VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
ROBERTS VILLAGE HALL
MONDAY, January 8, 2024 – 6:00 PM

Regular Village Board Meeting Agenda
Call to order.
Pledge of Allegiance
Approval of Village Board minutes of December 11, 2023,
Discussion/reading of Treasurer's Report.
Public Concerns (limited to 3 minutes)
Communications

- Legal Updates
- Transportation grant update

I. Department Reports

A. Report from Police Department
   - Discussion/Approval-adjusting forfeiture schedule for municipal ordinance violations to reflect current circuit court fees.
   - Discussion/Approval-to approve purchasing Dell Latitude 5430 Computer and Dell Thunderbolt docking station not to exceed $3,000.00 with ARPA Funds.
   - Discussion/Approval-AED's replacement/maintenance on Village owned property.
   - Discussion- Vacant Patrol Officer job posting.

B. Report from Director of Public Works
C. Report from Library Director
D. Report from the Village Clerk

II. Committee Reports and Recommendations

A. Park Board
   - Discussion/approval of Agreement with Ayres and Associates for the topographical survey services for the new pavilion.

B. Plan Commission
   1. Building permits issued and the Building Inspectors Report.
   2. Discussion/approval of carryover of building permits from 2023/2024 including how these impacts future infrastructure of water/sewer.
   3. Discussion/approval of amending the B-3 General Business District ordinance 70-122 to allow living quarters on the ground level to be updated and sent for public hearing.

C. CDA Board
D. Finance Committee
E. Public Safety Committee
F. Public Works Committee
G. Library Board
H. Fire Association
I. Twin Lakes Joint Committee – does not currently meet.
J. Joint Comprehensive Plan Committee
   - Community Visioning Workshop on January 17th at the Park Building.

III. Old Business

- Discussion/action on side yard driveway issue in Rolling Meadows.
- Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification.

- Discussion of sewer/water bill restructuring
- Discussion of grain elevator photos next steps
- Update Budget ordinance.
- Discussion/action regarding the Wastewater Treatment Plant roof issues/repairs in the mechanical building.

IV. New Business

1. Approval of New Operator's Licenses.
2. Discussion regarding using a consent agenda for future meetings.
3. Discussion/approval of non-compliance letter from the DNR regarding the WWTP limits.
4. Discussion/approval of 2023-2024 Committee Assignments to add Andy Foster to the Zoning Board of Appeals.
5. Discussion/approval of railroad sidewalk changes needed and how we want to proceed forward.
6. Discussion/approval of preliminary plat approval for Pleasant and Spring Street general design direction for driveway aprons and special assessments.
7. Discussion/approval of purchasing the new key fobs/security for Village Hall using ARPA funds.
8. Discussion/approval of the corner issue at N. Cheyenne and E. Cheyenne and if this should be made no parking.
9. Discussion/approval of Village acceptance for the public improvements for Kwik Trip.
10. Discussion of the 2024-2025 Kleven Property Assessment contract
11. Discussion of providing and seeking information to/from Village employed personnel and contracted personnel.
12. Discussion of designated authority to approve Village employees and/or contracted personnel to attend Village meetings, take minutes, and participate in discussions while being paid for the time in attendance.
13. Approval of payment of the bills
14. Items for future agendas.
15. Others Business
16. Adjourn

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

Megan Dull,
Village Clerk

Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/308469957
You can also dial in using your phone.
Access Code: 308-469-957
United States (Toll Free): 1 866 899 4679

VILLAGE OF ROBERTS
REGULAR VILLAGE BOARD MEETING
December 11, 2023

The Village Board Meeting was called to order at 6:00 pm by President Kapaun.
The meeting was properly noticed in the Village of Roberts.
The Pledge of Allegiance was said.

Present: Katy Kapaun, Peter Tharp, Jeff Vogt, Shawn Dakovich, Mary Shemon, Brain Tremblay, and Tim Johnson
Absent: None
Guest: Jerry Strohbusch, John Bond, Angi Goodwin, Chuck Pizzi, Tori Schoess, Jon Thompson, Gabby Lubich, Mary Krogseng, Geno Hanson

Meeting Minutes
Motion to approve the Village Board minutes of November 13, 2023, and Special meetings from November 27,2023, by Tremblay, seconded by Dakovich. Motion carried.

Treasurer's Report
Discussed the treasurer's report. That this was only going to be a discussion instead of approval. There will be printouts on the table for residents to review. Tharp asked why the Residential Lending accounts are not in the report.
Motion to approve the Treasurer's Report for by Dakovich, seconded by Shemon. Motion carried.

Public Concerns:
Lubich discussed the flags; they are ripped and tattered flags. The flags all come down. They have donated 22 flags to the Village, and they should be replaced. Kapaun thanked Lubich for purchasing these for the Village.

Communications
- Invite to Employee Holiday Meal on December 19, 2023, at 12:00 PM.
- Legal updates on pending actions. Nothing new on Tharp vs Village. No action filed to circuit court by officer Olson.
- Thank you to the trustees and residents of the community that went to Willard's services. He did a lot for this village over the 20 years he served.

Department Reports
Report from Police Department – Chief Strohbusch
Written report in packet. Dakovich said the PD Received $1,000 donation from Kwik Trip. Tharp stated Wes Adams is becoming an instructor. This helps the Village.

Report from Director of Public Works – John Bond
The fire hydrant at the park building will be there tomorrow to install hydrant for replacement. The company for exercising valves came to town. He went through twelve valves and found four that he could get extra turns and they are back to factory specs. Bond thinks that this was worth the money spent to have him come in. There was an issue with sewer lateral in this building. A couple of weeks ago there was a backup. In the pipe that flows to the west, there is a 90-degree elbow, and the issue is somewhere around this elbow. We will need to dig this up and correct it. Quaternary ammonia is still coming into the plant. Hydro International is curious to see where we are at on purchasing/leasing the screen. They will either want it back or we need to purchase it. DNR is the hold up on the approval for this. Johnson asked if it was appropriate to have the board and Jeremiah get together and meet regarding the screen? The board could ask questions to get a better understanding as to what is happening. This would also include the DNR. Bond doesn't see a problem with getting S.E.H., Clearas or us at the meeting but the DNR is the problem. Dakovich asked if we were going to have a meeting on every piece of equipment and Johnson said no, just this. Johnson can't see moving forward to purchasing more pipe unless this is going to work and if the DNR is not with us then why move forward. Tharp asked how much this is costing and it is $130,000 plus money for the stand. Dakovich asked how long it takes for a change to the outflow with the DNR and this is typically 90 days. Need a commitment from the DNR to get this done. Johnson asked if we could send a letter to Madison to get someone here for this meeting. Kapaun will follow up on this. Tharp asked why the DNR needs to be involved and this is for the approval of changing the process.

Report from Library Director – Tori Schoess
Report in packet. Tomorrow is the holiday party. Joyful brass and Santa will be there.

Report from the Village Clerk – Dull
Taxes will go out this week in the mail. Kwik Trip grand opening is on Wednesday at 9:30 a.m.
Discussion/approval of investing new loan funds until used.
We have received our loan funds for the streets/park. Do we want to put this money into a certificate for six months or leave it in the checking account? Motion to leave the funds in the general account by Tharp, seconded by Dakovich. Motion carried.

Committee Reports and Recommendations
Park Board
Discussion/approval of replacing the pavilion at the Roberts Park Building.
The original plans were from Ayres. The Park Board recommend to the board this drawing with the removal of the North and South gable and light. Tharp thinks a seven-foot height high structure will be dark and dingy like the old pavilion. With the bathroom and kitchen on the East end, it does not allow light in them to help dry it out. Tremblay added that part of the reason was because of how the floor is designed. The second reason is because we are reusing the bathroom and kitchen. Tharp thinks we should redo this now to make it more of a North/South facing building. Could send the idea back to Ayres and pay them to update the plans. Discussed raising the height from seven feet to eight or ten feet. Shelter to the East is nine feet and gives plenty of light. The new structure could be raised to match. The amount of electricity involved goes through this building. There are four or five panels on this building that supplies the park. Johnson asked if this would cover the existing building that will remain or will it be overlapped. Conversation continued regarding replacing the concrete due to all the cutting and patching that needs to be done it is better to have a more cost-effective effort. Goodwin said you would want to make it clear on what the site will look like when bidding. Dakovich said that this would have to go back for engineering, so he does not see having the gable ends removed. Johnson asked about the cost for the gables. Tremblay said that they don't have a lot of money and they are trying to spend it cautiously. It must go back to the engineer either way. Keep at seven feet with the gables and this should be mendable with the existing structure. Kapaun recapped that we are accepting the recommendation but sending it back to make it eight foot and keeping the gables. Motion to table until January and have Ayres bring back some concept designs by Dakovich, seconded by Johnson. Motion carried.

Discussion/approval of the Village Attorney drafting an agreement between the Lion's Club and the Village of Roberts regarding the use of the Lions Den.
Geno Hanson is here to represent the Lions. They were asked to present to the park board, and they did. Hanson stated that the Lions were established in 1959, park building, and rest rooms were built around 1970, built the three pavilions and turned them over to the Village. Lions use the den for meetings. This needs to be a secure place. The Park Board recommended the use of the Lions den to them. Hanson would like to report annually on what the Lion's does for the community. Lions will cover all the legal expenses for this agreement. Johnson would like to move forward with this and makes a motion with a five-year lease agreement with $1/year. Johnson would like to amend his motion to change the lease to 25 years with automatic renewals (like the tower in the park) and the $1 would not be exchanged, seconded by Vogt. Discussion continued with Tremblay asking about a lease abatement, but Dakovich would like to see the monetary donation. Tharp commented that the tower is a communication tower that benefits the County, by allowing this we are subsidizing one organization to use the facility. Motion carried with Dakovich and Tharp opposing.

Plan Commission
Building permits are in your packet. The next meeting will be on the 21st. There are still 65 permits in 2023 that are available and there will be a discussion about if these permits will carry over. Johnson asked about how many are available and there are 75 new. Started the conversation regarding impact fees. Comparison worksheet is in your packet. We are in the ballpark for the amount that we collect but now might be a good time to have each area (fire, police, library, etc.) see how this affects them. Johnson asked about the shut off fee and that is not part of this. Goodwin said that it is good to look at this to update the funds and have them accounted for. This could mean a redistribution of the current amounts. Dakovich asked about charting this information out.

Dan Hable's request for a Conditional Use Permit for living quarters Request for rezoning but it is zoned properly. We are now looking at a conditional use permit. In discussing this further it was advised to maybe look at an ordinance change considering we have other properties like this. Dakovich would like to see an ordinance change. Tharp asked why you would go with conditional use and not zoning board of appeals. Thinks that this should go to the zoning board of appeals. Kapaun thinks that since there are four properties maybe we should make the ordinance change. Johnson asked about having separate utilities. Move to review and revise the ordinance regarding this and have the village attorney revise this ordinance to accommodate the properties that are in this situation.

Finance Committee – did not meet.

CDA - Shemon
At the meeting another rebate given. Voted for Don Graf and Jim Smith for new five-year terms. They have invested some of the money in certificates of deposits. They are looking to increase the loan amounts offered but this will be discussed in January.

Public Safety Committee – Tharp
Discussed the E. Maple parking issues with the boats and the committee recommendation was to leave it as is for now. Pedestrian traffic on Division Street was discussed regarding the activity and grant. Traffic control measures were discussed in Rolling Meadows and no changes are proposed. Speed trailer will be put out in those locations once it is fixed. The Emergency Operation Plan was discussed for the first time at this meeting. Chief Strohbusch is looking for updates and recommendations from the committee as to what they would like to see. There will be a future meeting with

the school to discuss their role in this plan. Discussed shelter options that could be funded from grants from FEMA. Next meeting will be in February. Tharp would like to thank Jerry for the recommendation that he brought. Dakovich would like to see the corner issue brought to the Village Board and they should have no parking. Tremblay is willing to second this for coming to the board. This will be added to the January meeting agenda.

Public Works Committee – later this week.

Fire Association – Dakovich
They had a special meeting to discuss a feasibility study. Looked at different areas of land that would be available for a new building as well as looked at the current lot having some room to grow. They want to keep the blue house on the corner for as long as we can for training purposes. Dakovich discussed the need for parking on West Blvd for fire calls.

Library Board
Kapaun discussed that this appears to have fallen off the agenda but asked if there was any update from the Library Board. Tharp said it was basically the Director's report.

Twin Lakes Joint Committee – did not meet.

Joint Comprehensive Plan Committee
Joint meeting the Plan Commission on December 13 at 7:00 at Village Hall.

Old Business
Discussion/action on side yard driveway issue in Rolling Meadows.
Paul is working on Rolling Meadows sideyard issue.

Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification.
This will be reviewed at the January meeting.

Discussion of sewer/water bill restructuring.
This will be at the January meeting.

Discussion of grain elevator photos next steps - No new updates**.**
JC was here regarding the grain elevator. He is not aware of the concerns regarding the white building. They are still doing repairs now on the West end of the feed mill part by adding a new roof on this and now in the office area they redid the flat roof. Was asked about the lease with the railroad and JC said there was never a lease on this property. He had someone in the last month to address the roof. They are looking to either repairing the roof or tearing the building down. If he takes the building down, he is looking to build a couple of grain bins there instead of the buildings. There is enough room to put them and not be on railroad property. This will need to be reviewed for zoning.

Update Budget ordinance in December.
Kapaun asked if we are looking at changes for this process. If we want to have the Village President go thru this process. Tharp thinks the ordinance is clear. Dakovich thinks that this needs to be changed. Kapaun said that these numbers are coming from the individual departments and are fed into this master report. Do we want to continue down this path or we can continue how we have done it. Tremblay said in the public sector you go with the natural progression and the ordinance has not been updated to do that. Vogt would like to revisit the ordinance and Shemon agrees that we incorporate that we work together on the budget process.

New Business
Employee Education Requests and Expense Reports.
Motion to approve Officer Mann for Instructor Development training by Dakovich, seconded by Shemon. Motion carried.

Approval of New Operator's Licenses.
No operator's licenses for approval.

Discussion/approval of updated Operator's License Form.
Dakovich has made changes to the form and would like to strike the items in red. Matters not adjudicated should not be considered for approval until decided. Do we want to add terminology to the application at the end to say within the last three years for convictions. Dakovich does not think we should be a judge if they have not gone before the jury. They may have been charged but not convicted. Do you still want to see pending matters listed and they should be listed. There will be no changes to what the Police Department does to process. Motion to approve the changes that Dakovich has made by Tharp, seconded by Shemon. Motion carried.

Discussion/approval of Election Inspectors list for 2024-2025.
Move to approve by Dakovich, seconded by Tremblay. Dakovich will amend his motion to change the dates to the correct

dates. Motion carried.

Discussion/approval of 2023 Board Appointments.
This will be brought back. The Library Board needs to approve the School District Rep and another member before we approve them.

Discussion/approval of Village acceptance for the public improvements for Kwik Trip.
There is a memo on the table from Ayres. Goodwin requested a punch list site visit, and this was done on November 15th. There are two punch lists to work through. Nate is fine with tabling until next month for this to be discussed if that is an option or it could be approved with staff review. Move to table until January by Dakovich, seconded by Vogt. Shemon discussed the turning issues and this is being worked on by the DOT. Motion carried.

Discussion/approval of proposal from Ayres & Associates for Pleasant and Spring Street reconstruction.
After the last meeting Dakovich went and looked at the roads with Bond and was able to kick them apart. These roads are rated at a two or three which means they would need a full reconstruction. There is no curb and gutter with many of the houses sitting lower than the street. This project would help with getting the water where it should go. Dakovich asked about the date on the proposal, and this is under the master agreement with the Village and Ayres. Goodwin would come back with a 50% plan with concrete aprons and bring this back in January. The road appears to need to be dropped a little. Surveyed back to the front of the houses because of the drainage issues. 15% range of total project for engineering fees. Motion to approve the proposal from Ayres for Pleasant and Spring Street by Tremblay, seconded by Dakovich. Motion carried with Thap opposing.

