VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
ROBERTS VILLAGE HALL
MONDAY, AUGUST 12, 2019
7:00 PM

Regular Village Board Meeting Agenda

Report of Meeting Notification
Approval of Minutes of July 8, 2019 Village Board Meeting and Special Village Board Meeting on July 30, 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
- C. CDA Board
- D. Finance Committee
- E. Public Safety Committee
- F. Public Works Committee
    1. Discussion/approval of Water Leak Sewer Adjustment Policy
    2. Discussion/approval of Deferred Payment Agreement
    3. Discussion/approval of 3% Water Rate Increase
    4. Discussion/approval of Roberts/Warren Fire Department Meter Reading Request
- G. Fire Association
- H. Friends of Twin Lakes

III. Old Business

- A. Roberts Municipal Court

IV. New Business

1. Employee Education Requests and Expense Reports
2. Approval of New Operator's Licenses
3. Thomas Lane – Veteran's Park Follow up.
4. Discussion/approval to purchase CO2 Tank Purchase for Waste Water Treatment Plant Phosphorus Project.
5. Discussion/approval to purchase the equipment needed for the Waste Water Treatment Plant Phosphorus Project totaling $225,441
6. Discussion/approval of Invoice 2804-002.11 for $302,480.00 for Equipment Reimbursement Payment #5 and Change order to Clearas Water Recovery.
7. Discussion/approval of Invoice 2804-002-10 for $58,757.50 for Fixed Fee Portion #7 to Clearas Water Recovery.
8. Payment of Bills
9. Other Business
10. 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
July 8, 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: Chuck Pizzi, Katy Kapaun, Chad Svacina, Rand Waughtal, Willard Moeri, Mary Shemon, Cheryl Johnson

Absent:

Guest: John Bond, Peter Tharp, Krissa Coleman, Aaron McWilliams, Leroy and Barb Dull, Angi Goodwin,

Meeting Minutes
Motion to approve the minutes for June 10, 2019 by Pizzi, seconded by Johnson. Motion carried.

Treasurer's Report
Treasurer's report was read. Motion to approve the Treasurer's report by Kapaun, seconded by Shemon. Motion carried.

Public Concerns
LeRoy Dull – looking for an update on the water control issue on E. Cheyenne St. – Goodwin updated the group on this issue. Oranzo Oevering and Shawn Bird have purchased the Twin Home area of this development. They have replaced all of the inlet protection on all of E. Cheyenne and have added some baskets. There needs to be grass added to this area to get this area stabilized. Both ditches are a complete mess. Before occupancy they need to get everything stabilized and grade both ditches and add top soil or sod and seed. Storm sewers have to be flushed and televised and remove his construction sediment from the pond.

Barb Dull brought up the curve on this corner because they are parking trucks and trailers on this corner and Barb is concerned about being able to get firetrucks thru and also the one-way area that this is becoming. There is currently no no-parking up there. This will be passed to the public safety committee.

Carl Meeker – has noticed that there is garbage in the streets and on the side of the road. He is seeing that there are a fair number of storm water grates that have garbage, plastic or bags in them and he is wondering what can be done with this issue. We can add this to the newsletter that is sent out. Discussed that when residents mow their grass clippings into the street it becomes a safety hazard. Village needs to lead by example. Discussed having an adopt a village inlet program like the adopt the highway program. You can adopt a storm drain and fire hydrant during the winter time. Look at a community pick up day to help clean up the streets.

Communications:
Shemon brought up the quick response by Office Behnke when the person was whipping donuts at the park.

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Police Department:

- Lisa prepared the YTD stats for everyone to look at. In the last two months everything has exploded which is also happening county wide. This is the first major jump that we have had and each of the prior years were gradual increases. Our population is growing and more calls are coming in. Moeri asked if some of this is summer related and McWilliams thinks it is. Not related to school being out but it is nice out so people are out and about.
- In the last week or so we have been having issues with the amount of storage available for our bodycams. In January the evidence in the police department is more than full and currently using a locker for the overflow. The bodycam footage is for $3,882.00, a year and this is for 600 gigabits of video storage and we currently have 30 gig left. For $1,080 we can add another 600 gig. We are currently backing this up to the network but again, this is creating storage issues and we have priced adding storage to the network for approximately $1,000. The main cause of the storage issue is because of dispositions not being given. Judge Tharp said that these have been sent to the police department. McWilliams is saying that this was not a complete report that was given. Judge Tharp is looking for what is needed. This was detailed from the Chief Judge as to what is required. Moeri asked if this information can be given to the Police Department so that we can get this resolved and delete the body cam videos. Kapaun asked if Donna can start working on this so that this can be wrapped up? This would include Name, citation number and outcome of the case. Tharp will look into this and have it completed by the end of the month. Tharp will call Moeri when this is done. Kapaun asked that this be added to old business on future agendas.

Department Reports:

Public Works:

- Power outages in town has caused some issues with Well #2. We think it is narrowed down and might need to have someone come in and look at this.
- Problem with brush and compost from people that have a Roberts address but are not residents of the village. There are also problems with off hours and people will just dump bags in front of the gates if they are closed. The brush pile has been dealt with 4 times already this year and we have another pile as big as the room. This could become a bigger issue as we move the pile outside the gates.
- In five years, we will be at the end of our contract for the West Central Wisconsin Biosolids committee. The plant needs some modifications and if needing financing this could tie us into a contract with them for 20 years so that they can get financing. Bond reminded the board that we became members of this group because we were having problems getting rid of the product and the restrictions are even greater now. Options if we go on our own, we will need to truck it somewhere or create a class A product. This needs to be thought about in the next couple of months to plan for the future.

Library Update:

- We are in middle of summer reading program. Right now, over 600 people have signed up.
- June was super busy with classroom visits and daycares coming in twice a week.
- Thankful for the volunteers at the Library that come in to help keep things moving.
- Touch a truck is July 17th at the park. We are looking at over 30 items that will be in the parking lot and the library will be selling hotdogs, water and ices that afternoon.

- Seniors group the meets for coffee and cookies are having a picnic this Friday at the library. The Friday after is for nieces, nephews, etc. on the 19th.
- SCC teachers have been leading story time at the library which has had a good turnout.

Municipal Judge:

- Monthly statistics report

Committee Reports and Recommendations

Park Board – did not meet

Plan Commission – Building Inspectors Report is in your packet.

CDA board – Waughtal

- Still working on affordable housing resolution which has been sent to the Village attorney and Ehlers to be discussed at out next meeting.

Public Works:

- Spent time on water tower repair issue. Matt from Lane Tank explained what our options are for the water tower. We need to seriously look at the permanent repair and talked about the issues if birds or other things get into this. The DNR will approve the temporary fix as long as we eventually do a permanent fix within the next five years. The Public Works Committee made recommendation to do the temporary tank repair. Motion to spend $7,500 for the temporary repairs on the water tower by Johnson, seconded by Pizzi. Motion carried.
- Discussed the Water Leak Sewer Adjustment Policy which will go back to the public works for final approval.
- Final issue was the Deferred Payment Plans that are in place. This is to try to get the people to pay quicker instead of carry this on the books. Rand added that Steve Melby discussed the process of how the posting happen.

Friends of Twin Lakes

- No guest speakers this month except Dan Funk put together information from the USGS, DNR and his own data. This did not tell us anything that we don't know. Totals factored in rainfall and lack of evaporation and why the lakes are not going down.
- Several roads are still impassable in the Township. Had light discussion from Frank Phillips and if it is worthwhile to pursue this information. At this time, we are not going to pay for old information.
- Public is invited to a meeting on Monday with Representative Zimmerman and Senator Schachtner at 11:00.
- Friends of Twin Lakes Group have a website/Facebook page regarding the township declaring a state of emergency and this is not true. If this keeps up the group is going to lose a lot of partners to this issue.
- Some of the homeowners are having their wells tested. The wells that have already been tested are ok.

Old Business:

- Storm Siren for Rolling Meadows:
  - Contacted company for new price quote. If we relocated up by the cell tower we could go totally solar. Xcel energy will run the power to us for free if we mount it by the cell

tower. Contacted cell tower company and adding the siren is not an issue. The cost to do this is electric hook up, we would have to mount it and pay a fee of $650/month. Contacted company that gave install price and this quote is still good. Install price for the pole is $5,050. 2001 siren model is like what is installed south of town. Eclipse is more like the one on Lakes Gas building. If we go with a higher pitch this gets people's attention more. Moeri asked if the new siren would cover the land behind the UCC Church and it will.

- If we were to order a siren now it will be eight weeks before delivery, three months out before we pay. Rand thinks that the TID repayment fund would have money to purchase this. Rand thinks the fund will cover this but not sure how much would be left. Bond asked if it would be worth putting in a 200 amp service for preparation for the future park in Rolling Meadows.
- Motion to approve quotation #FWS 619191241 in the amount of $12,100.00 for a new storm siren by Kapaun, seconded by Shemon. Motion carried.
- Motion to approve the installation of the siren for $5,050 by Kapaun, seconded by Shemon. Motion carried.

New Business:

Employee Education Requests and Expense Reports

- There is a required seminar for Donna Haugen for the Wisconsin Municipal Court Clerks Fall Seminar. Kapaun asked if this is necessary to send Donna to school even if there is no court? Motion to deny the education request for Donna Haugen by Kapaun, seconded by Svacina. Motion carried.

Approval of New Operator's Licenses:

- Motion to approve John J Owen's Operator License by Waughtal, seconded by Pizzi. Motion carried.
- Motion to approve Lucinda M Atkinson's Operators License by Waughtal, seconded by Pizzi. Motion carried.
- Motion to approve Aaron Lofgren's Operators License by Kapaun, seconded by Pizzi. Motion carried.
- Motion to approve Raymond Wold's Operators License by Kapaun, seconded by Shemon. Motion carried.
- Motion to approve Jesse Forney's Operators License by Johnson, seconded by Pizzi. Motion carried.
- Motion to approve Susan Schwartz's Operators License by Shemon, seconded by Johnson. Motion carried.
- Motion to approve McKayla Nelson's Operators License by Kapaun, seconded by Pizzi. Motion carried.
- Motion to approve Justin Hall's Operators License by Kapaun, seconded by Johnson. Motion carried.
- Motion to renew the Lions Club Operators Licenses for Ronda Bierbrauer, David Lindquist, John Kuranda, Lanny Erickson, Uli WInzer and Mike Odden's Operators Licenses by Kapaun, seconded Shemon. Motion carried.

