

**VILLAGE BOARD AGENDA
MONDAY, JANUARY 10, 2022
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Conner

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President’s discretion.

1. Consideration of a motion to approve Village Board minutes of December 27, 2021.
2. Consideration of a motion to approve vouchers for payment in the amount of \$3,530,482.52.
3. Consideration of Second Reading of Bill for an Ordinance No. 12/27/2021 “An Ordinance creating §22-168 through §22-173 of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors”.
4. Consideration of a motion to approve a proposal from Ruckert-Mielke to conduct an Impact Fee Study update in the amount of \$19,300.
5. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.
6. Consideration of a motion to recess to closed session pursuant to State Statutes §19.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding the Interim Village Administrator and to reconvene into open session pursuant to §19.85(2) for the purpose of considering any action as may be necessary and appropriate (ROLL CALL VOTE).
7. Discussion and consideration of a motion(s) as a result of discussions held in the closed session.
8. Adjournment.

Ryan Bailey, Interim Village Administrator

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Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 880 0152 8537.

Or participate online:

<https://us02web.zoom.us/j/88001528537?pwd=WlJNcVo4VEo1c3hqYTUvSnkwMVlxZz09>

VILLAGE BOARD MINUTES
MONDAY, DECEMBER 27, 2021
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

Present: Trustees Pfeiffer, Meyers, Ludtke, President Pfannerstill

Excused: Trustees Wallschlager and Conner

Absent: Trustee Dorau

Others Present: Interim Administrator Bailey, Clerk Igl, Interim DPW Director Felkner, Police Chief Misko, Park Board Chair Tim Hallquist, Fire Chief Jambretz, Library Director Gest, Ann Grevenkamp, Val Wisniewski, Heidi Brandt, Katie Fleming.

Pledge of Allegiance – Trustee Ludtke

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion.

Val Wisniewski, 501 Renson Road, stated that she was disappointed to see the Hartland Inn sign painted over. She presented an artistic rendering of the historic sign to the Village as a gift. She commented that a roll call vote was taken at the Nov. 22nd meeting and felt it was important that how each board member voted be included in the minutes as it was not a unanimous vote. Further she stated that she was concerned related to actions taken at that meeting. She stated that the practice of suspending the rules to move an item along is concerning and is not transparent. She stated that the ordinance was not listed as a possible action item on the agenda. She stated that the public may not be aware of the proposed ordinance until the third reading so if adopted after only two readings, the public would be denied their right to speak on the item under public comments.

Ann Grevenkamp, 618 Renson Road, made comments related to the proposed mobile food vendor ordinance and the "morality clause" contained in the language stating that it is subjective. She asked who will make the decision and stated that the clause is inherently discriminatory. She raised concerns with background checks being done on food truck vendors and that the ordinance may make it so difficult for food truck vendors that in reality the Village would not be open to food trucks.

Katie Fleming, 322 Lawn Street, raised questions about background checks for vendors asking who would pay those costs and if the vendor can prove they have met other requirements, who would make the determination of whether the vendor would be allowed to operate in the Village. She stated that she felt this could be discriminatory.

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Heidi Brandt, N59 W28135 Ainsworth Road, voiced concerns about the 50 mph speed limit on Hwy KE north of Hwy K creating an unsafe situation. She stated that she felt the speed limit in that area should be reduced to 40 mph. Interim Administrator Bailey stated that it is a County road and that the County raised the speed limit. It was stated that Hartland Police patrol the area. It was stated that staff will reach out to Waukesha County to get answers.

1. Consideration of a motion to approve Village Board minutes of December 13, 2021.

Motion (Meyers/Pfeiffer) to approve the December 13, 2021 minutes with a change as Trustee Meyers stated that he had meant to abstain from voting to pay the vouchers. Trustee Ludtke stated that this is the second time this issue has come up in the last quarter and asked that the board members be cautious. Motion carried.

2. Consideration of a motion to approve vouchers for payment in the amount of \$363,638.56.

Trustee Meyers stated that he would prefer to abstain from voting on the payment of vouchers as the list included a payment to his company for a purchase. It was discussed that a simple majority is necessary to approve the vouchers. Motion (Ludtke/Pfeiffer) to approve vouchers for payment in the amount of \$363,638.56. Meyers abstained. Motion carried.

3. Consideration of actions related to Licenses and Permits.

- a. Motion (Ludtke/Pfeiffer) to approve Operator's (Bartender) License. Motion carried.

4. Consideration of First Reading of Bill for an Ordinance No. 12/27/2021 "An Ordinance creating §22-168 through §22-173 of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors".

Interim Administrator Bailey asked that board members submit any suggestions for changes to him. He stated that fees would become part of Village's fee schedule. It was discussed that the hours of operation proposed in the draft are from 6 am to 10 pm. The draft language includes a provision that all vehicles pass an inspection by the fire department. Chief Jambretz stated that they would want to look at any propane tank and how it is mounted.

Trustee Meyers asked for clarification on several concerns including the morality clause, County and State licensing and whether businesses would be allowed to utilize food trucks. Interim Administrator Bailey asked that questions be emailed to him for discussion at the next board meeting. Trustee Ludtke asked whether a business based in Hartland with a food truck would have to go through the background check and President Pfannerstill stated that they would not.

President Pfannerstill stated that anytime a business is operating in the Village, they need to have a plan of operation which should be submitted to the Village. It was stated that listing the intended use of food trucks would be required on a plan of operation for a business property.

Trustee Meyers commented that he feels the board cannot stop competition between businesses and should provide what the citizens desire to have available in the Village. Interim Administrator Bailey stated concerns that have been voiced of business owners including that they have invested in buildings, pay taxes to support the Village and pay personal property taxes

when food trucks would not have these expenses. It was stated that the second reading will be placed on the next Village Board agenda for consideration.

5. Presentation of Hartland Public Library Annual Report.

Library Director Gest presented the 2021 annual report including library improvements of adding a new meeting room, launching the library system app, adding a full time librarian and adding additional roku devices and explore passes. She provided an update on expanded programming throughout the year. Advocacy and outreach efforts included sending postcards to legislators advocating for libraries, library card sign up month, attending the farmer's market to promote the library and resuming nursing home visits. It was stated that the prizes for the summer reading program were for use at local businesses. Information on continuing education and involvement of staff was provided. The library board achievements in 2021 included updating bylaws and several policies. Two new library board members came on in 2021 and learning opportunities for all board members increased. The library also selected a new logo in 2021. Trustee Ludtke stated that she feels it is a privilege to sit on the library board, has enjoyed seeing the transformation and stated that what staff has been able to accomplish was fantastic.

6. Consideration of actions related to the Hartland Business Improvement District.

- a. Motion to appoint members to the BID Board of Director's: Tabi McBride with a term to expire Dec. 31, 2023, Steve Berger, Jeff Pfannerstill and Steve Ostendorf with terms to expire Dec. 31, 2024 and Tom Brass with a term to expire Dec. 31, 2022.

Motion (Ludtke/Pfeiffer) to make appointments as listed. Trustee Meyers asked whether a Village representative sits on the BID board. It was stated that the Village Administrator is an ex-officio member but not a voting member. Motion carried.

- b. Motion (Meyers/Ludtke) to approve the Hartland Business Improvement District 2022 Operating Plan and Budget. Motion carried.
- c. Motion (Pfeiffer/Ludtke) to approve the Hartland Business Improvement District 2021 Annual Report. Motion carried.

