY/BRIDGES GRANT/LIBRARY OF THINGS	32.36
07/23	07/21/2023	72138	AMAZON CAPITAL SERVI	13WC-69Y6-9	LIBRARY/OFFICE SUPPLIES - SANITIZING WIPES	60.23
Total 72138:						92.59

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
72139						
07/23	07/21/2023	72139	AQUARIUS SYSTEMS	223234	#502 FUEL HOSE-BELT, VAN BELT, FUEL PUMP, AND GREASE	324.88
Total 72139:						324.88
72140						
07/23	07/21/2023	72140	ASSOCIATED TRUST CO	24437	7/01/22-6/30/23 ADMIN FEE- GO BOND 2013A 6/11/2013	475.00
07/23	07/21/2023	72140	ASSOCIATED TRUST CO	24438	7/01/22-6/30/23 ADMIN FEE GO BOND 2013B 6/11/13	475.00
07/23	07/21/2023	72140	ASSOCIATED TRUST CO	24439	7/01/22-6/30/23 ADMIN FEE GO REFUND BOND 6/30/22	475.00
Total 72140:						1,425.00
72141						
07/23	07/21/2023	72141	ATIS ELEVATOR INSPECT	IN299467	PLATFORM LIFT ANNUAL INSPECTION	125.00
Total 72141:						125.00
72142						
07/23	07/21/2023	72142	BADGER METER INC	80132335	ORION CELLULAR LTE SERVICE-JUNE 2023	637.35
Total 72142:						637.35
72143						
07/23	07/21/2023	72143	BAKER & TAYLOR BOOK	2037620431	LIBRARY/FREIGHT CHARGE	44.92
07/23	07/21/2023	72143	BAKER & TAYLOR BOOK	2037629954	LIBRARY/FREIGHT CHARGE	197.50
07/23	07/21/2023	72143	BAKER & TAYLOR BOOK	2037635498	LIBRARY/FREIGHT CHARGE	15.84
Total 72143:						258.26
72144						
07/23	07/21/2023	72144	BLACKSTONE PUBLISHI	02087657	LIBRARY/ADULT 4 AUDIO CDS	158.43
Total 72144:						158.43
72145						
07/23	07/21/2023	72145	BRENNAN DUESSLER	112-7831609-7	SEASONAL EMPLOYEE WORK BOOT REIMBURSEMENT	50.00
07/23	07/21/2023	72145	BRENNAN DUESSLER	CFDD1E21-00	SEASONAL EMPLOYEE BOATERS SAFETY REIMBURSEMENT	40.95
Total 72145:						90.95
72146						
07/23	07/21/2023	72146	BUELOW VETTER BUIKE	240	JUNE GENERAL LABOR ASSISTANCE	927.50
Total 72146:						927.50
72147						
07/23	07/21/2023	72147	CENTER POINT LARGE P	2024205	LIBRARY/LG PRINT BOOKS (2)	49.14
Total 72147:						49.14
72148						
07/23	07/21/2023	72148	CITY OF PEWAUKEE	AUG 2023	AUG 2023 FIRE/EMS	170,026.42
Total 72148:						170,026.42

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
72149						
07/23	07/21/2023	72149	CIVIC PLUS LLC	265724	ONLINE CODE HOSTING	605.00
Total 72149:						605.00
72150						
07/23	07/21/2023	72150	CIVIC SYSTEMS, LLC	CVC23590	SEMI ANNUAL SUPPORT FEES THRU 12.31.23	5,960.00
Total 72150:						5,960.00
72151						
07/23	07/21/2023	72151	DIVERSIFIED BENEFIT S	386230	FLEX BEN JULY 2023	155.60
Total 72151:						155.60
72152						
07/23	07/21/2023	72152	E H WOLF & SONS INC	502572	FUEL DELIVERY	1,395.60
07/23	07/21/2023	72152	E H WOLF & SONS INC	505368	FUEL DELIVERY	2,341.81
Total 72152:						3,737.41
72153						
07/23	07/21/2023	72153	ELLIOTT'S ACE HARDWA	848659	POLICE/GARAGE DOOR OPENER	99.98
Total 72153:						99.98
72154						
07/23	07/21/2023	72154	EUROFINS EATON ANAL	8100058200	WELL 2 GROSS ALPHA SAMPLING	380.00
Total 72154:						380.00
72155						
07/23	07/21/2023	72155	HAWKINS INC	6495541	HMO	2,872.54
Total 72155:						2,872.54
72156						