Review of Annual Audit with Brock Geyen from Clifton Larson Allen LLP

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- Sarah Kobs was here instead of Brock. Sarah discussed the management letter which included the same issues as in the year's past. Kob discussed that the water utility ended the year at a ($11,701) which is due in part to the new GASB75 rules regarding life insurance. The sewer utility ended the year at $17,927. Kob's reminded the board that they can increase the water utility 3% yearly using a simplified rate case with the PSC. Discussed the % of unassigned Fund Balance to General Fund was at 40.2% which is higher than the minimum requirement of 33% which is required by the Villages Fund Policy. Kobs pointed out that our assigned funds are on page 33.

Discussion/approval of Invoice #109136 from TPC for $116,560 for SCADA System Upgrades

- Motion to approve Invoice #109136 from TPC for $116,560 by Pizzi, seconded by Johnson. Motion carried.

Discussion/approval of Invoice 2804.002.09 for $58,757.50 for Fixed Fee Portion Payment #6 to Clearas Water Recovery by Svacina, seconded by Shemon. Motion carried.

- Motion to approve Invoice #2804.00.09 for $58,757.50 to Clearas by

Discussion/approval of Invoice May2019-01024 for $23,888.74 to Weston Solutions, Inc. for Construction Management

- Motion to approve the Weston Solution Invoice for $23,888.74 by Kapaun, seconded by Pizzi. Motion carried.

Discussion/approval of Application for Payment for Haas Sons, Inc. for S. Division St. Sidewalks in the amount of $109,948.20

- This is was approved the month before. Waughtal asked about the repairs that need to be done and we were still waiting for Monarch to decide how to handle the repairs.

Payment of the Bills

- Motion to pay the bills by Shemon seconded by Pizzi. Motion carried.

Other Business

- League of Municipalities Dividend was shared with the Board.
- Waughtal asked about the money that is given by St. Croix County and if this will be enough to cover what we are losing in revenue. Discussed that the attorney fees will also go down because of the not having to use Kohl as the Village Prosecutor.
- Johnson asked about the curb stop that needs to be lowered for Chapin. This was not a high priority but Bond will get to it.

Motion to adjourn at 9:05PM by Pizzi, seconded by Shemon. Motion Carried.

Megan Dull
Village Clerk

Village of Roberts Special Board Meeting
With Hazel Mackin Library Board
July 30, 2019

The Village of Roberts Special Meeting with the Hazel Mackin Library was called to order at 6:30 PM By Village President Willard Moeri.

Village Board Present: Chuck Pizzi, Katy Kapaun, Mary Shemon, Willard Moeri, Cheryl Johnson, Chad Svacina
Library Board Present: Jan Manore, Michelle Lane and Bobby Phillips
Guest: Peter Tharp, Krissa Coleman

Discussion/approval regarding the Geothermal Heating System Issues and Options at the Hazel Mackin Library with Comforts by Design:

Discussed the current geothermal system at the library. Krissa had sent over the list of repairs since the system was installed. The current system has had numerous repairs including a compressor replaced which both compressors are currently out again. This system was put in approximately 10 years ago and is a good system but we have had issues since it has been installed. It is time to decide if we are going to keep putting money into repairs or if we should replace the system with a new geothermal system or a natural gas unit.

The water to water system is currently down and we can spend $6,000 to repair this again or replace this unit with a new system. This would either be repair current, replace with new geothermal or natural gas system. Estimate #31525 which would repair what is currently broken in the amount of $5,917.16. Replacing with a brand new unit would be estimate #35445 in the amount of $20,830 which would be a new geothermal unit. This would fix the in-floor heat unit. Estimate #35441 would be for taking out the geothermal unit and converting to natural gas. The amount of this estimate is $13,620. This is the main heat source for the library. This is the most comfortable way to heat the building. If we were to replace the current system with forced air, this would be expected to last approximately 15 years. Comforts by Design is recommending not replacing this unit but to either replace the current unit with a new unit or to change to natural gas. Moeri asked if we got a lemon with the first system. This is an efficient system but there are differences in them and we have had more share of trouble with our unit. Kapaun added that right now we have a money pit with our current system and thinks that we should convert to natural gas. This leaves the library without heat. Shemon asked about air conditioning for the library and the library has nine systems which is over engineered. Water to water does the bulk of the heating and the other units do the cooling. Not matter what option is picked the ground loop problem is still there. Again, if we continue to service the system we should be fine going forward. Ground loop has been an issue since 2011 when the system first locked up. Geothermal is more efficient by about 10% over natural gas for the heating side but more efficient on the cooling side. This could cause the natural gas bill to increase by 10% in the winter time. Moeri asked where we are going to get the money from to pay for this?

There are still two other units that are down that do cooling to the southside of the building. If you wanted to switch to natural gas. This means that we would have to add gas lines into the basement. One unit has a leaky air coil and the other has a control board that is out. These were lumped together in estimate #35484 for $5,116 which would repair both of these units. Comforts by Design recommends

fixing the control board for $749.00 which will get the unit back up and running. Then the third unit that is down has an air coil that is leaking. This would be approximately $4,000 to fix this (line item 1,2,3&5).

There are two other estimates if we did not want to repair the estimates which would cost $13,140 each for the systems in the basement. Comforts is recommending that we repair the two systems in the basement since they have not caused issues before.

There are three units and two estimates that we need to be concerned about at this time.

Johnson asked if some of the units could be combined so that we wouldn't have to repair what we have and at this point it is too late to do this because of the duct work that is currently in the building being configured for each unit.

Moeri asked about money and if the outlay fund is available to cover the repair bill and there are funds to be used. Kapaun asked with a purchase this expensive if this should go out for bid. Johnson agrees that this should be put out for bid. Coleman added that not everyone is comfortable with how our building is setup. This is because of the knowledge and comfort that they offer. Comforts asked about natural gas to the building and this would be the library's responsibility to have this set up. The bids are good normally for 30 days but this would not increase unless parts go up.

Recommend that we accept estimate #35484 for $5,116 for repair and maintenance to be paid from the $6,000 contingency fund by Kapaun, seconded by Lane. Motion carried.

Motion to accept the recommendation of the Library Board for estimate #35484 for $5,116 to repair the geothermal from the contingency fund by Kapaun, seconded by Svacina. Motion carried.

Motion to adjourn at 7:00 by Pizzi, seconded by Shemon. Motion carried.

Megan Dull
Village Clerk

Special Village Board Meeting
Tuesday, July 30, 2019

The Special Village Board Meeting was called to order at 5:35 PM by President Moeri

The meeting was property notices in three location in the Village of Roberts.

Present: Rand Waughtal, Mary Shemon, Willard Moeri, Chuck Pizzi, Chad Svacina and Katy Kapaun (5:50pm)
Absent: Cheryl Johnson,
Guest: Autumn Fisher, Megan Abbot, Rick Knoke, Phillip....., John Bond, Peter Tharp

Discussion/acceptance of late bid of Clearas Water Recovery
The purpose of Clearas taking the rest of this project under their scope is because in June when the bid opening was done, we either did not get any bids or the bids were too high in price. We have had conversations with the WDNR and Clearas to see what our options were and came up with this late bid option. This allows Clearas to meet with the contractors to discuss the different packages. Autumn added that since the last bid opening to today's meeting they have been in contact with various potential bidders. Megan added that in this round of bidding there were significantly more and better questions that were asked then before. Clearas owned the process this time around to ensure proper bidding. They followed the RFP process to pull these bids together. Waughtal asked if legal counsel has been involved and Paul from Bakke Norman has been involved since this option was available and also had to write a letter that he supported this. **Motion** to approve the late bid from Clearas Recovery by Pizzi, seconded by Shemon. Roll Call – Pizzi- aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Waughtal – Aye. Motion carried.

The bid for Clearas was opened by Megan Abbot. The total bid for Clearas is $837,600. The breakdown of the bid is as follows: mechanical (Harris Mechanical) which includes process piping, equipment installation and plumber = $366,860; pole barn (Wapasha Construction) is $208,650 and concrete slab (Wapasha Construction) for both the green house and building = $262,150. Also included in the bid package was: no exclusions to scope, bid bond, power of attorney papers, list of subcontractors which include Harris Mechanical and Wapasha Construction. Autumn mentioned that there were two bids for each aspect that was bid. Clearas provided low bids for each category in the overall bid. With the time and effort involved in the process, Clearas did not markup bids to accommodate their fees so the bid only included the lowest cost and bonding. Weston is also trying to reduce their current cost increase that was added to the budget. Clearas is also still trying to cut the cost by another 8 to 10%. This will need to be done with change orders as the contract has to be for the amount that was submitted. Discussed the grant forgiveness and the 15% principal forgiveness that could still be available from the Cambria project. Since the cost of our project has increased, Megan Abbott will reach out to Maureen at the DNR to see if and how much we would qualify for in extra principal forgiveness since Cambria is no longer required to reach the phosphorus limits that were put in place but were had been Discussed the Algae sales and the hope that this will help with the repayment of this loan.
Motion to approve Clearas Water Recovery bid in the amount of $837,600 which includes the cost of the bond by Moeri, seconded by Shemon. Roll Call – Pizzi- aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Waughtal – Aye. Motion carried.

Motion to approve the site civil bid from Albrightson for $259,391 by Kapaun, seconded by Pizzi - Roll Call – Pizzi- aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Waughtal – Aye. Motion carried.

Motion to approve the electrical bid from Simon Electric for $199,480 by Svacina, seconded by Pizzi - Roll Call – Pizzi- aye, Kapaun – Aye, Svacina – Aye, Moeri – Aye, Shemon – Aye, Waughtal – Aye. Motion carried.

Megan will issue the motion of award and get everyone under contract. She will also reach out to Maureen to see about additional principal forgiveness.

Other Business:
Discussed Algae sales and also septage receiving for potential future projects.

Motion to adjourn at 6:35 PM by Shemon, seconded by Pizzi. Motion carried.