7. Consideration of a motion to approve a proposal for the Village Board Room wall graphics project with Building Service, Inc. in the amount of \$4,589.66.

Interim Administrator Bailey stated that this would be for the east wall in the Village Board Room and that the proposal includes design and installation. It was stated that the graphics would include historic photos provided by the library. It was requested that the mockup(s) come back to the Village Board for consideration. Trustees Pfeiffer and Ludtke commented that they are comfortable with BSI performing this work to complete the room and the cost for the proposal. Motion (Pfeiffer/Ludtke) to approve a proposal for the Village Board Room wall graphics project with Building Service, Inc. in the amount of \$4,589.66. Motion carried. It was stated that any increase in cost over the approved proposal would come back to the Village Board for consideration.

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8. Consideration of a motion to approve Election Inspectors with terms to expire December 31, 2023.

Interim Administrator Bailey stated that those names that are listed with an associated political party are nominations from the party as allowed by State law and must be accepted. Motion (Meyers/Pfeiffer) to approve Election Inspectors with terms to expire December 31, 2023. Motion carried.

9. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

Chief Misko stated that correspondence was received notifying the department that they successfully completed the accreditation process.

Chief Jambretz stated that Deputy Chief Little is retiring after 10 years with the department. He stated that the department hit 1,000 calls for service in the year as of 12/27.

It was stated that the food drive has wrapped up. Clerk Igl thanked the businesses, organizations and citizens for their donations. Trustee Ludtke thanked staff for their work on the food drive. Trustee Ludtke also thanked all who volunteer on committees or boards, or in Village departments for their service.

10. Adjournment.

Motion (Ludtke/Pfeiffer) to adjourn at 7:14 pm. Motion carried.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

From: Tonia Smith, Fiscal Clerk

Date: January 5, 2022

RE: Voucher List

Attached is the voucher list for the January 10, 2022
Village Board Meeting

January 10, 2022 Checks:	\$	58,085.94
January 10, 2022 Checks (2021 Expenses):		125,061.31
December Manual Checks:	\$	25,538.52
December Wires	\$	3,321,796.75
Total Amount of all Checks and Wires	\$	<hr/> 3,530,482.52

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 10, 2022

01/05/22 11:08 AM

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Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-21530 INSURANCE DEDUCTIONS PAYABLE	DELTA DENTAL PLAN OF WISCONSIN	VISION INSURANCE	\$231.48
G 101-21550 UNION DUES DEDUCTIONS PAYABLE	HARTLAND PROFESSIONAL POLICE	HPPA MEMBERSHIP	\$413.00
G 101-12110 PROPERTY TAX REFUNDS	HOLZLI, SCOTT & JULIE	2021 PROPERTY TAX OVERPAYMENT REFUND 0728128	\$538.18
G 101-21560 LIFE INSURANCE DEDUCT PAYABLE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$743.66
EXPENSE Descr			\$1,926.32
EXPENSE Descr AMBULANCE			
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	EMERGENCY SERVICES MARKETING	YEAR 3 OF 5 YEAR SUBSCRIPTION	\$330.00
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	ANNUAL FIRE PROCEEDURES AND MANUALS	\$2,075.33
E 101-52300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$42.25
EXPENSE Descr AMBULANCE			\$2,447.58
EXPENSE Descr DEBT SERVICE			
E 401-58000-610 PRINCIPAL REDEMPTION	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$4,853.00
EXPENSE Descr DEBT SERVICE			\$4,853.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	FEI BEHAVIORAL HEALTH INC	EAP SERVICES 2022	\$3,750.00
E 101-51500-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$21.22
E 101-51500-500 PROPERTY ASSESSMENT	WI DEPT OF REVENUE	ASSESSMENT OF MANUFACTURING PROPERTY	\$5,791.05
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	WI DEPT OF REVENUE (SALES TAX)	BUSINESS TAX REGISTRATION RENEWAL	\$10.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$9,572.27
EXPENSE Descr FIRE PROTECTION			
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	EMERGENCY SERVICES MARKETING	YEAR 3 OF 5 YEAR SUBSCRIPTION	\$330.00
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	ANNUAL FIRE PROCEEDURES AND MANUALS	\$2,075.34
E 101-52200-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$42.25
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$1,349.07
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WCTC BOOKSTORE	TRANING AND CERTIFICATIONS	\$358.37
EXPENSE Descr FIRE PROTECTION			\$4,155.03
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	CTACCESS INC	COMPLETE CARE LSAP RENEWAL	\$2,982.00
E 101-51400-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$80.85
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$134.91
EXPENSE Descr GENERAL ADMINISTRATION			\$3,197.76
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$164.46
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY POLICE CHIEFS	REGULAR MEMEBERSHIP	\$100.00

Account Descr	Search Name	Comments	Amount
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY POLICE CHIEFS	ASSOCIATE MEMBERSHIP	\$60.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$1,259.13
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WILEAG	ANNUAL PROGRAM FEES/ WIPAC MEMBERSHIP	\$650.00
EXPENSE Descr LAW ENFORCEMENT			\$2,233.59
EXPENSE Descr LIBRARY			
E 101-55110-325 PERIODICALS	CONLEY MEDIA LLC	FREEMAN RENEWAL FOR HARTLAND PUBLIC LIBRARY	\$252.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	COPIER SERVICES	\$73.17
E 101-55110-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$31.70
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$44.97
EXPENSE Descr LIBRARY			\$401.84
EXPENSE Descr PUBLIC WORKS			
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PROFESSIONAL SERVICES 2022	\$6,113.34
E 101-53000-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$203.26
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$944.35
EXPENSE Descr PUBLIC WORKS			\$7,260.95
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-150 HEALTH/DENTAL/LIFE	SECURIAN FINANCIAL GROUP INC	LIFE INSURANCE	\$5.47
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$44.97
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$50.44
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	PROFESSIONAL SERVICES 2022	\$6,113.33
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$179.88
EXPENSE Descr SEWER SERVICE			\$6,293.21
EXPENSE Descr TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	LEAGUE OF WI MUNICIPALITIES	2022 DUES	\$4,885.90
EXPENSE Descr TRUSTEES			\$4,885.90
EXPENSE Descr WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	PROFESSIONAL SERVICES 2022	\$6,113.33
E 620-53700-923 OUTSIDE SERVICES	WAUKESHA CTY TREASURER	TRUNKED RADIO REPAYMENT/ OPERATING COSTS	\$404.72
E 620-53700-681 COMPUTERS & SOFTWARE	WONDERWARE MIDWEST	AVEVA CUSTOMER SUPPORT RENEWAL	\$4,290.00
EXPENSE Descr WATER UTILITY			\$10,808.05
			\$58,085.94

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 10, 2022 (2021 EXPENSES)