07/23	07/21/2023	72156	HIPPENMEYER REILLY B	54901-54902	MUNI COURT LEGAL	5,050.75
Total 72156:						5,050.75
72157						
07/23	07/21/2023	72157	J & H HEATING INC	W36241	LIBRARY/REPAIR HEATING SYSTEM	585.00
07/23	07/21/2023	72157	J & H HEATING INC	W36282	LIBRARY/HVAC CONTROLLER REPLACEMENT	2,214.00
Total 72157:						2,799.00
72158						
07/23	07/21/2023	72158	JAMES IMAGING SYSTE	34388283	LIBRARY/MONTHLY COPIER LEASE/JULY 2023	849.84
Total 72158:						849.84
72159						
07/23	07/21/2023	72159	JANI-KING OF MILWAUKE	MIL07230397	LIBRARY/JANITORIAL SVC JULY 2023	2,675.91

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 72159:						2,675.91
72160						
07/23	07/21/2023	72160	JFTCO INC / FABICK CAT	PIMK0266052	#113 RADIATOR CAP	8.29
Total 72160:						8.29
72161						
07/23	07/21/2023	72161	KAESTNER AUTO ELECT	423933	#502 ALTERNATOR REPLACEMENT	299.99
Total 72161:						299.99
72162						
07/23	07/21/2023	72162	KUSTOM SIGNALS INC	604444	CAMERAS AND DOCKING STATION FOR BOATS PER VILLAGE A	1,534.00
Total 72162:						1,534.00
72163						
07/23	07/21/2023	72163	LANGE ENTERPRISES IN	84001	35 MPH SPEED LIMIT SIGNS X 2	98.98
Total 72163:						98.98
72164						
07/23	07/21/2023	72164	LASKA, CASIMIR	REIMBURSE	THE SPARK WEBSITE HOSTING REIMBURSEMENT 2023-2024	155.88
Total 72164:						155.88
72165						
07/23	07/21/2023	72165	LAWSON PRODUCTS, IN	9310732461	#502 & #503 BRASS PLUGS FOR WHEEL MOTORS	34.45
Total 72165:						34.45
72166						
07/23	07/21/2023	72166	LEXISNEXIS RISK DATA	1451230-2023	POLICE/RECORD CHKS-JUNE 2023	200.00
Total 72166:						200.00
72167						
07/23	07/21/2023	72167	MIDWEST TAPE - HOOPL	504012364	LIBRARY/HOOPLA/DIGITAL ACCT ENDING 6/30/23	719.98
Total 72167:						719.98
72168						
07/23	07/21/2023	72168	MILWAUKEE COUNTY TR	06302023	LIBRARY/JUV PROGRAM/WEHR	128.60
Total 72168:						128.60
72169						
07/23	07/21/2023	72169	NORTH SHORE BANK CA	007705206172	LIBRARY/SPECTRUM/INTERNET 6/17/23 THRU 7/16/23	222.94
07/23	07/21/2023	72169	NORTH SHORE BANK CA	025104039931	LIBRARYADULT PROGRAM	1.25
07/23	07/21/2023	72169	NORTH SHORE BANK CA	05312023	LIBRARY/NATION MAGAZINE/SUBSCRIPTION	39.00
07/23	07/21/2023	72169	NORTH SHORE BANK CA	07012023	LIBRARY/WALL STREET JOURNAL/SUBSCRIPTION 3RD QUART	173.22
07/23	07/21/2023	72169	NORTH SHORE BANK CA	110917	LIBRARY/AMERICAN BUTTON/JUV PROG SUPPLIES	52.45
07/23	07/21/2023	72169	NORTH SHORE BANK CA	114135	LIBRARY/FRIENDS GENERAL/SUMMER KICK OFF EVENT	163.75
07/23	07/21/2023	72169	NORTH SHORE BANK CA	114194	LIBRARY/FRIENDS GENERAL SLP KICKOFF	400.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
07/23	07/21/2023	72169	NORTH SHORE BANK CA	118204	LIBRARY/ADULT PROGRAM	3.49
07/23	07/21/2023	72169	NORTH SHORE BANK CA	17760	LIBRARY/WLA/MEMBERSHIP RENEWAL - NAN CHAMPE	250.00
07/23	07/21/2023	72169	NORTH SHORE BANK CA	231722199017	LIBRARY/WOMENS CLUB YA SLP	6.48
07/23	07/21/2023	72169	NORTH SHORE BANK CA	313243	LIBRARY/WOMENS CLUB YA SLP	12.00
07/23	07/21/2023	72169	NORTH SHORE BANK CA	316400473802	LIBRARY/BRIDGES GRANT/LIBRARY OF THINGS	25.48