Megan Dull
Village Clark

TREASURER'S REPORT
August 1, 2019

Rand Koerner

General Fund	Beginning Balance - 6/1/2019	$771,159.98	
Receipts		$276,790.67	2.49%
Interest		$1,593.98	
Disbursements		$254,945.95	
Balance		$794,598.68	
Balance (06/30/2019)		$794,598.68	
Impact Fee	Balance - 6/1/2019	$496,216.09	
	Deposit	$25,250.00	
	Withdrawals		
	Interest - 2.49%	$1,034.54	
	(06/30/2019)	$522,500.63	
Sewer Impact Fee	Balance - 6/1/2019	$120,029.89	
	Deposit		
	Interest - 2.49%	$247.49	
	Balance - (06/30/2019)	$120,277.38	
CDA Account	Balance - 6/1/2019	$52,838.57	
	Interest - 2.49%	$108.95	
	Balance - (06/30/2019)	$52,947.52	
Compensated Absences	Balance - 6/1/2019	$34,596.57	
	Interest - 2.49%	$71.33	
	Deposit		
	Balance - (06/30/2019)	$34,667.90	
Impact Fee Account CD	11/29/2020	$413,421.66	2.95%
Money Market	Balance - 6/1/2019	$512,320.92	
	MMA Interest	$1,056.36	2.49%
	Balance - (06/30/2019)	$513,377.28	
General Fund CD	Maturity Date 12/10/20	$568,268.05	2.38%
Investment Pool CD (Bremer Bank)	Maturity Date 11/14/19	$361,861.51	1.15%

	General Fund	29,885.56
Assigned Funds:	Machinery & Equipment	26,196.00
	Park Outlay	4,500.00
	Park Development	25,901.00
	Park Outlay - Tennis Courts	15,500.00
	Police Car	5,465.07
	Capital Project Streets	28,777.88
	TIF #1 Retirement	28,846.00
	TIF #2 Fund	550,000.00
	Capital Acquisition Fund	175,947.00
	Sewer Account	72,741.37
	Sewer Replacement #1	72,994.29
	Sewer Replacement #2	62,717.25
	Water	264,443.42
	Cty TT/Graham St Repair	54,540.00
	Library Outlay	6,000.00
	park - general	1,000.00

UTILITY RATES

WATER

QUARTERLY SERVICE CHARGE METERED:

5/8	inch meter	$15.45 +47 = 15.92
3/4	inch meter	$15.45 + .47 = 15.92
1	inch meter	$26.26 + .79 = 27.05
1 1/4	inch meter	$33.37 + 1.01 = 34.38
1 1/2	inch meter	$43.26 + 1.30 = 44.56
2	inch meter	$58.71 + 1.77 = 60.48
3	inch meter	$101.97 + 3.06 = 105.03

Plus Volume Charge: +.10 = 3.29

First 20,000 gallons	$3.19 per 1,000
Next 140,000 gallons	$2.47 per 1,000 .08 = 2.55
Over 160,000 gallons	$1.80 per 1,000 .06 = 1.86

QUARTERLY SERVICE CHARGE - UNMETERED:
$47.00 per quarter

SEWER

QUARTERLY RATE PER UNIT: $58.21
PLUS VOLUME CHARGE:
Per 1,000 gallons $12.67

GARBAGE RATES

95 Gallon Cart	$ 42.44
65 Gallon Cart	$ 35.36
35 Gallon Cart	$ 27.53
Senior - 35 Gallon	$ 13.80

New → 12,000 Avg = 15.92 + (12 x 3.29) 39.48 = $55.40

Current rate = 15.45 + (12 x 3.19) 38.28 = 53.73

1.67/QTR

Village of Roberts
107 E. Maple St.
Roberts, WI 54023
715-749-3126
Hours – 7:30-4:00

All bills are due on the date of issuance. A late payment charge of 3%, but not less than 50¢ per account will be added to the bills not paid with 20 days of issuance. If late payment is not received after 20 days from billing date, water disconnection procedures will be started.

July 2019 Director's Report-Krissa Coleman-Director

*Sensory bins continued on Mondays through the month of July. Some weeks are had great attendance and others were a little lower. Andi Cardinal volunteered for us to run this program.

*The library was closed for the 4th of July.

*At near the end July our count for summer reading registrations is over 700 for toddlers-adults. This is an amazing number for our small community!

* Stuffed animal sleepover was another successful event. We had almost 30 little animals spend the night at the library and kids were able to get photos of the fun their animals had at the library.

*Discovery class is walking to the library on most Wednesdays and Marilyn provides a fun story and lots of sensory play for them. They also get to check out books which the kids love.

*STEM is back for the summer and Heather from the 4-H extension office came in July 22nd to teach about ski jumps and roller coaster engineering.

*Story time is now running on Wednesday mornings and we have guest readers, Mrs. Fern, Mrs. Elmhorst and the Roberts Royalty.

*Tween Book Club was on July 9th and the kids discussed 1000 Cupboards by N.D. Wilson. Pizza was served.

*Monday Movie Matinees are back. In July we showed The Lego Movie part 2, The Kid Who Would be King, How to Train Your Dragon 2, Ice Dragon Legend of the Blue Daisies and The Snow Queen. Popcorn was served.

*July 8th we had a special meeting of the village board and the library board to hear about the options for issues with our geothermal system. Comforts by Design gave the information with six different estimates. The board voted for two of the broken compressors to be fixed and for the library outlay money to be used. The cost is $5100 approximately. They plan on starting the project the last week of July.

*Paws to Read joined us at the library on July 9th and 23rd.

*Tech Night was on July 11th.

*Kids Care has started coming back to the library on most Tuesdays and Wednesdays unless there is bad weather. Brittany is continuing to read to the groups on certain weeks

*Touch-A-Truck event was on July 17th, 10-1 pm at the Roberts Park. We had a great turnout for this annual event. Families are thrilled with the amount of awesome equipment that is available to explore. The library board did a fundraiser of hotdogs, iccees and water. Nillsen's of Baldwin donated the hotdogs and iccees. The water was donated from a contact of Pete Nusbaum. The board made just under $300. Everyone that helped was invited to enjoy pizza after the event. This year we did not have any fire engines. It was an incredible disappointment to so many that came. I had no less than 25 people ask where they were. Our local department was asked and did not come. We also had many, many ask about other things that the village could have had there since we only had one truck. My hopes is that next year we will have much better representation because this event in not a library event, it really is for the community!

*Teen Book Club is back at the library on Tuesday evenings during the summer. This month they discussed Tess of the Road by Rachel Hartman. Pizza was served.

*Cosmic Bath Bombs was on July 25th. We had supplies for people to come in to make their own bath bombs using baking soda, citric acid, Epsom salt, water and oils. It was a fun project night.

*Lego Club was on July 27th. Kids love to have the open Lego play to create things that we disply in the cabinets.

*Dana from Job Center comes the third Wednesday every month to assist anyone with job search, resumes and even interview skills.

*A Novel Idea Book Club met on July 29th at Bobtown Brewhouse. They discussed A Hard Ticket Home by David Housewright. We are excited that David will be joining us in August as a guest author.

*Stitching group met on Fridays the Archive Room from 12:30-3 pm.

*Every Thursday afternoon we have a group of knitters and crotcheters who gather in the Community Room.

*Senior Coffee and Cookies continues every Friday at 10 am.

*The Strong Seniors continues to meet on Tuesdays and Thursdays to do chair workouts to a video.

The balance remaining for 2016 is $270,580-$251340.08=$18,717.92 carry over for outlay for library projects. At the last village board meeting, June 10th, Megan reported that the audit report was done. I understood that the general fund was down to under $40,000. If that is the case, I do not know where the overage from the library account went. If it was County money, which was very likely, it should NOT be used for anything other than library expenses. Even it is was money from the village, it should still be in a line for library use only. The Library board voted to have that money be used toward the parking lot payments earlier this spring and it is still unresolved.

CIRCULATION ACTIVITY by STAT GROUP (Jun 19)

731; 732; 737

ACT150 LOC	CHKOUTS	CHKINS	RENEWALS	ITEMS CIR(	HOLDS	HI/RECLL	TOTAL #	PERCENT
V Baldwin/St.Cr(	118	74	18	136	4	0	214	1.5%
V Boyceville/Dur	7	0	12	19	0	0	19	0.1%
C Eau Claire/Eat	0	0	0	0	1	0	1	0.0%
V Ellsworth/Pier(	0	0	2	2	0	0	2	0.0%
V Gilman/Taylor,	0	2	0	0	0	0	2	0.0%
V Hammond/St.(	568	518	208	776	9	0	1,303	9.3%
C Hudson/St.Cr(	142	38	17	159	3	0	200	1.4%
C New Richmon(	98	48	1	99	6	0	153	1.1%
C River Falls/Pie	30	18	5	35	6	0	59	0.4%
V Roberts/St.Cr(	2,746	2,200	429	3,175	69	0	5,444	38.7%
C River Falls/St.(	3	12	4	7	0	0	19	0.1%
V Wilson/St.Croi	0	6	0	0	0	0	6	0.0%
V Woodville/St.C	20	16	3	23	0	0	39	0.3%
O Nicolet/LS/x	1	1	0	1	0	0	2	0.0%
O Southwest Wis	4	4	0	4	0	0	8	0.1%
O Winding River:	3	0	0	3	0	0	3	0.0%
O Wisconsin Vall	2	4	0	2	0	0	6	0.0%
O Academic Libr.	0	2	0	0	0	0	2	0.0%
O Special Library	2	1	0	2	0	0	3	0.0%
O Other Library '	1	0	0	1	0	0	1	0.0%
O IFLS Library S	1	0	0	1	0	0	1	0.0%
T Turtle Lake/Ba	2	0	0	2	0	0	2	0.0%
T Cleveland/Chip	2	0	0	2	0	0	2	0.0%
T Clifton/Pierce/(	2	0	0	2	1	0	3	0.0%
T Oak Grove/Pie	6	10	0	6	0	0	16	0.1%
T River Falls/Pie(	9	12	4	13	0	0	25	0.2%
T Trimbelle/Pier(	0	6	8	8	0	0	14	0.1%
T Milltown/Polk/(	3	1	0	3	0	0	4	0.0%
T Baldwin/St.Cr(	11	18	10	21	0	0	39	0.3%
T Cady/St.Croix/	15	10	3	18	0	0	28	0.2%
T Cylon/St.Croix	3	0	5	8	0	0	8	0.1%
T Eau Galle/St.C	0	3	0	0	0	0	3	0.0%
T Erin Prairie/St.	5	5	2	7	0	0	12	0.1%
T Hammond/St.(	986	731	191	1,177	11	0	1,919	13.6%
T Hudson/St.Cro	264	259	58	322	17	0	598	4.3%
T Kinnickinnic/St	350	271	148	498	0	0	769	5.5%
T Pleasant Valley	15	31	2	17	0	0	48	0.3%
T Richmond/St.C	147	140	48	195	3	0	338	2.4%
T Rush River/St.	0	1	1	1	0	0	2	0.0%
T Somerset/St.C	0	2	0	0	0	0	2	0.0%
T Springfield/St.	1	0	0	1	0	0	1	0.0%
T St.Joseph/St.C	5	3	2	7	0	0	10	0.1%
T Star Prairie/St	13	25	2	15	1	0	41	0.3%
T Troy/St.Croix/	3	3	1	4	0	0	7	0.0%
T Warren/St.Cro	1,202	1,043	401	1,603	36	0	2,682	19.1%
Total	6,790	5,518	1,585	8,375	167	0	14,060	100.0%