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-31680 ICE RINK	ABC SUPPLY	TAPE	\$105.00
G 101-12110 PROPERTY TAX REFUNDS	ANHEUSER, THOMAS & SHERYL	2021 PROPERTY TAX OVERPAYMENT REFUND 0726977	\$846.70
G 101-23005 EMPLOYEE RECOGNITION	AREA RENTAL & SALES	TENT FOR HOLIDAY TRAIN	\$1,476.50
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	FORSTNER BIT	\$32.26
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	FORSTNER BIT	-\$14.37
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	FORSTNER BIT	\$16.17
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	OIL RETURN	-\$89.91
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	POOL RAKE	\$43.06
G 101-31680 ICE RINK	BIEBELS TRUE VALUE	OIL	\$220.88
G 801-12100 CURR PROP TAXES RECEIVABLE	CERNY, MITCHELL D	2021 PROPERTY TAX OVERPAYMENT REFUND 0424057	\$176.03
G 101-12110 PROPERTY TAX REFUNDS	DECKER-NOLD, JOAN	2021 PROPERTY TAX OVERPAYMENT REFUND 0726041	\$13.44
G 101-12110 PROPERTY TAX REFUNDS	ERIC AND HEIDI GRUNEWALD LT	2021 PROPERTY TAX OVERPAYMENT REFUND 0430090	\$1,920.53
G 101-12100 CURR PROP TAXES RECEIVABLE	GREISINGER JOINT REVOCABLE TRU	2021 PROPERTY TAX OVERPAYMENT REFUND 0392012	\$254.09
R 101-48000 MISCELLANEOUS REVENUE	HOLIDAY SHOP WITH A COP	DONATION FROM GREATER MILWAUKEE FOUNDATION,	\$500.00
G 101-31680 ICE RINK	HOTSYS CLEANING SYSTEMS	HOT WATER STEAM CLEANER FOR ICE RINK	\$2,200.00
G 101-12110 PROPERTY TAX REFUNDS	HUCKE, THERESA	2021 PROPERTY TAX OVERPAYMENT REFUND 0727343	\$24.19
G 101-12110 PROPERTY TAX REFUNDS	IGNATOWSKI, TROY J	2021 PROPERTY TAX OVERPAYMENT REFUND 0391046	\$389.51
G 101-12110 PROPERTY TAX REFUNDS	J & A MANAGEMENT SERVICES, LLC	2021 PROPERTY TAX DUPLICATE PAYMENT REFUND 07	\$33,410.04
G 101-12110 PROPERTY TAX REFUNDS	KONEN, JEROME JR & JULIANNE	2021 PROPERTY TAX OVERPAYMENT REFUND 0727177	\$109.49
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	SPENSER, JALEN	\$312.60
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	3X80PMCCK	\$187.00
G 101-12110 PROPERTY TAX REFUNDS	LANDRY, DARRELL	2021 PROPERTY TAX OVERPAYMENT REFUND 0430156	\$403.34
G 101-12110 PROPERTY TAX REFUNDS	MACHI, MATTHEW	2021 PROPERTY TAX DUPLICATE PAYMENT REFUND 03	\$7,482.69
G 101-12110 PROPERTY TAX REFUNDS	MANTER, VERNON	2021 PROPERTY TAX OVERPAYMENT REFUND 0426111	\$912.28
G 101-12110 PROPERTY TAX REFUNDS	MOEHRKE, GOEFFREY & LISA	2021 PROPERTY TAX OVERPAYMENT REFUND 0757047	\$853.04
G 101-12110 PROPERTY TAX REFUNDS	MOEN, KAY	2021 PROPERTY TAX DUPLICATE PAYMENT REFUND 07	\$2,333.30
G 101-12110 PROPERTY TAX REFUNDS	MOMSEN, CURTIS & KRISTA	2021 PROPERTY TAX OVERPAYMENT REFUND 0424100	\$478.16
G 101-12110 PROPERTY TAX REFUNDS	NETHERY, JOHN AND ANN	2021 PROPERTY TAX OVERPAYMENT REFUND 0387996	\$2,662.42
G 101-12110 PROPERTY TAX REFUNDS	NEWTON, STEVEN & LAURIE	2021 PROPERTY TAX OVERPAYMENT REFUND 0387043	\$304.55
G 101-12110 PROPERTY TAX REFUNDS	NUGENT, HEIDI AND SCOTT	2021 PROPERTY TAX OVERPAYMENT REFUND 0726106	\$405.95
G 101-12110 PROPERTY TAX REFUNDS	ORCHOLSKI, MADONNA J	2021 PROPERTY TAX OVERPAYMENT REFUND 0762014	\$23.13
G 101-12110 PROPERTY TAX REFUNDS	PAPE, JAMIE	2021 PROPERTY TAX OVERPAYMENT REFUND 0423981	\$497.17
G 101-12110 PROPERTY TAX REFUNDS	PILACHOWSKI, TIMOTHY & CAROL	2021 PROPERTY TAX OVERPAYMENT REFUND 0762135	\$10.65
G 101-12110 PROPERTY TAX REFUNDS	ROFRITZ, TIMOTHY & TINA SCHULT	2021 PROPERTY TAX OVERPAYMENT REFUND 0726071	\$18.01
G 101-12110 PROPERTY TAX REFUNDS	ROSE, KELLY	2021 PROPERTY TAX OVERPAYMENT REFUND 0430038	\$754.95
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$129.40
G 403-31890 PARADISE TRAILS CONDO	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$4,263.15
G 403-31840 HOMESTEAD	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$712.20
G 403-31862 GLEN AT OVERLOOK TRAILS	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$759.50

Account Descr	Search Name	Comments	Amount
G 403-31891 HARTLAND EAST APARTMENTS LCL	RUEKERT & MIELKE	CONSTRUCTION REVIEW	\$387.40
G 101-12110 PROPERTY TAX REFUNDS	SANTHARAM, RAJESH	2021 PROPERTY TAX OVERPAYMENT REFUND 0430046	\$1,291.40
G 101-12110 PROPERTY TAX REFUNDS	SIADÉ-COX, JONATHAN	2021 PROPERTY TAX OVERPAYMENT REFUND 0392008	\$275.41
G 101-12110 PROPERTY TAX REFUNDS	SMITH, MEGAN	2021 PROPERTY TAX OVERPAYMENT REFUND 0727323	\$306.86
G 101-12110 PROPERTY TAX REFUNDS	SUSITTI, DIANNA	2021 PROPERTY TAX OVERPAYMENT REFUND 0729192	\$589.41
G 101-12110 PROPERTY TAX REFUNDS	SUZDA, LORETTA	2021 PROPERTY TAX OVERPAYMENT REFUND 0727345	\$23.98
G 101-12110 PROPERTY TAX REFUNDS	THE ISHERWOOD TRUST	2021 PROPERTY TAX OVERPAYMENT REFUND 0391118	\$264.67
EXPENSE Descr			\$68,276.23
EXPENSE Descr AMBULANCE			
E 101-52300-800 CAPITAL OUTLAY	BAYCOM, INC.	REMOTE SPEAKER AND MIC/ BATTERY	\$1,712.50
E 101-52300-360 VEHICLE MAINT/EXPENSE	KEN WEBER TRUCK SERVICE	BRAKES 4351 AND ANTI-FREEZE LEAK	\$1,675.57
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	LISBON FIRE DEPARTMENT	6 HS CPR AED FA	\$102.00
EXPENSE Descr AMBULANCE			\$3,490.07
EXPENSE Descr CABLE TELEVISION			
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	FULL COMPASS SYSTEMS LTD	HARD DRIVE	\$98.98
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	FULL COMPASS SYSTEMS LTD	MEMORY/CORDS/CABLES	\$1,329.44
E 101-55370-300 OPERATING SUPPLIES/EXPENSES	FULL COMPASS SYSTEMS LTD	MEMORY	\$1,091.30
EXPENSE Descr CABLE TELEVISION			\$2,519.72
EXPENSE Descr CEMETERY GIS			
E 401-79176-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	STAKING	\$830.75
EXPENSE Descr CEMETERY GIS			\$830.75
EXPENSE Descr COTTONWOOD/MAPLE RR QUIET ZONE			
E 401-70385-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	QUIET ZONE UPDATES	\$723.25
EXPENSE Descr COTTONWOOD/MAPLE RR QUIET ZONE			\$723.25
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	ADOBE PRODUCTS	\$15.74
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	AMAZON NAME TAGS	\$3.44
E 804-56700-758 MEETINGS	CARDMEMBER SERVICES	ED MEETING PIGGLY WIGGLY	\$3.99
E 804-56700-719 EVENTS	CARDMEMBER SERVICES	HARTLAND LIGHTS FACEBOOK ADS	\$50.00
E 804-56700-738 MEMBERSHIPS	CARDMEMBER SERVICES	MEMBERSHIP ICE AGE TRAIL	\$100.00
E 804-56700-744 OFFICE SUPPLIES	CARDMEMBER SERVICES	TONER AND PAPER AMAZON	\$124.70
E 804-56700-746 TELEPHONE	CARDMEMBER SERVICES	ATT	\$119.53
E 804-56700-719 EVENTS	CARDMEMBER SERVICES	HARTLAND LIGHTS CLEARWING PRODUCTIONS	\$600.00
E 804-56700-758 MEETINGS	CARDMEMBER SERVICES	ED MEETING COUSINS	\$38.84
E 804-56700-719 EVENTS	CARDMEMBER SERVICES	BID SOCIAL BEER SNOBS	\$441.05
E 804-56700-719 EVENTS	CARDMEMBER SERVICES	BID SOCIAL BIRCH AND BANYAN	\$27.00
E 804-56700-724 WEB SITE HOSTING & MAINT	CARDMEMBER SERVICES	WIX.COM WEBSITE HOSTING	\$9.99
E 804-56700-715 STREETScape PROGRAM	PATIO PETALS	FALL PLANTERS	\$427.50