07/23	07/21/2023	72169	NORTH SHORE BANK CA	317200615918	LIBRARY/WOMENS CLUB YA SLP	18.28
07/23	07/21/2023	72169	NORTH SHORE BANK CA	4754614074	LIBRARY/GOOGLE/WORKSPACE JUNE	6.00
07/23	07/21/2023	72169	NORTH SHORE BANK CA	710241	LIBRARY/WOMENS CLUB YA SLP	30.94
07/23	07/21/2023	72169	NORTH SHORE BANK CA	710261	LIBRARY/WOMENS CLUB YA SLP	85.38
07/23	07/21/2023	72169	NORTH SHORE BANK CA	711253	LIBRARY/WOMENS CLUB YA SLP	83.97
07/23	07/21/2023	72169	NORTH SHORE BANK CA	7320217	LIBRARY/DEMCO/PROCESSING SUPPLIES	131.58
07/23	07/21/2023	72169	NORTH SHORE BANK CA	7322550	LIBRARY/SHIPPING	1,152.90
07/23	07/21/2023	72169	NORTH SHORE BANK CA	7325041	LIBRARY/DEMCO/PROCESSING SUPPLIES	102.18
07/23	07/21/2023	72169	NORTH SHORE BANK CA	7326969	LIBRARY/DEMCO/PROCESSING SUPPLIES	89.58
07/23	07/21/2023	72169	NORTH SHORE BANK CA	7640	LIBRARY/UTILITIES/TELEPHONE JUNE	341.11
07/23	07/21/2023	72169	NORTH SHORE BANK CA	911290	LIBRARY/WOMENS CLUB YA SLP	4.88
07/23	07/21/2023	72169	NORTH SHORE BANK CA	CE4EF2C2-00	LIBRARY/SLING/SCHEDULING SOFTWARE	673.20
07/23	07/21/2023	72169	NORTH SHORE BANK CA	G0523061213	LIBRARY/FRIENDS GENERAL SUMMER KICKOFF	50.00
Total 72169:						4,096.06
72170						
07/23	07/21/2023	72170	NORTHERN LAKE SERVI	2307659	WATER ANALYTICAL	1,195.00
07/23	07/21/2023	72170	NORTHERN LAKE SERVI	2307987	WATER ANALYTICAL RADIUM	322.20
07/23	07/21/2023	72170	NORTHERN LAKE SERVI	2308092	WATER ANALYTICAL BACT	75.00
07/23	07/21/2023	72170	NORTHERN LAKE SERVI	2308657	WATER ANALYTICAL BACT	75.00
07/23	07/21/2023	72170	NORTHERN LAKE SERVI	2309229	WATER ANALYTICAL BACT	75.00
Total 72170:						1,742.20
72171						
07/23	07/21/2023	72171	PARKING LOT MAINTENA	1681	PAVEMENT REPAIRS WATER BREAKS - LOOKOUT; SUNYRIDGE;	18,160.00
Total 72171:						18,160.00
72172						
07/23	07/21/2023	72172	PAYNE & DOLAN INC	1872811	WATER VALVE REPAIR ASPHALT PATCH	213.36
Total 72172:						213.36
72173						
07/23	07/21/2023	72173	PEWAUKEE SCHOOL DIS	JULY 2023	MOBILE HOME FEES JULY 2023	93.86
Total 72173:						93.86
72174						
07/23	07/21/2023	72174	PORT A JOHN	1357639	SEASONAL RESTROOM & SINK FOR RECYCLE CENTER ATTEN	206.00
Total 72174:						206.00
72175						
07/23	07/21/2023	72175	PRIGGE, MATHEW J	06282023	LIBRARY/ADULT PROGRAM	180.00
Total 72175:						180.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
72176						
07/23	07/21/2023	72176	PROHEALTH MEDICAL G	318305	NEW EMPLOYEE SCREENING - DPW	469.00
Total 72176:						469.00
72177						
07/23	07/21/2023	72177	REGISTRATION FEE TRU	636	POLICE/TRANSFER OF LICENSE PLATE FOR NEW SQUAD 636	1.00
Total 72177:						1.00
72178						
07/23	07/21/2023	72178	TAYLOR COMPUTER SER	24968	LIBRARY/COMPUTER REPAIR SERVICES JULY 2023	319.75
Total 72178:						319.75
72179						
07/23	07/21/2023	72179	US CELLULAR	0589510675	TABLET SERVICE	63.00
Total 72179:						63.00
72180						
07/23	07/21/2023	72180	VILLAGE OF HARTLAND	803-52100-30	POLICE/MIU DUES 2023	350.00