CIRCULATION ACTIVITY by STAT GROUP (Jun 19)

731; 732; 737

I TYPE	CHKOUTS	CHKINS	RENEWALS	ITEMS CIR(	HOLDS	HI/RECLL	TOTAL #	PERCENT
Lucky Day 7 day	4	5	0	4	0	0	9	0.1%
Lucky Day 3 day	67	68	0	67	0	0	135	1.0%
Book hardcover	4,133	3,115	670	4,803	9	0	7,927	56.4%
Book hardcover	21	20	2	23	0	0	43	0.3%
Book softcover 3	534	429	167	701	3	0	1,133	8.1%
Book softcover 2	4	9	1	5	0	0	14	0.1%
Book mass mark	22	29	13	35	5	0	69	0.5%
Large print hard	42	37	9	51	0	0	88	0.6%
Large print softc	11	11	0	11	0	0	22	0.2%
Large print softc	1	1	0	1	0	0	2	0.0%
Graphic novel 3	250	207	46	296	1	0	504	3.6%
Board book	126	118	23	149	0	0	267	1.9%
Board book No H	0	2	0	0	0	0	2	0.0%
Book and Audio	27	22	1	28	0	0	50	0.4%
Book with CDRO	1	1	0	1	0	0	2	0.0%
Magazine 1 wk	185	158	103	288	0	0	446	3.2%
Magazine 3 wks	5	7	0	5	0	0	12	0.1%
Audiobook CD 3	131	149	57	188	0	0	337	2.4%
Audiobook MP3 :	1	0	0	1	0	0	1	0.0%
Musical score	0	3	1	1	0	0	4	0.0%
Music CD 3 wks	86	58	24	110	0	0	168	1.2%
ILL loan items	6	7	6	12	4	0	23	0.2%
DVD 1 wk	867	842	353	1,220	0	0	2,062	14.7%
DVD 2 wks	71	63	44	115	0	0	178	1.3%
DVD 3 wks	38	29	16	54	0	0	83	0.6%
Blu-ray 1 wk	7	5	3	10	0	0	15	0.1%
Blu-ray/DVD cor	18	20	6	24	0	0	44	0.3%
Blu-ray/DVD cor	1	2	1	2	0	0	4	0.0%
Kit 3 wks	1	1	0	1	0	0	2	0.0%
Kit 3 wks No Hol	7	7	0	7	0	0	14	0.1%
Puzzle No Holds	8	4	1	9	0	0	13	0.1%
Game disc	85	63	31	116	0	0	179	1.3%
Game cartridge	21	16	7	28	0	0	44	0.3%
Game cartridge	0	1	0	0	0	0	1	0.0%
Mobile Hot-spot	9	9	0	9	0	0	18	0.1%
No Code	0	0	0	0	145	0	145	1.0%
Total	6,790	5,518	1,585	8,375	167	0	14,060	100.0%

Hazel Mackin Community Library Events August 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28 **Weekly Craft: Space Being Headband**	29 Sensory Stations 1PM **Movie Matinee "Ice Dragon Legend of the Blue Daisies" PG 1PM** A Novel Idea Book Club 5:30 @ Bobtown Brewhouse	30 Strong Seniors 1PM	31 **Story Time w/Roberts Royalty 10:30-11:15AM**	1 Strong Seniors 1PM **Knitting Group 2:15PM**	2 **Senior Coffee and Cookies 10AM** Stitching Group 12:30-3PM	3 **Monarch Butterfly Program 10:30AM**
4 **Weekly Activity: Connecting Constellations**	5 **Movie Matinee "Wonder Park" PG 1PM**	6 **Strong Seniors 1PM** Paws to Read 5-7PM **TAB Meeting 5:30PM**	7 **SRP FINALE PARTY 6-8PM @ ROBERTS PARK**	8 **Strong Seniors 1PM** Knitting Group 2:15PM **Tech Night 4:45-7PM**	9 Senior Coffee and Cookies 10AM Stitching Group 12:30-3PM	10
11	12 Movie Matinee "Tall Tales" PG 1PM **STEM Night* 4:30-5:30PM**	13 Strong Seniors 1PM **Tween Book Club 6-7PM**	14 **Story Time w/Roberts Police Department 10:30-11:15AM**	15 Strong Seniors 1PM **Knitting Group 2:15PM**	16 **Senior Coffee and Cookies 10AM** Stitching Group 12:30-3PM **Marvel Movie Marathon* 4-11PM**	17
18	19 **Movie Matinee "Dumbo (2019)" PG 1PM**	20 **Strong Seniors 1PM** Paws to Read 5-7PM	21 Job Center 10-12PM **Chalk Art on Library Sidewalks 10:30-2PM**	22 **Strong Seniors 1PM** Knitting Group 2:15PM **Author David Housewright 5:30PM**	23 **Senior Coffee and Cookies 10AM** Stitching Group 12:30-3PM	24 **Lego Club 10:30-11:30AM**
25	26 **Movie Matinee Librarian's Choice PG 1PM** A Novel Idea Book Club 5:30 @ Bobtown Brewhouse	27 Strong Seniors 1PM	28 **Maker Space Crafts 10-1PM**	29 **Strong Seniors 1PM** Knitting Group 2:15PM	30 **Senior Coffee and Cookies 10AM** Stitching Groups 12:30-3PM	31 **CLOSED for Labor Day**

*Register at the circulation desk or by calling 715-749-3849. Like us on Facebook.

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Permit #	Estimated Value
OEVERING HOMES, LLC 1101 SUSAN LN	RESIDENTIAL NEW SINGLE B-19-190523	190,000
OEVERING HOMES, LLC 1112 SUSAN LN	RESIDENTIAL NEW SINGLE B-19-190524	230,000
GOLDSCHMIDT, DONOVAN 310 VINE ST N 54023	RESIDENTIAL NEW SINGLE B-19-190512	203,100
NORCUTT HOMES, INC 324 DAKOTA AVE 54023	RESIDENTIAL NEW SINGLE B-19-190640	225,000
NORCUTT HOMES, INC. 300 DAKOTA AVE 54023	RESIDENTIAL NEW SINGLE B-19-190641	225,000
NORCUTT HOMES, INC. 1105 SUSAN LN 54023	RESIDENTIAL NEW SINGLE B-19-190642	240,000
TOTAL NEW SINGLE FAM CONSTRUCTION:	6	1,313,100

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Permit #	Estimated Value
THOMPSON, TERRESA 104 TERRESA ST 54023	MAN/MODULAR ALT/ADD B-19-190584	30,000
CONRAD, QUINCY 1100 BRIARWOOD BLVD 54023	DOOR REPLACEMENT G-19-190636	3,392
TOTAL RESIDENTIAL RENOVATIONS	2	33,392
TOTAL ALL RESIDENTAL CONSTRUCTION:	8	1,346,492

OTHER BUILDING PERMITS

Owner/Address	Description/Permit #	Estimated Value
FITZGERALD, JASON 312 E CHEYENNE ST 54023	DECK B-19-190536	16,000
SKOW, CORY 1104 N CHEYENNE ST 54023	ACCESSORY B-19-190543	600
ALBARADO, JOSH 1001 WYOMING ST 54023	DECK B-19-190519	3,555
TOTALS:	3	20,155

TOTAL # OF BUILDING PERMITS / VALUE:	11	1,366,647

CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS		TYPE
7/29/2019	WYOMING ST	1124	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED: 10,397.06

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ACCESSORY BUILDING/GARDEN SHED	1	600
DECK	2	19,555
DOOR REPLACEMENT	1	3,392
MAN/MODULAR ALT/ADD	1	30,000
RESIDENTIAL NEW SINGLE FAMILY	6	1,313,100
TOTALS	11	1,366,647

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	102	102	0
TOTALS	102	102	0

Village of Roberts
Public Works – July 2019
Meeting Minutes

The Public Works Committee Meeting on July, 18th, 2019 was called to order at 6:30 P.M. by Moeri.

Present: Willard Moeri, Rand Waughtal, Scott Lamson and Kevin Soltis
Absent: Steve Melby, Cheryl Johnson and Glenn Hall
Visitors: John Bond and Peter Tharp

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

- **Approval of Minutes from June 20th, 2019 – Motion** to approve the minutes from June 20th, 2019 by Lamson, second by Waughtal. **Motion** carried.
- **Discussion/approval of Water Leak Sewer Adjustment Policy** – The changes were made as requested to the form. **Motion** to approve the Water Leak Sewer Adjustment Policy by Lamson, second by Waughtal. **Motion** carried.
- **Discussion/approval of Deferred Payment Agreement** - It was discussed to update the form. Waughtal questioned if the water/sewer/garbage bill is not paid on the due date why they can't be shut off? The Village must follow the PSC rules. **Motion** to recommend to the Village Board the Deferred Payment Agreement with the following changes.
    - Removing one "I agree to pay" lines
    - Clarify the following language to be
    - ½ of the amount due is required on the date the disconnect notice is posted on your door.
    - Add "the final balance is due within 30 days of this agreement."

  by Waughtal, second by Lamson. **Motion** carried.
- **Discussion/approval of possible water increase** – Moeri explained that when the audit was completed we were still $11,000 in the red. The Public Service Commission will only allow a 3% increase per year. 3% increase on water would be $1.67 with an average usage of 12,000 gallons. **Motion** to approve 3% water increase by Soltis, second by Lamson. **Motion** carried.
- **Discussion/approval of Roberts/Warren Fire Department water usage billing** – The Roberts/Warren Fire Department wants to find a way they can fill the fire truck without paying the sewer portion of their bill. The trucks are not filled during fires they fill them out of the fire hydrants. The truck are mainly filled during the winter months when

they pull in the garage and need to be filled. **Motion** to have them read the meter before filling and after they are full by Lamson, second by Soltis. **Motion** carried.

The meeting was dismissed at 7:35 P.M. by Moeri.

Barb Newton
Deputy Clerk

DRAFT

VILLAGE OF ROBERTS

THE COMMUNITY OF GOOD NEIGHBORS
Neighbors Protecting Neighbors

WATER LEAK SEWER ADJUSTMENT POLICY

Policy

The Village of Roberts (hereinafter referred to as "The Utility") owns and operates a waste water treatment plant (WWTP) and water distribution system.