Discussion/approval of Ayres & Associates updating the Village Maps.
Goodwin said that there are utility maps to update for Deer Hills and Kwik trip and this is done and billed to the developers. Updating the streets map, updating village boundary, and the easements for different areas are billed to the Village. Map boundaries and address map updates needed were discussed with tech and this is between 16 to 20 hours for this. Kapaun asked about adding the zoning areas and Goodwin said the zoning is in the existing limits and area. This would be around $1,500 to $2,000. Move to approve by Dakovich, seconded by Shemon. Tharp asked to clarify the mapping cost. When does the mapping have to be revised and this is generally when there are bigger developments coming in. This was always done in the past but since the board wants to be more involved this is why this is coming up. Motion carried.

Discussion/approval of change order #2 for Albrightson Excavating for the Rolling Meadows Street Project time extension.
This is to extend the dates for the project completion date. They were comfortable with the June 15th for park and streets. Dakovich asked about the torn-up area and Bond will work with this. Move to approve by Dakovich, second by Tremblay. Motion carried.

Discussion/approval of repair/replacement of Dakota lift station pump.
The Board feels good about the pump and the numbers. This would save approximately $5,000 a year for each lift station. Bond said the new style pumps send the rags right thru to the screen at the plant. Maintenance expenses should drop. There is one pump that is locked up tight and running on one pump at this lift station. We either need to take the pump that we have and rebuild it or replace it with a new one. They will see if it can be rebuilt once it is out and torn apart that way, we could have a spare. The new pump could be installed this week if you decide to go this route. They ordered one for us in case we wanted to buy it but if we decide not to it is not a problem. We spend about $5,000 a year to repair the pumps and there is not a local company that works on these pumps, so the payback is the perk. Our guys are out in raw sewage in the middle of the winter trying to fix these. If we have a serious problem and this backs up into the basements, we will have a larger bill. Tremblay clarified that we would drop the new one in and repair the old one if possible. Bond would like to eventually see one of these in every station. Tharp asked how old this is and these are the originals but have had some parts replace. The motor is still the original motor which is twenty plus years old. They are not as efficient but close to it. Motion to purchase the replacement pump from EP Replacement Pump by Vogt, seconded by Johnson. Motion carried.

Discussion/approval of carryover funds from 2023 budget.
Move by Dakovich, seconded by Tremblay to approve the following carry over funds:
Village Board Other Expense - $1,000
Village Clerk-Treasurer Salaries - $12,000
Village Clerk-Treasurer Outlay - $5,000
Village Clerk-Treasurer flooring carryover of $5,347.00
Municipal Code - $2,500
Police Department Salaries - $10,000 for overtime use
Police Department Other Expense - $10,000 to equipment outlay.
Library – approximately $35,000 – Building maintenance and admin.
Fire Department Continual Appropriation - $5,000
Street Maintenance - $44,000 from 2023 to carryover to 2024

Recycling – other - $2,500 for removal of brush from compost site
Parks – $1,500 for Continual Approp for tennis courts and $21,500 for Outlay.
Motion carried.

Discussion regarding the Police Review Board action.
Kapaun stated that the Police Review Board approved removing Officer Olson and this has occurred. As for the resident, she is sorry this has happened to him. Kapaun is not happy with the outcome overall but has accepted the decision of the board. This is the most difficult committee in the Village to serve on. Trustee Tharp raised the issue that the Police Review Board did not due their due diligence. Kapaun does not feel that the Village Board should decide this here. It is a nonpolitical body and having the outside committee keeps it non-partisan. Tharp would like to go through some of the items and involved a rule or an order. In his opinion the board could have decided in the first month. Thought there was a rule and order established. Looks like Attorney Weld wrote the decision because there is a court case sited. The agreesing thing that a judge does not sign the decision? All it says is a four to one vote. Kapaun finds them insulting for them. Tharp said that you did not address the rule and order. Officer Olson has his due process to go through the circuit court if he does not agree. Tharp said he sat through this evidentiary hearing. DeNucci said that everyone did what was asked of them. Tharp wants to ask Chief Strohbusch a question, but Chief Strohbusch will not discuss anything related to the decision by the Police Review Board. Kapaun apologizes for the action of this member.

Discussion regarding the Village Board/Committees guidelines.
Kapaun stated that Tharp copied the village attorney on his last email he sent, and this is costing the village money. Tharp said that we have not followed this. Did you have a second for this to go to the attorney or are you going to continue to do this. You are trying to skirt the issue. Will you in the future please seek a second before you contact our Village Attorney or stop doing it if you don't have a second. Tharp thinks that we ignore the guidelines. You have noted where we need to cleanup or modify our ordinances. Johnson clarified that we worked to update this document and Tharp needs to follow the rules.

Discussion/action to have the Village Clerk as the requesting agent for open records request.
In reviewing this Kapaun would like to have this done through the Village Clerk that way we have who made the request and what is being requested and keeps a copy on behalf of the Village. Tharp said that each official is still the custodian of record. Johnson said that the details are lengthy and hard to understand public records law compliance guide as of October 19th. Johnson stated that you do have the authority to delegate this. Johnson also said that to ask for general items you are out of line. You are asking for general. You cannot ask any of us for items that are not item specific and dates pertaining to a time specific request. Tharp said subject and or date is irrelevant. Tharp agrees that he may be out of line on his request. Kapaun will send the link out to the board regarding this. Johnson would rather have this go through an Attorney before this is done. Dakovich is 100% on board with transparency. Kapaun may very well still do this for her, but you do not have to do that. Will email out to the group.

Approval of payment of the bills
Move to pay the bills by Tharp, seconded by Johnson. Motion carried.

Motion to convene into closed session per Wisconsin State Statute 19.85(1)c Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding payout of unused vacation and comp time for Police Dept. by Dakovich, seconded by Tremblay. Roll call: Tharp – yes, Vogt – yes, Dakovich – yes, Kapaun – yes, Shemon – yes, Tremblay – yes, Johnson – yes. Motion carried.

Motin to adjourn from closed session by Dakovich, seconded by Shemon. Roll call: Tharp – yes, Vogt – yes, Dakovich – yes, Kapaun – yes, Shemon – yes, Tremblay – yes, Johnson – yes. Motion carried.

No action taken from closed session.

Items for future agendas.
- Non-compliance letter from the DNR regarding phosphorus limits.
- Roof to the Village Attorney
- Ash borer to Park Board/Certified Arborist

Others Business

Motion to adjourn at 9:45 pm by Shemon, seconded by Johnson. Motion carried.

Megan Dull
Village Clerk

TREASURER'S REPORT
January 1, 2024

General Fund	Beginning Balance - 12/1/2023	$2,492,376.91
Receipts		$2,321,745.61
Interest		$18,594.66
Disbursements		$465,219.16
Balance 12/29/2023		$4,367,498.02
Impact Fee	Balance - 12/1/2023	$1,493,942.65
	Deposit	$0.00
	Withdrawals	
	Interest	$6,833.25
	12/29/2023	$1,500,775.90
Compensated Absences	Balance - 12/1/2023	$56,752.17
	Interest	$259.59
	Deposit	$0.00
	Balance - 12/29/2023	$57,011.76
Impact Fee Account CD	2/10/2024	$453,612.38
General Fund CD	2/10/2024	$620,577.33
Investment Pool Savings (Bremer Bank)		$377,600.21
	General Fund	-133,973.52

Assigned Funds:	Machinery & Equipment		148,578.00
**Updated as of 11/7/2023	Park Development - (Future Park)		78,500.00
with both 2022& 2023 Cont Approp.	Tennis Court - resurfacing		10,300.00
	Police Car		42,465.07
	Investment for Furture Business Dev.		550,000.00
	Sewer Account		72,741.37
	Sewer Replacement #1		72,994.29
	Sewer Replacement #2		62,717.25
	Water		264,443.42
	Library Maint. Fund		12,884.00
	Fire and Rescue		9,000.00
	Street Maintenance Outlay		78,857.66
	Street Cleaning		5,485.76
	ARPA Funds		120,344.00
	Clerk Outlay		10,900.00
	Library Carryover		31,447.62
	Storm Water	$	6,000.00
	Total of designated funds		**1,585,763.44**

TREASURER'S REPORT
1/1/2024

Residential Lending Account	Beginning Balance - 12/1/2023	$55,610.80
Receipts		$320.00
Interest		$0.00
Disbursements		$50.00
Balance 12/29/2023		$55,880.80
Residential Improvement Certificate		$50,000.00
Original amount was $50,000		
Affordable Housing Account	Balance - 12/1/2023	$151,184.48
	Deposit	$482,291.13
	Withdrawals	$0.00
Deposits that should have gone to	Adjustments	-$481,266.13
general fund - transferred 1/2/24	Balance - 12/29/2023	$152,209.48
	Balance - 12/29/2023	
Affordable Housing Certificate		$36,417.57
Original Amount was $35,000		
Affordable Housing Certificate		$78,037.65
Origianl Amount was $75000		
Impact Fee Account CD		$453,612.38
Affordable Housing Certificate		$40,000.00
Original Amount was $40,000		

Roberts Police Department
Jerry Strohbusch, Police Chief
107 East Maple Street
Roberts, WI 54023
Ph. (715) 749-3467 / Fax (715) 749-3487

Neighbors Protecting Neighbors"

January 2, 2024

CFS (Calls for Service)

December 2023 CFS-100

December 2022 CFS-111

Notable Numbers

Welfare Checks-During the Holiday times we do see a slight increase in people needing help with a mental crisis.

Extra Patrol-The department received a request for extra patrol on Warren Street during school drop off and pick up times. I have requested officers, when available, to be in the area monitoring traffic on Warrant Street.

Animal Complaints-A majority of these calls for service were dogs that had gotten loose from their owners.

Parking Complaints-During the month of December their were only 10 parking violations of vehicles parked on the roadway during no parking hours.

Coco With a Cop

The department would like to thank the Lions Club for inviting the Police Department again this year to participate in the Christmas Event on December 16, 2023 at the Village Park. Another great turn out and I would like to thank Lisa Mann and Officer Mann for helping this year.

Roberts Police Department
Jerry Strohbusch, Police Chief
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Neighbors Protecting Neighbors"





TRACS Citation System/Bond Amounts

Department was informed by St. Croix County Circuit Court who handles municipal citations for forfeitures/ordinance violations that our ordinance table inside Tracs must be updated to reflect the circuit court cost.

AED (Village Property)

The department is looking at updating its current 2 AED in each squad car to a more user friendly and updated product using funds from the general operating budget. The Village owns 3 other AED's, Village Hall, Village Park Building, Library.

Open Officer Positions

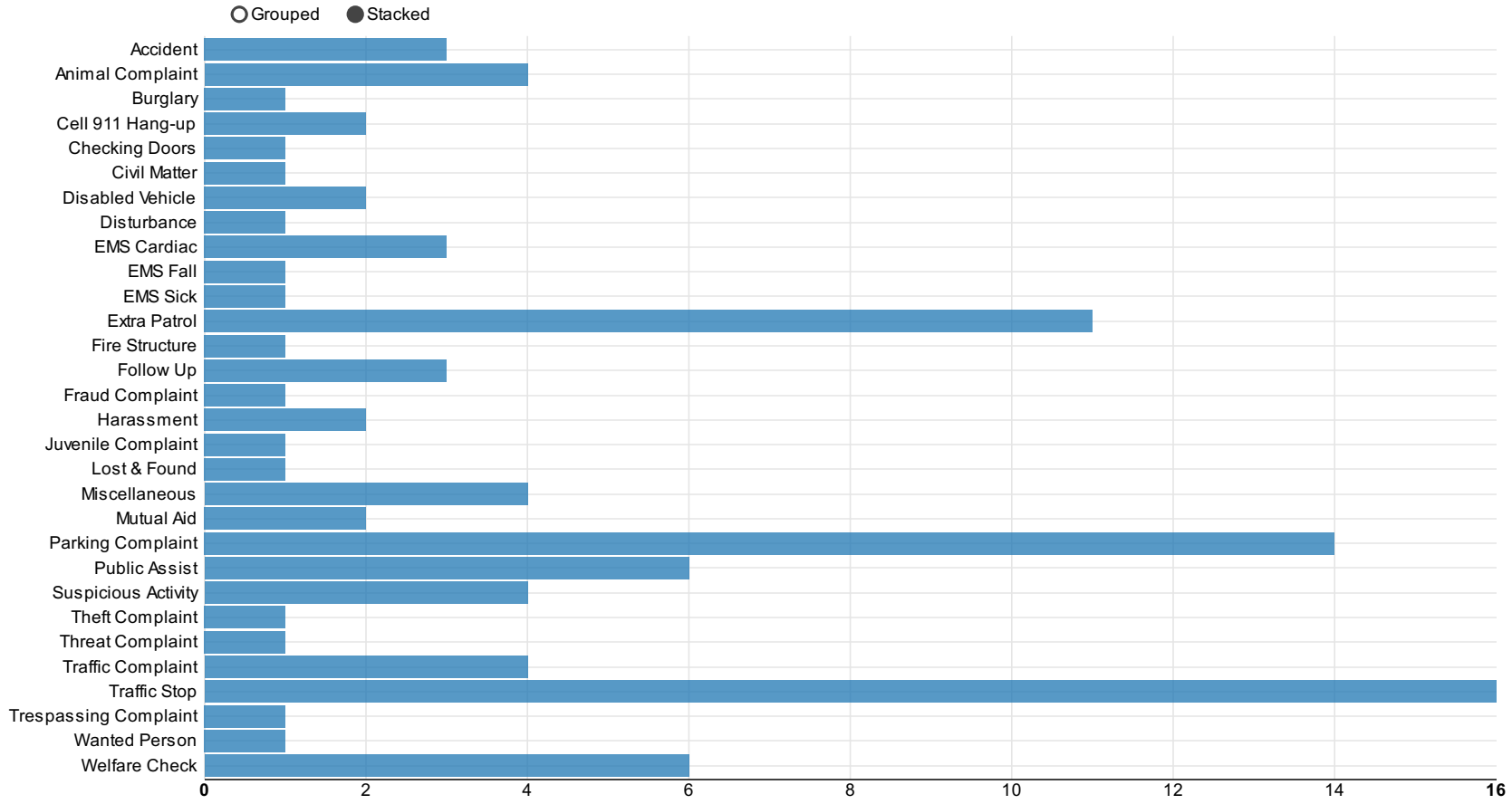
I would like to have a discussion with the board about the posting for the open patrol officer position. Items I would like to discuss would be lateral transfer(experience) pay possibilities or other items to incentivize potential candidates to apply. I would like to take the input from the board during this discussion and then get input from other Chiefs of Police to develop the job posting and bring it to the February meeting for approval.

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Neighbors Protecting Neighbors"

2023 CFS(Calls for Service)

Included in your packet are the totals for CFS's for the year 2023 for you to review.


