

**VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
ROBERTS VILLAGE HALL
MONDAY, MARCH 11, 2019
7:00 PM**

Regular Village Board Meeting Agenda

Report of Meeting Notification

Approval of Minutes of February 11, 2019

Approval of Treasurer's Report

Public Concerns

Communications

I. Department Reports

- A. Report from Police Department
- B. Report from Director of Public Works
- C. Report from Library Director
- D. Report from Municipal Judge

II. Committee Reports and Recommendations

- A. Park Board
- B. Plan Commission
 - 1. Building Inspectors Report
 - 2. Extra-territorial for Richard O Stout and Janet P Stout, 4-lot CSM NW1/4 of NE1/4 Sec. 31, being lot 9 of CSM Vol. 26 Page 5950, Doc. 984293, Edwin Flannum, Northland Surveying, Inc
 - 3. Discussion/approval to Amend Chapter 70 – Zoning of B-3 General Business District to add the Conditional Use for Multi-Family Housing.
 - 4. Discussion/approval of All-Croix Inspections Corp Contract Renewal for 2019
- C. CDA Board
- D. Finance Committee
- E. Public Safety Committee
- F. Public Works Committee
- G. Fire Association
- H. Friends of Twin Lakes

III. Old Business

IV. New Business

- 1. Employee Education Requests and Expense Reports
- 2. Approval of New Operator's Licenses
- 3. Update on S. Division Street Sidewalk Project Cost.
- 4. Discussion/approval to move all citations to St. Croix County Circuit Court.
- 5. Discussion/update on Waste Water Treatment Plant Phosphorus Removal Project with Weston Solutions.
- 6. Discussion regarding Cash Flow for PO Obligations vs Vendor Payments for the Waste Water Treatment Plant Phosphorus Removal Project for Clearas Water Recovery.
- 7. Discussion/approval of Invoice Feb2019-00985 for \$10,204.80 to Weston Solutions
- 8. Discussion/approval of Invoice 2804-002.06 for \$413,582.50 to Clearas Water Solutions.
- 9. Payment of Bills
- 10. Other Business
- 11. Adjourn

Items on the agenda may not be presented in this order. Agenda may change up to 24 hours before meeting.

Megan Dull, Village Clerk

Village of Roberts
Village Board Meeting Minutes
February 11, 2019

The Village Board Meeting was called to order at 7:00 PM by President Moeri

The meeting was properly noticed on the Village website and posted in three locations in the Village of Roberts.

Members Present: Mary Shemon, Willard Moeri, Chad Svacina, Cheryl Johnson, Chuck Pizzi, Rand Waughtal, Katy Kapaun (at 7:15pm)

Absent:

Guest: John Bond, Peter Tharp, Krissa Coleman, Nanette Berglund, Thomas Lane, Joe Granberg

Meeting Minutes

Motion to approve the minutes for January 14, 2019 by Pizzi, seconded by Shemon. Motion carried.

Treasurer's Report

Treasurer's report was read. Motion to approve the Treasurer's report by Waughtal, seconded by Pizzi. Motion carried.

Public Concerns:

- Nanette Berglund was in requesting a break on the sewer portion of her next water bill due to a pipe breaking. Moeri stated that the only thing that the Village does is make a payment plan for the amount above the quarterly bill. She is asking for a break on the 6,000 gallons that did not go down the sewer. Waughtal asked that she stay for the Public Works update because this is being dealt with at this committee.

Communications:

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Department Report

Report from Police Department

- Monthly statistics report was handed out for review.

Report from Director of Public Works – John Bond

- Last couple of weeks have been tough. We have had pipes freezing in houses that have never frozen before. At the Treatment plant, the basin....actually froze. This had to be locked into the open position and the system overridden at this point because it is not safe to work on the valve with the ice and weather. The ice has also snapped off the oxygen sensors – all the blowers have been set to be on times. We are overaerating which means we are using more electricity, etc.
- Asked to host a regional WW operator training at the Park Building. There were 46 people that attended. The sessions were based on new ...and leak detections. They were asked to host another session in May 2020 when Clearas is up and running
- Ice storm last Monday, they went out and John had an issue with the tandem. When he stopped his truck, the truck slide and went into the ditch. There was delay in salting that morning. Two days later, Chris was gone and so it was only Brian and John, car came in behind John and the tires on the truck caught the front end of the car behind him. Had to wait for the Sheriff's department to write the report which also caused a delay. There was little damage to their car and no damage to our truck. Bond stated that it was disappointing that morning because of the equipment failures and danger behind it is was disheartening to see what was posted and hear the messages that were left on the voicemails.

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- The second round of salt was supposed to be delivered today but did not show up and we have not heard from the company. We have gone thru more salt in the last week and a half (40 plus tons) than we usually do in two months.

Report from Library Director – Krissa Coleman

- February is Valentines month so we are hosting blind date with a book. They find different books and wrap them up so it is a surprise to the person checking them up. If a patron does this they are put into a drawing for the chance of a free dinner.
- Chinese cooking 101 in March with his wok.
- Rescheduled cupcake and cookie decorating class was rescheduled until tomorrow night depending on the weather.
- The annual report has been finished. This has been sent in and they are waiting to hear back.
- Noticing that patrons will still come to the library in cold weather but when there is snow.
- Update on geo-thermal – would not replace the whole unit would only replace the compressors. This would cost about \$6,000 instead of \$20,000. Currently there is no geo-thermal going on only fresh air going thru the system. There is research being done to see if we can write up an insurance claim to see if this will be covered.

Report from Municipal Judge – Peter Tharp

- Monthly report was in the packet to review.

Committee Reports and Recommendations

Park Board – Did not meet.

Plan Commission –

- Building Inspectors Report is in your packet
- Discussion/approval of Business Plan of Operation for Oevering Homes at 309 Dakota Avenue
 - This is a Motion by Svacina to approve seconded by Shemon. Motion carried.
- Extra-territorial for Kathryn Bruesewitz on County Highway TT, by Joseph Granberg, G/S Land Solutions
 - They are asking to lot off the buildings and three acres that will be sold.
 - Motion to approve the Extra-territorial for Kathryn Bruesewitz by Pizzi, seconded by Svacina. Motion carried.

CDA Board - Waughtal

- Met at the end of January to discuss the affordable housing for municipalities in the last year of their district. Spent most of our time going over the response from Chris which generated more questions. Waughtal has reached out to Sean Lentz at Ehlers to get his opinion on a few questions that we have. Also asked Chris a couple more questions regarding this. This will be back on the agenda in February.

Finance – none

Public Safety Committee - none

Public Works Committee – Waughtal/Moeri

- There were a couple of residents that lived in the mobile home park that have had issues with water leaks. The Village has reached out to area municipalities to see what they do for water breaks, etc. New Richmond has meters on each of their mobile homes. In NR if the water goes thru the meter but does not go into your home, they have a deal that they require you to pay your entire bill, do research, take pictures and present it in front of the Public Works committee to see if you are awarded a refund. Public Works is looking at making a policy once a little more research is done.
- Discussed the hauling of the biosolids and the state patrol not honoring permits to run over the limit. Because of this they are not running the same amount of loads which could cost increased revenue.
- Discussion/approval of purchasing upgrade Skid Steer

- Bond brought up the importance on tracks on the skid steer. This would help with the swampy areas that need to be mowed and ponds being cleaned. We currently get a new skid every year and we trade it yearly and pay to boot at trade in. We have been doing this with the tired skid steers. Tracks are more expensive. The hope is that we would pay the nominal difference of a couple thousand dollars out of the maintenance account. The benefits of a track machine could help Roberts but the first year of going from a tired to a track machine is more expensive. Public Works looked at the proposals including a down payment from a piece of equipment that was going to be traded in. Bond asked if the equipment replacement fund could cover the difference of this cost.
- Bond added that the new models have an extended warranty so it will be traded every two years instead of annually. Waughtal stated that this will take \$11,000 out of future funds to purchase equipment. Moeri added that this equipment will also be used to load the algae at the treatment plant that is going to be sold. Moeri thinks that this will be more of a tradeoff instead of a purchase. Bond added that the track machine is heavier and more stable in lifting the totes. He added that this cannot be added to the WWTP loan for the upgrade at the treatment plant. Waughtal is asking that this be put off until 2020 so that it can be discussed at the finance meeting. Pizzi asked what waiting will accomplish. Pizzi thinks that we should go with purchasing it. Svacina asked to have this tabled until we can see what the quote would be to have the ditches and ponds done. Johnson asked if the quote will increase because of waiting and Bond does not think so. All the current attachments will work on the new model. The totes of algae will weigh 3,000 pounds. Lane asked what we would not be purchasing if this was upgraded. Bond talked about delaying purchasing other equipment on the schedule. Waughtal added that it was recommended by Public Works that we purchase the T595 T4 Bobcat track with \$7,000 coming out of the equipment replacement fund and \$2,000 from the maintenance fund. Motion to approve the purchase of a T595 T4 Bobcat track system with \$7,000 coming out of the equipment replacement fund and the remaining \$2,000 coming out of the maintenance fund by Pizzi, seconded by Shemon. Motion carried with Waughtal objecting.

Fire Association

- Locked in a new contract with Credit Management Control for 25% or 45% if they go to court. They can go back 6 years for collections.
- The Fire Association has modified the budget so that it is more translucent and easier to read.

Joint Twin Lake Committee – Kapaun

- Met last Monday. Paul Juckem, who is a hydrologist from the USG attended the meeting. He was the author of the report that was passed around by the Friends group a year ago. Went over a few of the slides and discussed rock formation and how the water flows. It was a lengthy but informative discussion. He conceded that it is not practical that we are going to abandon our waste water treatment plant. Clearly 80% of the water is precipitation and 20% is from other sources which would include the treatment plant. Moeri added that he added that water will always flow downhill and it will always find a way to flow. Evaporation and rain fall are a big part for lake levels.
- The group is looking at data to see if they have enough information to move forward with looking for grant money.
- Gene Hanson is meeting with Frank Phillips to see what he had to share regarding the study that he did.
- Future meetings will be had to adjust the mission statement and to see how we want to move forward as a group.
- Johnson asked about the smell of the lake that one homeowner voiced concern over at the joint meeting with Warren Township. Kapaun, stated that this has not been discussed since the first meeting.

III. Old Business

IV. New Business

Employee Education Requests and Expense Reports

- Motion to approve Judge Tharp's request for Municipal Judge Court Administration Seminar by Waughtal, seconded by Johnson. Motion carried.

Approval of New Operator's License

- None

Discussion/approval with Thomas Lane – Scout Project at Veterans Memorial Park.

- Thomas Lane is asking for permission to upgrade the landscaping around the Roberts Village sign in Veterans Park. He is suggesting adding new fabric, boarder, and rocks instead of mulch. He could include perennials that bloom red, white and blue. Funding would be thru him by fundraising or thru his scout troop. Estimated cost would be \$500.00.
- Motion to approve Thomas Lane to clean-up Veterans Memorial Park for his scout project by Svacina, seconded by Shemon. Motion carried.

Approval of Roberts Good Neighbor Days – May 30 – June 2, 2019

- No big changes planned for this year. Parade will still be at 11:00.
- Motion to approve Roberts Good Neighbor Days for May 30 – June 2, 2019 by Kapaun, seconded by Shemon. Motion carried.

Bobtown Brewhouse – St Patrick's Day Parade – March 16th

- Motion to approve Bobtown Brewhouse St Patrick's Day Parade by Shemon, seconded by Pizzi. Motion carried.
- Discussion continued with Johnson asking if Bobtown was going to do a better job this year to contain the garbage from being all over the streets and making sure that there are enough garbage cans to help with this. Dull will follow-up with Mike at Bobtown to make sure this is not an issue this year.

Discussion/approval of Invoice JAN2019-00962 for \$3,245.08 to Weston Solutions

- Motion to approve Invoice Jan2019-00962 from Weston Solutions by Johnson, seconded by Kapaun. Motion carried.

Discussion/approval of Invoice 2804-002.05 for \$88,136 to Clearas Water Solutions.

- Motion to approve Invoice 2804-002.05 for \$88,136 to Clearas Water Solutions by Kapaun, seconded by Pizzi. Motion carried.

Discussion/approval of Invoice 108740 for \$30,172.00 to TPC – Telemetry and Process Controls.

- This invoice needs to be reworked a little to show what is actually for the Waste Water Treatment Plant upgrade and what will be for the reprogramming needed to get the system working correctly.
- Motion to approve payment for TPC in the amount of \$30,172.00 by Shemon, seconded by Johnson. Motion carried.

Discussion/approval of Recommendation of Award for South Division Street sidewalk bid.

- Discussed the bids that were submitted. Haas Sons, Inc was the lowest bidder at \$88,022.49. This amount included the residents that wanted to be part of the project to replace their existing sidewalks. Goodwin was going to update the pricing so that the board will know how much will be paid by the private homeowners. Motion to accept the bid from Haas and Sons for \$88,022.49 by Kapaun, seconded by Johnson. Motion carried.

Discussion/approval of West Central Wisconsin Biosolids Facility Memo regarding issues with Wisconsin DOT for hauling sludge.

- Our contracted hauler had approached the DOT for overweight permits. The DOT and State Patrol in the past had said that there is no exact permit but will treat the Biosolids like recycling and garbage permits. For 20 plus years they were allowed to have an 8,000 load unless there were restrictions on the roads. There is a new state patrol officer that is not willing to look at this. If the load is over 6,000 there will be fines. Biosolids is working with DOT to create a permit for this. If a separate permit is not granted, we will need to approach this subject from the political approach and get our local legislators involved.
- With not being able to haul 8,000 loads, hauling cost would go up approximately \$4,500 per year.

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- For Biosolids it will increase \$90,000/year that is divided up amongst its members.
- Bond is proposing that we continue to work with DOT to see if they will create the permit but at the same time work with the legislation in case this route does not happen. Kapaun does not see an issue passing the resolution. She asked if a driver that has been pulled over has been given a citation could this ticket be fought in court? This would take it out of the hands of the State Trooper for interpretation.
- Motion to adopt a resolution approving legislative action to expressly authorize the Department of Transportation to issue a permit to allow the West Central Wisconsin Biosolids Facility to haul biosolids in excess of statutory limits by Kapuan, seconded by Svacina. Motion carried.