The Utility will repair meters, and the cost of such repairs caused by ordinary wear and tear will be borne by the utility. Repair of any damage to a meter resulting from the carelessness of the owner of the premises, owner's agent, or tenant, or from the negligence of any one of them to properly secure and protect same, including any damage that may result from allowing a water meter to become frozen or to be injured from the presence of hot water or steam in the meter, shall be paid for by the customer or the owner of the premises. Per Roberts Public Works Committee PSC rate file schedule x-1.

The Service pipe from the main to the curb stop will be maintained and kept in repair and when worn out, replaced at the expense of the Utility. The property owner shall maintain the service pipe from the curb stop to the point of use. If a consumer fails to repair a leaking or broken service pipe from curb to point of metering or use within such time as may appear reasonable to the utility after notification has been served on the consumer by the Utility, the water will be shut off and will not be turned on again until the repairs have been completed. Per Roberts Public Works Committee PSC rate file schedule x-1.

The customer is responsible from the curb stop to the house including plumbing inside of the house as well as outside water faucets and irrigation systems. It is the customer's responsibility to keep the meter box accessible for meter reading and repair.

Eligibility

This policy is intended to address leaks which may be considered for a sewer adjustment. Only water pipe breaks (leaks) that develop after metering which do not add any volume of water to the WWTP may be considered for a sewer adjustment. There will be no adjustment to the water portion of the bill.

Village of Roberts, 107 E. Maple Street, Roberts, WI 54023
Phone: 715-749-3126 Fax: 715-749-3889 Email: vilofrbt@baldwin-telecom.net

Application Process

Upon receipt of a letter of request to the Village of Roberts Public Works Committee, the Utility will review the sewer bill. To be eligible for the review, the following information must be provided within 60 days of the billing date when the excessive use was posted:

1. Name of customer (and property owner if different)
2. Phone number of customer (and property owner if different)
3. Address of property where leak occurred
4. Owner occupied or rental?
5. Was property occupied at the time the leak occurred?
6. Date customer became aware of leak
7. Date leak was repaired
8. Copies of repair invoices or receipts
9. Letter of explanation of how the leak occurred
10. Sketch of the exact location of the leak
11. Photographs of the leaking pipe (if available)
12. Authorization for a Utility representative to inspect the property where the leak occurred.
13. This is a onetime occurrence per home owner
14. The resident must notify the Village of Roberts within two days of the day they notice the leak.

In order to avoid a late penalty while the sewer bill is pending, the customer must pay the bill by the due date. If the Utility deems a sewer adjustment is appropriate, the billing department may then be directed to make the adjustment during the next billing cycle.

A field check will be made to verify that the leak was repaired and to obtain the current meter reading.

High water use resulting from any other incident is not eligible for any sewer adjustment. Examples of water use not eligible for a sewer adjustment are as follows:

- Leaking toilets and faucet's
- Leaking water softener
- Leaking outside yard faucet
- Leaking irrigation systems
- Leaking hot water heater
- Faulty humidifier on furnace
- Accidental water use
- Any other plumbing inside or outside the house

UTILITY RATES

WATER

QUARTERLY SERVICE CHARGE METERED:

5/8 inch meter	$15.45 +.47 = 15.92
3/4 inch meter	$15.45 + .47 = 15.92
1 inch meter	$26.26 + .79 = 27.05
1 1/4 inch meter	$33.37 + 1.01 = 34.38
1 1/2 inch meter	$43.26 + 1.30 = 44.56
2 inch meter	$58.71 + 1.77 = 60.48
3 inch meter	$101.97 + 3.06 = 105.03
Plus Volume Charge:	+ .10 = 3.29
First 20,000 gallons	$3.19 per 1,000
Next 140,000 gallons	$2.47 per 1,000 .08 = 2.55
Over 160,000 gallons	$1.80 per 1,000 .06 = 1.86

QUARTERLY SERVICE CHARGE - UNMETERED:
$47.00 per quarter

SEWER

QUARTERLY RATE PER UNIT: $58.21
PLUS VOLUME CHARGE:
Per 1,000 gallons $12.67

GARBAGE RATES

95 Gallon Cart	$ 42.44
65 Gallon Cart	$ 35.36
35 Gallon Cart	$ 27.53
Senior - 35 Gallon	$ 13.80

New → 12,000 Avg = 15.92 + 39.48 (12 x 3.29) = $55.40
Current rate = 15.45 + 38.28 (12 x 3.19) = 53.73
1.67 / QTR

Village of Roberts
107 E. Maple St.
Roberts, WI 54023
715-749-3126
Hours – 7:30-4:00

All bills are due on the date of issuance. A late payment charge of 3%, but not less than 50¢ per account will be added to the bills not paid with 20 days of issuance. If late payment is not received after 20 days from billing date, water disconnection procedures will be started.

WinCO$_2$

CRYOGENIC TANKS & EQUIPMENT

D.R. (DONNY) WINDHAM

QUOTE FOR: Westin Solutions, City Of Roberts, Wisconsin 7-16-19

SCOPE OF PROJECT: Install and supervise first fill of CO_2 vessel

Supervise unloading, setting, and electricians provided onsite hooking up tank refrigeration and pressure building vaporizer, DTP if option taken on DTP. If Gas Company requires optional fill line set up, install per instructions. This cost is not addressed in this quote. Tanks subject to prior sale. New tanks are available, 14 week lead time.

AVAILABLE TANKS:

A) 30 ton Tomco C- Partial rehab (crease in outer skin). New refrigeration, safeties, 516-70 steel. Includes PB vaporizer .....$72,500.00 Kouts, IN
B) 35 ton AmeriGas Style CO_2 vessel.....$69,978.00 rehab location Atlanta, GA

EQUIPMENT: PB not need for Kouts 30 ton, but is for the other 2

Vaporizer options/requirements
A) New PB 30 KW $14,138.00
B) DTP Vaporizer, 30 KW.....NEW,,,,.....$16,670.00

INSTALLATION:

2 techs to supervise loading in Kouts, unloading onsite at Roberts location. Set tank on pad provided by customer. Supervise provided electricians connecting power to refrigeration and vaporizer(s). test refrigeration unit after electricity connected. Pipe in vaporizers, consult on operation. Mileage, expenses, travel hours, one day on-site labor, Type K copper piping for vaporizer connections and stubbing out process linea, Consumables estimate:..... $8,000.00

Freight: ESTIMATE ONLY: Depends on vessel. Vaporizer freight estimate $500.00 each.

CUSTOMER RESPONSIBILITIES:

A) Pad specific and sufficient for tank purchased
B) All electric onsite
C) Crane(s) to unload and place vessel, cost of crane at loading
D) Allow our Techs required space, time and access to work site, manlifts as needed
E) Provide correct voltage and amp requirements for tank refrigeration unit and any vaporizers
F) 60% of hard goods required at order. Balance prior to ship

Don Windham 512-658-4808 cell donny@winco2.com
D&D WinCO$_2$,LP www.winco2.com PO Box 205 Post, TX 79356

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	8/09/2019	Advanced Disposal		
Invoice 24189				
100-00-53620-390-000		Refuse & Garbage Collection		8,028.60
Invoice 24189				
			Total	8,028.60
	8/09/2019	AFLAC		
Invoice LP957				
100-00-21592-000-000		Aflac		153.64
Invoice LP957				
100-00-21592-000-000		Aflac		153.64
			Total	307.28
	8/09/2019	All-Croix Inspections LLC		
Building Permits				
100-00-52400-390-000		Building Inspector		8,973.30
Building Permits		4097		
			Total	8,973.30
	8/09/2019	Axon Enterprise, Inc		
Police				
100-00-52110-390-022		Miscellaneous		3,882.00
Police				
			Total	3,882.00
	8/09/2019	AYRES ASSOCIATES		
Invoice 181207				
100-00-56920-390-000		Community Planning		4,313.05
Invoice 181207				
100-00-56920-390-000		Community Planning		7,380.96
invoice 181743				
			Total	11,694.01
	8/09/2019	BP		
July Billing Statement				
100-00-52110-390-002		Vehicle Fuel		963.15
July Billing Statement				
100-00-53240-390-000		Machinery & Equipment		577.85
July Billing Statement				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-52110-390-002		Vehicle Fuel		81.11
		July Billing Statement		
100-00-53240-390-000		Machinery & Equipment		81.10
		July Billing Statement		
			Total	1,703.21
	8/09/2019	Cemstone Ready Mix Inc.		
		invoice 2063736		
610-00-53720-000-681		General Expenses		890.50
		invoice 2063736		
610-00-53720-000-681		General Expenses		6.97
		Foam Exp		
			Total	897.47
	8/09/2019	Chase Card Services		
100-00-55110-290-012		Books		554.75
100-00-55110-290-016		Supplies		464.47
100-00-55110-290-013		Media		302.62
100-00-55110-390-011		Publicity(CSCN-Agendas)		0.00
100-00-52110-390-022		Miscellaneous		0.00
100-00-55110-290-015		Maintenance & Building Needs		584.96
610-00-53720-000-681		General Expenses		23.63
100-00-52110-390-014		Postage		23.20
100-00-51420-390-000		Village Clerk-Treasurer		78.64
100-00-55110-290-018		Speakers		151.26
100-00-55110-290-019		Summer Reading Program		422.64
100-00-52110-390-009		Computer Terminals, etc.		72.00
100-00-53270-390-000		Buildings & Grounds Operations		30.92

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-52110-390-022		Miscellaneous		241.27
620-00-53611-000-821		Operation Expenses		470.98
100-00-52110-390-010		Office Supplies		93.78
100-00-55110-390-010		Postage		3.10
100-00-55110-390-000		Library		0.00
100-00-55110-390-003		Mileage		8.32
100-00-52110-390-004		Equipment Purchases		366.35
100-00-52110-390-001		Vehicle Maintenance		39.30
			Total	3,932.19
	8/09/2019	Computer Integration Technologies, Inc		
100-00-51420-390-000		Village Clerk-Treasurer		72.00
610-00-53710-000-640		Plant Operation & Maint.		43.20
620-00-53614-000-851		Adminstrative & Gen Expense		43.20
100-00-52110-390-009		Computer Terminals, etc.		345.60
			Total	504.00
	8/09/2019	Core & Main		
Credit				
610-00-53720-000-681		General Expenses		308.55
610-00-53720-000-681		General Expenses		-114.68
Credit				
610-00-53720-000-681		General Expenses		220.00
k975980				
			Total	413.87
	8/09/2019	County Materials Corporation		