Grouped
Stacked
Accident
Animal Complaint
Burglary
Cell 911 Hang-up
Checking Doors
Civil Matter
Disabled Vehicle
Disturbance
EMS Cardiac
EMS Fall
EMS Sick
Extra Patrol
Fire Structure
Follow Up
Fraud Complaint
Harassment
Juvenile Complaint
Lost & Found
Miscellaneous
Mutual Aid
Parking Complaint
Public Assist
Suspicious Activity
Theft Complaint
Threat Complaint
Traffic Complaint
Traffic Stop
Trespassing Complaint
Wanted Person
Welfare Check
0
2
4
6
8
10
12
14
16

Roberts Police Department
107 East Maple Street
Roberts, WI 54023
Ph. (715) 749-3467/Fax (715) 749-3487

ROP Yearly Report

Printed on January 2, 2024

Description		Totals
Accident	66	66
Accident With Injury	14	14
Alarm	16	16
Animal Complaint	32	32
Assault	3	3
Attempt to Locate	3	3
Bail Jumping	3	3
Burglary	1	1
Carbon Monoxide Alarm	2	2
Carbon Monoxide Alarm W/Symptoms	1	1
Cell 911 Hang-up	85	85
Checking Doors	23	23
Civil Matter	16	16
Controlled Substance	3	3
Custody Dispute	8	8
Damage to Property	11	11
Dept of Natural Resources	3	3
Disabled Vehicle	41	41
Disorderly Conduct	1	1
Disturbance	27	27
Domestic	10	10
Emergency Detention	5	5
EMS Breathing Problems	7	7
EMS Call	16	16
EMS Cardiac	7	7
EMS Fall	6	6
EMS Lift Assist	6	6

Description		Totals
EMS Overdose	2	2
EMS Seizure	5	5
EMS Sick	9	9
EMS Stroke	1	1
EMS Unconscious	3	3
Extra Patrol	419	419
Fire Alarm	3	3
Fire Electrical	3	3
Fire Grass	2	2
Fire Structure	1	1
Fire Vehicle	4	4
Follow Up	11	11
Fraud Complaint	8	8
Fuel Leak	3	3
Funeral Escort	4	4
Harassment	12	12
Information	11	11
Juvenile Complaint	20	20
Littering Complaint	1	1
Loitering Complaint	1	1
Lost & Found	17	17
Maintenance Request	4	4
Miscellaneous	209	209
Missing Person/Runaway	5	5
Mutual Aid	19	19
Ordinance Violation	6	6
Paper Service	8	8
Parking Complaint	128	128
Power Outage	1	1
Property Complaint	1	1
Public Assist	57	57
Pursuit	8	8
Recreational Vehicle Complaint	2	2

Description		Totals
Search Warrant	3	3
Sexual Assault	3	3
Shooting Complaint	1	1
Social Services Request	2	2
Suspicious Activity	88	88
Telephone Calls Complaint	4	4
Test Call Only	4	4
Theft Complaint	31	31
Threat Complaint	4	4
Traffic Complaint	91	91
Traffic Stop	205	205
Trespassing Complaint	3	3
Vehicle in Ditch	12	12
Wanted Person	10	10
Welfare Check	59	59
	3	3
Totals	1927	1927

Sec. 62-3. - Enforcement.

(a) *Enforcement procedure.* This chapter shall be enforced according to Wis. Stats. § 66.0114 and Wis. Stats. §§ 345.20—345.53.

(b) *Deposit.*

(1) Any person arrested for a violation of this chapter may make a deposit of money as directed by the arresting officer at the police station or at the office of the clerk of court or by mailing the deposit to such places. The arresting officer or the person receiving the deposit shall comply with Wis. Stats. § 345.26 or, if the deposit is mailed, the signed statement required under Wis. Stats. § 345.26 shall be mailed with the deposit. The arresting officer or the person receiving the deposit shall notify the arrested person, orally or in writing, that:

a. If he fails to appear in court at the time fixed in the citation, he will be deemed to have tendered a plea of no contest and submitted to a forfeiture plus costs not to exceed the amount of the deposit; or

b. If he fails to appear in court at the time fixed in the citation, and if the court does not accept the deposit as a forfeiture, he will be summoned into court to answer the complaint.

(2) The amount of the deposit shall be determined in accordance with the deposit schedule established by the board of county judges and shall include the penalty assessment established under Wis. Stats. ch. 814, and costs. If a deposit schedule has not been established, the arresting officer shall require the alleged offender to deposit the forfeiture established by the chief of police, which shall include the ten percent penalty assessment established under Wis. Stats. ch. 814. Deposits for nonmoving violations shall not include the penalty assessment.

(3) The arresting officer or the person receiving the deposit shall issue the arrested person a receipt therefor as required by Wis. Stats. § 345.26(3)(b).

(c) *Stipulation of no contest.* Any person charged with a violation of this chapter except Wis. Stats. §§ 346.62(1) and 346.63(1) of section 62-1, Municipal Code of the Village of Roberts may make a stipulation of no contest pursuant to Wis. Stats. § 345.27, which shall be received at the police station or the office of the clerk of court within ten days of the date of the alleged violation. Such person shall, at the time of entering into the stipulation, make the deposit required under subsection (b) of this section if he has not already done so. A person who has mailed or filed a stipulation under this subsection may, however, appear in court on the appearance date and may be relieved from the stipulation for cause shown as required in statute.

(Code 1980, § 7.11)

Village of Roberts
Park / Urban Forestry Board meeting minutes.
Tuesday, January 02, 2024

The meeting was called to order at 6:30 P.M. in the Community Park by Chairman Chuck Pizzi.

The meeting was properly posted in the designated locations for the Village of Roberts.

Members present: Mary Shemon, Brian Tremblay, McKenzie Holtorf, Becca Soltis, Rand Waughtal, Chuck Pizzi
Members Absent: Linda Olsen
Guests: Peter Tharp

New Park Pavilion

Discussion on the topographic survey services from Ayers for the new pavilion.

Motion by Brian Tremblay to recommend to the Village Board to accept the proposal from Ayers for the topographical survey services for the new pavilion. 2nd by Mary Shemon. Motion carried.

No other business.

There being no further business, motion by Mary Shemon to adjourn the meeting. 2nd by Becca Soltis. Motion carried. Adjourned at 6:45 P.M.

Submitted by Chuck Pizzi, Chairman.

Ingenuity, Integrity, and Intelligence.

Proposal for Survey Services

To: Chuck Pizzi, Park Board Chair
Village of Roberts
107 E Maple Street
Roberts, WI 54023
651-276-6218
chuckpizzi@att.net;

December 26, 2023

Re: **Survey – Village of Roberts Park Shelter**
312 N Park Street
Roberts, WI 54023

From: Mark Paschke – Ayres Associates Inc

Dear Mr. Pizzi:

Thank you for the opportunity to submit this proposal for providing site surveying services for your project. This letter presents our understanding of this portion of the project, our proposed scope of services and fee.

Project Description

The project includes a topographic and utility survey of approximately 125 feet west of the park pavilions and approximately 75 feet around the remaining sides of the park pavilions. Field data is required to regrade around the pavilions to mitigate current flooding and reconstruct the collapsed pavilion.

The project area is less than one acre; therefore, WDNR storm water approval will not be required.

Scope of Services

Ayres Associates ("Consultant") will provide the ("Owner") with site survey services for the described project as follows:

Topographical and Utility Survey:

- Complete an 811 Utility Locate call for the project limits in advance of fieldwork.
    - If Client selects Private Utility Locating, Ayres will contract with Private Underground Locating to field mark all private utilities in the subject area.
- Set horizontal and vertical control at the site using St Croix County Control Datums.
- Collect visible topographical features contained within the project limits. This will include:
    - Full topographic survey
        - Building footprints.

        - Fences, paving edges of parking lot.
        - Individual trees over 2 inches in diameter noted as deciduous or coniferous.
        - Trees that are grouped will be outlined as a tree mass.
    - Collect visible utilities (One Visit) or as may have been marked (flagged/painted) by members of Digger's Hotline (Quality Level B locate).
    - Collect visible storm and sanitary manholes and inlet information. Will note invert elevations and pipe sizes as may be visible from the ground surface. (No confined entry into structures).
    - Ground shots and obvious breaklines.
- Ayres will process the survey data and provide the following deliverables:
    - Survey Report
    - 2D/3D dwg files
    - Existing right of way
    - Ayres View 360 tour
    - Diggers Ticket

Responsibilities of Owner and Others

- Provide access permission to survey the subject area
- Remove vehicles or materials that may cover critical features or utilities

Additional Services

Services not included in the basic scope of services, outlined above, are considered additional services. The cost for these additional services is not included as part of our basic fee. If additional services are requested by the Owner, our fee will be adjusted by a mutually agreed upon amount based on a standard hourly rate for each class of employee, plus reimbursable expenses and subconsultant charges.

Anticipated Schedule

Completion of fieldwork and submittal of deliverables delivered to client within 30 working days from receipt of the notice to proceed, subject to utility locates by others and weather delays.

Professional Fees:

For topographical and utility surveying and mapping and submission of deliverables

For snow free conditions at time of survey	$2,600
If snow is present at time of survey	$4,000

Private Utility Locating (Owner/Client will be billed for actual cost): Estimated fees up to $600.00

Reimbursable Expenses:

Miscellaneous expenses, such as document printing, reproductions, mileage, presentation material and postage will be billed separately from the above fees and are billed at cost.

Services not provided with this proposal:

- Preparation of any easements or descriptions
- Boundary or ALTA/NSPS Survey of the subject parcel
- Subsurface utility exploration of the parcel
- Additional field visits to collect utilities marked by others
- Staking services other than noted above
- Soil borings /geotechnical report

Contract Terms and Conditions:

Attached are "Contract Terms and Conditions" which will apply to the services and which are incorporated into this proposal by reference.

Acceptance:

If this proposal is acceptable, please sign below and return a copy to our office at your earliest convenience. Thank you again for the opportunity to submit this proposal. A signature on this letter below will serve as our authorization to proceed. Fees will be payable upon receipt of monthly statements. This proposal is valid for thirty (30) days unless extended by us in writing. Please contact me if you have any questions or comments.

Proposed by Consultant:



Mark Paschke, NCARB, LEED AP - Architect
Ayres Associates Inc

Accepted by Owner:

_____
Owner's Representative

_____
Signature

_____
Title

AYRES ASSOCIATES
CONTRACT TERMS AND CONDITIONS

1. Performance of Services: Consultant shall perform the services outlined in its proposal to Owner in consideration of the stated fee and payment terms.

2. Billing and Payment: Invoices for Consultant's services shall be submitted to Owner on a monthly basis. Invoices shall be due and payable within 30 days from date of invoice. If any invoice is not paid within 30 days, Consultant may, without waiving any claim or right against Owner, and without liability whatsoever to Owner, suspended or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% on the unpaid balance, or the maximum rate of interest permitted by law, if less. The amount of any excise, value-added, gross receipts, or sales taxes that may be imposed on payments shall be added to Consultant's compensation. No deductions or offsets shall be made from Consultant's compensation or expenses on account of any setoffs or back charges.

3. Access to Site: Owner shall furnish right-of-entry on the project site for Consultant and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. Consultant will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

4. Location of Utilities: Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information or instructions which have been furnished to Consultant by others.

5. Hazardous Materials: In the event that unanticipated potentially hazardous materials are encountered during the course of the project, Owner agrees to negotiate a revision to the scope of services, time schedule, fee, and contract terms and conditions. If a mutually satisfactory agreement cannot be reached between both parties, the contract shall be terminated and Owner agrees to pay Consultant for all services rendered, including reasonable termination expenses.

6. Insurance: Consultant shall maintain Workers' Compensation, General Liability, and Automobile Liability Insurance during its services for Owner. Consultant shall furnish a Certificate of Insurance to Owner upon written request. Owner agrees that Consultant shall not be liable or responsible to Owner for any loss, damage, or liability beyond the amounts, limits, exclusions, and conditions of such insurance.

7. Limitation of Professional Liability: Owner agrees to limit Consultant's professional liability to an amount of $50,000 or Consultant's fee, whichever is greater. In the event that Owner does not wish to limit Consultant's professional liability to this sum, Consultant agrees to raise the limitation of liability to a sum not to exceed $1,000,000 for increased consideration of ten percent (10%) of the total fee or $500, whichever is greater, upon receiving Owner's written request prior to the start of Consultant's services.

8. Opinions of Probable Costs: Consultant's opinions of probable project costs are made on the basis of Consultant's experience, qualifications and judgment; but Consultant cannot and does not guarantee that actual project costs will not vary from opinions of probable cost.

9. Construction Review: Consultant does not accept responsibility for the design of a construction project unless the Consultant's contract includes review of the contractor's shop drawings, product data, and other documents, and includes site visits during construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents.

10. Construction Observation: On request, Consultant shall provide personnel to observe construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents. This construction observation shall not make Consultant a guarantor of the contractor's work. The contractor shall continue to be responsible for the accuracy and adequacy of all construction performed. In accordance with generally accepted practice, the contractor will be solely responsible for the methods of construction, direction of personnel, control of machinery, and falsework, scaffolding, and other temporary construction aids. In addition, all matters related to safety in, on, or about the construction site shall be under the direction and control of the contractor and Consultant shall have no responsibility in that regard. Consultant shall not be required to verify any part of the work performed unless measurements, readings, and observations of that part of the construction are made by Consultant's personnel.

11. Standard of Performance: The standard of care for all professional services performed or furnished by Consultant under this contract will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant does not make any warranty or guarantee, expressed or implied, nor is this contract subject to the provisions of any uniform commercial code. Similarly, Consultant will not accept those terms and conditions offered by Owner in its

purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

12. Ownership of Documents: All documents produced by Consultant under this contract are instruments of Consultant's professional service and shall remain the property of Consultant and may not be used by Owner for any other purpose without the prior written consent of Consultant.

13. Electronic Files: Owner and Consultant agree that any electronic files furnished by either party shall conform to the specifications agreed to at the time this contract is executed. Electronic files furnished by either party shall be subject to an acceptance period of 60 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files. Owner is aware that differences may exist between the electronic files delivered and the printed hard-copy documents. In the event of a conflict between the hard-copy documents prepared by Consultant and electronic files, the hard-copy documents shall govern.

14. Financial and Legal Services: Consultant's services and expertise do not include the following services, which shall be provides by Owner if required: (1) Accounting, bond and financial advisory (including, if applicable, “municipal advisor” services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services; (2) Legal services with regard to issues pertaining to the Project as Owner requires, Contractor(s) raises, or Consultant reasonably requests; and (3) Such auditing services as Owner requires to ascertain how or for what purpose any Contractor has used the money paid.

15. Termination of Services: This contract may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, Owner shall pay Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and reasonable termination expenses incurred as the result of termination.

16. Controlling Law: This contract is to be governed by the law of the place of business of Consultant at the address in its proposal to Owner.

17. Assignment of Rights: Neither Owner nor Consultant shall assign, sublet or transfer any rights under or interest in this contract (including, but without limitation, moneys that may become due or moneys that are due) without the written consent of the other, except to the extent mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this contract. Nothing contained in this paragraph shall prevent Consultant from employing such independent subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

18. Third Party Benefits: This contract does not create any benefits for any third party.

19. Dispute Resolution: Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights under the following dispute resolution provision. If direct negotiations fail, Owner and Consultant agree that they shall submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this contract or the breach thereof to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective on the date of this contract prior to exercising other rights under law.

20. Exclusion of Special, Indirect, Consequential, and Liquidated Damages: Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

21. Betterment: If, due to Consultant's negligence, a required item or component of the project is omitted from the construction documents, Consultant's liability shall be limited to the reasonable cost of correction of the construction, less what Owner's cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that Consultant will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

22. Amendments: This contract may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Village of Roberts
Plan Commission Meeting
December 21, 2023

The meeting was called to order at 6:00 pm by President Kapaun.

The meeting was properly noticed in three locations.

Present: Steve Melby, Patty Johnson, Katy Kapaun, Jimmie Allen, Janell Beal, Mike Wyss (at 6:50)
Absent: Brian Tremblay
Guest: Angi Goodwin, Trevor Bruce, Josh Low, Peter Tharp

Approval of minutes from November 30, 2023.
Motion to approve the minutes by Beal seconded by Allen. Motion carried.

Building Inspectors Report was in the packet for review.

Discussion/recommendation regarding ECI Site Plan review.
Reviewed Goodwin's memo for the site plan. Shane McFaden was working with Mark Erickson, and he has done some work over here before. They have a civil engineer that is working on this project. Kapaun asked if they have received the same memo, and they have. Shane has received the memo and is working on the site. There is a new building on the site but not on the plans. Can this be done before the February meeting for review? Do we send the letter to remove the parking area to get them to the table sooner? Need some substantial effort before the February meeting or we will start enforcing the non-compliance. February 1st or legal. If the DNR gets involved, then there could be other issues within the County and State level. Are we obligated as a Village to let the DNR know that there is disturbance and if we need to, we should initiate that conversation.