Payment of Bills

- Motion to pay the bills by Pizzi, second by Shemon. Motion carried.

Other Business -

Appreciation dinner for the village employees is Monday, February 25 at 12:00 pm. Please let me know if you are interested in attending and I can contact Chris.

Motion to adjourn at 8:40pm by Pizzi, seconded by Shemon. Motion carried.

Megan Dull
Village Clerk/Treasurer

Hazel Mackin Community Library

February 2019 Director's Report-Krissa Coleman-Director

* After the library board passed the motion to apply carryover funds from before 2017 to the parking lot payment, I gave that information to the village clerk. She is currently having the auditor go over the last ten years of the books to find out what that information would be. At the time of this report I still have not gotten the information yet.

*I submitted the 2018 annual report by mid-month. Statistics were interesting in that our circulation went up 18 % and we had very similar amount of programs to 2017. It is also interesting to see that number go up since this past year many of the surrounding libraries went fine free. It seems that fines may not have as much influence on people using our library as having a good collection, friendly staff, great programs and comfortable space. That is my subjective opinion and not fact as to why circ went up so much. If it's not those things, I have no idea why we were blessed with the numbers.

*We now have access to Lynda.com on our MORE system. Lynda.com is an educational and learning website that allows people with a library card to access classes and certifications on hundreds of different topics such as excel, CAD, human resources, audio techniques, ISO development, and technology forensics. The classes vary from an hour to several hours depending on the subject. Certification can even be set up to go directly to someone's LinkedIn page.

*Another additional recourse is a language site called Transparent Language. We have been paying for Rocket Languages which is accessible from our website so now patrons have both options. You can learn a wide variety of languages for free. I have shared this with our principles at all of the schools in hopes that they will help to get the word out to students and their families.

*Play and Learn continues to meet on Tuesday mornings, but had a couple of cancellations this month due to school closures.

* Yoga class is being offered once a month on a Saturday with Angie Wycoff, a registered yoga instructor.

*We are excited to share that SCC senior, Sara Nyhaus was selected for our mural contest for the teen area. We are working out details with her as to when she can start the work.

*February 8th Brittany was at the Simply Giggle location for a story time. She is trying to get them to have a library card for the facility so she can provide materials.

*Tween Book Club was February 9th. This month the group discussed Payback on Poplar Lane by Margret Mincks. She also went in for book club at the Middle School on February 28th to continue to read Al Capone Does my Shirts.

* February 12th we hosted Cupcake and Cookie Decorating class with presenter Missy Gruenes. The weather was snowy again this night and we still had 12 people show up to learn and practice decorating along with ways to package the items. It was a great class and everyone had lots of fun!

*Barb held Tech Night on Valentine's Day. She had three people that night, even though the roads were not good!

* Brittany continues to go to the elementary school for Kids CARE on Tuesdays and Wednesdays. Currently Brittany reads to half of the group and prepares an activity for the other half of the group to do. She is

CIRCULATION ACTIVITY by STAT GROUP (Jan 19)

731; 732; 737

I TYPE	CHKOUTS	CHKINS	RENEWALS	ITEMS	CIR/ HOLDS	HI/RECLL	TOTAL #	PERCENT
Lucky Day 7 day	18	17	0	18	0	0	35	0.4%
Lucky Day 3 day	109	113	0	109	0	0	222	2.2%
Book hardcover	2,288	2,039	581	2,869	20	0	4,928	49.6%
Book hardcover	17	18	1	18	0	0	36	0.4%
Book softcover 3	332	271	109	441	3	0	715	7.2%
Book softcover 2	4	6	1	5	0	0	11	0.1%
Book mass mark	23	37	12	35	0	0	72	0.7%
Book mass mark	1	1	0	1	0	0	2	0.0%
Book large print	43	33	12	55	3	0	91	0.9%
Book LP softcover	9	12	3	12	0	0	24	0.2%
Book LP softcover	0	1	0	0	0	0	1	0.0%
Graphic novel 3	106	79	35	141	0	0	220	2.2%
Board book	138	103	14	152	0	0	255	2.6%
Board book No H	3	1	0	3	0	0	4	0.0%
Book and Audio	15	12	3	18	0	0	30	0.3%
Magazine 1 wk	140	159	104	244	0	0	403	4.1%
Magazine 3 wks	4	8	0	4	0	0	12	0.1%
Audiobook CD 3	126	130	39	165	3	0	298	3.0%
Audiobook MP3	1	0	0	1	0	0	1	0.0%
Music CD 3 wks	47	33	5	52	0	0	85	0.9%
ILL loan items	15	17	13	28	12	0	57	0.6%
DVD 1 wk	735	747	267	1,002	1	0	1,750	17.6%
DVD 2 wks	45	51	16	61	0	0	112	1.1%
DVD 3 wks	46	35	14	60	0	0	95	1.0%
Blu-ray 1 wk	8	9	2	10	0	0	19	0.2%
Blu-ray 2 wks	1	0	0	1	0	0	1	0.0%
Blu-ray/DVD cor	29	29	5	34	0	0	63	0.6%
Kit 3 wks No Hol	6	5	0	6	0	0	11	0.1%
Puzzle No Holds	17	11	1	18	0	0	29	0.3%
Game disc	58	40	18	76	0	0	116	1.2%
Game cartridge	11	18	11	22	0	0	40	0.4%
Mobile Hot-spot	10	9	0	10	0	0	19	0.2%
No Code	0	0	0	0	177	0	177	1.8%
Total	4,405	4,044	1,266	5,671	219	0	9,934	100.0%

February 28, 2019, Thursday, Roberts Municipal Court Session Summary

Chapter 800

Municipal Court Procedure

800.01 Commencement of action. (1) In municipal court, ordinance violation cases are commenced when the complaint or citation is filed with or transmitted to the court.

Citations Received

None

Municipalities

None

Appeared in court

4

February income received

\$ 810.00

YTD: \$ 3,233.00

Pleas

Not Guilty: none
No Contest/Guilty: none
Continuances: none
Dismissals: 4

Total: 4

Legend

OWI-----Operating while under the influence
PAC-----Prohibited alcohol concentration
OWO-----Operating without
OAS/OAR-----Operating after suspension/revocation
OCS-----Operating with a controlled substance

The Plan Commission meeting was called to order at 7:00 PM by President Moeri.

The meeting was properly noticed and posted in three locations in the Village of Roberts.

Present: Willard Moeri, Jerry Weiss, Chad Svacina, Steve Melby, Helen Kusilek

Absent: Katy Kapaun

Visitor: Angi Goodwin, and Peter Tharp

Building Inspector Report Including Discussion with Todd Dolan on the monthly report options/concerns:

- Reports were reviewed and there were no questions.

Approval of Final Plat for Rolling Meadows Twin Homes.

- Matches the preliminary plat. Angi will review and asked for PDF so that we can compare the two. Angi has asked for approval based on the lift. Motion to approve contingent on Ayres review by Svacina, seconded by Weiss. Motion carried.

David Wilken – Rezoning request for 206 W Main St from Business 3 to Multi-family.

- Bought the building 4 years ago on contract with Reid Ferguson. They are trying to change the zoning from Business 3 to multi-family. There currently is not much on Main Street to draw residents to Roberts. There is no one interested in renting a part of the building for commercial. They cannot get a commercial mortgage. They are set up for a residential mortgage if they can get it changed over. Reid does not want the building back. Wilken's are looking to upgrade the building if they owned it.
- This is the first step in the process. We would need to go to public hearing before this can be approved. Motion to recommend that the process move forward to rezone 206 W Main from Business 3 to Multi-family by Weiss, seconded by Svacina. Motion carried.

Update on Mobile Home Park and allowing Park Model Homes into the Mobile Home Park.

- Chapter 79.11 allows there to be two campers/park model homes for 8 out of 12 months per year as long as they are not advertised.
-

Discussion on what Village Ordinances should be reviewed for possible changes.

- Discussed the list of what we would like to see updated.
 - Motion to update the village ordinances in the following order by Kusilek, seconded by Svacina. Motion carried.

Discussion of Comprehensive Plan and potential updates that need to be made to the plan.

- Discussion on if there are any changes that should happen and who should do this.
- First step is removing the future road and adding wording for future roads in the Derrick addition. This also leads to discussions regarding a new water tower and water/sewer being added to this area.
- Melby suggested meeting with the Town of Warren in January 2019 to discuss this topic.

Other Business

Plan Commission Meeting
Village of Roberts
Thursday, November 1, 2018

- Discussed potential for a new TID district. This would be a pay as you go situation meaning that they would pay upfront and a portion of the taxes would go back to the land owners. Moeri would also like to see some of the money go towards a new water tower, and maybe road maintenance.

Motion to adjourn at by 8:20pm by Weiss, seconded by Svacina. Motion carried.

RESIDENTIAL CONSTRUCTION

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Permit #	Estimated Value
GRIFFITH, JOHN 1157 WYOMING ST 54023	BASEMENT FINISH B-19-190054	2,200
TOTAL RESIDENTIAL RENOVATIONS	1	2,200

SIGN PERMITS

Owner/Address	Description/Permit #	Estimated Value
COURTESY OF BALDWIN, LLC 1193 70TH AVE 54023	SIGN - REPAIR OR REPLACE S-19-190067	0
COURTESY OF BALDWIN, LLC 1193 70TH AVE 54023	SIGN - REPAIR OR REPLACE S-19-190068	0
TOTALS:	2	0

TOTAL # OF BUILDING PERMITS / VALUE:	3	2,200
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CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
2/15/2019	341 DAKOTA AVE	PERMANENT
2/15/2019	1121 BRIARWOOD BLVD 54023	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED:	534.75
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PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
BASEMENT FINISH	1	2,200
SIGN - REPAIR OR REPLACE	2	0
TOTALS	3	2,200

INSPECTIONS BY TYPE

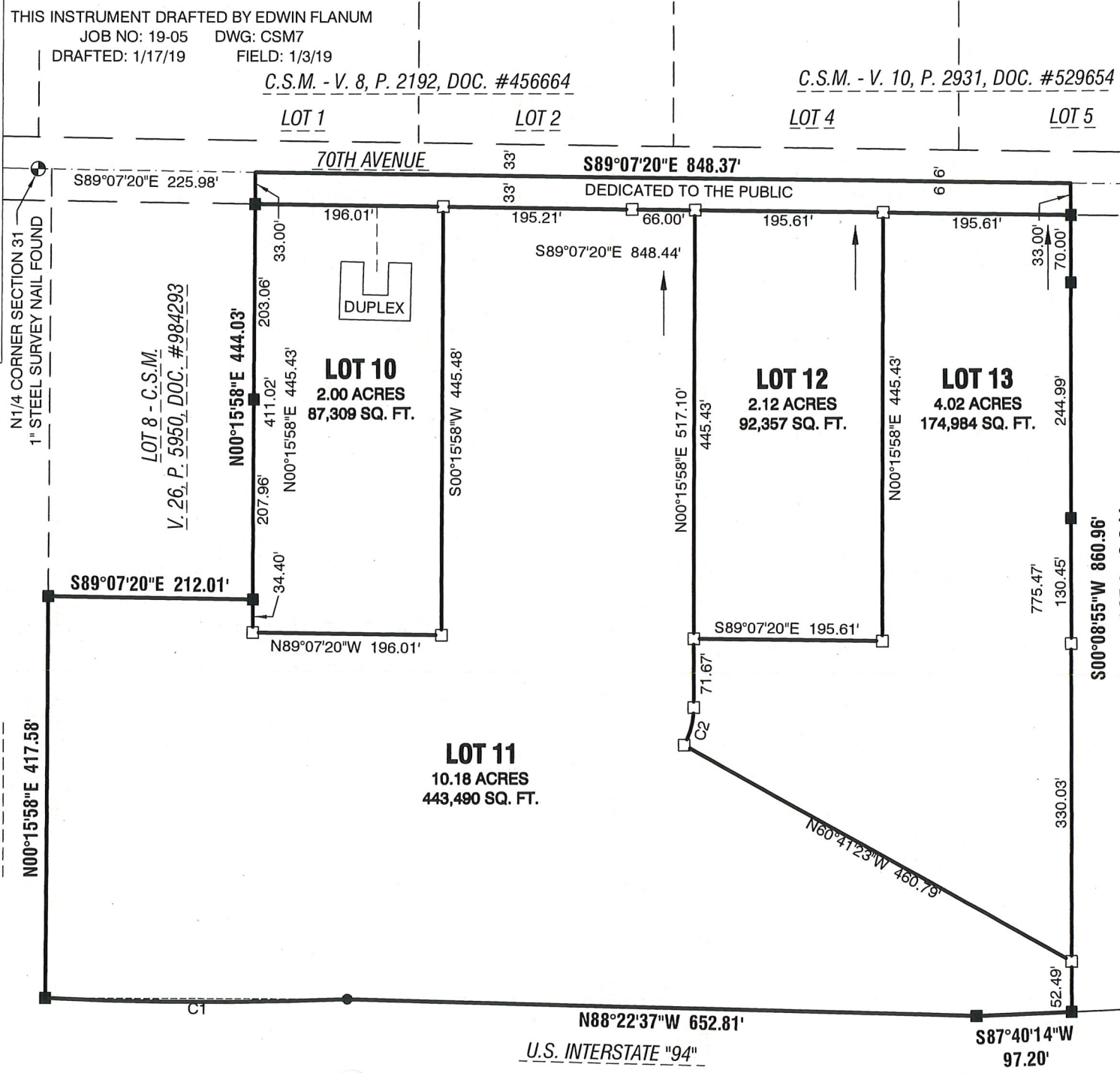
PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	13	12	1
FENCE	1	1	0
FOOT/FOUNDATIONS	1	1	0
TOTALS	15	14	1
CODE ENFORCEMENT	1		
TOTALS	16		

CERTIFIED SURVEY MAP

LOCATED IN THE NW1/4 OF THE NE1/4 OF SECTION 31, T29N, R18W, TOWN OF WARREN,
ST. CROIX COUNTY, WISCONSIN; BEING LOT 9 OF CERTIFIED SURVEY MAP VOLUME 26,
PAGE 5950, DOCUMENT NUMBER 984293.