Voucher Nbr	Check Date	Payee		Amount
610-00-53720-000-681		General Expenses		9.60
			Total	9.60
	8/09/2019	CT Laboratories		
Operation Expenses Invoice 78520				
620-00-53611-000-827		Operation Expenses		1,176.25
Operation Expenses Invoice 78520				
610-00-53710-000-640		Plant Operation & Maint.		39.00
Invoice 48289				
			Total	1,215.25
	8/09/2019	DIGGER'S HOTLINE INC.		
Digger's Hotline				
610-00-53720-000-689		General Expenses		248.00
Digger's Hotline				
			Total	248.00
	8/12/2019	E. O. Johnson Co. Inc (Dallas)		
100-00-52110-390-010		Office Supplies		55.00
100-00-51420-390-000		Village Clerk-Treasurer		96.66
610-00-53720-000-681		General Expenses		26.80
610-00-53720-000-681		General Expenses		33.50
620-00-53614-000-851		Adminstrative & Gen Expense		26.80
620-00-53614-000-851		Adminstrative & Gen Expense		33.50
100-00-45120-000-000		Municipal Court Penalty & Cost		0.99
100-00-52110-390-010		Office Supplies		8.75
			Total	282.00
	8/09/2019	Enterprise FM Trust		
Police Car				
100-00-52110-390-023		Vehicle Lease		445.75
Police Car				

Voucher Nbr	Check Date	Payee		Amount
			Total	445.75
	8/09/2019	Ferguson Waterworks		
Meters				
610-00-18400-000-346		Improvements Other than Buildi		1,820.00
Meters				
610-00-53710-000-640		Plant Operation & Maint.		400.00
610-00-53710-000-640		Plant Operation & Maint.		33.30
Service charge July				
			Total	2,253.30
	8/09/2019	Flagship Ford LLC		
20941				
100-00-52110-390-001		Vehicle Maintenance		100.00
20941				
			Total	100.00
	8/09/2019	Galls, LLC		
Police - 013079947				
100-00-52110-390-016		Uniforms - Chief		24.95
Police - 013079947				
			Total	24.95
	8/09/2019	General Teamsters		
John Bond Union Dues				
100-00-21515-000-002		Union Dues Payable - John		10.00
John Bond Union Dues				
100-00-21515-000-003		Union Dues Payable - Brian		10.00
Brian Anderson Union Dues				
100-00-21515-000-012		Union Dues Payable - Chris		10.00
Chris Holmes - Union Dues				
			Total	30.00
	8/12/2019	Great-West		
08/05/2019				
100-00-21591-000-000		WI Deferred Comp		45.00
08/05/2019				
			Total	45.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	8/09/2019	Hawkins Water Treatment		
4546747				
620-00-53611-000-827		Operation Expenses		1,198.23
4546747				
620-00-53611-000-827		Operation Expenses		830.89
invoice 4534766				
			Total	2,029.12
	8/09/2019	Hudson Hospital & Clinic		
Blood Draw/Investigations				
100-00-52110-390-021		Blood Draws/Investigations		52.00
Blood Draw/Investigations				
			Total	52.00
	8/12/2019	HUEBSCH		
Clothing				
100-00-51945-130-000		Clothing Allowance		173.53
Clothing				
100-00-53270-390-000		Buildings & Grounds Operations		83.33
Building & Grounds				
100-00-52110-390-022		Miscellaneous		71.42
Police				
100-00-55110-390-004		Maintenance(Huebsch)		152.96
Library				
100-00-51610-390-000		Village Hall		64.37
Village Hall				
100-00-55200-390-000		Parks		73.78
Park				
			Total	619.39
	8/09/2019	HydroCorp Inc.		
610-00-53710-000-650		Plant Operation & Maint.		205.00
			Total	205.00
	8/09/2019	MENARDS		
Paint				
100-00-53270-390-000		Buildings & Grounds Operations		0.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-53240-390-000		Machinery & Equipment		0.00
100-00-55200-390-000		Parks		0.00
Paint				
100-00-53240-390-000		Machinery & Equipment		18.98
			Total	18.98
	8/09/2019	MIDWEST NATURAL GAS		
Park				
100-00-55200-390-000		Parks		19.28
Park				
100-00-55200-390-000		Parks		47.60
Park				
610-00-53710-000-640		Plant Operation & Maint.		15.95
Water				
610-00-53710-000-640		Plant Operation & Maint.		17.14
Water				
100-00-51610-390-000		Village Hall		24.54
Village Hall				
100-00-53270-390-000		Buildings & Grounds Operations		30.63
HWY 65-1				
620-00-53611-000-827		Operation Expenses		31.64
Treatment Plant				
			Total	186.78
	8/09/2019	Nathaniel Behnke		
100-00-52110-390-005		Training - Class Fees		16.87
			Total	16.87
	8/09/2019	North Shore Bank, fsb		
100-00-21591-000-000		WI Deferred Comp		270.00
100-00-21591-000-000		WI Deferred Comp		270.00
			Total	540.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	8/09/2019	Northern Balance & Scale		
Sewer 00116055				
620-00-53611-000-827		Operation Expenses		150.00
Sewer 00116055				
			Total	150.00
	8/09/2019	O'Reilly Automotive, Inc.		
100-00-53240-390-000		Machinery & Equipment		204.63
			Total	204.63
	8/09/2019	Office Depot		
Recycling				
100-00-51420-390-000		Village Clerk-Treasurer		32.37
100-00-51610-390-000		Village Hall		0.00
610-00-53720-000-681		General Expenses		19.87
620-00-53614-000-851		Adminstrative & Gen Expense		19.87
100-00-52110-390-010		Office Supplies		29.05
100-00-53635-390-000		Recycling		0.00
Recycling				
			Total	101.16
	8/09/2019	ROBERTS TOWING & REPAIR INC.		
100-00-52110-390-021		Blood Draws/Investigations		150.00
			Total	150.00
	8/09/2019	Safe-Fast		
Building & Grounds				
100-00-53270-390-000		Buildings & Grounds Operations		107.88
Building & Grounds				
			Total	107.88
	8/09/2019	Securian Financial Group Inc		
Aug				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-51947-130-000 Aug		Life Insurance		263.46
			Total	263.46
	8/09/2019	ST. CROIX COUNTY HIGHWAY		
TT Project				
100-00-53310-390-000 TT Project		Street Maint.		25,844.48
			Total	25,844.48
	8/09/2019	ST. CROIX COUNTY TREASURER		
Court Fines and penalties				
100-00-12100-000-000 Court Fines and penalties		Current Propert Taxes Receivab		50.00
			Total	50.00
	8/09/2019	ST. CROIX ELECTRIC CO-OP		
Aug				
620-00-53611-000-821 Aug		Operation Expenses		2,276.56
			Total	2,276.56
	8/09/2019	State of Wisconsin Court Fines & Surcharges		
Court Penalty and Cost				
100-00-45120-000-000 Court Penalty and Cost		Municipal Court Penalty & Cost		139.40
			Total	139.40
	8/09/2019	TAPCO - Safe Travels		
Radar Feedback Sign				
100-00-52110-390-022 Radar Feedback Sign		Miscellaneous		5,391.51
			Total	5,391.51
	8/09/2019	VERIZON WIRELESS		
Water				
610-00-53710-000-640 Water		Plant Operation & Maint.		130.31
620-00-53614-000-851 Sewer		Adminstrative & Gen Expense		130.31

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-52110-390-003		Telephone		310.62
Police				
100-00-53310-390-000		Street Maint.		130.32
			Total	701.56
	8/09/2019	Water Conservation Services, Inc		
Water April post office				
610-00-53720-000-682		General Expenses		370.20
Water April post office				
			Total	370.20
	8/09/2019	WEST CENTRAL WISCONSIN BIOSOLIDS		
620-00-53614-000-858		Biosolids Facility		2,440.50
			Total	2,440.50
	8/12/2019	Westfields Hospital		
100-00-52110-390-021		Blood Draws/Investigations		85.50
			Total	85.50
	8/09/2019	WISCONSIN DEPARTMENT OF JUSTICE		
Police				
100-00-52110-390-007		Time System Access Fees		198.00
Police		7079		
			Total	198.00
	8/09/2019	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
			Grand Total	87,258.76

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	73,683.19
Total Expenditure from Fund # 610 - Water Utility	4,746.84
Total Expenditure from Fund # 620 - Sewer Utility	8,828.73
Total Expenditure from all Funds	87,258.76

MEMORANDUM

AYRES ASSOCIATES

To: Roberts Village Board

From: Angi Goodwin / Kristy Treichel

Date: August 12, 2019 Project No.: 23-0737.19

Re: Rolling Meadows Twin Homes Extension (Cheyenne) – Village Acceptance of Streets and Utilities

Recommend that the Village accept the Street and Utilities when all items on the attached punch list are completed.

Recommend that the Developer contributes money to the Village for the future cleaning of the stormwater pond at the northeast corner of the Rolling Meadows development, since sediment runoff from the development was observed numerous times and erosion control was not property provided.

- Storm sewer pond survey by ACA indicated that pond was filled to 20% design capacity. ACA observations indicate that some sand (likely from Village street maintenance in winter) was observed, but difficult to identify what percentage. Runoff from construction project would have been silts and clays suspended in the runoff water.
- Since there is 80% remaining capacity in the pond, it is not recommended to clean the pond at this time. The estimated cost to clean the pond is $20,000 to $40,000.
- Assuming an average cost of $30,000, and if the Developer contributed 50% of what is currently in the pond, which results in filling 10% of the overall capacity, recommend that the Developer contribute $3,000 to the Village, for future pond cleaning.

If acceptance is granted prior to completion of all punch list items, recommend that the Village obtain an escrow amount from the Developer, to cover the cost of the remaining items. Developer to submit proposed escrow amount, with review and approval by the Village. Remaining punch list items, based on Ayres Associates 08/09/2019 site visit, includes:

- Ditch behind lots 1-6 needs to be re-graded to plan elevations, finish surface to be smooth and mow-able.
- Ditch behind lots 186 & 187 needs to have sediment removed and be regraded. Please notify the Village prior to completing this work.
- 2 light poles still need to be installed. We understand they are on backorder and should be installed by August 16, 2019.
- Televise the last section of pipe prior to the outlet. If sediment is observed in this section of pipe, additional sections upstream shall be televised. Notify Village prior to completing this work.

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- Flush any storm sewers with observed sediment from televising. Notify Village prior to completing this work.
- Provide letter stating project was constructed per approved plans and specifications. This letter needs to be stamped by a registered PE in the state of WI.
- Once site is established, please remove inlet protection.

Note that past Village policy has been to require a letter from the Developer stating that items will be completed after Village acceptance by a certain date, however, recommend that the escrow from the Developer is the new policy for this development and for future developments.