Total 72180:						350.00
72181						
07/23	07/21/2023	72181	WASTE MANAGEMENT	0507086-4163	WASTE MANAGEMENT REFUSE MONTHLY	26,660.48
Total 72181:						26,660.48
72182						
07/23	07/21/2023	72182	WISCONSIN STATE LABO	746897	FLOURIDE 06.08.23	28.00
Total 72182:						28.00
72183						
07/23	07/28/2023	72183	AARONIN STEEL SALES I	8378	#201 STEEL TUBE FOR GAS TANK NECK	6.35
Total 72183:						6.35
72184						
07/23	07/28/2023	72184	ALL-WAYS CONTRACTO	56576	TOP SOIL/CURB BOX REPAIR	50.00
Total 72184:						50.00
72185						
07/23	07/28/2023	72185	AMAZON CAPITAL SERVI	14HV-JPTY-3F	LIBRARY/WOMEN CLUB DONATION YA SLP	27.47
07/23	07/28/2023	72185	AMAZON CAPITAL SERVI	17W6-KN9G-Y	LIBRARY/WOMEN CLUB DONATION YA SLP	39.98
07/23	07/28/2023	72185	AMAZON CAPITAL SERVI	17XM-LMNP-	LIBRARY/OFFICE SUPPLIES - STICKY NOTES	26.34
Total 72185:						93.79
72186						
07/23	07/28/2023	72186	BAKER TILLY US, LLP	BT2488094	FIRE-EMS FEE STUDY	14,000.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
		Total 72186:				14,000.00
72187						
07/23	07/28/2023	72187	BIG JIM'S SMALL ENGINE	135367	TRIMMER LINE SPOOL & 2CYCLE OIL	129.05
		Total 72187:				129.05
72188						
07/23	07/28/2023	72188	BLACKSTONE PUBLISHI	2108654	LIBRARY/2 AUDULT AUDIO CDS	67.48
		Total 72188:				67.48
72189						
07/23	07/28/2023	72189	CITY OF PEWAUKEE	2NDQTR BSA	BSA ONLINE FEES 04.06 TO 07.03.23	98.00
		Total 72189:				98.00
72190						
07/23	07/28/2023	72190	EBSCO PAYMENT PROC	1693839	LIBRARY/MAGAZINE SUBSCRIPTION RENEWALS	3,806.44
		Total 72190:				3,806.44
72191						
07/23	07/28/2023	72191	ELECTION SYSTEMS & S	CD2062383	EXPRESS VOTE LICENSING	710.27
		Total 72191:				710.27
72192						
07/23	07/28/2023	72192	JX ENTERPRISES, INC	12235660	#201 SILICONE HOSE FOR GAS TANK NECK	50.70
		Total 72192:				50.70
72193						
07/23	07/28/2023	72193	KUJAWA ENTERPRISES I	228230	LIBRARY/LANDSCAPE MNT - JULY 2023	1,971.25
		Total 72193:				1,971.25
72194						
07/23	07/28/2023	72194	MADISON NATIONAL LIF	1571591	DISABILITY INSURANCE/AUGUST	2,173.92
		Total 72194:				2,173.92
72195						
07/23	07/28/2023	72195	MEA-SEW	DUES 23-24	MEW-SEW MEMBERSHIP DUES 23-24	30.00
		Total 72195:				30.00
72196						
07/23	07/28/2023	72196	MILLER-BRADFORD & RI	P3899602	#502 INJECTION LINE	122.45
		Total 72196:				122.45
72197						
07/23	07/28/2023	72197	NEPTUNE CROSS-CONN	23-047	CROSS CONN INSP LS1	285.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 72197:						285.00
72198						
07/23	07/28/2023	72198	TAYLOR COMPUTER SER	24970	PHONE CONVERSION SUPPORT	608.50
Total 72198:						608.50
72199						
07/23	07/28/2023	72199	TVG AUTOMATION LLC	10507	2023 GAS SENSOR AND FLOW CALIBRATIONS	1,318.96
Total 72199:						1,318.96
72200						
07/23	07/28/2023	72200	WAUKESHA COUNTY TR	2023-1301011	LIBRARY/ENVISIONWARE	289.54
Total 72200:						289.54
300000117						
07/23	07/09/2023	300000117	ACH RHYME BUSINESS	34242193	COPIES & LEASE 05.09 TO 06.08.23	531.14
Total 300000117:						531.14
300000118						