UNPLATTED LANDS



THIS INSTRUMENT DRAFTED BY EDWIN FLANUM
JOB NO: 19-05 DWG: CSM7
DRAFTED: 1/17/19 FIELD: 1/3/19

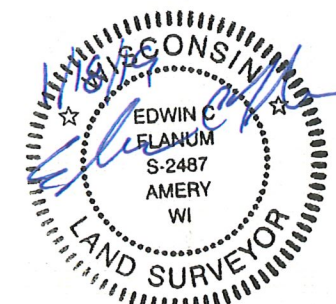
C.S.M. - V. 8, P. 2192, DOC. #456664

C.S.M. - V. 10, P. 2931, DOC. #529654

OWNER
RICHARD O. STOUT & JANET P. STOUT
1353 AWATUKEE TRAIL
HUDSON, WI 54016

NE CORNER SECTION 31
ALUMINUM MONUMENT FOUND

SURVEYOR
EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001



LEGEND

- ST. CROIX COUNTY SECTION CORNER POSITIONED FROM COUNTY COORDINATES. POSITION VERIFIED WITH MONUMENT AS NOTED OR TIES OF RECORD
- 3/4" X 18" IRON REBAR SET WEIGHING 1.50 LBS. PER LINEAR FOOT
- 3/4" IRON REBAR FOUND
- 1" O.D. IRON PIPE FOUND
- PROPOSED DRIVE

BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NE1/4, SECTION 31, BEARING S89°07'20"E. (ST. CROIX COUNTY COORDINATES).

CERTIFIED SURVEY MAP

LOCATED IN THE NW1/4 OF THE NE1/4 OF SECTION 31, T29N, R18W, TOWN OF WARREN, ST. CROIX COUNTY, WISCONSIN; BEING LOT 9 OF CERTIFIED SURVEY MAP VOLUME 26, PAGE 5950, DOCUMENT NUMBER 984293.

OWNER

RICHARD O. STOUT & JANET P. STOUT
1353 AWATUKEE TRAIL
HUDSON, WI 54016

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

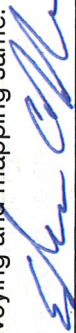
SURVEYOR'S CERTIFICATE

I, Edwin C. Flanum, Professional Wisconsin Land Surveyor, hereby certify that by the direction of Richard Stout, I have surveyed, mapped and described the parcel of land which is represented by this Certified Survey Map; that the exterior boundary of the parcel of land surveyed and mapped is described as follows:

Located in the NE1/4 of the NW1/4 of Section 31, T29N, R18W, Town of Warren, St. Croix County, Wisconsin; described as follows:

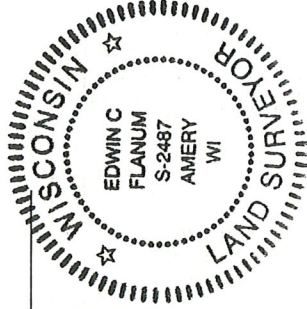
Lot 9 of Certified Survey Map Volume 26, Page 5950, Document Number 984293. Described parcel contains 18.85 acres (820,891 Sq. Ft.) and is subject to Town Road (70th Avenue) right-of-way and all other easements, restrictions, and covenants of record.

I, also certify that this Certified Survey Map is a correct representation to scale of the exterior boundary surveyed and described; that I have fully complied with the current provisions of Chapter 236.34 of the Wisconsin Statutes, the Land Subdivision Ordinance of the County of St. Croix and the Subdivision Ordinance of the Town of Warren, in surveying and mapping same.


Edwin C. Flanum, P.L.S. 2487

Date

1/16/19



STATE OF WISCONSIN
COUNTY OF ST. CROIX

I, Denise Anderson, being the duly elected, qualified and acting Treasurer of St. Croix County, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of _____ affecting the land included in this Certified Survey Map.

Denise Anderson, County Treasurer

Date

CURVE DATA

CURVE	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH	TANGENT-IN	TANGENT-OUT
C1	3544.72'	5°03'02"	N89°48'15"W	312.36'	312.46'	S87°40'14"W	N87°16'44"W
C2	80.00'	29°02'39"	S14°47'17.5"W	40.12'	40.55'	S00°15'58"W	S29°18'37"W

Each parcel shown on this map (plat) is subject to State, County and Township laws, rules and regulations (i.e., wetlands, minimum lot size, access to parcel, etc.). Before purchasing or developing any parcel contact the St. Croix County Zoning Office and the Town of Warren.

VILLAGE OF ROBERTS

ORDINANCE NO. ____ - 2019

AN ORDINANCE AMENDING THE MUNICIPAL CODE FOR THE VILLAGE OF ROBERTS, WISCONSIN

WHEREAS, the Board of Trustees of the Village of Roberts wishes to regulate and promote redevelopment options in the B-3 General Business District allowing for a mix of uses within the District; and,

WHEREAS, to that end, the Board of Trustees of the Village of Roberts wishes to amend Chapter 70 – Zoning, of the Village of Roberts Municipal Code;

NOW THEREFORE, the Board of Trustees of the Village of Roberts does ordain that the Village zoning code is amended as follows: (Added language is underlined).

Sec. 70-122. - B-3 General Business District.

The B-3 General Business District is intended to provide for the orderly continuation and revitalization of the older established business areas of the community where existing uses are not exclusively of one type but, rather, mixed and include retail sales shops, wholesale and warehousing outlets, and institutional, recreational, and even residential uses. Many of the existing businesses in this district may not meet the requirements of the B-1 or B-2 Business Districts. It is the intent of this district to provide minimum requirements for all new uses of land within the district and a guide for the redevelopment or revitalization of existing uses of land within the district.

- (1) *Permitted principal uses.* All principal uses permitted in the B-1 or B-2 Business Districts.
- (2) *Permitted accessory uses.*
 - a. Garages for storage of licensed vehicles used in conjunction with the operation of a business.
 - b. Off-street parking and loading areas.
 - c. Nonilluminated or internal illuminated nonflashing signs. (See article VII of this chapter.)
- (3) *Conditional uses.* (See article V of this chapter.)
 - a. Conditional use permitted in the B-1 and B-2 Districts.
 - b. Uses similar in character to the above permitted uses and conducted as business on the premises.
 - c. The following general uses:
 1. Auto accessory sales and service.
 2. Auto body shops.
 3. Auto repair shops and towing service.
 4. Auto and truck rental.
 5. Boardinghouses.

6. Petroleum service stations.
 7. New and used auto and truck sales and service.
 8. New and used marine sales and services.
 9. Nightclubs and taverns.
 10. Places of entertainment for the general public.
 11. Public and private institutional uses such as public buildings; churches.
 12. Secondhand stores.
 13. Existing residential uses or their replacement.
 14. Upholsterer's shops.
- d. Residential quarters for the owner or proprietor provided that such quarters are in the principal building, not on the ground level floor, and that entrances and exits to such quarters are direct to the exterior of the building. There shall also be a minimum floor area of 400 square feet for an efficiency unit, 600 square feet for a one-bedroom unit, and 750 square feet for a two-bedroom unit. A dwelling unit with more than two bedrooms shall not be allowed. Residential quarters in a B-3 District shall be reviewed by the plan commission in the same manner provided for in section 70-118, Municipal Code of the Village of Roberts.
 - e. Animal hospitals, provided all principal structures and uses are not less than 100 feet from any residential use.
 - f. Clubs, fraternities, lodges, and meeting places, provided all principal structures and uses are not less than 25 feet from any lot line.
 - g. Commercial recreation facilities, which may include arcades, bowling alleys, clubs, dancehalls, driving ranges, gymnasiums, lodges, miniature golf facilities, physical culture facilities, pool and billiard halls, skating rinks, and theaters.
 - h. Construction services including general building contractors; carpentering services; masonry, stonework, tile setting and plastering services; roofing and sheet metal services; and water well drilling services.
 - i. Experimental, testing, and research laboratories, provided all principal structures and uses are not less than 100 feet from residential uses.
 - j. Millwork and lumberyards.
 - k. Mortuaries.
 - l. Processing and manufacturing of feeds prepared for animals and fowl; wholesale and/or retail warehousing of animals feeds, fertilizer, seeds, garden and lawn supplies, animal health products, and lawn equipment provided that all operations are conducted within an enclosed building.
 - m. Rest homes, nursing homes, and elderly housing meeting standards set forth in the Rm-3 District; clinics and children's nurseries provided all principal structures and uses are not less than 40 feet from any lot line.
 - n. Transmitting towers, receiving towers, relay and microwave towers without broadcast facilities or studios.
 - o. Multi- Family Housing, there shall be a minimum floor area of 400 square feet for an efficiency unit, 600 square feet for a one-bedroom unit, and 750 square feet for a two-bedroom unit and 1000 square feet for a three bedroom unit. Proposed multi-family uses in a B-3 District shall be reviewed by the

plan commission and may recommend conditions relating to parking, trash facilities, access and accessibility and other conditions as deemed appropriate.

- (4) *Lot area and width.*
 - a. Lots shall have minimum area of 7,200 square feet.
 - b. Lots shall be not less than 60 feet in width at the building setback line.
- (5) *Building height and size.*
 - a. No building or parts of a building shall exceed 35 feet in height.
 - b. Reserved.
 - c. The sum total of the floor area of all principal and accessory uses shall not exceed 60 percent of the total lot area.
- (6) *Setback and yards.*
 - a. There shall be a minimum building setback from each adjacent street equal to the average of the setback of existing buildings on either side of the proposed building or, if there are no buildings on the adjacent properties, not less than 25 feet. Accessory buildings or additional principal buildings on the same parcel as an existing building shall be set back no less than the existing building.
 - b. There shall be a minimum side yard equal to the side yard on the adjacent property but not less than ten feet; or, if there is no building on adjacent property, not less than ten feet.
 - c. There shall be a rear yard of not less than 25 feet.
- (7) *Parking and loading space.* See article VI of this chapter.
- (8) *Minimum utility service.* Electricity, public water supply and an approved sanitary wastewater collection, treatment and/or disposal system. The use shall be connected to public utility facilities when made available to the site.
- (9) *Special regulations.* To encourage a business use environment that is compatible with the residential character of the village, building/zoning permits for permitted uses in the B-3 General Business District shall not be issued without prior review by and approval of the plan commission. Said review and approval shall be concerned with adjacent uses, general layout, building site and operation plans, ingress, egress, parking, loading and unloading, and screening and landscape plans.

(Code 1980, § 17.0420; Ord. No. 5102004-1-VB, 5-10-2004; Ord. No. 2012-3, § 3, 3-12-2012; Ord. No. 2014-8 VB, § 1, 9-8-2014; Ord. No. 2014-12 VB, § 3, 11-10-2014)

Adopted by the Village Board on _____, 2019.

VILLAGE OF ROBERTS

By: _____
Willard Moeri, President

Attest: _____
Megan Dull, Village Clerk

Published: _____, 2019

Sec. 70-118. - Rm-2 Multiple-Family Residential District.

The Rm-2 Multiple-Family Residential District is intended to provide for multiple-family residential development at densities not exceeding 9.0 dwelling units per net acre and served by public sanitary sewer and water facilities.

(1) *Permitted principal uses.*

- a. Three- and four-unit multiple-family dwelling structures with attached or detached private garages.
- b. Foster homes and community living arrangements as set forth in statute.

(2) *Permitted accessory uses.*

- a. A yard and gardening equipment structure not exceeding a total of 185 square feet in area.
- b. One temporary nonilluminated "for sale" sign not larger than five square feet in area placed by the owner or his agent for the purpose of sale or rental of the premises. (See article VII of this chapter.)

(3) *Conditional uses.* (Also see article V of this chapter.)

- a. Residential planned unit development (PUD) such as cluster developments, and two-story townhouses, and condominiums with no individual building containing more than 16 dwelling units. The district lot size and frontage and yard requirements may be varied provided that adequate open space shall be provided so that the average intensity and density of land use shall be no greater than that permitted for the district. The proper preservation, care, and maintenance by the original and all subsequent owners of the exterior design and all common structures, facilities, utilities, access and open spaces shall be assured by deed, plat restrictions, and/or condominium declaration enforceable by the village. All PUDs shall comply with the following minimum standards:
 1. The minimum PUD development area shall be ten acres.
 2. The minimum PUD lot area shall not be less than 0.22 acre with not less than 3,227 square feet per dwelling unit.
 - 3.

The minimum PUD lot width shall be 100 feet for detached three- or four-unit structure and 20 feet for each unit of a townhouse or attached condominium complex.

4. The minimum PUD building height and size shall be the same as required for permitted principal uses, however, the yard requirements as set forth in subsection (6) below may be reduced by up to 30 percent.
 5. No detached structure shall be located closer than 20 feet to another structure within the development and there shall be a side yard of not less than 20 feet in width at least every 128 feet for a townhouse or attached condominium structure. Yards adjacent to exterior property lines shall not be less than those required for permitted principal uses.
- b. Mobile home parks provided that each such park complies with the following standards:
1. The minimum park size shall be ten acres.
 2. The minimum park width shall be 450 feet at the building setback line.
 3. The maximum number of mobile home sites shall be nine per acre.
 4. The minimum open space provided shall be 20 percent of the development area, exclusive of mobile home unit sites, streets, roads, and public or general purpose parking.
 5. The minimum lot area for a single module mobile home shall be 5,000 square feet and such mobile home lot shall be a minimum of 50 feet in width.
 6. The minimum mobile home allowed shall be 50 feet in length and not less than 600 square feet in size.
 7. The minimum lot area for a double module mobile home shall be 6,000 square feet and such mobile home lot shall be a minimum of 60 feet in width.
 8. The minimum setback for a mobile home park building, structure, or unit shall be 75 feet from the right-of-way line of a street, road or highway, which abuts the development.