Discussion/recommendation for 2023 unused building permits.
Discussion/recommendation for future water/sewer infrastructure needs and financing with Ehlers.
Goodwin discussed her memo regarding the growth management plan. Discussed the trends for the last couple of years. The 2022 carry over permits were 88 and 75 added for 2023 = 163 residential equivalent unit. This is based on 2.7 people per unit. Of the 163 we have issued 98 permits. Only 14 are occupied so we are not seeing the wastewater/water use from this so far. 65 remaining permits from 2023 could be carried over. Trevor Bruce is here because he is the one that is impacted the most. This is two years in the making. Full occupancy will not hit for another two calendar years. Carrying over from this year won't be a problem but could in the following year. There are only 22 lots left for phase one. Discussed the Twin Lakes irrigation process and how this would work. Spent lots of time with Shawn Dakovich to discuss low flow and water circulation to make it more efficient. Heat pumps for furnace and water heater with St. Croix Electric. Deer Hills is also in the TID district. Should have two more permits issued by the end of the year but the most he can pull is 20. Still needs to approve phase #2. Kapaun said if we carry over a third of the permits technically (25) there would be 100 available for next year and this will go over two years. Johnson asked what was being built and they are mostly three bedroom/two bath. Row house that is three bedroom/two bath. Allen asked if they are rentals or selling and right now, they are rentals. They could be set up to sell if needed. They are busy with rental demand, so the updated plan has not been presented yet. Josh Low from Ehlers went through his handout. Discussed that TIF is the only tool available for economic growth and allows the proceeds from growth to help with infrastructure needs. Proposed products are all required due to growth. 2025 is a new well and water tower and water main. The sewer includes more Clearas tubes

and then another greenhouse. Clean water fund is a low interest rate through the State of Wisconsin. Each plan has a portion of improvements in them. Can we borrow early from TID #2 and #3 to cover TID#4 and you can front fund if needed. It looks like the loan would not be until 2025 so we will know the values better in 2024 for the TIDs and the first payments would be in 2026. Rates would have to be set by January of the year you close the loan. What happens if there is no more growth. The sewer would be in good shape for now. Impact fees are accounted for in the worst-case scenario. Kapaun said when we first adopted the growth plan, we said it was a first come first serve scenario but obviously we need the TIDs to grow so could we reserve them for TID #4? Johnson would not be in favor to allocating these just to one developer. Allen thinks that we should strike while the fire is hot. We need these improvements eventually and why not let the work and building happen now? Melby asked when the water starts in the new tower. The well will take a couple years to build so we would want to start testing a site now and the water tower would also have to flow in at this same time. If the board says yes in 2024 there will be water available in 2026 or 2027. Carry over for TID permits to show we have the revenue for TID improvements. Allen thinks we should carry them all over. Johnson didn't think she would want carryover in looking at the numbers at home but now they are looking better. Melby thought that if we are getting close to capacity, we could put a moratorium on them if needed but is for carrying them over. Motion to recommend the seventy-five permits for 2024 plus carry over the unused permits from 2023 by Melby, seconded by Allen. Motion carried.

Discussion/recommendation for modifying Ordinance 70-122 – B-3 General Business District for allowing living quarters on the ground level.

This is a follow up from last month from Hable's request. Susan Badtke from West Central Planning thinks we should wait because of the Joint Planning that is happening. Typically, you do not have residential in downtown areas, but we already have them. Johnson thinks this needs a lot more discussion because nothing complies. There are some upcoming visioning meetings in January. You set the ordinances to meet your vision and then slowly get the properties into compliance as they are sold. Badtke can give recommendations for changing the ordinances. Kapaun has the same zoning as the other business with living quarters and so maybe he doesn't have a problem. Goodwin thinks that this needs to go to Zoning Board of Appeals for approval. Can you make it so the zoning goes with the person and not the land and you cannot. Motion to recommend the changes presented by Goodwin in her email and subject to review by attorney by Johnson, seconded by Beal. Motion carried.

Items for future meetings.

- ECI Update - will carry over to the next meeting.
- Black Diamond and Valdes Landscaping.

Motion to adjourn at 7:55 by Melby seconded by Beal. Motion carried.

Megan Dull
Village Clerk

MEMORANDUM

To:	Roberts Plan Commission		
From:	Angi Goodwin		
Date:	December 18, 2023	Project No.:	23-0737.23
Re:	ECI (130th Street Property) – Current Conditions and Annexation Discussion		

Background

See June 1, 2023, Plan Commission Memo

Site Plan Review

Submittal is incomplete, provide updated submittal:

- Show all property lines.
- Provide an existing conditions plan and a proposed conditions plan, differentiate between existing and proposed features, include labels for existing and proposed materials.
    - Note dimensions as needed for review.
    - Note that hard surface pavement (asphalt or concrete) is required, village can consider allowing pavement from public roadway to front of primary building and including parking stalls (has been allowed at other site instead of hard surface through entire site)
    - Identify setbacks for existing and proposed structures, and confirm proposed structures meet village requirements.
    - Identify parking and loading areas.
    - Provide green space calculations.
- Provide a grading plan, showing existing elevations/contours and showing proposed elevations/contours, differentiate between existing and proposed contours. Note that site slopes and channel side slopes shall be 1:3 or flatter.
- Provide a screening plan layout and details for existing and proposed screening, including type of screening, spacing, size of fence or trees. Confirm proposed screening meets Village requirements.
- Provide an erosion control plan layout and details, conforming to Village and WDNR requirements. Note that a copy of the WDNR Notice of Intent for Storm Water Management, will be required prior to final approval.

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- Submit anticipated truck traffic information (average daily and size of trucks), for Village preliminary review of local road impacts.

- Provide a storm water report with model results, including:

    - Storm water peak discharge, including model, for pre and post development for a 2-year, 10-year, 25-year, 50-year and 100-year storm events, showing meeting Village requirements. Rainfall amounts shall be 24-hour events. See Table 1 in Roberts Stormwater Standards.

    - Storm water quality treatment, including WinSlamm model, showing quality treatment meeting Village and WDNR requirements.

    - Provide plans showing existing drainage areas with boundaries, and proposed drainage areas with boundaries.

    - Provide USDA Web Soil Survey mapping showing the specific site location.

    - Provide plan and details for the storm water treatment system, showing pond outlet pipe and emergency overflow. Note that emergency overflow shall maintain one-foot of freeboard during the 100-year, 24-hour storm event.

MEMORANDUM

To:	Roberts Plan Commission / Board
From:	Angi Goodwin
Date:	December 15, 2023 Project No: 23-0737.23
Re:	Growth Tracking and WWTP and Water System Impacts – update through Nov 2023

Growth Policy:

75 residential units per year (policy)
5,000 gpd commercial/industrial per year (estimate)

Permit History:

2021 residential permits issued – 37
2022 residential permits issued – 12 (100 available, carried over 88)

2023 Tracking:

Residential Unit Permits

2022 Carry Over	88	REU Permits	
2023 Allotment	75	REU Permits	Annual
Total Available	163	REU Permits	
Issued	98	REU Permits	through November 2023
Occupied	14	REU Permits	through November 2023
Issued But Not Occupied	84	REU Permits	through November 2023
Remaining Available	65	REU Permits	Dec 2023

Commercial/Industrial Permits

Issued			
Kwik Trip	2500	gpd	occupied 11/24/23
SCC Elementary	250	gpd	waiting for occupancy
Total	2750	gpd	
Available (Estimate)	5000	gpd	
Remaining (Estimate)	2250	gpd	
In Review			
Interpress Tech Exp.	1720	gpd	Phased Growth
Future			
County Materials			No Current Services
VT&E Services			No Current Services
Black Diamond			No Current Services
South of I-94			No Current Services

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Wastewater Treatment Plant (WWTP)

Current Wastewater Flow

2021 Annual Average – 103,200 gallons per day
2022 Annual Average – 102,800 gallons per day
2023 Annual Average – 107,500 gallons per day (thru Nov 2023)

41 gallons per day per person, 2.7 people per unit (billing and ww flow info)

Existing and Future Capacity

Clearas – 150,000 gpd
SBR – 300,000 gpd

Clearas Additional Tubes Future – 180,000 gpd
Clearas Expansion Future – 330,000 gpd
SBR Expansion Future – 465,000 gpd

WWTP Evaluation – END OF 2022

	gpd	Clearas (Existing)	(Addl Tubes)	Clearas (Addl GH)	SBR	SBR (Expanded)
2021 Average	103,200	69%			34%	
2022 Average	102,800	69%			34%	
2023 Year End - Projected	116,103	77%			39%	
2024 Year End - Projected	129,405	86%			43%	
2025 Year End - Projected	142,708	95%			48%	
2026 Year End - Projected	156,010	104%	87%		52%	
2027 Year End - Projected	169,313		94%		56%	
2028 Year End - Projected	182,615		101%	55%	61%	
2029 Year End - Projected	195,918			59%	65%	
2030 Year End - Projected	209,220			63%	70%	
2031 Year End - Projected	222,523			67%	74%	
2032 Year End - Projected	235,825			71%	79%	
2033 Year End - Projected	249,128			75%	83%	

WWTP Evaluation – END OF NOVEMBER 2023

	gpd	Clearas (Existing)	Clearas (Addl	Clearas (Addl GH)	SBR	SBR (Expanded)
2021 Average	103,200	69%			34%	
2022 Average	102,800	69%			34%	
2023 Average	107,500	72%			36%	
2024 Year End - Projected	120,803	81%			40%	
2025 Year End - Projected	134,105	89%			45%	
2026 Year End - Projected	147,408	98%	82%		49%	
2027 Year End - Projected	160,710	107%	89%		54%	
2028 Year End - Projected	174,013		97%	53%	58%	
2029 Year End - Projected	187,315		104%	57%	62%	
2030 Year End - Projected	200,618			61%	67%	
2031 Year End - Projected	213,920			65%	71%	
2032 Year End - Projected	227,223			69%	76%	
2033 Year End - Projected	240,525			73%	80%	

WWTP Evaluation – END OF NOVEMBER 2023 PLUS PERMITS ISSUED BUT NOT OCCUPIED

	gpd	Clearas (Existing)	Clearas (Addl	Clearas (Addl GH)	SBR	SBR (Expanded)
2021 Average	103,200	69%			34%	
2022 Average	102,800	69%			34%	
2023 Average	135,680	90%			45%	
2024 Year End - Projected	148,983	99%	83%		50%	
2025 Year End - Projected	162,285	108%	90%		54%	
2026 Year End - Projected	175,588		98%	53%	59%	
2027 Year End - Projected	188,890		105%	57%	63%	
2028 Year End - Projected	202,193			61%	67%	
2029 Year End - Projected	215,495			65%	72%	
2030 Year End - Projected	228,798			69%	76%	
2031 Year End - Projected	242,100			73%	81%	
2032 Year End - Projected	255,403			77%	85%	
2033 Year End - Projected	268,705			81%	90%	

Water System

Current Water Use

2021 Annual Average (DNR well reports) – 133,600 gallons per day
2022 Annual Average (DNR well reports) – 127,100 gallons per day
2023 Annual Average (DNR well reports) – 139,000 gallons per day (thru Nov 2023)

50 gallons per day per person, 2.7 people per unit (billing and well reports)

Existing and Future Capacity

Well #1 – 600 gpm
Well #2 – 280 gpm
Water Tower – 250,000 gallons

Well #3 Future – 600 gpm
Water Tower #2 Future – 300,000 to 400,000 gallons

Well (Demand) Evaluation – END OF 2022

	gpm	Exg Wells (280 gpm Reliable)	Addl 600 gpm Well (880 gpm Reliable)
2022 Maximum Day Demand (2x Average Day)	177	63%	
2023 Year End - Maximum Day Demand - Projection	198	71%	
2024 Year End - Maximum Day Demand - Projection	219	78%	
2025 Year End - Maximum Day Demand - Projection	240	86%	
2026 Year End - Maximum Day Demand - Projection	261	93%	
2027 Year End - Maximum Day Demand - Projection	282	101%	32%
2028 Year End - Maximum Day Demand - Projection	303		34%
2029 Year End - Maximum Day Demand - Projection	324		37%
2030 Year End - Maximum Day Demand - Projection	345		39%
2031 Year End - Maximum Day Demand - Projection	366		42%
2032 Year End - Maximum Day Demand - Projection	387		44%
2023 Year End - Maximum Day Demand - Projection	408		46%
NOTES: GPM - gallons per minute			

Well (Demand) Evaluation–END OF NOVEMBER 2023

	gpm	Exg Wells (280 gpm Reliable)	Addl 600 gpm Well (880 gpm Reliable)
2023 Maximum Day Demand (2x Average Day)	193	69%	
2024 Year End - Maximum Day Demand - Projection	214	76%	
2025 Year End - Maximum Day Demand - Projection	235	84%	
2026 Year End - Maximum Day Demand - Projection	256	91%	
2027 Year End - Maximum Day Demand - Projection	277	99%	
2028 Year End - Maximum Day Demand - Projection	298	106%	34%
2029 Year End - Maximum Day Demand - Projection	319		36%
2030 Year End - Maximum Day Demand - Projection	340		39%
2031 Year End - Maximum Day Demand - Projection	361		41%
2032 Year End - Maximum Day Demand - Projection	382		43%
2033 Year End - Maximum Day Demand - Projection	403		46%
2034 Year End - Maximum Day Demand - Projection	424		48%
NOTES: GPM - gallons per minute			

Well (Demand) Evaluation–END OF NOVEMBER 2023 PLUS PERMITS ISSUED BUT NOT OCCUPIED

	gpm	Exg Wells (280 gpm Reliable)	Addl 600 gpm Well (880 gpm Reliable)
2023 Maximum Day Demand (2x Average Day)	213	76%	
2024 Year End - Maximum Day Demand - Projection	234	83%	
2025 Year End - Maximum Day Demand - Projection	255	91%	
2026 Year End - Maximum Day Demand - Projection	276	98%	
2027 Year End - Maximum Day Demand - Projection	297	106%	34%
2028 Year End - Maximum Day Demand - Projection	318		36%
2029 Year End - Maximum Day Demand - Projection	339		38%
2030 Year End - Maximum Day Demand - Projection	360		41%
2031 Year End - Maximum Day Demand - Projection	381		43%
2032 Year End - Maximum Day Demand - Projection	402		46%
2033 Year End - Maximum Day Demand - Projection	423		48%
2034 Year End - Maximum Day Demand - Projection	444		50%
NOTES: GPM - gallons per minute			

Water Tower (Storage/Fire Flow) Evaluation

	gallons	Exg Wells + Exg 250,000g Tower	Additional 600 gpm Well	Addl 600 gpm Well + Addl 300,000g Tower	Addl 600 gpm Well + Addl 400,000g Tower
Current Storage Recommendation	482,000	193%			
Current Storage Recommendation - w/ Addl 600 gpm Well	410,000		164%	75%	
2023 Year End - Storage Recommendation	421,000			77%	
2024 Year End - Storage Recommendation	432,000			79%	
2025 Year End - Storage Recommendation	444,000			81%	
2026 Year End - Storage Recommendation	455,000			83%	
2027 Year End - Storage Recommendation	466,000			85%	
2028 Year End - Storage Recommendation	478,000			87%	
2029 Year End - Storage Recommendation	489,000			89%	
2030 Year End - Storage Recommendation	500,000			91%	
2031 Year End - Storage Recommendation	512,000			93%	
2032 Year End - Storage Recommendation	523,000			95%	
2033 Year End - Storage Recommendation	535,000			97%	82%

NOTES: Storage Recommendation based on:
- Largest Well Out of Service
- Fire Protection Storage for 3500 gpm for 2 hours
- Peak 2-hour Demand Storage
- Average Day Demand Storage

Water Tower (Storage/Fire Flow) Evaluation – END OF NOVEMBER 2023

	gallons	Exg Wells + Exg 250,000g Tower	Additional 600 gpm Well	Addl 600 gpm Well + Addl 300,000g Tower	Addl 600 gpm Well + Addl 400,000g Tower
Current Storage Recommendation	491,000	196%			
Current Storage Recommendation - w/ Addl 600 gpm Well	419,000		168%	76%	
2024 Year End - Storage Recommendation	430,000			78%	
2025 Year End - Storage Recommendation	441,000			80%	
2026 Year End - Storage Recommendation	453,000			82%	
2027 Year End - Storage Recommendation	464,000			84%	
2028 Year End - Storage Recommendation	475,000			86%	
2029 Year End - Storage Recommendation	487,000			89%	
2030 Year End - Storage Recommendation	498,000			91%	
2031 Year End - Storage Recommendation	509,000			93%	
2032 Year End - Storage Recommendation	521,000			95%	
2033 Year End - Storage Recommendation	532,000			97%	
2034 Year End - Storage Recommendation	543,000			99%	84%