Account Descr	Search Name	Comments	Amount
EXPENSE Descr ECONOMIC DEVELOPMENT			\$1,961.78
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 101-53635-480 ECOS PLANNING	HEIDTKE BUILDERS	PARTIAL REPLACEMENT OF DAMAGED BOB CAT	\$500.00
EXPENSE Descr ENVIRONMENTAL SERVICES			\$500.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-540 AUDITING/ACCOUNTING	BAKER TILLY VIRCHOW KRAUSE	PROGRESS BILLING	\$3,415.00
EXPENSE Descr FINANCIAL ADMINISTRATION			\$3,415.00
EXPENSE Descr FIRE PROTECTION			
E 101-52200-800 CAPITAL OUTLAY	BAYCOM, INC.	REMOTE SPEAKER AND MIC/ BATTERY	\$1,712.50
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	PAINT AND PAINT SUPPLIES	\$144.79
E 101-52200-255 BLDGS/GROUNDS	BRAHM ENTERPRISES LLC	REPAIR WATER HEATER	\$580.74
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	FIRE SUPPRESSION SOLUTIONS	CASE WITH LINER	\$108.00
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$117.18
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$267.27
EXPENSE Descr FIRE PROTECTION			\$2,930.48
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	CONLEY MEDIA LLC	AFFIDAVITS REGARDING PUBLISHING	\$50.31
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	PROSHRED SECURITY	SHREDDING SERVICES	\$54.59
EXPENSE Descr GENERAL ADMINISTRATION			\$104.90
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			
E 401-74105-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMINISTRATION	\$748.50
EXPENSE Descr INDUSTRIAL/PROGRESS BIO-STORM			\$748.50
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	SWITCH	\$24.29
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#3 OIL CHANGE	\$39.70
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#4 DRIVER SEAT REPAIR	\$706.10
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	MISC OFFICE SUPPLIES	\$156.95
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$72.39
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	TRAINING	\$98.10
EXPENSE Descr LAW ENFORCEMENT			\$1,097.53
EXPENSE Descr LIBRARY			
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	STEP LADDER	\$99.87
E 101-55110-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	CLEANER/ LIGHT BULBS	\$28.00
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$335.98
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	BOOKS	\$24.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	BOOKS	\$21.75
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA COUNTY TREASURER	BRIDGES LIBRARY SYSTEM MEMORY CAFÉ	\$22.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr LIBRARY			\$531.60
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MATS	\$203.00
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	FLOOR MATS	\$203.00
E 101-51600-355 JANITORIAL SUPPLIES	BIEBELS TRUE VALUE	DECK SPRAYER	\$55.69
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$446.22
EXPENSE Descr MUNICIPAL BUILDING			\$907.91
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	HAND TROWEL	\$5.37
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$1.21
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$2.16
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	MOP STICK/ USB CHARGER	\$34.57
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$114.30
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$134.43
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$319.65
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$119.32
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$194.94
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$290.13
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$123.90
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$128.47
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$197.75
EXPENSE Descr PARKS			\$1,666.20
EXPENSE Descr PUBLIC WORKS			
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	EARMUFFS	\$107.64
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	BALL VALVE	\$21.55
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	PARACORD	\$23.35
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	MYLAR	\$8.07
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	MOP SUPPLIES	\$110.57
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	HEX NUTS	\$5.28
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	OEM PIT. PULLER	\$100.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	VARIOUS SPLICES	\$125.70
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	20 GL DYNA 143	\$596.48
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BRAKE SPRING KIT	\$32.12
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BEARING/ CLUTCH	\$606.90
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	VARIOUS FILTERS	\$423.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	RUBBER INSULATING/ WELDING GLOVE	\$127.26
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	5W40 DRUM	\$1,469.85
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD FUEL	\$931.27
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDFD FUEL	\$443.66
E 101-53000-235 STREET SWEEPING	GFL ENVIRONMENTAL	RECYCLING SERVICES	\$367.60