9. The minimum distance between any park structure, or mobile home unit and all other exterior park lot lines shall be 40 feet.
10. The minimum distance between mobile home units and access streets shall be 20 feet.
11. The minimum side yard distance between mobile home units shall be 20 feet.
12. There shall be two off-street parking spaces provided for each mobile home unit and all interior streets and general parking areas shall be constructed to village specifications and all mobile home unit parking areas and all walkways shall be surfaced pursuant to village specifications.
13. No mobile home sales office, business, or other commercial use shall be located on the mobile home park site, however, laundries, washrooms, recreation rooms, maintenance equipment storage areas, and one mobile home park office necessary for the use of mobile home park residents are permitted.
14. Each mobile home park shall be completely enclosed except for permitted entrances and exits by a permanent evergreen planting, the individual trees to be of such a number and size and so arranged that within five years they will have formed a dense screen. Such permanent plantings shall be grown or maintained to a height of not less than ten feet.
15. All mobile homes shall meet the construction standards of the Mobile Home Manufacturers Association.
16. Each mobile home shall be anchored by connecting the underframe directly to a minimum of six 2½-foot-long "eye" bolt anchors permanently imbedded in concrete piers of not less than three feet in length which shall be an integral part of a six-inch concrete pad upon which the mobile home must be placed.
17. No mobile home site shall be rented for a period of less than six months.
18. All mobile homes shall be fully "skirted" with nonflammable material.

Mobile homes or residential trailers shall only be located on a lot or space within a mobile house park. (Also, see other village ordinances.)

(4) *Lot area and width.*

- a. Lots shall have a minimum area of 0.33 acres, with not less than 4,840 square feet per dwelling unit.
- b. Lots shall have a width of not less than 120 feet at the building setback line.

(5) *Building height and size.*

- a. No principal building or parts of a principal building shall exceed 35 feet in height and no accessory building shall exceed 15 feet in height.
- b. The minimum floor area of a principal building shall be as follows:

Number of Bedrooms Per Dwelling Unit	Minimum Total Area (square feet)	Minimum First-Floor Area (square feet)
Efficiency	400	1,200
1 or less	650	1,950
2	800	2,400
3 or more	1,000	3,000

No bedroom shall be less than 100 square feet in area exclusive of closets.

- c. The sum total of the first-floor area of the principal building and all accessory buildings shall not exceed 20 percent of the lot area.

(6) *Setback and yards.*

- a. There shall be a minimum building setback of 35 feet from the right-of-way of all public streets, roads, or highways.
- b. There shall be a side yard on each side of all structures not less than 25

feet in width.

c. There shall be a rear yard of not less than 35 feet.

- (7) *Parking space.* There shall be a minimum of two 200-square-foot off-street parking spaces provided for each residential unit, of which at least one must be located in a garage. (See article VI of this chapter.)
- (8) *Minimum utility service.* Electricity and municipal sanitary sewerage and water supply facilities.
- (9) *Special regulations.* Every builder of any building erected or structurally altered for multiple-family use shall, before a building/zoning permit is issued, present detailed plans and specifications of the proposed site and structure to the plan commission, which will approve said plans only after determining that the proposed building will not impair an adequate supply of light and air to adjacent property or substantially increase the danger of fire or traffic congestion or otherwise endanger the public health or safety or substantially diminish or impair property values within the neighborhood and other considerations, as set forth herein.

(Code 1980, § 17.0416)



1810 Crest View Drive, Suite 1C
Hudson, WI. 54016
715-377-2152

January 8th, 2019

Megan Dull, Village Clerk
Village of Roberts

Dear Megan:

It's that time of year again! Enclosed are signed copies of the new contract. There are some smaller changes but the main changes are to sections 1. and 5. of the existing contract and are listed below;

1. Services

- Added the WI code section, SPS 320.10 (3), see 1. Services B
- Also, we combined the basement floor base course and basement vapor barrier into one category, see 1. Services B. 9. Basement Floor Area.
- Lastly, under attending meetings added one meeting annually with any additional requests charged \$125.00 per meeting, see 1 Services G.

5. Compensation

- A \$25.00 Administrative Fee added to each permit, see 5. Compensation a.
- Manufactured home basements, slabs, piers move from two price structures to just one price structure, see 5. Compensation d.
- The Commercial per inspection cost increased \$10.00, see 5. Compensation g
- Finally, under 5. Compensation i. the Renewal fee has been changed minimally for most and significantly for a very few. It now clearly states that it is a onetime renewal for 12 months. Very few municipalities will see the dollar amount portion of this change because most already have the min \$50.00 and max \$250.00 thresholds. So, it will now say "Renewal fees shall be half the original permit fee, minimum \$50.00 and maximum \$250.00. Original permits renewable one time for 12 months"

Please let me know if you would like my attendance at the February or March 2019 board meeting. Otherwise please sign and date, keep the original and return a copy of the signature page to me. If you would like an electronic copy for your records, please let me know. Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Dolan".

Todd Dolan
All-Croix Inspections
tdolan@allcroix.com

ROBERTS COMMUNITY DEVELOPMENT AUTHORITY

Regular Meeting: February 27, 2019

Members Present: Rand Waughtal, Don Graf, Beth Langevin , Jim Smith, and John Litka.

Members Absent: Willard Moeri, Mary Shemon, and Maureen Carlson from 3D Strategies did not attend.

Visitors Present: Peter Tharp

Call To Order: The meeting was called to order by Chairperson Waughtal at 6:30 pm at the Roberts Village Hall. Motion by Smith seconded by Graf to approve the minutes of the January 23, 2019 regular meeting. Approved without opposition.

Old Business: *TID #1 Closeout and Affordable Housing Extension:* Chair Waughtal passed out email correspondences he had with Chris Straight from WCWRPC and Sean Lentz from Ehlers Inc., both past presenters, regarding questions the members had concerning the closing date of TID #1 and the Specifics of the Resolution for the Affordable Housing Extension. Last month, Chris offered a Workforce and Affordable Housing Study that his company could complete for the Village of Roberts at a cost between \$10,000.00 and \$18,000.00. The members questioned what information it would provide and if it should be done prior to the Resolution or put into it as an expense for when the extension is received. Chris replied that the Survey will help determine which areas of the Village would qualify as Affordable Housing and give recommendations for those areas that could meet the requirements of the statute. And these recommendations could be put into the Resolution for the Extension. Litka was concerned the survey might get to be too specific. Smith is afraid if we put specifics from the Survey into the Resolution we are bound to implement them, whether or not it's the best option at the time. Chair Waughtal has similar thoughts, and brought up Sean's reply to this question. Sean recommends "approving the Resolution extending the TID before approving an agreement to begin the Study". The Chair asked if members agreed with Sean's recommendation, and all nodded in agreement. The Chair said we can decide later if the Study will be necessary when the Resolution is near completion.

The Chair asked members to brainstorm on ideas which might be beneficial to put into the Resolution. He says the Village Board members on the committee tend to concentrate towards infrastructure, because of the constant needs they deal with on the board. He would like to get different types of ideas that would help the Village and still meet the requirements of the statute. Smith brought up a Wisconsin town that used \$140,000.00 to create 14 - \$10,000.00 revolving loans for affordable housing improvements. Langevin talked about many types of things this could be used for, but thought maybe they should be limited to capital improvements. There was also discussion on how to administer such a program. It was also brought up the possibility of creating a residential District which would require a certain percentage of Affordable Housing units. The Chair says that something along those lines could be possible with a joint partnership between the Village and private entities. There also were ideas of finding out what other Wisconsin communities were doing with their funds and how they did their Resolutions. And maybe networking with organizations like the League of Wisconsin Municipalities,

and other organizations that specialize in Affordable Housing. Chair Waughtal offered to reach out to the City of Appleton. It seems their Resolution may have been similar in language to the style the CDA is looking for.

The next question involved coordinating the closing of TID #1, the resolution for the Housing Extension, and the opening of TID #2. Sean Lentz wrote that the Village can pass the Affordable Housing Resolution, then terminate TID #1 with a separate resolution, and create the TID #2 after the 1st TID is closed. Langevin asked if we need to have a closing date for TID #1 put into the Housing Resolution. Sean's email included a few successful Resolutions from different Wisconsin cities, and neither Oshkosh nor Chetek specified their TID closing dates. The Chair briefly addressed a forecast statement for the closing Sean included, but stated the TID closing date will be determined by the auditors, and thus would be difficult to predict far ahead of time. Smith says we should get the Housing Resolution finished and approved and not worry too much about the final closing date of the TID. Langevin asked about the April 15 date from the Wisconsin Dept. of Revenue that keeps coming up. The chair feels this date is a termination deadline meaning closing a TID before 4/15 would put the closing in the prior year taxes, and closing after 4/15 would put it in the same year.

The members agreed to start creating the Affordable Housing Extension Resolution at the next meeting. The Chair will see if Sean from Ehlers Inc. can provide similar Resolutions from cities and villages they work with. Smith handed out to members a copy of a section of the U.S. Census Survey regarding housing done in 2013 specific to the Village of Roberts, as a reference for future discussions.

The next scheduled meeting will be Wednesday March 27, 2019 @ 6:30 pm at the Roberts Village Hall.

Adjournment: Motion to adjourn by Graf, seconded by Litka. Motion approved without opposition. Meeting adjourned at 8:16 pm.

Jim Smith,

CDA Secretary

MEMORANDUM

To: Megan Dull, Village Clerk

From: Angi Goodwin

Date: March 6, 2019**Project No.:** 23-0737.19

Re: Division Street Cost Summary, Roberts, WI

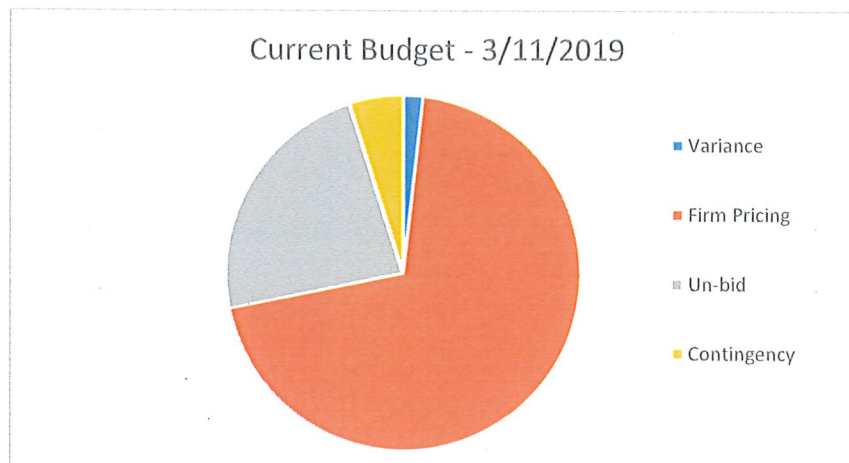
Division Street Cost Summary:

Engineering Fees - Design and Construction Assistance	\$ 16,600.00
Construction Cost (Haas Sons Inc.)	\$ 88,022.49
Subtotal	\$ 104,622.49
LESS Reimbursements from Property Owners	
Holly Hale Sidewalk (280 SF concrete and subbase)	\$ (1,394.40)
Miscellaneous Sidewalk Replacements (993 SF at \$5.79/SF)	\$ (5,739.54)
TOTAL VILLAGE OF ROBERTS COST	\$ 97,488.55
PAID BY VILLAGE IN 2018 (Engineering Fees)	\$ (14,507.50)
REMAINING VILLAGE OF ROBERTS COST	\$ 82,981.05

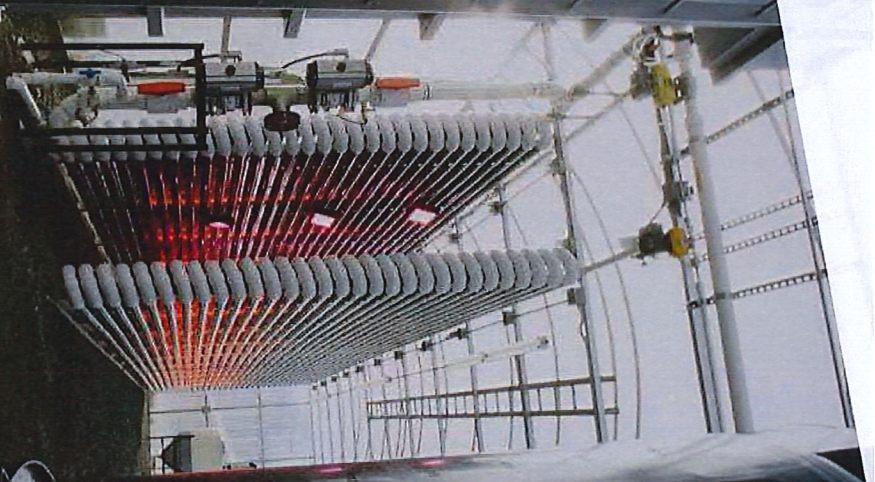
Note: Holly Hale Sidewalk cost calculation:

Sidewalk Cost		
4" concrete sidewalk	\$ 4.46	per SF
4" granular subbase (bid price \$4.66 per SY)	\$ 0.52	per SF
Total Sidewalk Cost (concrete and subbase)	\$ 4.98	per SF

Budget Update
Village of Roberts
WWTP Improvements



Item	Description	07/16/18 Estimate	3/11/19 Estimate
1	Clearas Process, Greenhouse	\$2,130,000	\$2,299,000
1A	SCADA Upgrade	\$200,000	\$150,000
1B	Mix Tank	\$0	\$260,000
1C	Metal Fabrication	\$0	\$30,000
2	Process Piping & Equipment Installation + Plumber	\$200,000	\$200,000
3	Process Electrical	\$75,000	\$75,000
4	Equipment Building (Pole Barn)	\$40,000	\$55,000
5	Concrete Slab (Bldg and GH)	\$24,000	\$36,000
6	CO2 Tank (Installed)	\$52,000	\$75,000
7	Equipment Bldg MEP (Lighting, Unit Heaters, Exhaust Fans)	\$22,000	\$22,000
8	Underground Piping	\$48,000	\$48,000
9	Site Electrical	\$12,000	\$12,000
10	SBR Modifications	\$30,000	\$41,000
11	Digester Aeration Upgrade	\$120,000	\$0
12	Site Grading	\$36,000	\$36,000
13	Landscaping	\$18,000	\$18,000
14	Fencing	\$15,000	\$15,000
	SUBTOTAL	\$3,022,000	\$3,372,000
	Construction Management		
1	Construction Manager	\$160,000	\$160,000
	SUBTOTAL	\$160,000	\$160,000
	Engineering and Administration		
1	Geotech	\$3,000	\$3,000
2	Design Engineering	\$90,000	\$112,000
3	Construction Related Engineering	\$140,000	\$140,000
4	CWF Application	\$16,000	\$16,000
5	Legal and Admin	\$30,000	\$30,000
	SUBTOTAL	\$279,000	\$301,000
	PROJECT SUBTOTAL	\$3,461,000	\$3,833,000
	Recommended 10% Construction Contingency	\$300,000	\$200,000
	PROJECT ESTIMATE	\$3,761,000	\$4,033,000