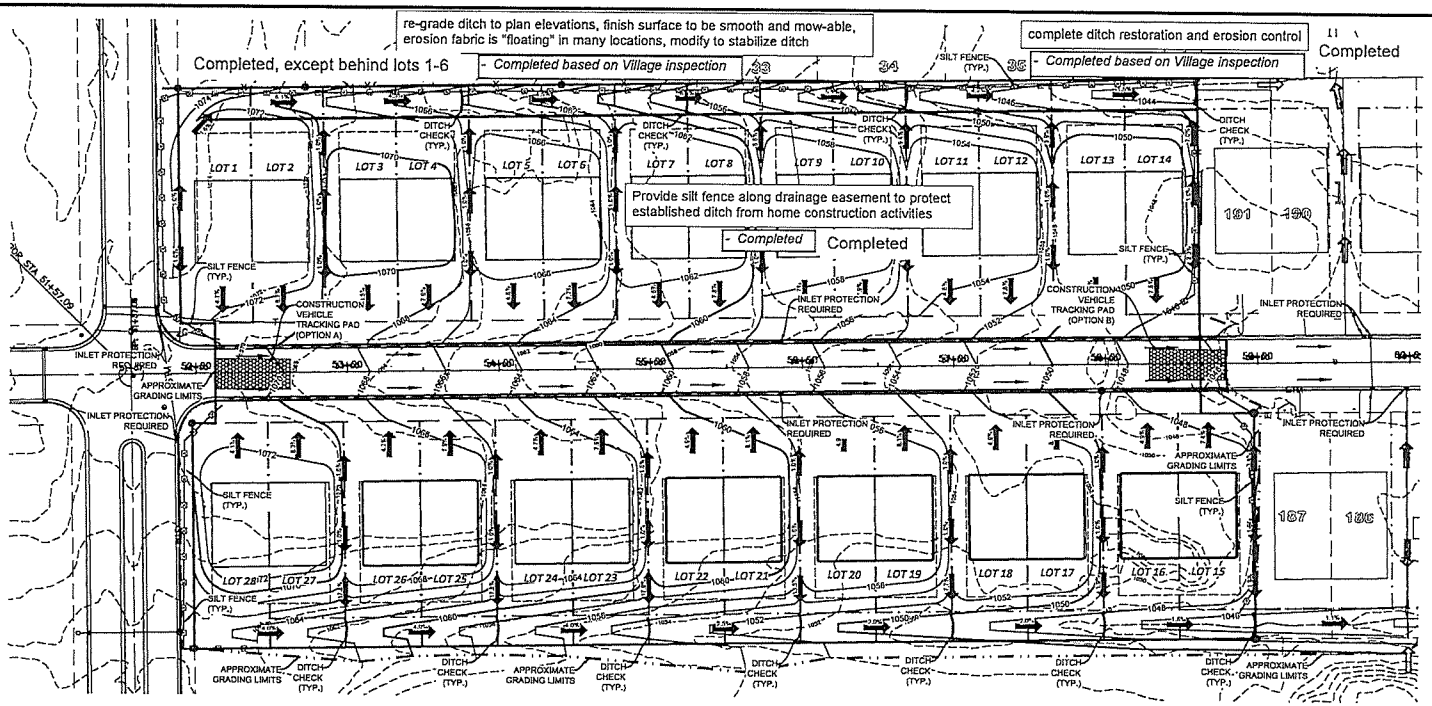
riginal Punchlist
CA Response
nal Punchlist 8.12.19

re-grade ditch to plan elevations, finish surface to be smooth and mow-able, erosion fabric is "floating" in many locations, modify to stabilize ditch

Completed, except behind lots 1-6 - *Completed based on Village inspection*

complete ditch restoration and erosion control - *Completed based on Village inspection* Completed

Provide silt fence along drainage easement to protect established ditch from home construction activities - *Completed* Completed



LEGEND

- EXISTING 2FT CONTOUR
- PROPOSED 10FT CONTOURS
- PROPOSED 2FT CONTOURS
- SILT FENCE TO BE INSTALLED PRIOR TO ANY GRADING ACTIVITIES
- CONSTRUCTION VEHICLE TRACKING PAD
- DITCH CHECK/SEDIMENT LOG
- PROPOSED FINISHED GRADE SURFACE DRAINAGE
- APPROXIMATE GRADING LIMITS

GENERAL PUNCH LIST ITEMS

Televise all storm sewers within project and down-gradient to pond, notify Village prior to completing work) - *To be discussed at Village Board meeting* Noted

Flush any storm sewers with observed sediment from televising (notify Village prior to completing work) - *To be discussed at Village Board meeting* Noted

Survey pond elevations and determine if pond bottom is above design elevation (notify Village prior to completing work) - *Completed* Completed

If determined from pond survey that sediment has accumulated, clean pond to design elevation, or propose alternate to address site sediment runoff to village pond (notify Village prior to completing work) - *To be discussed at Village Board meeting* See Memo for discussion

Clean sediment from down-gradient ditches through existing yard drainage easements (notify Village prior to completing work) Not Completed

Clean streets - *Completed* Completed

Lots to be established with grass or protected from street run-off via other methods, temporary seed acceptable - *Areas temporary seeded* Completed

Ditches to be established with grass, parallel silt fence to remain in place until home construction is complete

Remove inlet protection (after establishment is complete and accepted) - *To be completed once site is vegetated* Noted

Install signage (stop sign, speed limit sign) - *Stop sign installed* Completed

Install street lighting - *Light pole by 407 Cheyenne to be installed by end of week, remaining two light pole back ordered and anticipate installation by August 16, 2019.* Noted

Provide record drawings - *To be provided before board meeting* Noted

Provide letter stating project was constructed per approved plans and specifications - *To be provided before board meeting* Noted

EROSION CONTROL NOTES

1. EROSION CONTROL DEVICES SHALL BE IN PLACE BEFORE BEGINNING ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES AND CONTINUOUSLY MAINTAINED.
2. INSTALL CONSTRUCTION VEHICULAR TRACKING PAD AT ENTRANCE/EXIT OF PROJECT SITE. SEE

R. SEE DETAIL SHEETS
RDANCE WITH SECTION

ER FINAL GRADE IS

EPTEMBER 1ST, OF
AREA AND LEFT OVER
ING. IF TEMPORARY
STURBED AREAS SHALL
TO THE WDNR
MANENT SEEDING SHALL

ED UNTIL RESTORATION

ECTED BY SEEDING AND
METHODS. THIS DOES

DITIONS WARRANT TO

10. SITE MONITORING OF EROSION AND SEDIMENT CONTROL PRACTICES FOR MAINTENANCE NEEDS SHALL BE COMPLETED AT THE INTERVALS SPECIFIED UNTIL THE SITE IS STABILIZED. SITE MONITORING SHALL OCCUR AT LEAST WEEKLY OR WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. A RAINFALL EVENT SHALL BE CONSIDERED TO BE THE TOTAL AMOUNT OF RAINFALL RECORDED IN ANY CONTINUOUS 24 HOUR PERIOD. MONITORING RECORDS SHALL BE KEPT AND CONTAIN, AT A MINIMUM, THE CONDITION OF THE EROSION AND SEDIMENT CONTROL PRACTICES AT THE INTERVALS SPECIFIED AND A DESCRIPTION OF THE MAINTENANCE CONDUCTED TO REPAIR OR REPLACE EROSION AND SEDIMENT CONTROL PRACTICES.
11. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM THE FAILURE OF AN EROSION OR SEDIMENT CONTROL PRACTICE SHALL BE CLEANED UP WITHIN 24 HOURS. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM CONSTRUCTION ACTIVITY, THAT CREATES A NUISANCE, SHALL BE CLEANED UP BY THE END OF THE WORK DAY. IF THE FAILURE OF EROSION OR SEDIMENT CONTROL PRACTICES RESULT IN AN IMMEDIATE THREAT OF SEDIMENT ENTERING PUBLIC SEWERS OR THE WATERS OF THE STATE, PROCEDURES SHALL BE IMPLEMENTED IMMEDIATELY TO REPAIR OR REPLACE THE PRACTICES. SCRAPING OF THE STREET SHALL BE COMPLETED WITHIN 4 HOURS AND STREET SWEEPING WITHIN 24 HOURS.

NORTH
SCALE: 20 40 80

REVISION DESCRIPTION	NAME	DATE
RELEASED FOR CONSTRUCTION	MSH	9/6/19
RELEASED FOR BIDDING	MSH	6/21/19
RELEASED FOR REVIEW	MSH	5/28/19

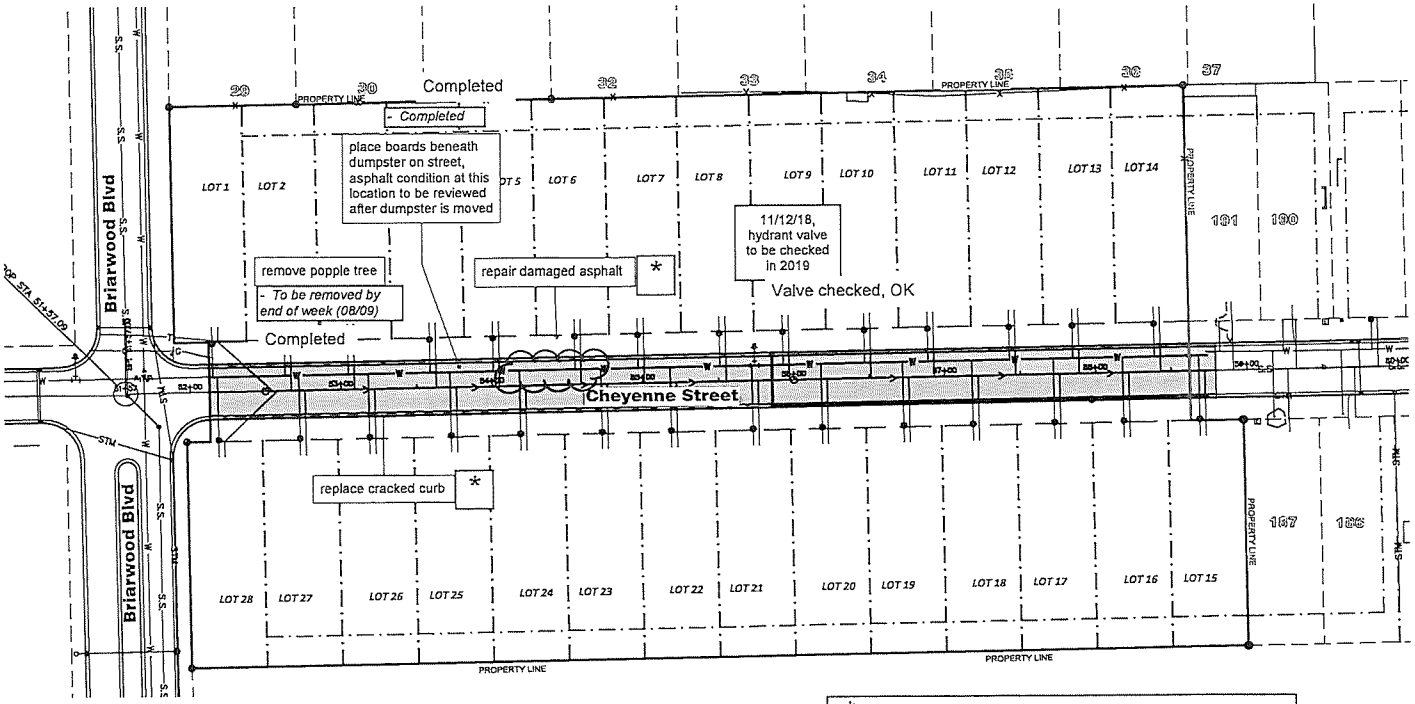
DRAWING PHASE: CITY REVIEW / AGENCY REVIEW / BID DOCUMENT / X TOT CONSTRUCTION / AS-BUILT DOCUMENT
DRAWN BY: DCK | CHECKED BY: MSH | DATE: 5/10/18 | DWG FILE: C5.0-Erosion | REF FILE: 5560-001 | JOB NUMBER: 5307-004