- Largest Well Out of Service
- Fire Protection Storage for 3500 gpm for 2 hours
- Peak 2-hour Demand Storage
- Average Day Demand Storage

Water Tower (Storage/Fire Flow) Evaluation – END OF NOVEMBER 2023 PLUS PERMITS ISSUED BUT NOT OCCUPIED

	gallons	Exg Wells + Exg 250,000g Tower	Additional 600 gpm Well	Addl 600 gpm Well + Addl 300,000g Tower	Addl 600 gpm Well + Addl 400,000g Tower
Current Storage Recommendation	501,000	200%			
Current Storage Recommendation - w/ Addl 600 gpm Well	429,000		172%	78%	
2024 Year End - Storage Recommendation	441,000			80%	
2025 Year End - Storage Recommendation	452,000			82%	
2026 Year End - Storage Recommendation	463,000			84%	
2027 Year End - Storage Recommendation	475,000			86%	
2028 Year End - Storage Recommendation	486,000			88%	
2029 Year End - Storage Recommendation	497,000			90%	
2030 Year End - Storage Recommendation	509,000			93%	
2031 Year End - Storage Recommendation	520,000			95%	
2032 Year End - Storage Recommendation	531,000			97%	
2033 Year End - Storage Recommendation	543,000			99%	
2034 Year End - Storage Recommendation	554,000			101%	85%

- Largest Well Out of Service
- Fire Protection Storage for 3500 gpm for 2 hours
- Peak 2-hour Demand Storage
- Average Day Demand Storage

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Village of Roberts, WI

Utility Projects and Rate Impacts

December 21, 2023

Anticipated Projects

Water Projects

- 2025 - 600 GPM Well ($1.4 million)
- 2025 - 300-400,000g Tower ($2.4-$3 million)
- 2025 - Water main ($4.6 million)

Sewer Projects

- 2026 – Clearas Additional Tubes ($250,000)
- 2028 – New Greenhouse ($4.0 million)

Projects Anticipated to be Financed with State Loans and paid by TIDs (25% TID 2, 25% TID 3, 50% TID 4)

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Projected Safe Drinking Water Loan

$8,725,000 Safe Drinking Water Loan of 2025

Year	Principal	Rate	Interest	Total P&I	TID 2 25%	TID 3 25%	TID 4 50%
2025							
2026	438,281	1.287%	109,470	547,751	136,938	136,938	273,876
2027	387,776	1.287%	104,155	491,931	122,983	122,983	245,965
2028	392,767	1.287%	99,132	491,899	122,975	122,975	245,949
2029	397,822	1.287%	94,045	491,866	122,967	122,967	245,933
2030	402,942	1.287%	88,892	491,833	122,958	122,958	245,917
2031	408,127	1.287%	83,672	491,800	122,950	122,950	245,900
2032	413,380	1.287%	78,386	491,766	122,941	122,941	245,883
2033	418,700	1.287%	73,032	491,732	122,933	122,933	245,866
2034	424,089	1.287%	67,608	491,697	122,924	122,924	245,849
2035	429,547	1.287%	62,115	491,662	122,915	122,915	245,831
2036	435,075	1.287%	56,551	491,626	122,907	122,907	245,813
2037	440,675	1.287%	50,916	491,590	122,898	122,898	245,795
2038	446,346	1.287%	45,208	491,554	122,888	122,888	245,777
2039	452,090	1.287%	39,426	491,517	122,879	122,879	245,758
2040	457,909	1.287%	33,570	491,479	122,870	122,870	245,740
2041	463,802	1.287%	27,639	491,441	122,860	122,860	245,721
2042	469,771	1.287%	21,632	491,403	122,851	122,851	245,702
2043	475,817	1.287%	15,547	491,364	122,841	122,841	245,682
2044	481,941	1.287%	9,384	491,325	122,831	122,831	245,662
2045	488,144	1.287%	3,141	491,285	122,821	122,821	245,642
Totals	**$8,725,000**		**$1,163,521**	$9,888,521	**$2,472,130**	**$2,472,130**	**$4,944,260**

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Projected CWFL – Clearas Tubes

$252,500 Clean Water Fund Loan of 2026

Year	Principal	Rate	Interest	Total P&I	TID 2 25%	TID 3 25%	TID 4 50%
2026							
2027	12,684	1.287%	3,168	**15,852**	3,963	3,963	7,926
2028	11,222	1.287%	3,014	**14,236**	3,559	3,559	7,118
2029	11,367	1.287%	2,869	**14,235**	3,559	3,559	7,118
2030	11,513	1.287%	2,722	**14,235**	3,559	3,559	7,117
2031	11,661	1.287%	2,573	**14,234**	3,558	3,558	7,117
2032	11,811	1.287%	2,421	**14,233**	3,558	3,558	7,116
2033	11,963	1.287%	2,268	**14,232**	3,558	3,558	7,116
2034	12,117	1.287%	2,114	**14,231**	3,558	3,558	7,115
2035	12,273	1.287%	1,957	**14,230**	3,557	3,557	7,115
2036	12,431	1.287%	1,798	**14,229**	3,557	3,557	7,114
2037	12,591	1.287%	1,637	**14,228**	3,557	3,557	7,114
2038	12,753	1.287%	1,473	**14,227**	3,557	3,557	7,113
2039	12,917	1.287%	1,308	**14,225**	3,556	3,556	7,113
2040	13,083	1.287%	1,141	**14,224**	3,556	3,556	7,112
2041	13,252	1.287%	972	**14,223**	3,556	3,556	7,112
2042	13,422	1.287%	800	**14,222**	3,556	3,556	7,111
2043	13,595	1.287%	626	**14,221**	3,555	3,555	7,111
2044	13,770	1.287%	450	**14,220**	3,555	3,555	7,110
2045	13,947	1.287%	272	**14,219**	3,555	3,555	7,109
2046	14,127	1.287%	91	**14,218**	3,554	3,554	7,109
Totals	**$252,500**		**$33,672**	**$286,172**	**$71,543**	**$71,543**	**$143,086**

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Projected CWFL - Greenhouse

$4,025,000 Clean Water Fund Loan of 2028

Year	Principal	Rate	Interest	Total P&I	TID 2 25%	TID 3 25%	TID 4 50%
2028							
2029	202,187	1.287%	50,501	**252,687**	63,172	63,172	126,344
2030	178,888	1.287%	48,048	**226,937**	56,734	56,734	113,468
2031	181,190	1.287%	45,731	**226,922**	56,730	56,730	113,461
2032	183,522	1.287%	43,384	**226,907**	56,727	56,727	113,453
2033	185,884	1.287%	41,007	**226,891**	56,723	56,723	113,446
2034	188,277	1.287%	38,600	**226,876**	56,719	56,719	113,438
2035	190,700	1.287%	36,161	**226,861**	56,715	56,715	113,430
2036	193,154	1.287%	33,691	**226,845**	56,711	56,711	113,422
2037	195,640	1.287%	31,189	**226,829**	56,707	56,707	113,414
2038	198,158	1.287%	28,655	**226,813**	56,703	56,703	113,406
2039	200,708	1.287%	26,088	**226,796**	56,699	56,699	113,398
2040	203,291	1.287%	23,488	**226,779**	56,695	56,695	113,390
2041	205,907	1.287%	20,855	**226,763**	56,691	56,691	113,381
2042	208,558	1.287%	18,188	**226,746**	56,686	56,686	113,373
2043	211,242	1.287%	15,487	**226,728**	56,682	56,682	113,364
2044	213,960	1.287%	12,751	**226,711**	56,678	56,678	113,355
2045	216,714	1.287%	9,979	**226,693**	56,673	56,673	113,347
2046	219,503	1.287%	7,172	**226,675**	56,669	56,669	113,338
2047	222,328	1.287%	4,329	**226,657**	56,664	56,664	113,328
2048	225,189	1.287%	1,449	**226,639**	56,660	56,660	113,319
Totals	**$4,025,000**		**$536,753**	**$4,561,753**	**$1,140,438**	**$1,140,438**	**$2,280,877**

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Projected TID 2 Cash Flow

			Revenues					Expenses							
Construction Year	Valuation Year	Revenue Year	Interpress	Projected New Valuation Total	TID Value Increment	Tax Rate	Projected Tax Increment	Crane Incentive $255,620	*25%* 2025 SDWL $8,725,000	*25%* 2026 CWFL $252,500	*25%* 2028 CWFL $4,025,000	Other TID Expenses	Total TID No. 2 Expenses	Annual Balance	Cumulative Balance
2020	2021	2022		-											39,523
2021	2022	2023		-	2,823,400	**18.30**	**51,682**					5,000	**5,000**	46,682	86,205
2022	2023	2024		-	**3,115,700**	18.30	**57,033**	50,000				5,000	**55,000**	2,033	88,238
2023	2024	2025	5,000,000	**5,000,000**	8,115,700	18.30	**148,557**	50,000				5,000	**55,000**	93,557	181,795
2024	2025	2026	5,000,000	**5,000,000**	13,115,700	18.30	**240,082**	50,000	136,938			5,000	**191,938**	48,144	229,939
2025	2026	2027		-	13,115,700	18.30	**240,082**	50,000	122,983	3,963		5,000	**181,946**	58,136	288,076
2026	2027	2028		-	13,115,700	18.30	**240,082**	50,000	122,975	3,559		5,000	**181,534**	58,548	346,624
2027	2028	2029		-	13,115,700	18.30	**240,082**	5,620	122,967	3,559	63,172	5,000	**200,317**	39,765	386,389
2028	2029	2030		-	13,115,700	18.30	**240,082**		122,958	3,559	56,734	5,000	**188,251**	51,831	438,220
2029	2030	2031		-	13,115,700	18.30	**240,082**		122,950	3,558	56,730	5,000	**188,239**	51,843	490,063
2030	2031	2032		-	13,115,700	18.30	**240,082**		122,941	3,558	56,727	5,000	**188,226**	51,856	541,919
2031	2032	2033		-	13,115,700	18.30	**240,082**		122,933	3,558	56,723	5,000	**188,214**	51,868	593,787
2032	2033	2034		-	13,115,700	18.30	**240,082**		122,924	3,558	56,719	5,000	**188,201**	51,881	645,668
2033	2034	2035		-	13,115,700	18.30	**240,082**		122,915	3,557	56,715	5,000	**188,188**	51,894	697,562
2034	2035	2036		-	13,115,700	18.30	**240,082**		122,907	3,557	56,711	5,000	**188,175**	51,907	749,470
2035	2036	2037		-	13,115,700	18.30	**240,082**		122,898	3,557	56,707	5,000	**188,162**	51,920	801,390
2036	2037	2038		-	13,115,700	18.30	**240,082**		122,888	3,557	56,703	5,000	**188,148**	51,934	853,324
2037	2038	2039		-	13,115,700	18.30	**240,082**		122,879	3,556	56,699	5,000	**188,135**	51,947	905,271
2038	2039	2040		-	13,115,700	18.30	**240,082**		122,870	3,556	56,695	5,000	**188,121**	51,961	957,232
2039	2040	2041		-	13,115,700	18.30	**240,082**		122,860	3,556	56,691	5,000	**188,107**	51,975	1,009,208
									122,851	3,556	56,686				
									122,841	3,555	56,682				
									122,831	3,555	56,678				
									122,821	3,555	56,673				
										3,554	56,669				
											56,664				
											56,660				

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Projected TID 3 Cash Flow

			Revenues				Expenses							
Construction Year	Valuation Year	Revenue Year	Projected New Valuation Total	TID Value Increment	Tax Rate	Projected Tax Increment	*1880* Warehouse Incentive $950,000	*25%* 2025 SDWL $8,725,000	*25%* 2026 CWFL $252,500	*25%* 2028 CWFL $4,025,000	Other TID Expenses	Total TID No. 3 Expenses	Annual Balance	Cumulative Balance
2020	2021	2022	-											25,658
2021	2022	2023	-	19,237,100	**18.30**	**352,134**	250,645				5,000	**255,645**	96,489	122,147
2022	2023	2024	-	**21,029,600**	18.30	**384,945**	250,645				5,000	**255,645**	129,301	251,448
2023	2024	2025	-	21,029,600	18.30	**384,945**	187,984				5,000	**192,984**	191,962	443,410
2024	2025	2026	-	21,029,600	18.30	**384,945**	187,984	136,938			5,000	**329,921**	55,024	498,434
2025	2026	2027	-	21,029,600	18.30	**384,945**	72,743	122,983	3,963		5,000	**204,689**	180,257	678,690
2026	2027	2028	-	21,029,600	18.30	**384,945**		122,975	3,559		5,000	**131,534**	253,412	932,102
2027	2028	2029	-	21,029,600	18.30	**384,945**		122,967	3,559	63,172	5,000	**194,697**	190,248	1,122,350
2028	2029	2030	-	21,029,600	18.30	**384,945**		122,958	3,559	56,734	5,000	**188,251**	196,694	1,319,045
2029	2030	2031	-	21,029,600	18.30	**384,945**		122,950	3,558	56,730	5,000	**188,239**	196,707	1,515,751
2030	2031	2032	-	21,029,600	18.30	**384,945**		122,941	3,558	56,727	5,000	**188,226**	196,719	1,712,471
2031	2032	2033	-	21,029,600	18.30	**384,945**		122,933	3,558	56,723	5,000	**188,214**	196,732	1,909,202
2032	2033	2034	-	21,029,600	18.30	**384,945**		122,924	3,558	56,719	5,000	**188,201**	196,745	2,105,947
2033	2034	2035	-	21,029,600	18.30	**384,945**		122,915	3,557	56,715	5,000	**188,188**	196,757	2,302,704
2034	2035	2036	-	21,029,600	18.30	**384,945**		122,907	3,557	56,711	5,000	**188,175**	196,771	2,499,475
2035	2036	2037	-	21,029,600	18.30	**384,945**		122,898	3,557	56,707	5,000	**188,162**	196,784	2,696,259
2036	2037	2038	-	21,029,600	18.30	**384,945**		122,888	3,557	56,703	5,000	**188,148**	196,797	2,893,056
2037	2038	2039	-	21,029,600	18.30	**384,945**		122,879	3,556	56,699	5,000	**188,135**	196,811	3,089,867
2038	2039	2040	-	21,029,600	18.30	**384,945**		122,870	3,556	56,695	5,000	**188,121**	196,825	3,286,691
2039	2040	2041	-	21,029,600	18.30	**384,945**		122,860	3,556	56,691	5,000	**188,107**	196,839	3,483,530
								122,851	3,556	56,686				
								122,841	3,555	56,682				
								122,831	3,555	56,678				
								122,821	3,555	56,673				
									3,554	56,669				
										56,664				
										56,660				