Village of Roberts Financial Reports

Invoices Paid

Intended Only For Designated Recipients



Village of Roberts

Estimated Equipment Budget

Invoices Paid

PAYMENTS FROM CUSTOMER

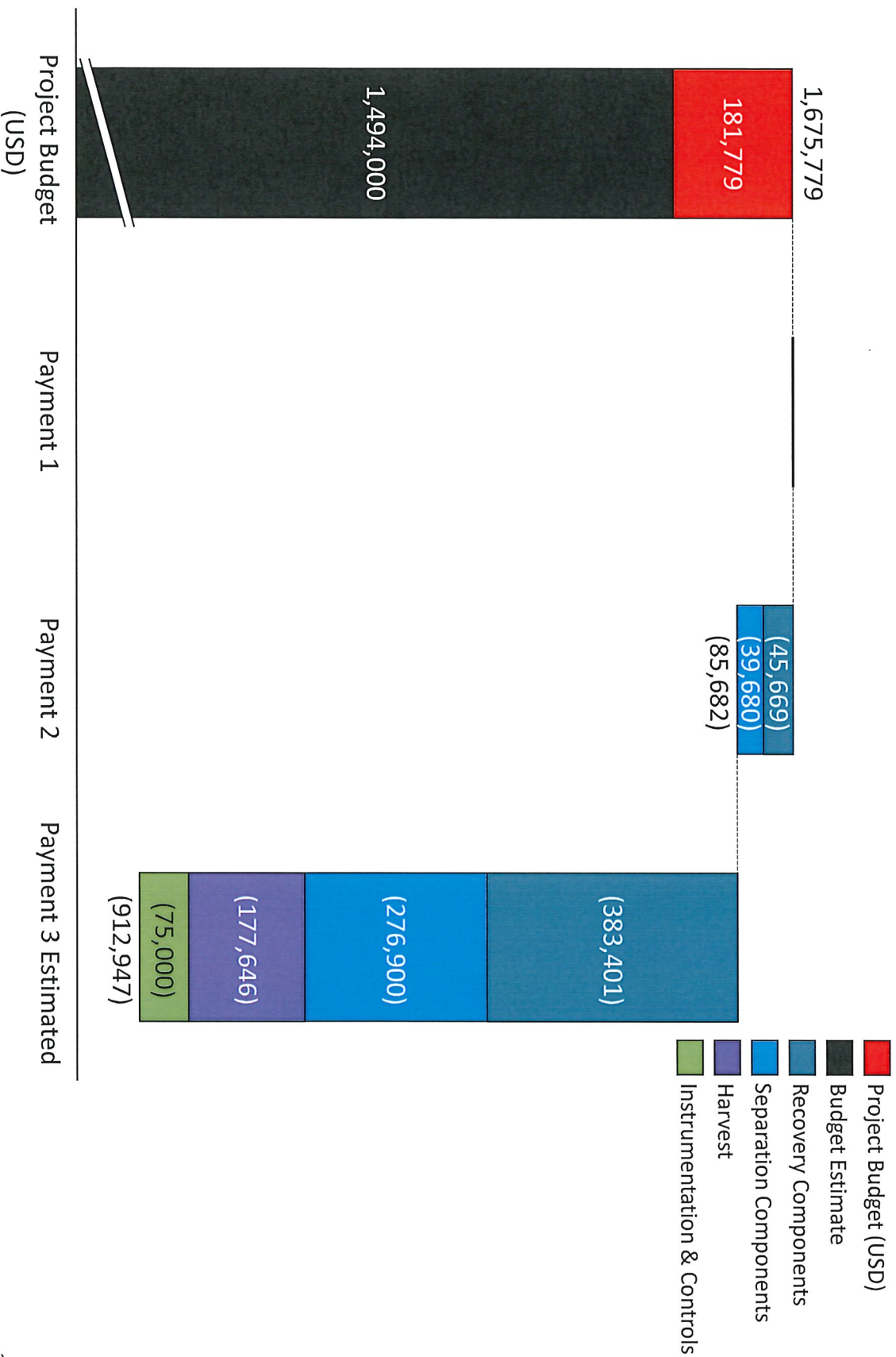
Payment Date	
Payment from Customer	
Retainage	
Equipment Carry Forward Balance from Previous Payment	
Total Money Available for Payments	

Payment 1	Payment 2	Payment 3	Payment 4	Payment 5
Due Day 0	Due day 60	Due day 120	Due day 200	Due day 290
11/12/2018	1/11/2019	3/12/2019	5/31/2019	8/29/2019
\$373,500	\$373,500	\$373,500	\$224,100	\$149,400
\$0	(\$37,350)	(\$18,675)	(\$11,205)	(\$7,470)
\$373,500	\$373,500	\$623,968	\$65,846	
	\$709,650	\$978,793	\$278,741	\$141,930

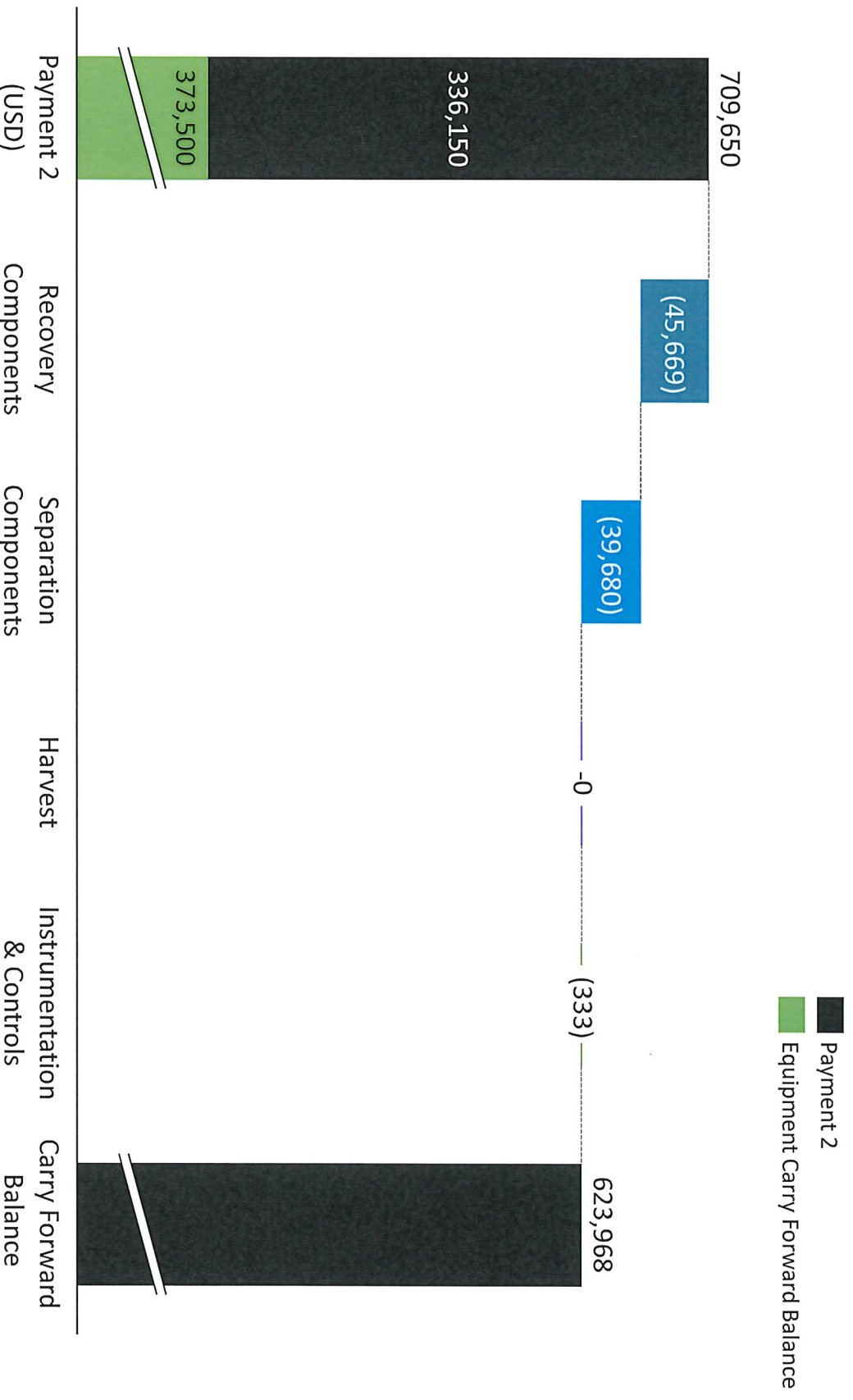
COSTS	Equipment Budget Estimate	Actual Equipment Project Budget	Estimated Payments to Vendors	Actual Payments to Vendors	Estimated Payments to Vendors	Actual Payments to Vendors	Estimated Payments to Vendors	Actual Payments to Vendors
<u>Recovery Components</u>								
Pumps, Piping, P'fing & Interconnects	55,000	120,000						
Glass	180,000	191,520	45,000	45,669	50,000	145,851		
Greenhouse	200,000	181,375	60,000		60,000	127,375		
Lighting	45,000	45,000				45,000		
Racking	24,000	60,700				15,175		
Racking Contract Labor	190,000	190,000						
Subtotal Recovery Component Costs	\$ 694,000	\$ 788,595	\$ 105,000	\$ 45,669	\$ 105,000	\$ 383,401	\$ -	\$ -
<u>Separation Components</u>								
Separation Equipment Package	430,000	418,800	129,000	39,680	129,000	203,900		
Pumps - RAA, Recycle, Return		73,000				73,000		
Subtotal Separation Component Costs	\$ 430,000	\$ 491,800	\$ 129,000	\$ 39,680	\$ 129,000	\$ 276,900	\$ -	\$ -
<u>Harvest</u>								
Dewatering Equipment Package	170,000	177,384	85,000		85,000	159,646		
Pumps - HAA		18,000				18,000		
Subtotal Harvest Costs	\$ 170,000	\$ 195,384	\$ 85,000	\$ -	\$ 85,000	\$ 177,646	\$ -	\$ -
<u>Instrumentation and Controls</u>								
Submittals & Design	200,000	200,000	32,075	333	32,075	75,000		
Subtotal Instrumentation and Control Costs	\$ 200,000	\$ 200,000	\$ 32,075	\$ -	\$ 32,075	\$ 75,000	\$ -	\$ -
Equipment Subtotal	\$ 1,494,000	\$ 1,675,779	\$ 351,075	\$ -	\$ 351,075	\$ 912,947	\$ -	\$ -
Equipment Carry Forward Balance			Estimate \$22,425	Actual \$373,500	Estimate \$358,575	Actual \$623,968	Estimate \$65,846	Estimate

Fixed Fee \$ 636,000
Estimated Equipment Cost \$ 1,494,000
Estimated Total Project Cost \$ 2,130,000
Items in red are estimated values
Items in green are actual purchase price

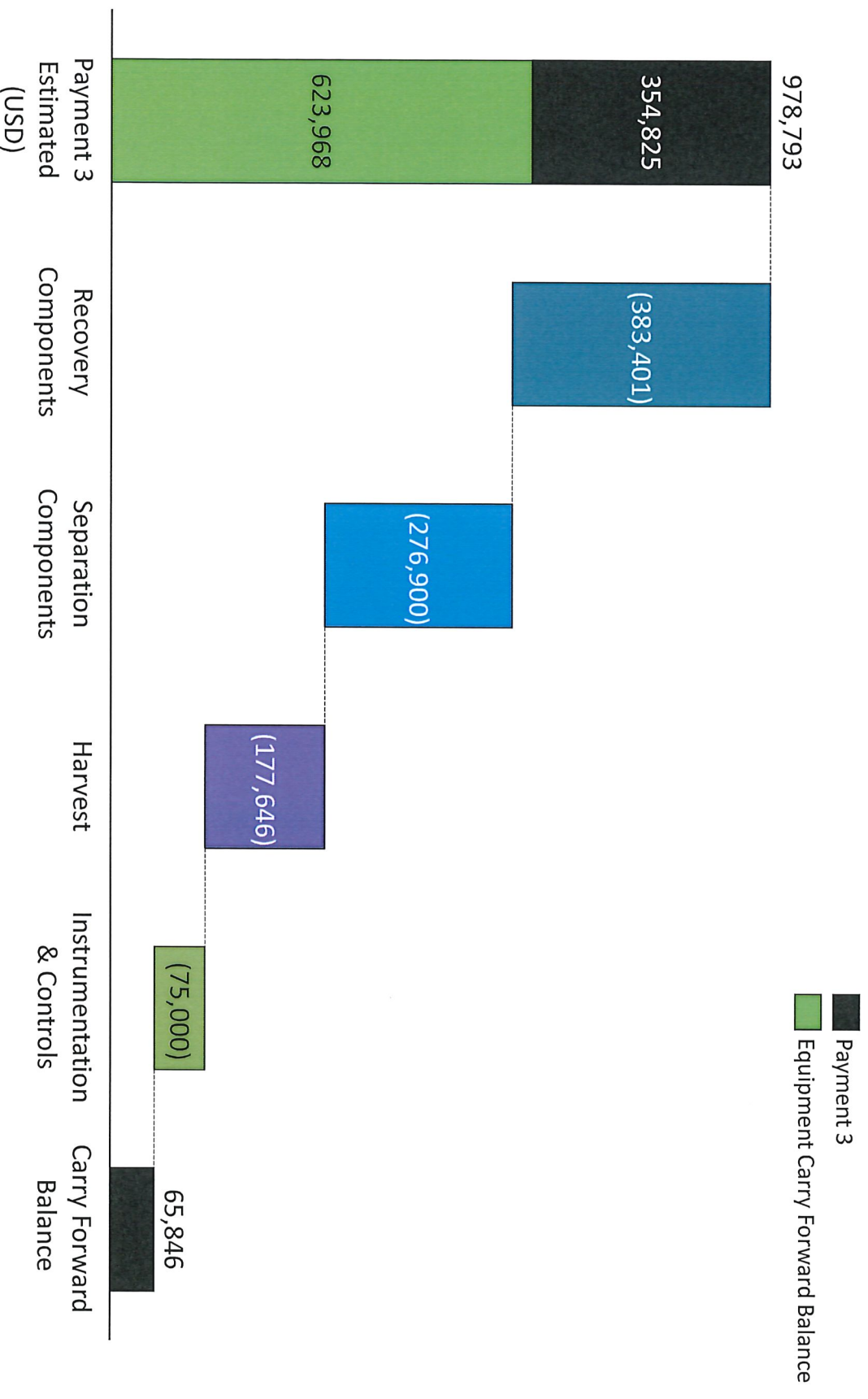
Village of Roberts Project Budget Tracking