CORPORATE OFFICE
MADE OFFICE
Auth-Consulting Associates

PROJECT:
ROLLING MEADOWS TWIN HOMES
OEVERING HOMES INVESTMENT, LLC.
VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN

EROSION CONTROL PLAN

SHEET NO. C5.0



LEGEND

- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING STORM INLET
- EXISTING SANITARY SEWER MANHOLE
- EXISTING HYDRANT AND VALVE
- EXISTING CURB STOP
- PROPERTY LINE
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATER MAIN
- PROPOSED INSULATION
- PROPOSED HYDRANT AND VALVE
- PROPOSED CURB STOP

GENERAL UTILITY NOTES

1. CONTRACTOR TO FIELD VERIFY AND LOCATE ALL EXISTING UTILITIES PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION.
2. CONTRACTOR TO COORDINATE RELOCATION OF ANY SMALL UTILITIES, IF NECESSARY.
3. CONTRACTOR SHALL OBTAIN PERMISSION/PERMIT FROM THE VILLAGE TO WORK IN RIGHT-OF-WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH VILLAGE STAFF, AS REQUIRED.
4. ALL SANITARY SEWER AND WATERMAIN CONSTRUCTION SHALL FOLLOW THE "WISCONSIN STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN," SIXTH EDITION.

* - *Owner has agreement with Village to repair damaged asphalt and cracked curb within six month of completed construction on remaining lots.* Agreed

NORTH

SCALE: 0 20 40 80

DRAWING PHASE:	DRAWN BY: DICK
OWNER REVIEW	CHECKED BY: MDH
AGENCY REVIEW	DATE: 5/16/18
BID DOCUMENT	DWG FILE: C6.0-118
X FOR CONSTRUCTION	REF FILE: 0060-001
AS-BUILT DOCUMENT	JOB NUMBER: 5307-004

NO.	REVISION DESCRIPTION:	NAME:	DATE:
	RELEASED FOR CONSTRUCTION	MDH	9/6/18
	RELEASED FOR BIDDING	MDH	6/21/18
	RELEASED FOR REVIEW	MDH	5/29/18

CONSULTING SITES
648 Talladay Drive East
Suite A
Kenosha, WI 53143
T# 715-296-4848

BLACK SITES
2020 21st Street
Suite 202
Rockford, IL 61104
T# 779-241-4277
eth@auth-consulting.com

Auth-Consulting/associates
Civil Land Surveying & Planning

PROJECT:
ROLLING MEADOWS TWIN HOMES
OEVERING HOMES INVESTMENT, LLC.
VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN

UTILITY PLAN

SHEET NO.
C6.0

MEMORANDUM

AYRES ASSOCIATES

To: Roberts Village Board

From: Angi Goodwin / Kristy Treichel

Date: August 12, 2019 Project No.: 23-0737.19

Re: Rolling Meadows 7th Addition – Village Acceptance of Streets and Utilities

Recommend that the Village accept the Street and Utilities when all items on the attached punch list are completed.

Storm sewer pond survey by ACA indicated that the pond has full capacity remaining, therefore no additional work or contribution of money is recommended.

If acceptance is granted prior to completion of all punch list items, recommend that the Village obtain an escrow amount from the Developer, to cover the cost of the remaining items. Developer to submit proposed escrow amount, with review and approval by the Village. Remaining punch list items, based on Ayres Associates 08/09/2019 site visit, includes:

- Hydrant valve by lot 227 on Eagle Ridge Dr to be located. If valve is not located, valve and valve box shall be installed.
- Hydrant valve by lot 220 on Susan Lane is crooked. Top section shall be straightened so that valve can be operated.
- Seed is needed in the open space between lot 234 on Susan Lane and Eagle Ridge Drive.
- Replace sidewalk in front of lot 224/225 on Susan Lane.
- Televise the last section of pipe prior to the outlet. If sediment is observed in this section of pipe, additional sections upstream shall be televised. Notify Village prior to completing this work.
- Flush any storm sewers with observed sediment from televising. Notify Village prior to completing this work.
- Provide record drawings.
- Provide letter stating project was constructed per approved plans and specifications. This letter needs to be stamped by a registered PE in the state of WI.
- Once site is established, please remove inlet protection.

Note that past Village policy has been to require a letter from the Developer stating that items will be completed after Village acceptance by a certain date, however, recommend that the escrow from the Developer is the new policy for this development and for future developments.

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Original Punchlist
ACA Response
Final Punchlist 8.12.19

LEGEND

- PROPERTY LINE
- PROPOSED RIGHT-OF-WAY
- PROPOSED LOTLINE
- BUILDING SETBACK
- PROPOSED DRAINAGE EASEMENT
- PROPOSED TRAIL EASEMENT
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING HYDRANT & VALVE
- EXISTING VALVE
- EXISTING STORM INLET
- EXISTING SANITARY MANHOLE
- EXISTING ELECTRIC PEDESTAL
- EXISTING TELEPHONE PEDESTAL
- PROPOSED WATER LINE
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- PROPOSED SANITARY SERVICE
- PROPOSED WATER SERVICE
- PROPOSED SANITARY MANHOLE
- PROPOSED HYDRANT & VALVE
- PROPOSED GATE VALVE
- PROPOSED WATER CURB STOP
- PROPOSED STORM INLET
- PROPOSED INSULATION

GENERAL UTILITY NOTES

1. CONTRACTOR TO FIELD VERIFY AND LOCATE ALL EXISTING UTILITIES PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION.
2. CONTRACTOR TO COORDINATE RELOCATION OF ANY SMALL UTILITIES, IF NECESSARY.
3. CONTRACTOR SHALL OBTAIN PERMISSION/PERMIT FROM THE VILLAGE TO WORK IN RIGHT-OF-WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH VILLAGE STAFF, AS REQUIRED.
4. ALL SANITARY SEWER AND WATERMAIN CONSTRUCTION SHALL FOLLOW THE "WISCONSIN STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN," SIXTH EDITION.

GENERAL PUNCH LIST ITEMS

Televise all storm sewers within project and down-gradient to pond, notify Village prior to completing work - *To be discussed at Village Board meeting* — Noted
Flush any storm sewers with observed sediment from televising (notify Village prior to completing work) - *To be discussed at Village Board meeting* — Noted
Survey pond elevations and determine if pond bottom is above design elevation (notify Village prior to completing work) — Completed
If determined from pond survey that sediment has accumulated, clean pond to design elevation, or propose alternate to *d at Village Board meeting*
address site sediment runoff to village pond (notify Village prior to completing work)
Clean streets - *Completed* — Completed
Lots to be established with grass or protected from street run-off via other methods, temporary seed acceptable - *Completed* — Completed
Ditches to be established with grass, parallel silt fence to remain in place until home construction is complete - *Completed* — Completed
Remove inlet protection (after establishment is complete and accepted) - *To be completed once site is vegetated* — Noted
Install signage - *Completed* — Completed
Install street lighting - *Completed* — Completed
Provide record drawings - *To be provided before Board meeting* — Noted
Provide letter stating project was constructed per approved plans and specifications - *To be provided before Board meeting* — Noted

This area needs to be re-seeded

Install (3) posts at road termination, at center line and center of each line, submit detail to Village for review - *Completed. See attached photos* — Completed

expose hydrant valve, verify correct elevation and that not damaged, complete restoration

Hydrant and valve installed in 4th Addition. Unable to locate valve box. Investigative excavation early next week. Valve & valve box to be installed if not found.

Valve not located

clean sidewalk, notify Village for review - *Completed* — Completed

replace cracked sidewalk - *To be completed within the next couple weeks* — Noted

11/12/18, hydrant valves to be checked in 2019

11/12/18, valve repair needed, not accessible

Valve checked in 2019. Top section crooked

place topsoil adjacent to path and seed - *Completed* — Completed

PARCEL DESC. IN VOL. 748, PG. 86 OWNED BY OTHERS

EAGLE RIDGE DR.
SUSAN LANE
DAKOTA AVE.
BRIARWOOD BLVD
ROLLING MEADOWS 7TH ADDITION
EXISTING INFILTRATION POND
EXISTING POND

NORTH
SCALE: 0 40 80 160

	RELEASED FOR CONSTRUCTION	MDH	04/05/18
	RELEASED FOR BIDDING	MDH	02/01/18
	REVISED PER STORM INLET BS	MDH	10/11/17
D/17	REVISED PER VILLAGE COMMENTS	MDH	09/28/17
-Utility	REVISED PER VILLAGE COMMENTS	MDH	9/8/17
20	RELEASED FOR REVIEW	MDH	08/14/17
-120	REVISION DESCRIPTION:	NAME	DATE

DRAWING P
OWNER F
AGENCY (
BID DOCUMENT
X FOR CONSTRUCTION
AS-BUILT DOCUMEN

DENVER OFFICE
BLACK OFFICE
Auth-Consulting Associates

PROJECT:
ROLLING MEADOWS 7TH ADDITION
OEVERING HOMES
VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN

UTILITY PLAN

SHEET NO.
C6.0