07/23	07/01/2023	300000118	ACH DELTA DENTAL OF	1970589	DENTAL INS-JULY 2023	2,457.37
Total 300000118:						2,457.37
300000126						
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	DPW 06-2023	DPW- JUNE 2023	1,859.49
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	LAKE PTRL 0	LAKE PATROL- JUNE 2023	17.95
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	PD 06-2023	POLICE- JUNE 2023	2,335.08
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	SEWER 06-20	SEWER- JUNE 2023	611.23
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	STORM 06-20	STORM- JUNE 2023	950.42
07/23	07/20/2023	300000126	ACH KWIK TRIP INC - FU	WTR 06-2023	WATER- JUNE 2023	603.61
Total 300000126:						6,377.78
300000127						
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-19	2ND QTR-2023 SALES TAX	1.63
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-21	2ND QTR-2023 SALES TAX	3.05
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-22	2ND QTR-2023 SALES TAX	101.36
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-23	2ND QTR-2023 SALES TAX	28.04
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-25	2ND QTR-2023 SALES TAX	184.53
07/23	07/31/2023	300000127	ACH WI DEPT OF REVEN	63023-26	2ND QTR-2023 SALES TAX	171.50
Total 300000127:						490.11
300000128						
07/23	07/31/2023	300000128	ACH WE ENERGIES	4647891418	LIBRARY/UTILITIES_GAS JUNE	4,156.87
Total 300000128:						4,156.87
300000130						
07/23	07/21/2023	300000130	ACH WI EMPLOYEE TRU	08/2023	AUGUST HEALTH INSURANCE	60,433.42

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
Total 300000130:						60,433.42
300000278						
07/23	07/05/2023	300000278	ACH WE ENERGIES	4609334768	626 STEPPING STONE -BOOSTER PUMP	305.60
07/23	07/05/2023	300000278	ACH WE ENERGIES	4609696695	W240N3301 CTY RD J -STANDPIPE	79.64
07/23	07/05/2023	300000278	ACH WE ENERGIES	4609893137	1010 QUINLAN DR -WELL #5 GAS	26.03
07/23	07/05/2023	300000278	ACH WE ENERGIES	4610490996	460 LAKE ST -WELL STATION	535.61
07/23	07/05/2023	300000278	ACH WE ENERGIES	4610566611	511 LAKE ST -STANDPIPE	437.24
07/23	07/05/2023	300000278	ACH WE ENERGIES	4610792634	1010 QUINLAN DR -WELL #5 ELEC	4,301.16
07/23	07/05/2023	300000278	ACH WE ENERGIES	4610870088	1004 HICKORY ST -WELL #3	6,177.97
07/23	07/05/2023	300000278	ACH WE ENERGIES	4611136604	125 CAPITOL DR -WELL #2 ENERGY ANALYSIS	2,213.50
07/23	07/05/2023	300000278	ACH WE ENERGIES	4611703075	800 MAIN ST -WELL #4	4,718.07
Total 300000278:						18,794.82
300000279						
07/23	07/17/2023	300000279	ACH WE ENERGIES	4631386980	1000 HICKORY/PUBLIC WORKS GAS SERVICE	62.77
07/23	07/17/2023	300000279	ACH WE ENERGIES	4631804376	497 PARK AVE -SEWER-MAPLE LIFT	89.02
Total 300000279:						151.79
300000280						
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631149336	235 HICKORY -PD GARAGE - GAS	41.86
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631171160	632 W WISCONSIN AVE - WHITE OAKS LIFT	125.89
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631526285	235 HICKORY -VILLAGE HALL - GAS	11.06