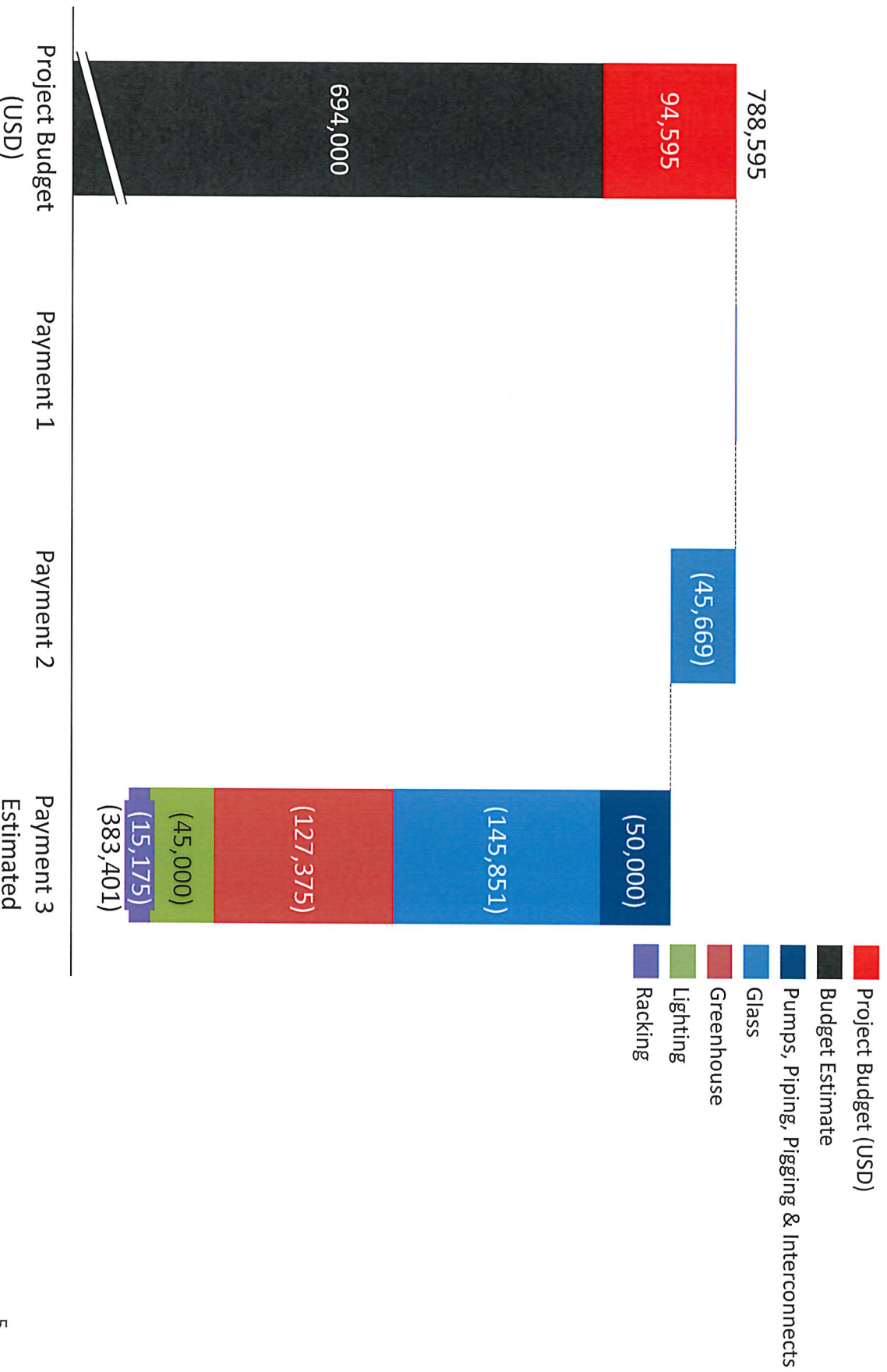
Village of Roberts Payment 2 Actual Breakdown



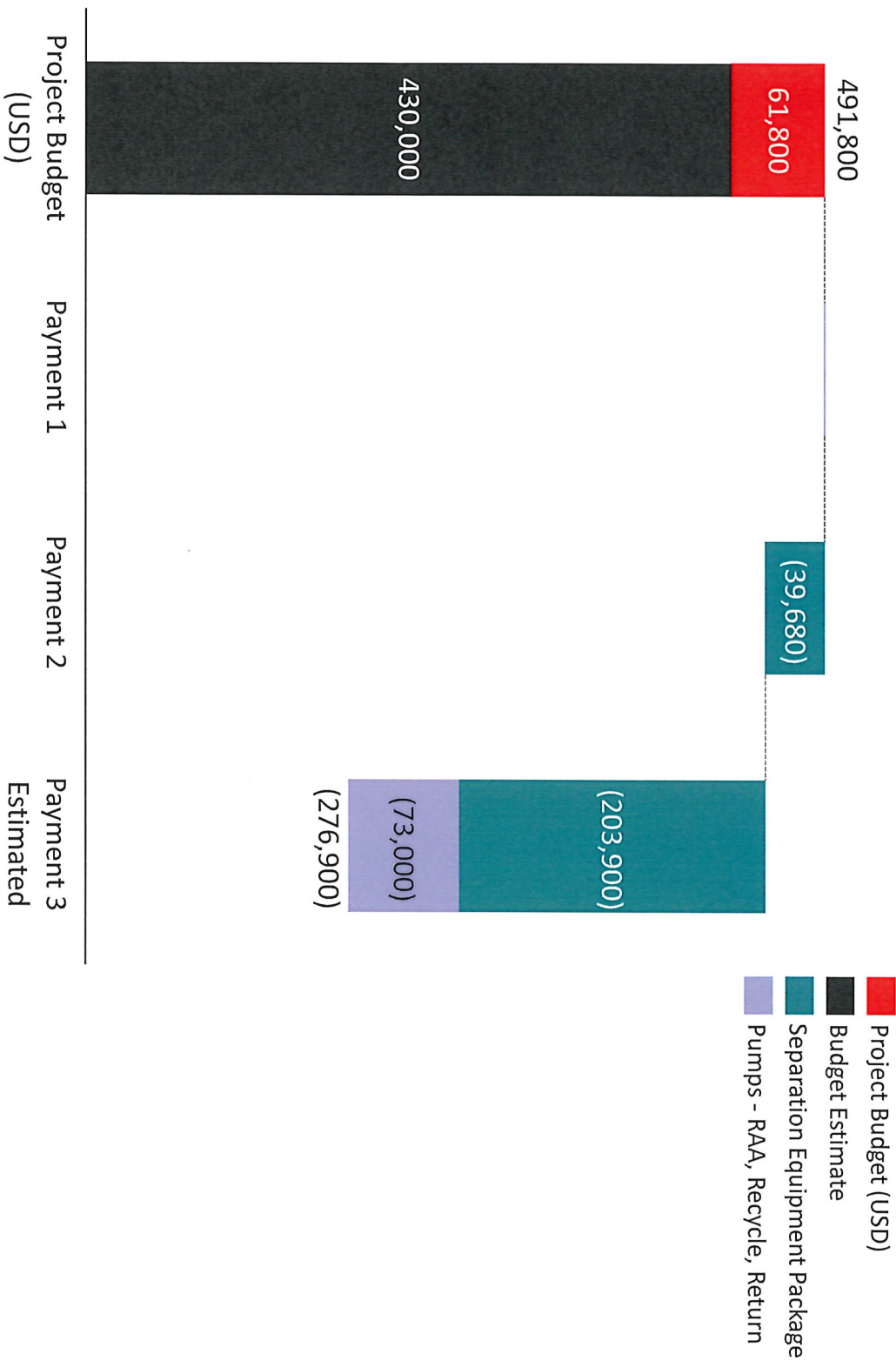
Village of Roberts Payment 3 Estimated Spend Breakdown



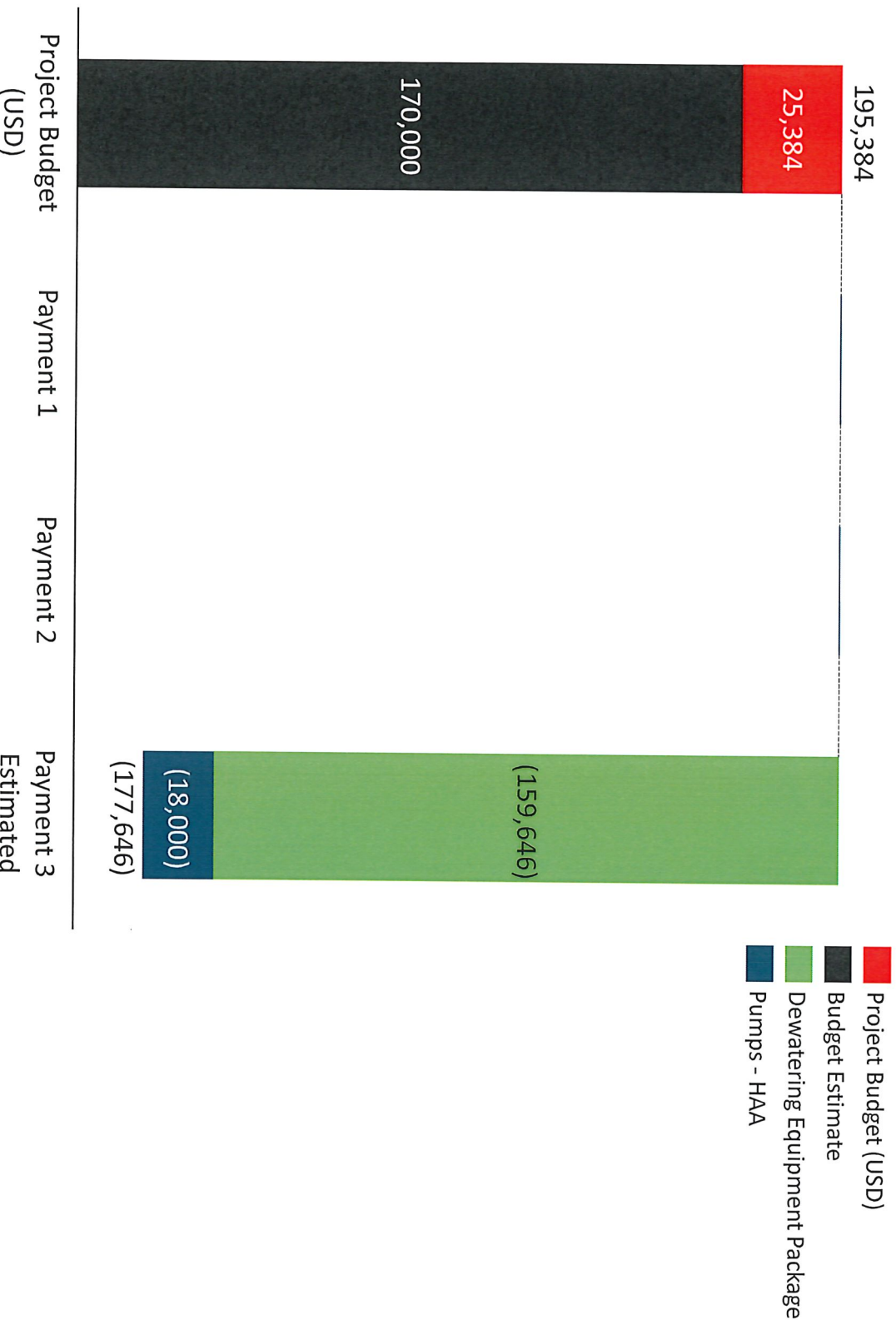
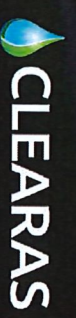
Village of Roberts Recovery Components Detail