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	LOOP CHAIN AND KEY CRAFTER	\$26.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	LOOP CHAIN	\$7.42
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$325.76
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	VARIOUS NUTS AND SCREWS	\$1,249.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	PLOW BOLT AND SCREWS	\$433.00
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	NO PARKING SIGNS	\$126.00
E 101-53000-180 OTHER BENEFITS	LAUERSDORF, CODY	CLOTHING ALLOWANCE	\$200.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MUNICIPAL ECONOMICS AND PLANNING	\$1,230.25
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GENERAL SERVIVCES	\$1,541.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	UTILITY SALES & SERVICE	INSPECTION AND TESTS	\$889.35
E 101-53000-420 STORM SEWER	WAUKESHA LIME & STONE	COLD MIX	\$141.40
E 101-53000-360 VEHICLE MAINT/EXPENSE	WAUSAU EQUIPMENT COMPANY, INC	HYD CYLINDER	\$1,081.24
E 101-53000-360 VEHICLE MAINT/EXPENSE	WAUSAU EQUIPMENT COMPANY, INC	PIN/ SPRINGS/ SHAFT/ SLIDES	\$2,941.79
E 101-53000-430 SNOW & ICE REMOVAL	WINTER EQUIPMENT CO.	CURB CAST LEFT AND RIGHT GUAGE	\$1,537.89
E 101-53000-410 STREETS GEN MAINT	WOLF PAVING CO INC	COLD MIX	\$61.45
EXPENSE Descr PUBLIC WORKS			\$17,295.10
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	AMERICAN LITHO	FALL PROGRAM GUIDE	\$4,283.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	DECEMBER NA CLASSES	\$192.00
E 101-55300-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER/SEWER	\$761.98
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	BARRE CLASSES AND FACE YOGA	\$345.60
E 101-55300-302 TO THE POINTE DANCE PROGRAM	VALERIE CZEKALSKI	DECEMBER REC CLASSES	\$544.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DECEMBER YOGA CLASSES	\$1,769.60
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$7,896.18
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	AMERICAN BUSINESS TECHNOLOGIES	FOURTH QUARTER WATER BILL MAILING	\$1,089.36
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	AUER STEEL	FURNACE SWITCH FOR ARLENE	\$15.64
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	BAKER TILLY VIRCHOW KRAUSE	PROGRESS BILLING	\$792.50
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	FERGUSON WATERWORKS	8X8 RC COUP CNCRT	\$228.00
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	MENARDS- PEWAUKEE	BLUE LED, PROPANE CYLINDER, SCREWDRIVERS	\$109.23
E 204-53610-360 VEHICLE MAINT/EXPENSE	PRICE ENGINEERING	LINCOLN TUBE	\$153.94
E 204-53610-360 VEHICLE MAINT/EXPENSE	PRICE ENGINEERING	FITTINGS	\$413.49
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	SCADA	\$1,026.50
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	SEWER UTILITY SERVICES	\$1,168.00
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	SHERWIN INDUSTRIES INC.	MANHOLE PROTECTION RINGS	\$1,291.70
EXPENSE Descr SEWER SERVICE			\$6,288.36
EXPENSE Descr WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	AMERICAN BUSINESS TECHNOLOGIES	FOURTH QUARTER WATER BILL MAILING	\$1,089.36
E 620-53700-923 OUTSIDE SERVICES	BADGER METER INC	METER SERVICES	\$162.44
E 620-53700-923 OUTSIDE SERVICES	BAKER TILLY VIRCHOW KRAUSE	PROGRESS BILLING	\$792.50

Account Descr	Search Name	Comments	Amount
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	CONTRACTED SERVICES / CROSS CONNECTION INSPEC	\$934.00
E 620-53700-674 METERS	MIDWEST METER INC	METER TESTING	\$300.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	COLIFORM BACTERIA	\$80.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	COLIFORM BACTERIA	\$60.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	PHOSPHORUS	\$22.70
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	COLIFORM BACTERIA	\$60.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	VOLATILE ORGANICS	\$126.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	NITRATE	\$32.00
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	GIS DATAT MAINTENANCE	\$218.75
EXPENSE Descr WATER UTILITY			\$3,877.75
			\$125,061.31

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Payments

Current Period: DECEMBER 2021

Payment Batch DEC21MC		\$25,538.52			
Refer	<u>727 AMERICAN LITHO</u>	<u>Ck# 009026 12/14/2021</u>			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	POSTAGE FOR WINTER/SPRING GUIDE			\$2,479.49
Invoice	12/13/2021				
Transaction Date	12/28/2021	GF Checking	11100	Total	\$2,479.49
Refer	<u>726 DAMIAN J PRODUCTS LLC</u>	<u>Ck# 009025 12/8/2021</u>			
Cash Payment	G 101-31680 ICE RINK	ICE MOWER			\$1,074.00
Invoice 623	12/8/2021 PO 27339				
Transaction Date	12/28/2021	GF Checking	11100	Total	\$1,074.00
Refer	<u>725 ENDTERS SPORTS GRILL</u>	<u>Ck# 009024 12/8/2021</u>			
Cash Payment	G 101-23005 EMPLOYEE RECOGNITION	HOLIDAY PARTY GIFT CARDS			\$150.00
Invoice 150	12/8/2021				
Transaction Date	12/28/2021	GF Checking	11100	Total	\$150.00
Refer	<u>728 WE ENERGIES</u>	<u>Ck# 009027 12/14/2021</u>			
Cash Payment	G 204-34187 FWW LIFT STATION REPLA	NOV/DEC ENERGY SERVICES			\$80.68
Invoice 07135265610000	12/3/2021				
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES			\$20.87
Invoice 07142211370003	12/3/2021				
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES			\$11.16
Invoice 07057445820000	12/2/2021				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES			\$22.63
Invoice 07043187080000	12/2/2021				
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES			\$262.37
Invoice 07043187080000	12/1/2021				
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	NOV/DEC ENERGY SERVICES			\$14.95
Invoice 07043187080000	12/1/2021				
Cash Payment	E 101-55110-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES			\$612.75
Invoice 07097754140000	12/7/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$35.76
Invoice 07142211370003	12/17/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$410.29
Invoice 07043187080000	12/13/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$105.07
Invoice 07043187080000	12/6/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$503.17
Invoice 07043187080000	12/6/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$6,879.35
Invoice 07043187080000	12/6/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$100.09
Invoice 07061598240000	12/6/2021				
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES			\$372.51
Invoice 07142211370002	12/6/2021				
Transaction Date	12/28/2021	GF Checking	11100	Total	\$9,431.65
Refer	<u>729 WE ENERGIES</u>	<u>Ck# 009028 12/27/2021</u>			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES			\$1,049.17
Invoice 07043187080000	12/17/2021				

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Payments

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Cash Payment	E 101-51600-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$1,202.35
Invoice	07142211370000 12/20/2021		
Cash Payment	E 101-55110-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$1,799.75
Invoice	07142211370003 12/20/2021		
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES	\$160.11
Invoice	07142211370002 12/15/2021		
Cash Payment	E 101-52200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$131.52
Invoice	07091448580000 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$33.46
Invoice	07141924550000 12/16/2021		
Cash Payment	E 101-53000-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$569.58
Invoice	07142211370000 12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$50.55
Invoice	07142211370000 12/16/2021		
Cash Payment	E 101-51600-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$489.69
Invoice	07142211370000 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$416.63
Invoice	07142211370000 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$20.58
Invoice	07142211370000 12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES	\$54.49
Invoice	07142211370000 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$18.42
Invoice	07142211370000 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$169.79
Invoice	07142211370001 12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES	\$28.46
Invoice	07142211370001 12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES	\$811.32
Invoice	07142211370001 12/16/2021		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	NOV/DEC ENERGY SERVICES	\$84.43
Invoice	07142211370001 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$17.88
Invoice	07142211370001 12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$136.74
Invoice	07142211370001 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$35.64
Invoice	07142211370001 12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$23.54
Invoice	07142211370001 12/16/2021		
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES	\$130.03
Invoice	07142211370001 12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$25.74
Invoice	07142211370002 12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$218.43
Invoice	07142211370002 12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES	\$1,304.64
Invoice	07142211370002 12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES	\$40.92
Invoice	07142211370002 12/16/2021		

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Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$53.73
Invoice	07142211370002	12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$38.07
Invoice	07142211370002	12/16/2021		
Cash Payment	E 101-53000-225 STREET LIGHTING	NOV/DEC ENERGY SERVICES		\$391.55
Invoice	07142211370002	12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$23.30
Invoice	07142211370002	12/16/2021		
Cash Payment	E 101-55200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$17.88
Invoice	07142211370003	12/16/2021		
Cash Payment	E 204-53610-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$65.03
Invoice	07142211370003	12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES		\$1,157.94
Invoice	07142211370003	12/16/2021		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	NOV/DEC ENERGY SERVICES		\$51.94
Invoice	07142211370003	12/16/2021		
Cash Payment	E 101-52200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$1,274.25
Invoice	07182512440000	12/16/2021		
Cash Payment	E 101-52200-220 UTILITY SERVICES	NOV/DEC ENERGY SERVICES		\$32.60
Invoice	07182512440000	12/16/2021		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	NOV/DEC ENERGY SERVICES		\$273.23
Invoice	07142211370003	12/16/2021		
Transaction Date	12/28/2021	GF Checking	11100	Total \$12,403.38