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631616924	515 KOPMEIER DR - KOPMEIER LIFT	173.38
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631630553	231 SUSSEX ST - SUSSEX LIFT	23.31
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631697082	235 HICKORY ST -STREET LIGHT CLASS C & D ELEC	235.72
07/23	07/20/2023	300000280	ACH WE ENERGIES	4631892232	1110 LAKE PARK DR -LIGHTING	45.86
07/23	07/20/2023	300000280	ACH WE ENERGIES	4632856547	1205 W WISCONSIN AVE - LIFT #1 PUMP - ELEC	4,091.67
07/23	07/20/2023	300000280	ACH WE ENERGIES	4633129912	235 HICKORY -VILLAGE HALL - ELECTRIC	1,554.09
07/23	07/20/2023	300000280	ACH WE ENERGIES	4633607661	1205 E WISCONSIN AVE -LIFT STATION #1 - GAS	25.56
07/23	07/20/2023	300000280	ACH WE ENERGIES	4636742725	1000 HICKORY -DPW - ELECTRIC & GAS/MTR PNXZT15467	842.03
07/23	07/20/2023	300000280	ACH WE ENERGIES	4637001023	1000 HICKORY -DPW - ELECTRIC/MTR PVXZT79300	486.81
Total 300000280:						7,657.24
300000281						
07/23	07/31/2023	300000281	ACH WE ENERGIES	4616047509	1070 N SHORE DR - STREET LIGHT	50.73
07/23	07/31/2023	300000281	ACH WE ENERGIES	4641558911	829 QUINLAN DR - STREET LIGHT	31.94
07/23	07/31/2023	300000281	ACH WE ENERGIES	4641583513	122 SIMMONS AVE - STREET LIGHT	21.03
07/23	07/31/2023	300000281	ACH WE ENERGIES	4641799899	549 QUINLAN DR - STREET LIGHT	18.38
07/23	07/31/2023	300000281	ACH WE ENERGIES	4641830402	276 MEADOWCREEK DR - REAR - STREET LIGHT	19.10
07/23	07/31/2023	300000281	ACH WE ENERGIES	4641920712	MAIN ST & RICHMOND DR - STREET LIGHT	33.43
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642049281	1201 CHESTERWOOD LN - STREET LIGHT	18.62
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642094225	419 CHESHIRE LN - STREET LIGHT	15.72
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642133694	327 WILLOW GROVE DR - STREET LIGHT	285.66
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642205128	453 LEANORE CT - REAR - STREET LIGHT	21.11
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642255723	326 LAKE ST - STREET LIGHT	88.22
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642402699	1299 TURNBERRY DR - STREET LIGHT	19.71
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642509048	235 HICKORY ST -STREET LIGHTING	2,523.74
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642551861	309 QUINLAN DR - STREET LIGHT	110.75
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642578666	100 E WISCONSIN AVE -CLOCK	18.98
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642807434	1298 CAPITOL DR - STREET LIGHT	102.31
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642841236	144 W WISCONSIN - STREET LIGHT	370.16

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Description	Check Amount
07/23	07/31/2023	300000281	ACH WE ENERGIES	4642915849	102 WESTFIELD WAY - STREET LIGHT	93.84
07/23	07/31/2023	300000281	ACH WE ENERGIES	4643024562	WEST AVE & W. WISCONSIN AVE -LED STREET LIGHT	17.49