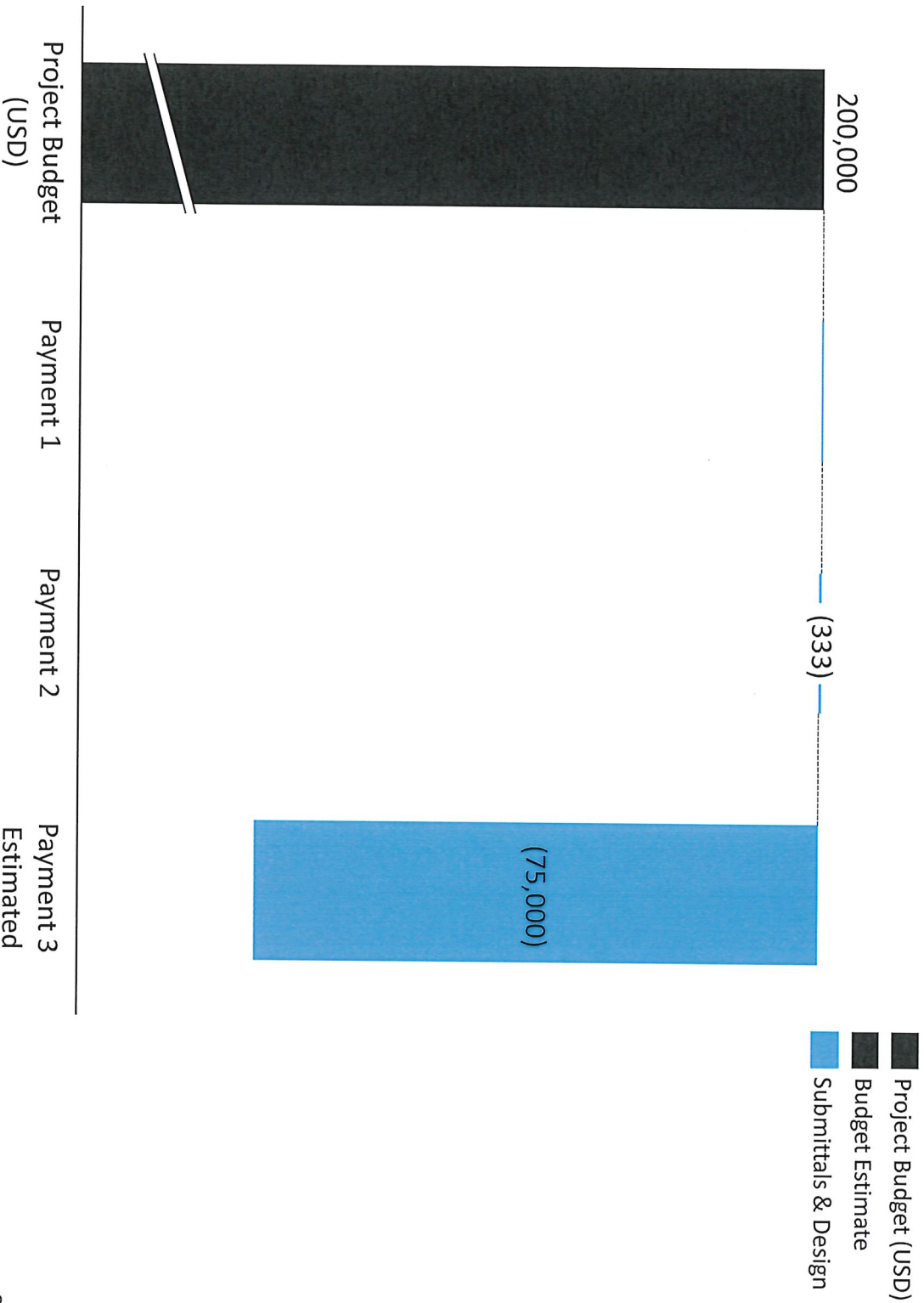
Village of Roberts Separation Components Detail



Village of Roberts Harvest Detail



Village of Roberts Instrumentation & Controls Detail





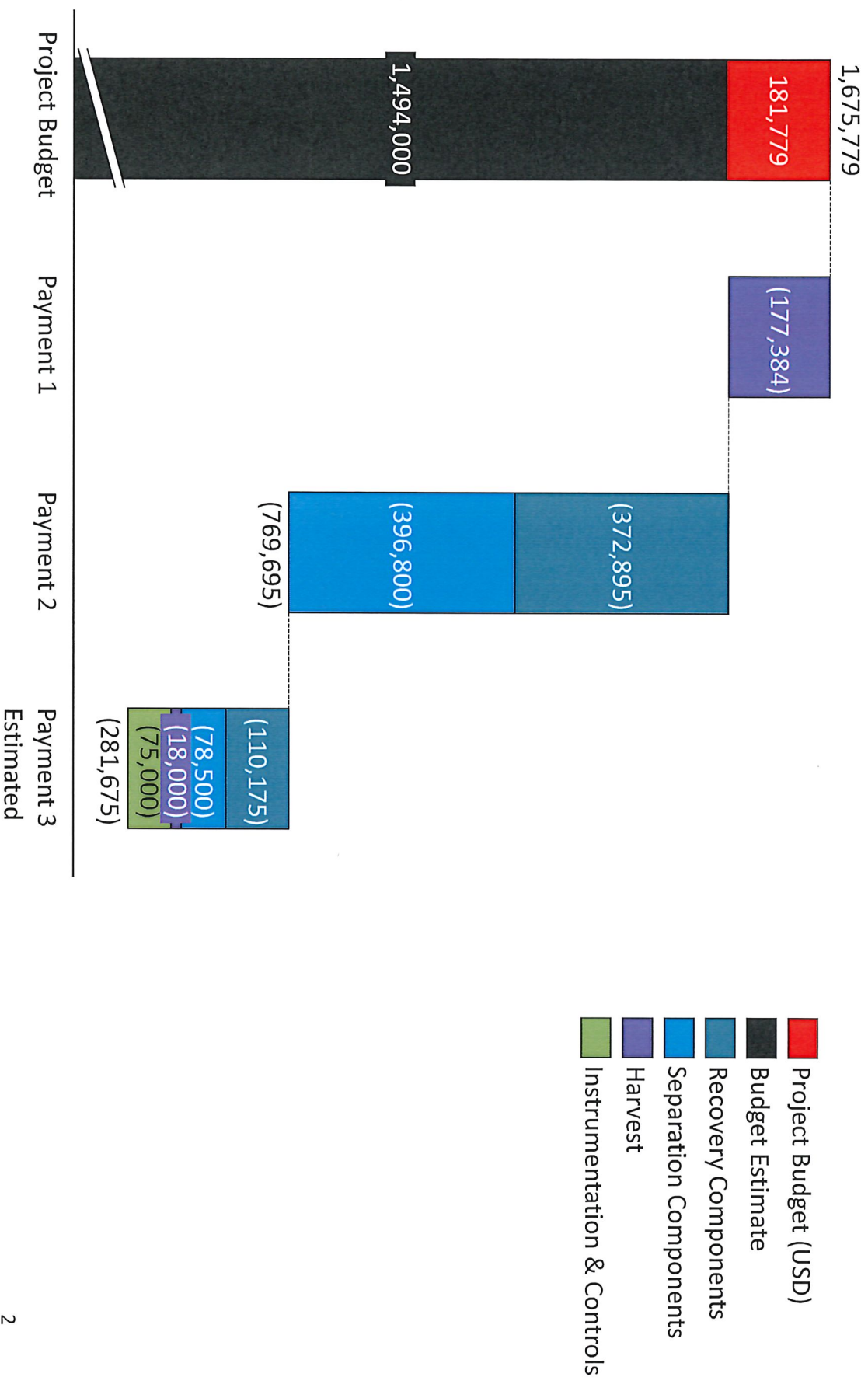
Village of Roberts Financial Reports
Purchase Order Obligations
Intended Only For Designated Recipients



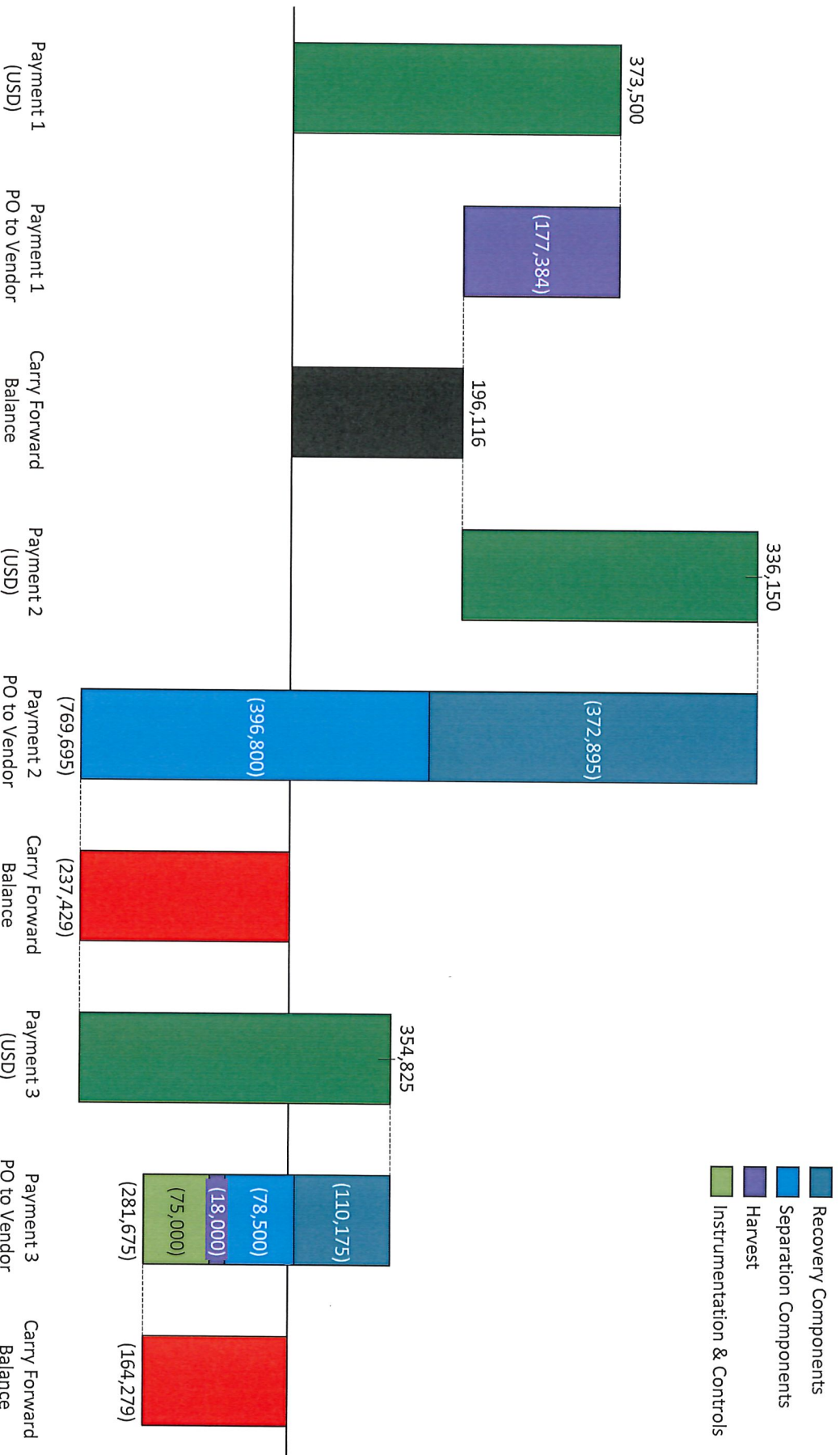
Village of Roberts Project Budget Tracking – Purchase Order Obligations



CLEARAS



Village of Roberts Purchase Order Obligation Tracking





PO Box 17374
Missoula, MT 59808
Phone: 406.363.4139
Web: www.clearaswater.com

INVOICE 2804-002.06
DATE 3/12/2019
DUE DATE 30 Days
TERMS Per Exhibit C

BILL TO:
Village of Roberts
WWTP Building Project
107 East Maple Street
Roberts WI 54023

Description:	Total Estimated Contract Amount	Retainage to Date	Total Billed to Date	Current Billing Amount
Equipment Supply Agreement				
Fixed Fee Portion - Payment 4	\$ 636,000.00	\$ 13,916.25	\$ 295,825.00	\$ 61,850.00
Equipment Reimbursement - Payment 3	\$ 1,494,000.00	\$ 37,350.00	\$ 747,000.00	\$ 373,500.00
ABNR Equipment Supply Agr Bond	\$ 42,600.00	\$ -	\$ 42,600.00	\$ -
Less Current Retainage Fixed Fee (5%)				\$ (3,092.50)
Less Current Retainage Equipment Reimbursement (5%)				\$ (18,675.00)

Remit Via Wire Transfer:

\$	2,172,600.00	\$	51,266.25	\$	1,085,425.00	\$	413,582.50
----	--------------	----	-----------	----	--------------	----	------------

Wire Instructions:
First Security Bank 1704 Dearborn, Missoula MT 59801
Routing: # 092901337
Account: # 9110230
Acct Name: Clearas Water Recovery, Inc.

PLEASE REMIT THIS AMOUNT: **\$ 413,582.50**



REMIT TO: Weston Solutions, Inc.
PO Box 536121
Pittsburgh, PA 15253-5903
Phone: 610-701-3000

ACH PAYMENTS: Weston Solutions, Inc.
Account #: 6302619398
Citizens Bank, ABA: 036076150

PLEASE REFERENCE THE INVOICE NUMBER ON THE PAYMENT

Invoice Number: FEB2019-00985

Invoice Date: 02/18/2019

Description: Wastewater treatment plant upgrade design package.