Fund Summary

	11100 GF Checking
101 GENERAL FUND	\$19,755.63
204 SEWER	\$667.32
620 WATER FUND	\$5,115.57
	\$25,538.52

Pre-Written Checks	\$25,538.52
Checks to be Generated by the Computer	\$0.00
Total	\$25,538.52

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Payments

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Payments Batch DEC21WIRE

\$3,321,796.75

Refer	824 AFLAC	Ck# 2021663E 12/10/2021		
Cash Payment Invoice	G 101-21592 AFLAC INS PAYABLE	MONTHLY AFLAC EMPLOYEE PREMIUMS		\$195.82
Transaction Date	12/31/2021	GF Checking	11100	Total \$195.82
Refer	832 B2E SOLUTIONS INC	Ck# 2021671E 12/24/2021		
Cash Payment Invoice	E 804-56700-110 SALARIES	12/24 BID PAYROLL WIRE		\$1,249.91
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH	12/24 BID PAYROLL WIRE		\$47.36
Transaction Date	12/31/2021	GF Checking	11100	Total \$1,297.27
Refer	831 B2E SOLUTIONS INC	Ck# 2021670E 12/9/2021		
Cash Payment Invoice	E 804-56700-110 SALARIES	12/10 BID PAYROLL WIRE		\$1,249.91
Cash Payment Invoice	E 804-56700-760 PAYROLL SERVICE CH	12/10 BID PAYROLL WIRE		\$49.86
Transaction Date	12/31/2021	GF Checking	11100	Total \$1,299.77
Refer	829 BOND TRUST SERVICES CORP	Ck# 2021668E 12/14/2021		
Cash Payment Invoice	E 301-58000-610 PRINCIPAL REDEMPTI	2012 GO BOND REFUNDING		\$1,900,000.00
Cash Payment Invoice	E 301-58000-615 DEBT SERVICE - INTER	2012 GO BOND REFUNDING		\$8,083.82
Cash Payment Invoice	E 620-53700-610 PRINCIPAL REDEMPTI	2012 GO BOND REFUNDING		\$1,225,000.00
Cash Payment Invoice	E 620-53700-427 INTEREST ON LONG T	2012 GO BOND REFUNDING		\$5,211.94
Cash Payment Invoice	E 204-53610-610 PRINCIPAL REDEMPTI	2012 GO BOND REFUNDING		\$40,000.00
Cash Payment Invoice	E 204-53610-615 DEBT SERVICE - INTER	2012 GO BOND REFUNDING		\$170.18
Transaction Date	12/31/2021	GF Checking	11100	Total \$3,178,465.94
Refer	825 EMPLOYEE TRUST FUNDS	Ck# 2021664E 12/23/2021		
Cash Payment Invoice	E 101-51500-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$4,144.27
Cash Payment Invoice	E 101-55300-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$701.07
Cash Payment Invoice	E 101-52100-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$28,628.28
Cash Payment Invoice	E 101-53000-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$15,876.01
Cash Payment Invoice	E 101-55110-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$4,525.88
Cash Payment Invoice	E 101-52200-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$3,793.73
Cash Payment Invoice	E 101-52300-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS		\$3,793.74
Cash Payment Invoice	G 101-21530 INSURANCE DEDUCTIONS	JANUARY HEALTH INSURANCE PREMIUMS		\$7,490.20
Cash Payment Invoice	G 101-34140 UNFUNDED EMPLOYEE BE	JANUARY HEALTH INSURANCE PREMIUMS		\$5,396.64

VILLAGE OF HARTLAND

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Payments

Current Period: DECEMBER 2021

Transaction Date	12/31/2021	GF Checking	11100	Total	\$74,349.82
Refer	823 FIRST BANK FINANCIAL CENTRE		Ck# 2021662E 12/31/2021		
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	MONTHLY EBANKING FEES			\$75.00
Invoice					
Transaction Date	12/31/2021	GF Checking	11100	Total	\$75.00
Refer	830 PAYMENT SERVICE NETWORK		Ck# 2021669E 12/31/2021		
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	NOVEMBER MONTHLY CREDIT CARD PROCESSING FEE			\$90.58
Invoice					
Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	NOVEMBER MONTHLY CREDIT CARD PROCESSING FEE			\$90.57
Invoice					
Transaction Date	12/31/2021	GF Checking	11100	Total	\$181.15
Refer	828 WI DEFERRED COMPENSATION P		Ck# 2021667E 12/31/2021		
Cash Payment	G 101-21570 DEFERRED COMP DEDUCT	MONTHLY EMPLOYEE DEFERRED COMP CONTRIBUTIONS			\$18,174.75
Invoice					
Transaction Date	12/31/2021	GF Checking	11100	Total	\$18,174.75
Refer	826 WI RETIREMENT SYSTEM		Ck# 2021665E 12/31/2021		
Cash Payment	E 101-55300-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$354.80
Invoice					
Cash Payment	E 101-51400-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$414.74
Invoice					
Cash Payment	E 101-51500-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$390.76
Invoice					
Cash Payment	E 101-51600-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$70.49
Invoice					
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$15,504.63
Invoice					
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$591.45
Invoice					
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$106.96
Invoice					
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$439.91
Invoice					
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$106.94
Invoice					
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$1,815.98
Invoice					
Cash Payment	E 101-53000-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$3,153.71
Invoice					
Cash Payment	E 101-55110-140 RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS			\$1,567.28
Invoice					
Cash Payment	E 620-53700-926 EMPLOYEE PENSIONS	NOVEMBER WRS PREMIUMS			\$1,345.45
Invoice					
Cash Payment	E 204-53610-110 SALARIES	NOVEMBER WRS PREMIUMS			\$469.52
Invoice					
Cash Payment	E 204-53610-110 SALARIES	NOVEMBER WRS PREMIUMS			\$210.06
Invoice					
Cash Payment	E 204-53610-390 BILLING/COLLECTION/	NOVEMBER WRS PREMIUMS			\$444.77
Invoice					

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Payments

Current Period: DECEMBER 2021

Cash Payment	G 101-21520 RETIREMENT DEDUCTION	NOVEMBER WRS PREMIUMS		\$9,226.93
Invoice				
Cash Payment	G 101-21520 RETIREMENT DEDUCTION	NOVEMBER WRS PREMIUMS		\$10,125.27
Invoice				
Transaction Date	12/31/2021	GF Checking	11100	Total \$46,339.65
Refer	827 WI SUPPORT COLLECTIONS TRUS Ck# 2021666E 12/31/2021			
Cash Payment	G 101-21580 GARNISHMENT DEDUCTIO	MONTHLY EMPLOYEE WAGE		\$1,417.58
GARNISHMENTS				
Invoice				
Transaction Date	12/31/2021	GF Checking	11100	Total \$1,417.58

Fund Summary

	11100 GF Checking
101 GENERAL FUND	\$138,082.82
204 SEWER	\$41,385.10
301 DEBT SERVICE FUND	\$1,908,083.82
620 WATER FUND	\$1,231,647.97
804 BUSINESS IMPROVEMENT DISTRICT	\$2,597.04
	\$3,321,796.75

Pre-Written Checks	\$3,321,796.75
Checks to be Generated by the Computer	\$0.00
Total	\$3,321,796.75

1 STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND
2 ORDINANCE NO. _____

3 AN ORDINANCE CREATING §22-168 THROUGH §22-173
4 OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES
5 REGULATING MOBILE FOOD VENDORS
6

7 THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

8 **SECTION 1:** §22-168 through §22-173 of the CODE OF ORDINANCES OF THE VILLAGE
9 OF HARTLAND are hereby created with the following regulating Mobile Food Vendors:

10 **ARTICLE VII. – MOBILE FOOD VENDORS**

11 • **Sec. 22-168 - Definitions.**

12 (A) “Mobile Food Vendor” or “Vendor” means the owner, owner’s agent or employee of a
13 mobile food establishment within the Village of Hartland.