07/23	07/31/2023	300000281	ACH WE ENERGIES	4643207790	204 PARKVIEW CT - STREET LIGHT	102.82
Total 300000281:						3,963.74
Grand Totals:						542,305.76

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
110-00-21337-000-100	2,457.37	.00	2,457.37
110-00-21337-000-200	60,433.42	.00	60,433.42
110-00-21337-000-300	2,173.92	.00	2,173.92
110-00-21337-000-400	607.98	.00	607.98
110-00-21400-000-000	16.99	310,887.38-	310,870.39-
110-00-21761-000-000	93.86	.00	93.86
110-00-23512-000-000	155.88	.00	155.88
110-00-44900-000-000	101.36	.00	101.36
110-00-45100-000-000	3,579.06	.00	3,579.06
110-00-46100-000-000	1.63	.00	1.63
110-00-48500-000-100	3.05	.00	3.05
110-00-51200-000-140	39.44	.00	39.44
110-00-51300-000-000	3,392.50	.00	3,392.50
110-00-51300-000-110	1,658.25	.00	1,658.25
110-00-51300-000-140	605.00	.00	605.00
110-00-51320-000-000	927.50	.00	927.50
110-00-51400-000-140	30.00	.00	30.00
110-00-51420-000-140	300.00	.00	300.00
110-00-51440-000-000	710.27	.00	710.27
110-00-51460-000-000	150.24	.00	150.24
110-00-51470-000-000	622.69	.00	622.69
110-00-51600-000-310	2,431.81	.00	2,431.81
110-00-51612-000-000	41.99	.00	41.99
110-00-51980-000-000	1,891.20	.00	1,891.20
110-00-52100-000-140	449.98	.00	449.98
110-00-52100-000-310	2,345.80	.00	2,345.80
110-00-52100-000-320	1,132.23	.00	1,132.23
110-00-52100-000-330	431.90	.00	431.90
110-00-52100-000-350	677.09	.00	677.09
110-00-52100-000-380	1,296.93	.00	1,296.93
110-00-52100-000-400	138.94	.00	138.94
110-00-52200-000-000	135,436.50	.00	135,436.50
110-00-52400-000-100	98.00	.00	98.00
110-00-53100-000-140	241.00	.00	241.00
110-00-53310-000-311	2,668.53	.00	2,668.53
110-00-53330-000-310	2,321.07	16.99-	2,304.08
110-00-53420-000-310	5,126.57	.00	5,126.57
110-00-53620-000-000	20,629.45	.00	20,629.45
110-00-53635-000-000	6,895.05	.00	6,895.05
110-00-55200-000-000	16,579.50	.00	16,579.50
110-00-55300-000-000	18,010.42	.00	18,010.42
110-00-59900-000-000	14,000.00	.00	14,000.00

GL Account	Debit	Credit	Proof
200-00-21400-000-000	.00	29,176.14-	29,176.14-
200-00-53300-000-100	14,220.00	.00	14,220.00
200-00-57324-003-000	14,956.14	.00	14,956.14
300-00-21400-000-000	.00	1,108.33-	1,108.33-
300-00-58300-000-000	1,108.33	.00	1,108.33
450-00-21400-000-000	.00	37,470.00-	37,470.00-
450-00-51900-000-100	37,470.00	.00	37,470.00
510-00-21400-000-000	.00	3,583.33-	3,583.33-
510-00-51000-000-000	3,583.33	.00	3,583.33
600-00-21400-000-000	.00	56,143.57-	56,143.57-
600-00-50427-000-000	158.33	.00	158.33
600-00-50605-002-000	5,595.48	.00	5,595.48
600-00-50605-006-000	26.03	.00	26.03
600-00-50622-000-000	15,732.81	.00	15,732.81
600-00-50625-004-000	95.00	.00	95.00
600-00-50630-003-000	2,150.20	.00	2,150.20
600-00-50630-004-000	12.26	.00	12.26
600-00-50631-002-000	3,193.66	.00	3,193.66
600-00-50631-005-000	1,417.46	.00	1,417.46
600-00-50641-001-000	179.04	.00	179.04
600-00-50650-002-000	516.88	.00	516.88
600-00-50650-005-000	66.72	.00	66.72
600-00-50651-002-000	18,223.93	.00	18,223.93
600-00-50651-003-000	1,393.72	.00	1,393.72