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Projected TID 4 Cash Flow

			Revenues						Expenses						
Construction Year	Valuation Year	Revenue Year	Kwik Trip	Additional Development	Projected New Valuation Total	TID Value Increment	Tax Rate	Projected Tax Increment	*50%* 2025 CWFL $8,725,000	*25%* 2026 CWFL $252,500	*25%* 2028 CWFL $4,025,000	Other TID Expenses	Total TID No. 4 Expenses	Annual Balance	Cumulative Balance
2020	2021	2022													(24,540)
2021	2022	2023			-		**18.30**	**-**				5,000	**5,000**	(5,000)	(29,540)
2022	2023	2024			-	**1,655,500**	18.30	**30,304**				5,000	**5,000**	25,304	(4,236)
2023	2024	2025	3,400,000	7,500,000	**10,900,000**	12,555,500	18.30	**229,828**				5,000	**5,000**	224,828	220,591
2024	2025	2026			-	12,555,500	18.30	**229,828**	273,876			5,000	**278,876**	(49,048)	171,544
2025	2026	2027		5,000,000	**5,000,000**	17,555,500	18.30	**321,352**	245,965	7,926		5,000	**258,891**	62,461	234,005
2026	2027	2028			-	17,555,500	18.30	**321,352**	245,949	7,118		5,000	**258,067**	63,285	297,289
2027	2028	2029		5,000,000	**5,000,000**	22,555,500	18.30	**412,877**	245,933	7,118	126,344	5,000	**384,394**	28,482	325,772
2028	2029	2030			-	22,555,500	18.30	**412,877**	245,917	7,117	113,468	5,000	**371,502**	41,375	367,147
2029	2030	2031		2,500,000	**2,500,000**	25,055,500	18.30	**458,639**	245,900	7,117	113,461	5,000	**371,478**	87,162	454,308
2030	2031	2032			-	25,055,500	18.30	**458,639**	245,883	7,116	113,453	5,000	**371,453**	87,187	541,495
2031	2032	2033			-	25,055,500	18.30	**458,639**	245,866	7,116	113,446	5,000	**371,427**	87,212	628,707
2032	2033	2034			-	25,055,500	18.30	**458,639**	245,849	7,115	113,438	5,000	**371,402**	87,237	715,944
2033	2034	2035			-	25,055,500	18.30	**458,639**	245,831	7,115	113,430	5,000	**371,376**	87,263	803,208
2034	2035	2036			-	25,055,500	18.30	**458,639**	245,813	7,114	113,422	5,000	**371,350**	87,289	890,497
2035	2036	2037			-	25,055,500	18.30	**458,639**	245,795	7,114	113,414	5,000	**371,323**	87,316	977,813
2036	2037	2038			-	25,055,500	18.30	**458,639**	245,777	7,113	113,406	5,000	**371,296**	87,343	1,065,156
2037	2038	2039			-	25,055,500	18.30	**458,639**	245,758	7,113	113,398	5,000	**371,269**	87,370	1,152,526
2038	2039	2040			-	25,055,500	18.30	**458,639**	245,740	7,112	113,390	5,000	**371,242**	87,398	1,239,924
2039	2040	2041			-	25,055,500	18.30	**458,639**	245,721	7,112	113,381	5,000	**371,214**	87,426	1,327,349
2040	2041	2042			-	25,055,500	18.30	**458,639**	245,702	7,111	113,373	5,000	**371,185**	87,454	1,414,803
2041	2042	2043				25,055,500	18.30	**458,639**	245,682	7,111	113,364		**366,157**	92,483	1,507,286
									245,662	7,110	113,355				
									245,642	7,109	113,347				
										7,109	113,338				
											113,328				
											113,319				

- Additional development is estimated to make cash flow viable.
- Estimated growth from 2022 project plan was $112,500,000.

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Projected Sewer Utility with New Issues

		REVENUE DEBT				COVERAGE				G.O. Debt		
						Minimum Coverage 1.10						
Year	Revenue Available for Debt Service	2006 Clean Water Fund Loan $3,112,458	2020 Clean Water Fund Loan $4,055,280	2026 Clean Water Fund Loan $252,500	2028 Clean Water Fund Loan $4,025,000	Total Revenue Debt Service	Revenue Debt Coverage	Replacement Fund	*Total* Coverage	2023 G.O. Bonds $2,055,000	Total Debt Service	Total DS Coverage
2022	523,339	195,696	244,860			**440,556**	**1.19**	65,800	**1.03**		440,556	**1.19**
2023	523,339	195,646	249,883			**445,529**	**1.17**	65,800	**1.02**		445,529	**1.17**
2024	523,339	195,595	249,883			**445,478**	**1.17**	65,800	**1.02**	24,467	469,945	**1.11**
2025	523,339	195,543	249,883			**445,426**	**1.17**	65,800	**1.02**	23,700	469,126	**1.12**
2026	523,339	195,490	249,883			**445,372**	**1.18**	65,800	**1.02**	22,800	468,172	**1.12**
2027	523,339		249,883	15,852		**265,735**	**1.97**	65,800	**1.58**	21,900	287,635	**1.82**
2028	523,339		249,883	14,236		**264,119**	**1.98**	65,800	**1.59**	26,000	290,119	**1.80**
2029	568,726		249,883	14,235	252,687	**516,806**	**1.10**	65,800	**0.98**	24,800	541,606	**1.05**
2030	568,726		249,883	14,235	226,937	**491,054**	**1.16**	65,800	**1.02**	23,600	514,654	**1.11**
2031	568,726		249,883	14,234	226,922	**491,038**	**1.16**	65,800	**1.02**	22,400	513,438	**1.11**
2032	568,726		249,883	14,233	226,907	**491,022**	**1.16**	65,800	**1.02**	21,200	512,222	**1.11**
2033	568,726		249,883	14,232	226,891	**491,006**	**1.16**	65,800	**1.02**	10,400	501,406	**1.13**
2034	568,726		249,883	14,231	226,876	**490,990**	**1.16**	65,800	**1.02**		490,990	**1.16**
2035	568,726		249,883	14,230	226,861	**490,973**	**1.16**	65,800	**1.02**		490,973	**1.16**
2036	568,726		249,883	14,229	226,845	**490,956**	**1.16**	65,800	**1.02**		490,956	**1.16**
2037	568,726		249,883	14,228	226,829	**490,939**	**1.16**	65,800	**1.02**		490,939	**1.16**
2038	568,726		249,883	14,227	226,813	**490,922**	**1.16**	65,800	**1.02**		490,922	**1.16**
2039	568,726		249,883	14,225	226,796	**490,904**	**1.16**	65,800	**1.02**		490,904	**1.16**
2040	568,726			14,224	226,779	**241,004**	**2.36**	65,800	**1.85**		241,004	**2.36**
2041	568,726			14,223	226,763	**240,986**	**2.36**	65,800	**1.85**		240,986	**2.36**
2042	568,726			14,222	226,746	**240,968**	**2.36**	65,800	**1.85**		240,968	**2.36**
2043	568,726			14,221	226,728	**240,949**	**2.36**	65,800	**1.85**		240,949	**2.36**
2044	568,726			14,220	226,711	**240,931**	**2.36**	65,800	**1.85**		240,931	**2.36**
2045	568,726			14,219	226,693	**240,912**	**2.36**	65,800	**1.85**		240,912	**2.36**
2046	568,726			14,218	226,675	**240,893**	**2.36**	65,800	**1.85**		240,893	**2.36**
2047	568,726				226,657	**226,657**	**2.51**	65,800	**1.94**		226,657	**2.51**
2048	568,726				226,639	**226,639**	**2.51**	65,800	**1.94**		226,639	**2.51**

- What if TID growth does not occur?
- 1% increase shown here for 2028 CWFL to maintain 1.10X coverage.
- Sewer rates can be set at Village's discretion.

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Projected Water Utility with SDWL

Year	Revenue Available for Debt Service	REVENUE DEBT AND COVERAGE 2025 Safe Drinking Water Loan $8,725,000	Total Revenue Debt Service	Revenue Debt Coverage
2022	85,894			
2023	85,894			
2024	85,894			
2025	85,894			
2026	**602,526**	547,751	**547,751**	**1.10**
2027	602,526	491,931	**491,931**	**1.22**
2028	602,526	491,899	**491,899**	**1.22**
2029	602,526	491,866	**491,866**	**1.22**
2030	602,526	491,833	**491,833**	**1.23**
2031	602,526	491,800	**491,800**	**1.23**
2032	602,526	491,766	**491,766**	**1.23**
2033	602,526	491,732	**491,732**	**1.23**
2034	602,526	491,697	**491,697**	**1.23**
2035	602,526	491,662	**491,662**	**1.23**
2036	602,526	491,626	**491,626**	**1.23**
2037	602,526	491,590	**491,590**	**1.23**
2038	602,526	491,554	**491,554**	**1.23**
2039	602,526	491,517	**491,517**	**1.23**
2040	602,526	491,479	**491,479**	**1.23**
2041	602,526	491,441	**491,441**	**1.23**
2042	602,526	491,403	**491,403**	**1.23**
2043	602,526	491,364	**491,364**	**1.23**
2044	602,526	491,325	**491,325**	**1.23**
2045	602,526	491,285	**491,285**	**1.23**

- Must demonstrate 1.10X coverage to qualify for SDWL.
- Estimated 191% increase to water rates above 2022 audit results.
- Rates are regulated by Public Service Commission and will require full rate case study.
- Rate study typically takes 6-9 months.

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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.

(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)

From: Goodwin, Angi
To: Megan Dull (vilofrbt@baldwin-telecom.net)
Cc: Susan Badtke; Gonzalez, Josue
Subject: FW: Downtown Roberts
Date: Monday, December 18, 2023 3:10:18 PM
Attachments: image002.png

Thank you Susan,

Megan, please share below thoughts with the Plan Commissioners, in additional to Susan's recommendation that the plan commission wait for any changes to the zoning ordinance for the downtown area. The joint planning committee will be working through visioning for the downtown, and this will then provide better direction for what ordinances should be to help obtain that vision.

Susan also noted that it is typically preferred to not have residential quarters at ground level in downtown areas. This allows maximum commercial square footage and commercial development in the downtown area.

IF in the future the Village wants to modify this ordinance (again, not recommended right now and only recommended per direction of joint planning committee), but I think just the first sentence in item (d) could be modified to allow this:

Option but NOT RECOMMENDED:

In the downtown area, residential quarters provided that such quarters are in the principal building and the entrance does not face the commercial area. Quarters may be upper level or ground level.

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.

Angi

Angi Goodwin, PE | Civil Engineer
Office: 715.834.3161 | Direct: 715.831.7658 | Cell: 715.559.9224
Ayres Associates Inc | www.AyresAssociates.com
Ingenuity, Integrity, and Intelligence.

From: Susan Badtke <sbadtke@wcwrpc.org>
Sent: Monday, December 18, 2023 2:47 PM
To: Goodwin, Angi <goodwina@AyresAssociates.com>
Subject: Downtown

You don't often get email from sbadtke@wcwrpc.org. Learn why this is important

Hi Angi –

In addition to what I mention on the phone, I thought of a few other things to keep in mind:

1. What is “downtown” Roberts? It’s possible that the location of the subject property is outside the area that the Village wants to focus in on as “downtown”, despite it being located on Main Street. For example, perhaps the Village wants to focus on keeping the downtown fabric of Main St block east of Vine Street, while allowing more flexibility to the rest of Main Street? Or perhaps it would extend west of Vin Street but only on the south side of Main street? Or maybe they consider all of Main Street to be “downtown”, and want the entire street side to have the business street front fabric with business space, while not caring about the rear. Again – this is a conversation to be had as part of the comp plan process.

2. While not part of the comp plan process, we will try to review the zoning ordinance & map and identify any areas that should be addressed as part of the comp plan recommendations (typically these fall in the land use element).

Thanks,

Susan Badtke, AICP
Senior Planner
West Central Wisconsin Regional Planning Commission
800 Wisconsin Street, Suite D2-401, Mail Box 9
Eau Claire, WI 54703-3606
715-836-2918, Ext. 15



VILLAGE OF ROBERTS, WI

PUBLIC SAFETY COMMITTEE MEETING – VILLAGE HALL

Date:	December 4, 2023
Time:	6:00PM
Meeting called to order by:	Richard Reese, Chairperson

DRAFT

IN ATTENDANCE

COMMITTEE MEMBERS: Richard Reese (Chair), Stan Gillis, Glenn Hall, Peter Tharp, Janice Cernohous
GUEST(S): Chief Jerry Strohbusch, Roberts Police Department
PUBLIC: Terry Lubick, Brian– Roberts Marine

1. CALL TO ORDER

The meeting was called to order by Chairperson Richard Reese at 6:01p.m.

2. PROPER NOTIFICATION

The meeting was properly posted in the designated locations for the Village of Roberts.

3. DISCUSSION/POSSIBLE RECOMMENDATION OF PARKING ON E. MAPLE STREET

Per Chairman Reese request, the item of parking on E Maple Street was moved to the first topic of discussion. Chief Strohbusch informed the Committee there have been two complaints regarding parking on E. Maple Street since he started working here in 2021. He noted Village Hall receives walk-in complaints as well. Chief Strohbusch informed the committee that when there is a complaint, he contacts Roberts Marine, and they have been gracious and compliant when they are asked to move the boats in the road.

Brian, co-owner of Roberts Marine, informed the Committee they can comfortably hold 20-30 boats within the fence at Roberts Marine. He stated they are very congested during the months of May, June and October and use the road for parking more during those months. Brian stated no boats stay on the road overnight.

Member Tharp stated he has no issues except for the wood blocks that are left on the road. Member Cernohous stated this is not a year-round issue and would like to think people can be accommodating. She also stated that the business Roberts Marine brings to the Village is very much appreciated.

A recommendation to make no changes to current parking regulations on E. Maple Street was motioned by Gillis, seconded by Cernohous. Aye – 5; Nay – 0. Motion passed unanimously.

4. DISCUSSION OF PEDESTRIAN TRAFFIC ON DIVISION STREET

Chief Strohbusch informed the Committee on pedestrian traffic on Division Street between Tower Road and the elementary school. Chief Strohbusch noted that on any given day, during heavy traffic times (established as 7:30AM-8AM & 2:50PM-3:20PM) an average of 3-6 people traverse on N. Division Street between Tower Road and the elementary school. Chief Strohbusch did note that the southside of Division Street is busier with foot traffic.

Member Gillis noted that parts of S. Division Street sidewalks are icy and treacherous at times in winter causing people to use the roads rather than the sidewalks.

5. DISCUSSION/POSSIBLE RECOMMENDATION OF CROSSWALK FLAGS ON S. DIVISION STREET

Chief Strohbusch informed the Committee a citizen requested the discussion of crosswalk flags on S. Division Street. Discussion ensued with the Committee on the pros and cons of the requested flags. A recommendation of not adding crosswalk flags on S. Division Street was motioned by Tharp, seconded by Gillis. Aye – 5; Nay – 0. Motion passed unanimously.

6. DISCUSSION/POSSIBLE RECOMMENDATION OF TRAFFIC CONTROL MEASURES ON CHEYENNE STREET AND OTHER STREETS

Chief Strohbusch informed the Committee that citizen complaints have been received regarding traffic on Cheyenne Street with excessive speeds. Citizens have requested a stop sign be installed on the southeast side of Cheyenne on the curve in the road. Chief Strohbusch stated no issues have been noted by officers while patrolling in that area. Chief Strohbusch stated the traffic trailer is currently broken but could be placed in that neighborhood once it's repaired. A recommendation of not adding any traffic control measures, including a stop sign, on Cheyenne and other streets was motioned by Tharp, seconded by Hall. Aye – 5; Nay – 0. Motion passed unanimously.

DRAFT

7. DISCUSSION OF VILLAGE OF ROBERTS EMERGENCY OPERATION PLAN

Chief Strohbusch presented the Village of Roberts Emergency Operation Plan to the Committee.

Opening/Supervising Shelter - Chief Strohbusch stated he recommends a change to page 24, Section A,1,b Open the shelter. The current plan states "*The shelter **will** be opened in the event of a severe thunderstorm warning or tornado warning. In all cases, police or fire personnel must supervise the gymnasium. The first emergency personnel on site will be in charge of supervising the shelter*". Chief Strohbusch stated current practice is for Greg Green, employee of the elementary school, would open the school and act as the Emergency Shelter Supervisor. This practice has been done on a handshake agreement. Greg will be retiring soon, and Chief Strohbusch wanted to bring to the Committee's attention that police or fire personnel may not always be available to open the shelter and to stay to supervise it. Chief Strohbusch stated it is not uncommon for the police department to have one officer on duty at a time. Discussion ensued including who will open and supervise the shelter; incorporating a Facility Use Agreement between the school and the Village; possibility of a FEMA grant in the future to be used to build a shelter; using key fobs for citizens to enter shelter; and the need/requirement for the Village to continue to provide a shelter.

The Committee requested Chief Strohbusch contact SCC Elementary School officials to see if someone from the school will continue to open and supervise the shelter during severe weather and report back to them.