14
15 (B) “Mobile Food Establishment” means a restaurant or retail food establishment where food is
16 served or sold from a vehicle, trailer, cart, or similar portable device which may or should be
17 capable of periodically changing locations.

18
19 (C) “Food” means all articles used for food, non-alcoholic drink or condiment including ice or
20 water used by humans whether simple, mixed or compound and articles used or intended for use
21 as ingredients in the composition or preparation thereof.

22
23 • **Sec. 22-169 - License Required.**

24
25 (A) No Mobile Food Vendor shall serve or sell any food whatsoever in the Village of Hartland
26 without first obtaining an approved license from the Village Board unless exempted in this
27 section. The following are exempt from Mobile Food Vendor license requirements:

- 28
29 1. Home delivery of food or beverage items.
30
31 2. Temporary food stands or produce stands which are regulated by a solicitors’ permit,
32 outdoor establishment permit or by other Village codes.
33
34 3. Rentals at Village facilities where Mobile Food Establishment services are not
35 available to the public.
36
37 4. Where the Mobile Food Establishment is exclusively serving a private event not open
38 to the general public on private property.
39

40 (B) All Vendors shall be licensed for such use by the Waukesha County Health Department and
41 all other applicable agencies. Mobile Food Vendors shall acquire the appropriate licenses and

42 permits for any additional food items not required under this subchapter if deemed necessary by
43 the Waukesha County Health Department.

44

45 (C) A license shall be applied for annually. A permit, when granted, shall be displayed at all
46 times by the Mobile Food Establishment. The license shall be valid from the Friday before
47 Memorial Day weekend to October 31, unless the Village Board approves alternative dates. All
48 licenses shall expire on December 31 each year. Applications for renewals shall be handled in
49 the same manner as original applications but may be approved by the Village Administrator or
50 their designee.

51

52 (D) Mobile Food Vendors are not allowed on the Village streets. They are allowed on private
53 property with written permission and as allowed by the Village Board for the Farmers Market
54 and Special Events. The licensee may not be located on one street or one private property lot for
55 more than 8 hours within a 24-hour period. This time restriction does not apply to Village Board
56 authorized permits for the Farmers Market or Special Events.

57

58 (E) Mobile Food Vendors are allowed to operate in the Village Monday through Sunday between
59 6:00 a.m. and 10:00 p.m.

60

61 (F) A license shall be issued to a person or legal entity. A license shall not be transferable. A
62 license is valid for one vehicle only and shall not be transferrable between vehicles.

63

64 (G) Any Mobile Food Vendor shall fully and without haste comply with any order of the Police
65 Department Officer or Fire Department officer to ensure the safety of the public. Failure to
66 comply may result in suspension or revocation of the license and/or issuance of a citation as
67 allowed by law.

68

69 (H) The number of licenses allowed to be issued per year and the fee for a license as herein
70 provided shall be as set forth and modified from time to time from the Village Board by
71 Resolution.

72

73 • **Sec. 22-170 - Application Process.**

74

75 (A) Any person desiring to operate a Mobile Food Establishment shall apply for a license and
76 pay the established license and investigation fee. At the time of filing an application, an
77 investigation fee in the amount of the actual cost shall be paid to the Village to cover the cost of
78 investigation of the facts stated in the application. The application shall be sworn to by the
79 applicant and filed with the Village and shall contain such information as the Village shall
80 require for the effective enforcement of this section and the safeguarding of the residents of the
81 Village from fraud, misconduct or abuse.

82

83 (B) Upon receipt of each such application, the Village Administrator or designee shall
84 immediately institute such investigation of applicant's business and moral character as the
85 Village Administrator or designee deems necessary for the protection of the public good, and
86 shall provide recommendation to the Village Board for the application. The Village Board shall
87 issue with or without conditions, or deny the license in accordance with their findings. In

88 approving a license, the Village Board may impose such conditions as it deems appropriate to
89 protect the public health, safety and general welfare. Subsequent annual renewals of a license
90 may be processed administratively without additional Village Board approval if the conditions of
91 the original license issuance are maintained at the discretion of the Village Administrator or
92 designee.

93
94 • **Sec. 22-171 - Application Requirements.**

95
96 (A) A completed Mobile Food Vendor Application with signature and payment of fees.

97
98 (B) The applicant shall submit a copy of the vehicle inspection report from the Waukesha
99 County Health Department.

100
101 (C) The applicant shall provide a Mobile Food Vendor License plan addressing sanitation,
102 pedestrian and traffic safety including the following standards:

103
104 1. The proposed plan will not create any significantly adverse traffic impacts, traffic
105 safety hazards, pedestrian/vehicle conflicts or pedestrian safety hazards or impede
106 building ingress/egress.

107
108 2. The proposed plan will not create any significantly adverse impacts on neighboring
109 properties as a result of:

- 110 a. The accumulation of garbage, trash or other waste.
111 b. Noise created by operation of the equipment.
112 c. Light and glare.
113 d. Odors and noxious fumes.

114
115 3. The proposed plan will not be detrimental to the public health, safety, or general
116 welfare.

117
118 4. No Mobile Food Vendor shall be located on any private property without written
119 permission from the property owner. A copy of the written permission shall be submitted
120 at the time of application if the Vendor wishes to operate on private property.

121
122 5. For Village Board approvals granted for the Farmer's Market or Special Events, said
123 conditions of approval shall be filed with the application and incorporated therein.

124
125 6. Electrical connections with extension cords to adjacent properties shall be done in a
126 safe manner at the discretion of the Village Building Inspector.

127
128 7. Mobile Food Vendors shall not place tables and chairs in the public right-of-way, or in
129 a manner that inhibits pedestrian or vehicle traffic.

130
131 8. Mobile Food Vendors shall be limited to one sandwich board, chalkboard, or
132 whiteboard, in a size not to exceed 24' x 36'.