600-00-50652-002-000	50.00	.00	50.00
600-00-50652-003-000	113.52	.00	113.52
600-00-50653-002-000	19.18	.00	19.18
600-00-50653-007-000	284.35	.00	284.35
600-00-50655-002-000	305.60	.00	305.60
600-00-50700-001-000	603.61	.00	603.61
600-00-50700-002-000	66.77	.00	66.77
600-00-50903-001-000	473.04	.00	473.04
600-00-50903-004-000	1,055.32	.00	1,055.32
600-00-50904-001-000	77.18	.00	77.18
600-00-50921-002-000	107.00	.00	107.00
600-00-50921-003-000	12.00	.00	12.00
600-00-50923-002-000	4,132.50	.00	4,132.50
600-00-50923-005-000	73.08	.00	73.08
600-00-50930-004-000	8.90	.00	8.90
650-00-21400-000-000	.00	5,501.19-	5,501.19-
650-00-53100-000-140	1,494.04	.00	1,494.04
650-00-53310-000-310	950.42	.00	950.42
650-00-53330-000-310	51.42	.00	51.42
650-00-53330-100-310	2,893.68	.00	2,893.68
650-00-53440-000-310	70.68	.00	70.68
650-00-53650-000-000	40.95	.00	40.95
675-00-10367-000-000	1,376.80	.00	1,376.80
675-00-21400-000-000	.00	4,053.57-	4,053.57-
675-00-53100-000-140	1,494.04	.00	1,494.04
675-00-53310-100-310	201.50	.00	201.50
675-00-53470-000-310	981.23	.00	981.23
700-00-10367-000-000	1,721.00	.00	1,721.00
700-00-21400-000-000	.00	11,132.55-	11,132.55-
700-00-50429-001-000	158.34	.00	158.34
700-00-50821-000-000	411.60	.00	411.60
700-00-50822-002-000	4,091.67	.00	4,091.67
700-00-50822-003-000	25.56	.00	25.56

GL Account	Debit	Credit	Proof
700-00-50822-005-000	445.60	.00	445.60
700-00-50822-010-000	1,517.70	.00	1,517.70
700-00-50832-002-000	70.27	.00	70.27
700-00-50835-002-000	611.23	.00	611.23
700-00-50836-000-000	77.18	.00	77.18
700-00-50851-000-000	473.04	.00	473.04
700-00-50851-004-000	1,351.68	.00	1,351.68
700-00-50852-003-000	70.68	.00	70.68
700-00-50856-000-000	107.00	.00	107.00
800-00-21400-000-000	.00	72.95-	72.95-
800-00-54920-000-000	72.95	.00	72.95
900-00-21400-000-000	12.00	58,832.53-	58,820.53-
900-00-48500-000-100	28.04	.00	28.04
900-00-55110-000-140	4,018.66	.00	4,018.66
900-00-55110-000-141	4,921.18	.00	4,921.18
900-00-55110-000-142	1,258.82	.00	1,258.82
900-00-55110-000-143	1,288.49	.00	1,288.49
900-00-55110-000-144	3,634.68	.00	3,634.68
900-00-55110-000-146	250.00	.00	250.00
900-00-55110-000-310	36,004.06	.00	36,004.06
900-00-55110-000-311	4,720.92	.00	4,720.92
900-00-55110-000-312	719.98	.00	719.98
900-00-55110-000-313	399.12	.00	399.12
900-00-55110-000-450	673.96	.00	673.96
900-00-55110-000-500	914.62	12.00-	902.62
950-00-21400-000-000	.00	409.59-	409.59-
950-00-52000-000-000	140.70	.00	140.70
950-00-52100-000-145	18.85	.00	18.85
950-00-52100-000-310	250.04	.00	250.04
960-00-21400-000-000	.00	23,963.62-	23,963.62-
960-00-40622-002-000	184.53	.00	184.53
960-00-40622-003-000	171.50	.00	171.50
960-00-51960-000-000	140.70	.00	140.70
960-00-55200-000-150	22,275.59	.00	22,275.59
960-00-55200-000-155	1,149.01	.00	1,149.01
960-00-55200-000-168	42.29	.00	42.29
Grand Totals:	<u>542,363.74</u>	<u>542,363.74-</u>	<u>.00</u>

Report Criteria:

Report type: Invoice detail

Check.Type = {<->} "Adjustment"