Emergency Operating Center/Sites; Incident Commander – Chief Strohbusch stated he recommends a change to Incident Command Posts to reflect SCC Elementary School as priority for EOC rather than the Wastewater Treatment Plant (WWTP). Chief Strohbusch explained the school has a backup generator which keeps their phone lines and internet connections running, although additional standup lights would need to be purchased for extra lighting; there is more space for vehicles and manpower; the police department already has access to open the school. Chief Strohbusch provided a broad overview of the process of opening an Emergency Operating Center to the Committee. Chief Strohbusch recommends removing Village President/Board from the Emergency Operating Center Personnel List as those individuals are considered policymakers. It is recommended that they not be in the Emergency Operating Center but be available.

The Committee tabled the recommendations and requested Chief Strohbusch contact school officials as requested and that he provide a detailed list of requested changes to the Committee for their review.

8. OTHER BUSINESS

Incident Command for Elected Officials class – the Committee requested Chief Strohbusch to obtain information on this class and provide it to the Committee.

DRAFT

9. ADJOURN

There being no further business, a motion to adjourn the meeting was made by Hall, seconded by Gillis. Meeting adjourned at 7:44p.m. and was passed unanimously.

NEXT MEETING - TBD

DRAFT

Village of Roberts
Public Works Committee – December 14th, 2023
Meeting Minutes

The Public Works Committee Meeting on December 14th, 2023 was called to order at 6:30 by Dakovich.

Present: Shawn Dakovich, Rand Waughtal, Scott Gerhardt, Kevin Soltis, Steve Melby and Jeff Vogt.
Absent: Jonathan Thompson.
Vistors: Peter Tharp and Chris Holmes

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

- **Approval of Minutes for November 9th, 2023,** Motion to accept with minor changes by Soltis, second by Melby. **Motion** carried.
- **Discussion/Approval regarding cost of repairs for the old F150 truck explore alternative operations. -** The truck needs about $3,000.00 to $4,000.00 in repairs. Gerhardt thinks we should keep the F150 and use it as a backup. Gerhardt also asked if we have records of what we have spent? Soltis said that he thinks the truck should have been sold long ago. Soltis also said that it doesn't matter, Bond is driving his personal vehicle and that should not happen. **Motion** to sell or replace the 2006 F150 by Soltis, second by Vogt. Motion carried with Gerhardt opposing.
- **Discussion in regards to snowplowing –** Vogt asked for Thompson why there wasn't a plow truck with salt out on December 2023. Holmes explained how plowing works. They open up the streets then do the cleanup. Dakovich said that Holmes went out and salted on Monday but Gerhardt said by then it was too late, Gerhardt would like to see the Public Works stager their time when they plow and who makes that decision as to when they come in. The Public Works director John Bond does. Vogt asked if they start at plowing 3 a.m? What time would you get out to Rolling Meadows? If they start at 3 a.m. it would be at 7a.m. Holmes said that they do check with the police to see how the roads are. Vogt asked if Bond runs the salter when he plows, occasionally he will. Dakovich will get maps and get them out to the residents. Vogt also asked about the Rubberized blades. Soltis has looked into it, but it is very expensive, about $6,000.00. Dakovich asked Bond to talk with T-Buck about the roads in their development and will let the board know? Dakovich will come up with a GPS for the trucks.
- **Discussion of equipment replacement schedule –** Waughtal explained the form and said that it could change.
- **Update on Dakota lift station** – Holmes said that it is scheduled for 9:00 A.M. Monday the 18th.

- **Items for future agenda** – A different pickup to replace the 2006 F150. Holmes asked about a side by side. The Public Work guys will come up with something. Dakovich asked if they have thought about a Ford Ranger? They have not but will look into it.
- **Any other business** – None
- **Adjourned** – Motion to adjourn by Gerhart, second by Melby **Motion** carried.

There may be a quorum of the Village Board present at this meeting.

Barb Newton
Deputy Clerk

DRAFT

Building a Better World for All of Us®

November 3, 2023

RE: ABNR Building Modifications
Roberts, WI
SEH No. ROBER 172420 14.00

Megan Dull, Village Clerk
Village of Roberts
107 E Maple Street
Roberts, WI 54023

Dear Ms. Dull:

On November 2, 2023, unit price bids were received for the ABNR Building Modifications project. The attached Tabulation of Bids shows the unit price bid submitted.

One bid was received for the project. The total bid price was $264,800.00 submitted by Parkos Construction Company Inc., Saint Paul, MN. Based on the information provided by the contractor, Parkos Construction Company Inc., has the required equipment and expertise to perform the work as outlined in the contract specifications. We, therefore, recommend award of the project in the amount of $264,800.00. SEH recommends you closely review, with counsel, the bid materials provided before awarding the Project.

SEH retains electronic copies of bids and bonds of all bidders. The bid and bond of the awarded bidder will be incorporated into the contract documents after all applicable documentation has been signed by the Contractor and Client and provided to SEH.

We hope this analysis of the bids is adequate for your needs. If you have any questions regarding this information, please contact me.

Sincerely,

Jeremiah Wendt, PE
Project Manager
(Lic. IN,NE,SD,VA,WI)

hh
Enclosure
\\sehinc.com\panzura\pzprojects\PT\R\ROBER\172420\6-bid-const\Bidding Documents\award ltr_11.02.2023

Village of Roberts ABNR Building Modifications (SEH No. ROBER 172420) (#8779826)
Owner: Village of Roberts
Solicitor: SEH - New Richmond, WI
11/02/2023 02:00 PM CDT

						Parkos Construction Company Inc	
Section Title	Line Item	Item Code	Item Description	UofM	Qty	Unit Price	Extension
Base Bid							$264,800.00
	1	1	Removal and Reinstallation of Electrical and Mechanical Equipment	LS	1	$10,000.00	$10,000.00
	2	2	Provide and Install Ceiling and Insulation System	LS	1	$254,800.00	$254,800.00
Base Bid Total:							**$264,800.00**

AIA® Document A310™ – 1970

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
(Here insert full name and address or legal title of Contractor)
Parkos Construction Company
1010 South Robert Street
West St. Paul, MN 55118

as Principal, hereinafter called the Principal, and
(Here insert full name and address or legal title of Surety)
United Fire & Casualty Company
118 Second Ave SE
Cedar Rapids, IA 52407

a corporation duly organized under the laws of the State of **Iowa**
as Surety, hereinafter called the Surety, are held and firmly bound unto
(Here insert full name and address or legal title of Owner)
Village of Roberts
107 E. Maple Street
Roberts, WI 54023

as Obligee, hereinafter called the Obligee, in the sum of **Five Percent (5%) of the Amount of the Bid** Dollars ($ **5%**), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for
(Here insert full name, address and description of project)
ABNR Building Modifications- metal ceiling panels on existing structures, mechanical & electrical
750 Hwy 5, Roberts, WI 54023

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **2nd** day of **November, 2023**

(Witness)

Parkos Construction Company
(Principal) (Seal)

(Title)

(Witness)

United Fire & Casualty Company
(Surety)

(Title) **Name Alemdar** (Seal)
Attorney-in-Fact

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INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____

ss

COUNTY OF _____

On the _____ day of _____, _____, before me personally appeared

_____ to me known to be the person(s) described in and who executed the foregoing instrument, as Principal(s), and acknowledged to me that __he__ executed the same as his/her/their free act and deed.

_____

(Notary Seal)

CORPORATE ACKNOWLEDGMENT

STATE OF Minnesota

ss

COUNTY OF Ramsey

On the **2nd** day of **November**, **2023**, before me personally appeared John W Parkos Jr to me known, who being by me duly sworn, did say that he/she is the Vice President of **Parkos Construction Company**, the corporation described in and which executed the foregoing instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that he/she signed his/her name thereto by like order

KIMBERLY M. SEMPLE
Notary Public-Minnesota
My Commission Expires Jan 31, 2025
(Notary Seal)

_____

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA

ss

COUNTY OF **Washington**

On the **2nd** day of **November**, **2023**, before me personally appeared **Name Alemdar** to me known, who being duly sworn, did say that he/she is the aforesaid officer or attorney-in-fact of the **United Fire & Casualty Company** a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Melissa M. Nordin

(Notary Seal)

MELISSA M. NORDIN
Notary Public - Minnesota
My Commission Expires
January 31, 2025

UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA
CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company – See Certification)

Inquiries: Surety Department
118 Second Ave SE
Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

MARILYN HENTGES, KATIE RANDOLPH, KELLY PRESTON, JANE THOMPSON, BARB MICHAELS, LINDA JACKSON, ALAN STARKS, JEFFREY SETTEM, MELISSA M NORDIN, NAME ALEMDAR, TYLER GERADS, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed $100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted shall expire the 11th day of January, 2025 unless sooner revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set of forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 11th day of January, 2023

UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: Dennis J. Richmann
Vice President

State of Iowa, County of Linn, ss:

On 11th day of January, 2023, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.

Judith A. Jones
Iowa Notarial Seal
Commission number 173041
My Commission Expires 4/23/2024

Judith A Jones
Notary Public
My commission expires: 4/23/2024

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 2nd day of November, 2023.

By: Mary A Bertsch
Assistant Secretary,
UF&C & UF&I & FPIC

DOCUMENT 00 45 19

AFFIDAVIT OF NON-COLLUSION

STATE OF Minnesota

COUNTY OF Ramsey

I Hereby swear (or affirm) under the penalty of perjury:

1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);

2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;

3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and

4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this

2 day of November, 2023

Kimberly M Semple

Notary

KIMBERLY M. SEMPLE
Notary Public-Minnesota
My Commission Expires Jan 31, 2025
(Seal)

Bidder's Signature

Vice President

Title

Parkos Construction Company

Company

DOCUMENT 00 45 17

BIDDERS PROOF OF RESPONSIBILITY

This Bidders Proof of Responsibility must be submitted in accordance with Article 3.01 of the Instructions to Bidders.

On all contracts, bidder must submit a full and complete statement sworn to before any officer authorized to administer oaths of financial ability, equipment, experience in the work prescribed, and such other matters as the municipality may require for the protection and welfare of the public.

The objective of the questionnaire is not to discourage bidding or make it difficult for qualified bidders to file bids. Neither is it intended to discourage beginning contractors. It is intended to make it possible for the Owner to have exact information on financial ability, equipment and experience involved in awarding contracts to parties unfamiliar to the Owner. Owner reserves the right to require additional information before awarding the contract in order to determine qualification for the work.

The contents of this questionnaire will be considered confidential.

This questionnaire is to be submitted via QuestCDN.

If the Owner is not satisfied with the sufficiency of the answers to the questionnaire a financial statement may be required or they may reject the bid or require additional information.

STATEMENT OF BIDDER'S QUALIFICATIONS

1. Name of Bidder: Parkos Construction Company
2. Bidder's Address: 1010 S Robert Street West St Paul, Minnesota 55118
3. When Organized: 1978
4. Where Incorporated: Minnesota
5. How many years have you been engaged in the contracting business under the present firm name: 45 years
6. Contracts on hand (attach a list of present contracts, including a schedule as to estimate completion date and gross amount of each contract).
7. General character of work performed by your firm. Commercial General Contractor
8. Have you ever failed to complete any work awarded to you:
   Yes _____ No X____. If so, attach a statement detailing where and why.
9. Have you ever defaulted on a contract:
   Yes _____ No X____. If so, attach a statement detailing where and why.
10. Attach list of the more important contracts completed by your firm, including kind of work and approximate cost.
11. Attach list of your major equipment.
12. Attach a statement of your experience in the construction of work similar in scope to this project.
13. Attach statement of background and experience of the principal members of your personnel, including the officers.

14. Credit availability: Furnish written evidence, preferably from banks.

15. Additional information may also be submitted if desired.

RESUME

John William Parkos, Jr.

7830 Alberta Way

Inver Grove Heights, MN 55077

Phone: 651-455-0031 Cellphone: 612-919-6962

12/78 to Present:

Owner/Corporate officer of Parkos Construction Company. This position includes project management and estimating. Parkos Construction Company was established and incorporated in December of 1978. We complete projects in the area of commercial remodeling and some new construction. We handle 10 to 20 jobs at one time. Many of our projects are government/city/state owned projects. I manage a crew of 6 to 15 union carpenters and 4 office staff. We are a licensed, bonded and insured contractor.

5/75 to 12/78:

I was working as a journeyman carpenter completing residential remodeling projects for Rocon Construction.

4/74 to 5/75:

I was working as an apprentice carpenter building new homes for Jandric Construction.

Education: 1971 Graduate of Humboldt High School. Attended St. Paul TVI Carpentry course.

Michele Parkos

12/78 to Present:

Michele Parkos Owner/Corporate officer for Parkos Construction. This position includes the following responsibilities:

Advertising

Securing Bonds and Maintaining Bonding File

Negotiating of insurance package

Monitoring of EEO requirements

Prepare and monitor all contracts with subcontractors and suppliers

Develop and maintain subcontractor / vendor data base

Oversee payments and lien waivers from all subcontractors

Michele has been employed by Parkos Construction since the start of the business in December 1978.

11/2023

Resume of Chad Parkos

Chad Parkos has been employed by Parkos Construction Company for approximately 26 years and 4 additional years part time while he completed high school. Chad started working for Parkos Construction as a laborer and has worked thru his carpentry apprenticeship and journeyman position. Chad is now a construction estimator/project manager. He has managed projects as large as $2,000,000.00. He is a very capable and valued employee for Parkos Construction.

Russ Oberg – Estimator

Russ Oberg has been employed by Parkos Construction for 21 years. Russ started working for Parkos Construction as a first year carpenter apprentice and has worked for Parkos Construction thru his entire apprenticeship period. After completing his apprenticeship, he advanced to the position of journeyman carpenter. Russ then advanced to job foreman/superintendent for 15 years. This year Russ has moved to estimator and has been working in this capacity for the past 6 months. He is currently estimating small to midsize projects.

11/2023

Resume of Jesse Trussell

Jesse has been employed with Parkos Construction as a journeyman carpenter since March of 2019. He has served as job site foreman/superintendent on several of our projects. He has handled projects from $200,000 to $1,000,000.00 . Jesse has proven to be very responsible, dependable and has excellent management skills required to fulfill dues of a foreman/superintendent.

Unit#	Year	Make-Description	Model/Serial #	Value
1	2006	CAT Telescoping Forklift	SLE04913	$31,000
2	2008	JLG Scissor Lift	200180184	$7,600
3	2013	Track Loader	A3PO17284	$48,000
4	2015	Bobcat	0200136038	$50,000
5		JLG Boom Lift	300103081	$32,000
6		JLG 3394RT	200136038	$19,750
7		Bobcat	B3Y214693	$47,992
TOTAL				

PARKOS CONSTRUCTION
GENERAL CONTRACTOR
1010 SOUTH ROBERT STREET WEST ST. PAUL, MINNESOTA 55118
PHONE: (651) 455-0031 FAX: (651) 450-7740
"AN EQUAL OPPORTUNITY EMPLOYER"

Date: **11/2/2023**

To: **City of Roberts**

From: **John W. Parkos, Jr.**
Vice-President

Re: **Bid Qualifications for ABNR Building**

Parkos Construction has been in business since December of 1978. We are general contractor specializing commercial construction and remodeling. Our main scope of work focuses on remodeling and new construction of public works buildings, city halls, schools, and libraries park shelters.

DEERWOOD
EST. BANK 1910

June 16, 2020

Michele Parkos, President
Parkos Construction Company
1010 S Robert Street
West St. Paul, Minnesota 55118

RE: Walton Park Hockey Rink Reconstruction project for the City of Oakdale, MN

Dear Michele:

As of the above date, Parkos Construction Company has maintained depository accounts with us since February 1991. The company maintains average balances that exceed the low seven (7) figures and have had no reason to open a revolving line of credit. However, if the company does decide to open a revolving line of credit, we would be pleased to negotiate such a credit facility.

All the depository accounts with Parkos Construction Company have been handled as agreed, and the company has responded in a timely and professional manner to all requests and items.

We consider you to be one of our highly valued clients. We believe the Company has an excellent management team.

Please feel free to email me at russell.gaydos@deerwoodbank.com, or call me at 651-643-8471, with any questions.