134 (D) All vehicles must pass inspection by the Hartland Fire Department. A copy of a passing
135 inspection report must be submitted prior to approval of the application.
136

137 • **Sec. 22-172 - Revocation or Suspension of License.**
138

139 (A) The Village Board may revoke or suspend any license issued under this subchapter for
140 violation by any Vendor or the Vendor’s employee or agent of any provision of State law or
141 Village ordinance which renders future vending contrary to the public health, safety or welfare;
142 or for fraud or misrepresentation in solicitation under this chapter. Prior to revocation or
143 suspension, the Village shall send written notice to the address on the license about the concerns
144 or issues and provide 15 days for the Vendor to correct the issue or concern to the satisfaction of
145 the Village. If the concern is not addressed within 15 days from the date of mailing the letter, the
146 Village may place the issue of revocation and or suspension before the Village Board for
147 possible action. The Vendor and/or their agent may appear before the Village Board to present
148 information and respond to the issues of concern. The Clerk shall send written notice to the
149 Vendor at the address on the application about the date and time of the meeting for consideration
150 of the matter. Said notice shall be post marked at least 5 days prior to the Board meeting.
151

152 (B) An exception to this process exists in that any Public Health, Hartland Police or Fire Officer
153 may immediately order the Mobile Food Vendor to stop service and the Mobile Food Vendor
154 shall not restart again until deemed safe by the appropriate authority if said public health,
155 Hartland Police or Fire Officer identify an immediate risk to the public health, safety or welfare
156 of the community from the operation of the mobile food vendor.
157

158 • **Sec. 22-173 – Violations and Penalties.**
159

160 Any person who shall violate any provision of this chapter or any rule or regulation made under
161 this chapter shall be subject to a penalty as provided in § 1-3 of this Code.
162

163 **SECTION 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any
164 reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall
165 be deemed a separate, distinct and independent provision, and such holding shall not affect the
166 validity of the remainder of such ordinance.
167

168 **SECTION 3:** This ordinance shall take effect and be in full force from and after its passage and
169 publication.

170 Passed and approved this ____ day of _____, 2021.

171
172 VILLAGE OF HARTLAND

173
174 By: _____
175 Jeffrey Pfannerstill, Village President

176 ATTEST:

177
178 _____
179 Darlene Igl, Village Clerk

180

181

182 37329164_1.DOCX

183

December 3, 2021

Mr. Jeffrey Pfannerstill
Village President
Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029

Re: Impact Fee Study

Dear Mr. Pfannerstill:

The Village of Hartland (Village) is due to update its impact fees. Municipalities ought to update their fees every 3 to 5 years to make sure that they are collecting neither too much nor too little. When the factors which determine impact fees – growth forecasts, infrastructure needs for new growth, and project costs – change, the impact fees themselves should change. The Village's last update was 13 years ago. All three factors determining impact fees have changed significantly in that time.

Additionally, the state statutes governing impact fees have changed since the last impact-fee study. The Village's ordinances need to be updated to reflect these changes.

Ruekert & Mielke, Inc. (R/M) would be happy to update the Village's fees through a new study and revise the Village's ordinances on impact fees. These updates will support the Village's costs for improvement while still protecting current taxpayers. R/M has worked with impact fees for over twenty years, including the updates to Hartland's impact fees. Most recently, our project team has updated the impact fees for the City of Franklin, the City of Cedarburg Light & Water Utility, and the Village of Slinger.

As the Project Manager, I have an extensive work history with both municipalities and utilities. With an MBA in finance and investment banking from the Wisconsin School of Business, I am well prepared to assist the Village in this matter. I will work closely with the R/M engineering team, including Ryan Amtmann (R/M), and the Village staff to update Hartland's impact fees.

Project Scope

Our goal is to update the impact fees for the Department of Public Works, the Parks Department, the Fire Department, the Library Department, and the Police Department. To achieve this goal, we propose the following steps:

- Send an initial data request to the Village to gather all relevant data.
- Attend a kickoff meeting to define our roles and timelines, and to review the initial data request. The kickoff meeting can be held in person or by videoconference.
- Conduct inventory of all the existing relevant facilities.
- Determine the relevant existing deficiencies and planned capital projects through discussions and correspondence with the appropriate Village staff. This step may include one visit to Hartland, in addition to phone conferences and email correspondence. (Ryan Amtmann will facilitate these communications, especially regarding the planned capital projects.)
- Determine or create the appropriate growth forecast to use for the next 20 years. This forecast will be separated into relevant categories for determining impact fees.
- Define and apply the Village's preferred service standards to our analysis.
- Update the impact fees to reflect the current and future needs, including debt payments on projects for future growth.

- Provide a draft ordinance with needed statutory updates to be reviewed by the Village attorney.
- Draft a study that explains the existing facilities, the projected needs, the standards, the fees, and the recommendations in detail. This study will include the housing affordability evaluation required by state statute.
- Revise the study once based on feedback from Village staff, then finalize it and send it to the Village.
- Prepare a PowerPoint presentation and present at one Village Board meeting to explain our recommendations.

Our project scope assumes that the appropriate experts within the Village will cooperate with us to identify facility needs. We anticipate that our data inquiries will be met with timely responses from the Village. Any incomplete or delayed data could result in higher project costs; if that seems likely, we will inform you immediately of the potential increase.

Items not included in the scope of this project are as follows:

- An independent evaluation or physical inventory of the facilities.
- Attendance at any meetings not mentioned explicitly in the scope.
- Analysis of impact fees other than for the departments identified above.

Estimated Fee

We will complete the work listed in the scope for a lump sum of \$19,300; this includes all reimbursable expenses. We will perform this work according to the Agreement for Village Engineer Services for 2021 and 2022 for the Village of Hartland, dated December 8, 2020.

We would be happy to provide services beyond what is listed in the scope upon written request from the Village at our hourly rates listed in the Agreement.

We look forward to helping you improve and expand upon your public facilities. If you have any questions, please reach out to me at 262.953.4162.

Respectfully,

RUEKERT & MIELKE, INC.



Edward F. Maxwell, M.B.A., M.Ed.
Economic Consultant
emaxwell@ruekert-mielke.com

EFM:nah
Enclosure

cc: Ryan T. Amtmann, P.E., Ruekert & Mielke, Inc.
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.
Bridgot Gysbers, Ruekert & Mielke, Inc.
Ryan Bailey, Village of Hartland

Level of Effort for Village of Hartland - Impact Fee Study

TASK DESCRIPTION	EMPLOYEE HOURS BY CLASSIFICATION				TOTAL TASK HOURS	REIMBURSABLE COSTS / EXPENSES	TOTAL TASK COST
	Ryan Amtmann	Ed Maxwell	Bridgot Gysbers	Nicki Hippo			
	Project Advisor	Project Manager	Economic Consultant 2	AA			
	\$179	\$142	\$142	\$80			
Write initial data request after reviewing relevant documents		4			4		\$568
Lead kickoff meeting		4	2		6	\$50	\$902
Gather information via Village staff and online resources to create inventory of all existing relevant facilities for the 5 departments		15	6		21		\$2,982
Work with Village staff to identify needed capital projects and their costs for the 5 departments	2	15			17		\$2,488
Determine or create appropriate growth forecast for next 20 years, separated into relevant categories		6			6		\$852
Define and apply the Village's preferred service standards & growth forecast to the existing inventory and the needed capital projects for the 5 departments		16			16		\$2,272
Update the impact fees to reflect the current and future needs, including debt payments on projects for future growth and current balances		8			8		\$1,136
Provide a draft ordinance with needed statutory updates to be reviewed by the Village attorney		6	2		8		\$1,136
Draft a study that explains the existing facilities, the projected needs, the standards, the fees, and the recommendations in detail. This study will include the housing affordability evaluation required by state statute.	2	24	2	2	30		\$4,210
Revise the study once based on feedback from Village staff, then finalize it and send it to the Village.		6			6		\$852
Prepare for and present at one Village Board meeting to explain our recommendations.	2	10			12	\$100	\$1,878
ESTIMATED TOTAL HOURS	6	114	12	2	134	150	\$19,276