Bill To:
Village of Roberts
107 E Maple Street
Roberts, WI 54023

Remit To:
WESTON SOLUTIONS, INC.
PO BOX 536121
PITTSBURGH, PA 15253-5903

Customer Number: 15589

Contract Value
Cost: \$131,000.00
Fee: \$0.00
Total: \$131,000.00

Subcontractor Number:

Project Number: 15589.001.001
Project Name: WWTP Upgrades
Project POP: 07/11/2018 to 09/30/2018
Project Manager: Abbott, Megan L
Terms: NET 30
Due Date: 03/20/2019

Billing Period From: 12/29/2018
To: 01/25/2019

Billing Currency: USD

CAD
Hernandez, David
Client Service Manager
Coggin II, Edwin O
Project Engineer
Abbott, Megan L
Labor

Current Hours	Rate	Current Amount
1.00	120.0000	\$120.00
18.00	160.0000	2,880.00
63.20	114.0000	7,204.80
82.20		\$10,204.80

Invoice Total

\$10,204.80



REMIT TO: Weston Solutions, Inc.
PO Box 536121
Pittsburgh, PA 15253-5903
Phone: 610-701-3000

ACH PAYMENTS: Weston Solutions, Inc.
Account #: 6302619398
Citizens Bank, ABA: 036076150

PLEASE REFERENCE THE INVOICE NUMBER ON THE PAYMENT

Invoice Number:	FEB2019-00985	Project Number:	15589.001.001	Billing Currency:	USD
		Project Name:	WWTP Upgrades	Invoice Date:	02/18/2019

Labor Supporting Schedule - T&M

Group Description: Labor

Labor Cat Desc	Empl/Vendor	T/S Date	Current Hours	Rate
CADD CAD Web TimeTrack	Hernandez, David	01/11/2019	1.00	120.0000
CADD CAD			1.00	
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/04/2019	12.00	114.0000
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/11/2019	16.00	114.0000
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/11/2019	1.00	114.0000
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/18/2019	17.20	114.0000
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/18/2019	1.50	114.0000
E3 Project Engineer Web TimeTrack	Abbott, Megan L	01/25/2019	15.50	114.0000
E3 Project Engineer	Abbott, Megan L		63.20	
E3 Project Engineer			63.20	
PJDIR Client Service Manager Web TimeTrack	Coggin II, Edwin O	01/04/2019	3.00	160.0000
PJDIR Client Service Manager Web TimeTrack	Coggin II, Edwin O	01/11/2019	7.00	160.0000
PJDIR Client Service Manager Web TimeTrack	Coggin II, Edwin O	01/18/2019	5.00	160.0000
PJDIR Client Service Manager Web TimeTrack	Coggin II, Edwin O	01/18/2019	3.00	160.0000
PJDIR Client Service Manager	Coggin II, Edwin O		18.00	
PJDIR Client Service Manager			18.00	
Labor			82.20	

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	3/06/2019	Advanced Disposal	
Invoice 5679470			
100-00-53620-390-000		Refuse & Garbage Collection	7,890.86
Invoice 5679470			
Total			7,890.86
	3/06/2019	All-Croix Inspections LLC	
Building Permits			
100-00-52400-390-000		Building Inspector	465.00
Building Permits 3911			
Total			465.00
	3/06/2019	American Pest Solutions - Behrens Enterprises	
Village Hall			
100-00-51610-390-000		Village Hall	162.25
Village Hall			
100-00-55200-390-000		Parks	0.00
Park Building			
100-00-55110-290-015		Maintenance & Building Needs	0.00
Library			
Total			162.25
	3/06/2019	AYRES ASSOCIATES	
179008			
100-00-56920-390-000		Community Planning	4,973.73
179008			
Total			4,973.73
	3/06/2019	Bakke Norman SC	
Account 56315-04D			
100-00-51310-210-000		Village Attorney	777.00
Account 56315-04D			
100-00-51310-210-000		Village Attorney	277.50
Account 12787-09			
100-00-51310-210-000		Village Attorney	1,065.00
Account 56315-01D			
Total			2,119.50

3/06/2019 Baldwin Lightstream

Library

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Voucher Nbr	Check Date	Payee	Amount
100-00-55110-390-007		Phone (AT&T)	101.00
		Library	
100-00-52110-390-003		Telephone	121.03
		Police	
100-00-51210-390-000		Municipal Court	51.00
		Court	
100-00-51610-390-000		Village Hall	178.70
		Village Hall	
		Total	451.73

3/06/2019 Chase Card Services

Library

100-00-55110-290-012		Books	474.54
		Library	
100-00-55110-290-016		Supplies	311.22
		Library	
100-00-55110-290-013		Media	614.73
		Library	
100-00-55110-390-010		Postage	76.00
		Library	
100-00-55110-390-011		Publicity (CSCN-Agendas)	3.96
		Library	
100-00-55110-290-018		Speakers	104.65
		Library	
100-00-52110-390-005		Training - Class Fees	448.13
		Police	
100-00-52110-390-010		Office Supplies	348.13
		Police	
100-00-52110-390-004		Equipment Purchases	23.50
		Police	
100-00-52110-390-022		Miscellaneous	345.44
100-00-55110-290-015		Maintenance & Building Needs	20.03
100-00-55110-290-012		Books	-27.02
100-00-55110-290-013		Media	-3.54
100-00-55110-290-019		Summer Reading Program	45.20

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Voucher Nbr	Check Date	Payee	Amount
100-00-52110-390-001		Vehicle Maintenance	21.88
100-00-52110-390-014		Postage	11.37
100-00-51945-130-000		Clothing Allowance	77.81
100-00-51610-390-000		Village Hall	434.88
100-00-52110-390-002		Vehicle Fuel	73.39
100-00-53240-390-000		Machinery & Equipment	38.77
100-00-52110-390-018		Uniforms - Dravis	136.91
		Total	3,579.98

3/06/2019 Computer Integration Technologies, Inc

100-00-51420-390-000	Village Clerk-Treasurer	160.90
610-00-53710-000-640	Plant Operation & Maint.	160.90
620-00-53614-000-851	Adminstrative & Gen Expense	160.90
100-00-52110-390-009	Computer Terminals, etc.	160.90
	Total	643.60

3/06/2019 CT Laboratories

Operation Expenses Invoice 46193

620-00-53611-000-827	Operation Expenses	1,123.75
	Operation Expenses Invoice 46193	
610-00-53710-000-640	Plant Operation & Maint.	39.00
	Invoice 46193	
	Total	1,162.75

3/06/2019 DIGGER'S HOTLINE INC.

Digger's Hotline

610-00-53720-000-689	General Expenses	248.00
	Digger's Hotline	
	Total	248.00

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Voucher Nbr	Check Date	Payee	Amount
3/06/2019 Forum Communications Company			
Publicity			
100-00-51110-000-000		Village Board	102.42
Publicity			
100-00-51110-000-000		Village Board	0.00
Publication			
100-00-51440-390-000		Elections	0.00
Election			
100-00-55110-390-011		Publicity (CSCN-Agendas)	0.00
Library			
Total			102.42
3/06/2019 Galls, LLC			
Police			
100-00-52110-390-004		Equipment Purchases	331.99
Police			
100-00-52110-390-019		Uniforms - Pohlman/Mann	154.83
Total			486.82
3/06/2019 Great-West			
02/15/2019			
100-00-21591-000-000		WI Deferred Comp	90.00
02/15 - 03/05			
Total			90.00
3/06/2019 Hawkins Water Treatment			
4430986			
620-00-53611-000-827		Operation Expenses	1,606.38
4445725			
Total			1,606.38
3/06/2019 Home Electronic Specialists, Inc.			
Village Hall Security - Annual Fee			
100-00-51610-390-000		Village Hall	252.57
Village Hall Security - Annual Fee			
Total			252.57
3/06/2019 Hudson Hospital & Clinic			
Blood Draw 2018 budget			

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Voucher Nbr	Check Date	Payee	Amount
100-00-52110-390-021		Blood Draws/Etc.	52.00
		Blood Draw 2018 budget	
		Total	52.00

3/06/2019 HUEBSCH

Clothing

100-00-51945-130-000		Clothing Allowance	133.36
		Clothing	
100-00-53270-390-000		Buildings & Grounds Operations	37.00
		Building & Grounds	
100-00-52110-390-022		Miscellaneous	59.30
		Police	
100-00-55110-390-004		Maintenance (Huebsch)	150.62
		Library	
100-00-51610-390-000		Village Hall	49.86
		Village Hall	
00-00-55200-390-000		Parks	144.30
		Park	
		Total	574.44

3/06/2019 HydroCorp Inc.

610-00-53710-000-650		Plant Operation & Maint.	205.00
610-00-53710-000-650		Plant Operation & Maint.	205.00
		Total	410.00

3/06/2019 Jerry's

Plow Truck

100-00-53330-390-000		Snow & Ice Removal	1,900.00
		Plow Truck	
		Total	1,900.00

3/06/2019 Krueger Solutions

invoice 019-005

100-00-55110-290-014		Techology	60.00
		invoice 019-005	
		Total	60.00

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Voucher Nbr	Check Date	Payee	Amount
3/06/2019 MENARDS			
100-00-53270-390-000		Buildings & Grounds Operations	19.90
100-00-51610-390-000		Village Hall	6.57
Total			26.47
3/06/2019 Mid-American Research Chemical			
100-00-53270-390-000		Buildings & Grounds Operations	202.93
Total			202.93
3/06/2019 MIDWEST NATURAL GAS			
Park			
100-00-55200-390-000		Parks	151.87
Park			
100-00-55200-390-000		Parks	312.57
Park			
610-00-53710-000-640		Plant Operation & Maint.	51.95
Water			
610-00-53710-000-640		Plant Operation & Maint.	74.21
Water			
100-00-51610-390-000		Village Hall	295.58
Village Hall			
100-00-53270-390-000		Buildings & Grounds Operations	796.15
HWY 65-1			
620-00-53611-000-827		Operation Expenses	442.86
Treatment Plant			
Total			2,125.19
3/06/2019 MISSISSIPPI WELDERS SUPPLY CO. INC.			
Sewer			
610-00-53710-000-620		Plant Operation & Maint.	50.45
Sewer			
Total			50.45
3/06/2019 Morton Salt			
Street Salt			

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Voucher Nbr	Check Date	Payee	Amount
100-00-53330-390-000		Snow & Ice Removal	3,534.37
Street Salt			
100-00-53330-390-000		Snow & Ice Removal	3,632.98
Street Salt			
100-00-53330-390-000		Snow & Ice Removal	1,810.75
Street Salt			
		Total	8,978.10

3/06/2019 Municipal Code Corporation
Invoice 324288

100-00-51320-210-000	Municipal Code - Ordinances	950.00
Invoice 324288		
	Total	950.00

3/06/2019 North Shore Bank, fsb
02/15 03/05

100-00-21591-000-000	WI Deferred Comp	400.00
02/15 03/05		
	Total	400.00

3/06/2019 O'Reilly Automotive, Inc.
Supplies

100-00-53240-390-000	Machinery & Equipment	14.58
Supplies		
	Total	14.58

3/06/2019 Pitney Bowes Global Financial Services LLC
Clerk

100-00-51420-390-000	Village Clerk-Treasurer	60.24
Clerk		
610-00-53720-000-681	General Expenses	41.85
Water		
620-00-53614-000-851	Administrative & Gen Expense	41.85
Sewer		
100-00-52110-390-014	Postage	21.51
Police		
100-00-55110-290-015	Maintenance & Building Needs	15.06
Library		

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Voucher Nbr	Check Date	Payee	Amount
100-00-51210-390-000		Municipal Court	2.35
		Court	
100-00-53635-390-000		Recycling	32.27
		Recycling	
410-00-56710-000-000		TIF ONE	0.00
		Total	215.13

3/06/2019 Pitney Bowes Inc. - Purchase Power

Water

610-00-53720-000-681		General Expenses	200.33
		Water	
620-00-53614-000-851		Adminstrative & Gen Expense	200.33
		Sewer	
100-00-51420-390-000		Village Clerk-Treasurer	210.88
		Clerk	
100-00-51210-390-000		Municipal Court	0.53
		Court	
100-00-55110-390-010		Postage	6.19
		Library	
100-00-52110-390-014		Postage	13.37
		Police	
410-00-56710-000-000		TIF ONE	0.00
		CDA	
		Total	631.63

3/06/2019 Quality Cleaning

Village Hall - cleaning 03/03/2019

100-00-51610-390-000		Village Hall	260.00
		Village Hall - cleaning 03/03/2019	
100-00-55200-390-000		Parks	630.00
		Park - cleaning 03/03/2019	
		Total	890.00

3/06/2019 Spectrum Insurance

02/20/2019

100-00-51932-510-000		Worker's Compensation	3,353.00
		02/20/2019	

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Voucher Nbr	Check Date	Payee	Amount
100-00-51931-510-000	02/20/2019	Property & Liability Ins. - LWM Renewal	4,335.00
100-00-52110-390-022		Miscellaneous	0.00
Total			7,688.00

3/06/2019 St. Croix County Clerk			
Dogs			
100-00-44210-000-000		Dog & Cat License revenues	220.75
		Dogs 2019	
Total			220.75

3/06/2019 ST. CROIX COUNTY HIGHWAY			
100-00-53310-390-000		Street Maint.	193.52
100-00-53240-390-000		Machinery & Equipment	1,060.00
Total			1,253.52

3/06/2019 ST. CROIX COUNTY TREASURER			
Court Fines and penalties			
100-00-12100-000-000		Current Propert Taxes Receivab	290.00
		Court Fines and penalties	
Total			290.00

3/06/2019 ST. CROIX ELECTRIC CO-OP			
March			
620-00-53611-000-821		Operation Expenses	3,466.98
		March	
Total			3,466.98

3/06/2019 State of Wisconsin Court Fines & Surcharges			
Cour Penalty and Cost			
100-00-45120-000-000		Municipal Court Penalty & Cost	885.60
		Cour Penalty and Cost	
Total			885.60

3/06/2019 VERIZON WIRELESS			
Water			

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
610-00-53710-000-640		Plant Operation & Maint.	129.34
		Water	
620-00-53614-000-851		Administrative & Gen Expense	129.34
		Sewer	
100-00-52110-390-003		Telephone	307.57
		Police	
100-00-53310-390-000		Street Maint.	129.35
610-00-53710-000-640		Plant Operation & Maint.	28.06
620-00-53614-000-851		Administrative & Gen Expense	28.06
610-00-53710-000-640		Plant Operation & Maint.	57.59
620-00-53614-000-851		Administrative & Gen Expense	57.59
		Total	866.90

3/06/2019 WEST CENTRAL WISCONSIN BIOSOLIDS

620-00-53614-000-858		Biosolids Facility	3,065.65
		Total	3,065.65

3/06/2019 Wisconsin Municipal Judges Association

2019 Dues

100-00-51210-390-000		Municipal Court	100.00
		2019 Dues	
		Total	100.00

3/06/2019 WISCONSIN PROFESSIONAL POLICE ASSOCIATION

100-00-21515-000-010		Union Dues Payable - Behnke	42.00
100-00-21515-000-009		Union Dues Payable - Dravis	42.00
100-00-21515-000-010		Union Dues Payable - Behnke	42.00
		Total	126.00

3/06/2019 Wisconsin Supreme Court

Peter Tharp Training

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Voucher Nbr	Check Date	Payee	Amount
100-00-51210-390-000		Municipal Court	700.00
		Peter Tharp Training	
Total			700.00
Grand Total			60,379.91

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	Amount
Total Expenditure from Fund # 100 - General Fund	48,564.54
Total Expenditure from Fund # 610 - Water Utility	1,491.68
Total Expenditure from Fund # 620 - Sewer Utility	10,323.69
Total Expenditure from all Funds	60,379.91