Sincerely,

Russell Gaydos
Senior Vice President

DOCUMENT 00 44 14

PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency Dakota County - Big Rivers Regional Park Building
   Description of Work Construction of Park Shelter Bldg & Site Work
   Agency Representative Joe Lexa
   Title Senior PM Phone 651-438-4566 Date of Contract 3/2021

2. Contracting Agency City of Hugo - Hugo Public Works Building
   Description of Work Construction of Public Works Building
   Agency Representative Mike Erickson
   Title Owner Rep Phone 651-762-6312 Date of Contract 3/2004

3. Contracting Agency White Bear Township
   Description of Work Construction of Public Works Building
   Agency Representative Bill Labone
   Title Owner Rep Phone 651-429-5546 Date of Contract 5/2002

4. Contracting Agency MN DOT - Chaska Truck Station
   Description of Work Construction of Salt Storage
   Agency Representative Jeff O'Brien
   Title Owner Rep Phone _____ Date of Contract 12/2012

5. Contracting Agency City of St Paul - Pole Building
   Description of Work Construction of Metal Building
   Agency Representative Mike Mischaud
   Title Owner Rep Phone 651-266-9162 Date of Contract 10/2008

Name of Bidder Parkos Construction Company
By John W Parkos Jr

DOCUMENT 00 43 36

LIST OF PROPOSED SUBCONTRACTORS

Company Everest Cleaning Telephone No. 651-335-2706
Name of Contact Anthony Dahl
Address 1730 Graham Ave W # 101 St Paul, MN 55116
Type of Construction Cleaning

Company Division V Sheet Metal Telephone No. 651-291-8662
Name of Contact Bruce Reed
Address 218 Ohio Street
Type of Construction Aluminium Ceiling Panels

Company Steiner Plumbing Telephone No. 715-425-5544
Name of Contact Luke
Address N8230 - 94th Street River Falls, WI 54022
Type of Construction Pluming- Heating- Electrial

Company Penguin Insulation Telephone No. 763-535-7353
Name of Contact Shannon Gretz
Address 2900 Granada Lane North
Type of Construction Insulation

Company J Finn, Scaffold Telephone No.
Name of Contact
Address mpls
Type of Construction Scaffold

Company Telephone No.
Name of Contact
Address
Type of Construction

DOCUMENT 00 43 37

LIST OF PROPOSED SUPPLIERS

Company JF Arch Products Telephone No. 612-718-1033
Name of Contact John Fiedie
Address Independence Minnesota
Material/Equipment to be Supplied Louvers

Company IBF Telephone No. 612-477-9512
Name of Contact Shawn Biebo
Address Minneapolis
Material/Equipment to be Supplied Fire Proofing

Company Shaw Stewart Lumber Telephone No. 612-238-4244
Name of Contact Kory
Address Minneapolis, Minnesota
Material/Equipment to be Supplied Wood Framing

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Coral [redacted]

Application for an Operator's License
To Serve Fermented Malt Beverages and Intoxicating Liquors

I, the undersigned, do hereby respectfully make application to the local governing body of the **Village of Roberts**, County of St. Croix, Wisconsin for a License to serve, from date hereof to June 30, 20_____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin State Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors of a license be granted to me.

CORAL IRENE GRONQUIST
Name (print) First Middle Last

12/22/2023
Date of Application

159 206th St.
Street Address (include P.O. Box, if applicable)

5'4" 150 BROWN BROWN
Height Weight Hair Color Eye Color

Star Prairie, WI, 54026
City, State, Zip Code

[redacted]
Drivers License Number State of Issuance

Barnboard
Primary Establishment Where You Intend To Work

01/22/2001 (651) 324 4626
Date of Birth Home Phone Number

Is this application * **New** or a **Renewal ?** (circle one)
** If this is a NEW Operator's Application, the Certificate of Completion must be attached.

Have you in the past two (2) years been issued an Operator's License?

☐ **Yes** if YES, what municipality issued it? (circle one of the following)
City Village Town of: _____

☒ **No** if NO, you must provide a **Certificate of Completion** of the *Responsible Beverage Service Course.* These classes are held at Wisconsin Indianhead Technical College or online at www.dor.state.wi.us/training/index.html (learn2serve recommended)

THE VILLAGE OF ROBERTS SHALL NOT ISSUE OR RENEW AN ALCOHOL-RELATED LICENSE TO ANY PERSON WHO HAS A FELONY CONVICTION OR A HABITUAL LAW OFFENDER PURSUANT TO SECTION 125.04(5)(b), WISCONSIN STATE STATUTES, WHERE THE OFFENSE(s) IS RELATED TO THE ALCHOLOLIC BEVERAGE LICENSING AGENCY.

Other Licensing Criteria is Noted on the Reverse

Have you ever been convicted or arrested of a felony, misdemeanor, ordinance violation, or an OWI/DWI? Please include any matters not yet adjudicated or pending.

☐ **Yes** if YES, please privide details and courts that handled the matters on the reverse side of this application.

☒ **No**

If this application is a **renewal,** any conviction or arrest within the past twelve (12) months?

☐ **Yes** if YES, please privide details and courts that handled the matters on the reverse side of this application.

☒ **No**

☒ **This Application Is Not A Renewal**

I certify that I am 22 years of age; that I am a citizen of the United States; that I am familiar with the laws, ordinances and regulations pertaining to the sale of intoxicating liquor and/or fermented malt beverage; that I consent to a mandatory background check, and the information I have provided on this application is true and correct.

Signature of Applicant (please use Middle Initial)

THIS APPLICATION SHOULD BE ACCOMPANIED BY THE APPROPRIATE LICENSE FEE:
$15.00 OPERATOR'S LICENSE *or*
$15.00 PROVISIONAL LICENSE

No issues found - Lisa Maas 1/2/2024

360 TRAINING™ LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

Coral Gronquist

is awarded this certificate for

Wisconsin Responsible Beverage Server Training

Completion Date	Expiration Date	Certificate #
06/17/2022	06/16/2024	WI-00603598

Official Signature

This certificate is non-transfereable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.881.2235 | www.360training.com

Steph

ROBERTS WISCONSIN

Application for an Operator's License
To Serve Fermented Malt Beverages and Intoxicating Liquors

I, the undersigned, do hereby respectfully make application to the local governing body of the **Village of Roberts,** County of St. Croix, Wisconsin for a License to serve, from date hereof to June 30, 20_____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin State Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors of a license be granted to me.

Stephanie Jordan Becker
Name (print) First Middle Last

12.19.23
Date of Application

1123 100th Ave
Street Address (include P.O. Box, if applicable)

5'5" 140lb Brown Blue
Height Weight Hair Color Eye Color

Roberts, WI 54023
City, State, Zip Code

[redacted]
Drivers License Number State of Issuance

Barnboard
Primary Establishment Where You Intend To Work

7/2/83 (651) 815 3346
Date of Birth Home Phone Number

Is this application ** **New** or a **Renewal ?** (circle one)
** If this is a NEW Operator's Application, the Certificate of Completion must be attached.

THE VILLAGE OF ROBERTS SHALL NOT ISSUE OR RENEW AN ALCOHOL-RELATED LICENSE TO ANY PERSON WHO HAS A FELONY CONVICTION OR A HABITUAL LAW OFFENDER PURSUANT TO SECTION 125.04(5)(b), WISCONSIN STATE STATUTES, WHERE THE OFFENSE(s) IS RELATED TO THE ALCHOLOLIC BEVERAGE LICENSING AGENCY.

Other Licensing Criteria is Noted on the Reverse

Have you in the past two (2) years been issued an Operator's License?

☐ **Yes** if YES, what municipality issued it? (circle one of the following)
City Village Town of: _____

☒ **No** if NO, you must provide a **Certificate of Completion** of the *Responsible Beverage Service Course.* These classes are held at Wisconsin Indianhead Technical College or online at www.dor.state.wi.us/training/index.html (learn2serve recommended)

Have you ever been convicted or arrested of a felony, misdemeanor, ordinance violation, or an OWI/DWI? Please include any matters not yet adjudicated or pending.

☐ **Yes** if YES, please privide details and courts that handled the matters on the reverse side of this application.

☒ **No**

If this application is a **renewal,** any conviction or arrest within the past twelve (12) months?

☐ **Yes** if YES, please privide details and courts that handled the matters on the reverse side of this application.

☐ **No**

☒ **This Application Is Not A Renewal**

I certify that I am 30 years of age; that I am a citizen of the United States; that I am familiar with the laws, ordinances and regulations pertaining to the sale of intoxicating liquor and/or fermented malt beverage; that I consent to a mandatory background check, and the information I have provided on this application is true and correct.

Signature of Applicant (please use Middle Initial)

THIS APPLICATION SHOULD BE ACCOMPANIED BY THE APPROPRIATE LICENSE FEE:
$15.00 OPERATOR'S LICENSE *or*
$15.00 PROVISIONAL LICENSE

5/2023 Guilty - Disorderly Conduct (2023FO000300)

Lisa Mann 1/2/2024

360 TRAINING™ LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

Stephanie Becker

is awarded this certificate for

Wisconsin Responsible Beverage Server Training

Completion Date	Expiration Date	Certificate #
11/29/2023	11/28/2025	WI-00620015

Official Signature

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
Eau Claire Service center
1300 W. Clairemont Avenue
Eau Claire, WI 54701

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711

December 8, 2023

Willard Moeri
Village President
107 E Maple Street, Village Hall
Roberts, WI 54023-9703

Subject: **NOTICE OF NONCOMPLIANCE**
WPDES Permit #WI-0028835-11-0
Effluent Violations (Phosphorus monthly and 6-month Limit exceedance)

Dear Mr. Willard Moeri:

The Wisconsin Pollution Discharge Elimination System (WPDES) authorized under s. 283.31, Wis. Stats., requires that the **Roberts Wastewater Treatment Facility (Roberts)** issued WPDES permit # **WI-0028835-10-3**, a point source facility, meet permit conditions. The purpose of this letter is to issue a Notice Of Noncompliance (NON) for violations of the above referenced WPDES Permit. **Roberts has exceeded Phosphorus monthly, and 6-month average limits for several months: March 2023, April 2023, May 2023, September 2023 and for several 6-month intervals: November 2022 through April 2023, and May 2023 through October 2023 respectively. These are violations of permit subsection 2.2.1**

Summary of Noncompliance:

Roberts was previously issued an NON on February 7, 2023, for effluent phosphorus limit violations that occurred between May – October 2022, pursuant to WPDES Permit s. 2.2.1. The Wisconsin Department of Natural Resources (DNR) alleges the following additional noncompliance:

- WPDES Permit ss. 2.2 and 2.2.1 – The permittee shall comply with the following monitoring requirements and limitations.

Parameter	Limit Type	Limit and Units	Sample Frequency	Sample Type	Notes
Phosphorus, Total	Monthly Avg	0.12 mg/L	weekly	24-Hr Flow Prop Comp	
Phosphorus, Total	6-month Avg	0.04 mg/L	weekly	24-Hr Flow Prop Comp	

Roberts is required to comply with both the monthly and 6-month average phosphorus limitations. The following exceedances since the February 7, 2023, NON were identified by data submitted on the discharge monitoring reports (DMRs).

Phosphorus			
Date	Result (mg/l)	Limit (mg/l)	Noncompliance Description
March 2023	0.27	0.12	Monthly Average Limit
April 2023	0.91	0.12	Monthly Average Limit
May 2023	0.19	0.12	Monthly Average Limit
September 2023	0.17	0.12	Monthly Average Limit
November 2022 – April 2023	0.167	0.04	6-month Average Limit
May 2023 – October 2023	0.097	0.04	6-month Average Limit

The final phosphorus limits went into effect February 2021, and Roberts has never achieved compliance with the 6-month average limit.

Requested Actions:

Roberts is currently out of compliance with its WPDES Permit **and will remain in noncompliance** until all requirements of the permit, and code are met. In response to this NON, the department requests the following actions:

1. A formal Action Plan shall be developed and submitted that includes actions to return to compliance. This plan should include steps already taken to date to address violations and any future actions. This plan shall include but is not limited to:
    - Operational changes to optimize the SBR and ABNR system.
    - Specifying a schedule of completion of significant milestones including a tentative date of returning to compliance.
    - If WQT is to be pursued, please verify that this is the action going forward, then the following needs to be submitted:
        - Notice of Intent: Form # 3400-206
        - WQT Checklist: Form # 3400-208
        - The date when the Final WQT Plan will be submitted: the following but not limited to should be in the plan:
            - Trade Agreement(s)
    - For convenience, the following link should provide additional requirements, especially if the WQT plan is approved: Wisconsin's Water Quality Trading | | Wisconsin DNR
    - If WQT is not the chosen path of action, please provide a solution within 60 days of the date of this letter.
2. Continue to submit biweekly status reports until compliance is accomplished.

Please provide a written response to the department within 60 days of the date of this letter addressing each of the required action items for review and approval from the department. Please be advised that if violations continue or if corrective action is not achieved, that the department may pursue further enforcement action. Those actions may ultimately result in a referral to the Department of Justice with potential penalties per s. 283.89, Wis. Stats.

This Notice of Noncompliance constitutes a Notice of Claim and fulfills the requirements of s. 893.80, Wis. Stats. Please be advised that violations of s. 283, Wis. Stats., may be referred to the Department of Justice to obtain court ordered compliance and penalties up to $25,000.00 per day of violation.

If you have any questions or comments, please contact me at 715 492-4047 and or by email at adebowale.adesanwo@wisconsin.gov. I appreciate your cooperation in protecting our natural resources.

Sincerely,



Adebowale Adesanwo
Wastewater Engineer
CC (email): John Bond

2023 BOARD/COMMITTEE APPOINTMENTS

October 6, 2023

VILLAGE BOARD				
President	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
Trustee	Mary Shemon	315 N Park St., #1	715-410-2446	mshemon@robertswisconsin.com
Trustee	Brian Tremblay	1105 Susan Lane	715-338-2011	btremblay@robertswisconsin.com
Trustee	Shawn Dakovich	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
Trustee	Tim Johnson	214 W. Warren St	715-977-1921	tjohnson@robertswisconsin.com
Trustee	Peter Tharp	105 W. Ash St	651-343-0844	ptharp@robertswisconsin.com
Trustee	Jeff Vogt	209 W. Warren St	715-410-5675	jvogt@robertswisconsin.com
WEED COMMISSIONER	Aaron O'Connell/Mary Shemon		715-781-0628	aoconnell@robertswisconsin.com
PLAN COMMISSION	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
Requires President & 1 trustees)	Patty Kuebker-Johnson	101 W. Ash St	715-381-3782	colorcrossing@sbcglobal.net
	Steve Melby	411 Durango, Box 131	715-410-0525	steve.melby@abbott.com
	Mike Wyss	111 W Maple St	612-708-5695	bullfrog5695@gmail.com
	Jimmy Allen	106 W Elm St	414-243-9147	jfallen311@gmail.com
	Janelle Beal	204 W Warren St	715-749-5003	janelle.lynn.beal@gmail.com
	Brian Tremblay	1105 Susan Lane	715-338-2011	btremblay@robertswisconsin.com
Advisor	John Bond		715-760-1312	jbond@robertswisconsin.com
Advisor	Todd Dolan	All Croix Inspections	715-377-2152	tdolan@allcroix.com
PARK BOARD	Chuck Pizzi (Chair)	310 W. Pine	651-276-6218	chuckpizzi@att.net
	Brian Tremblay	1105 Susan Lane	715-338-2011	btremblay@robertswisconsin.com
	McKenzie Holtorf	1100 Suan Lane	715-563-4691	Mckenzieholtorf@gmail.com
	Mary Shemon	315 N Park St., #1	715-410-2446	mshemon@robertswisconsin.com
	Linda Olsen	107 S Meadow Lane	715-749-3036	olsenlinda67@gmail.com
	Becca Soltis	311 W Spring St.	715-441-9833	rlk_003@yahoo.com
	Rand Waughtal	313 Pleasant, Box 171	715-749-3929	rwaughtal@baldwin-telecom.net
BUILDING INSPECTOR	Todd Dolan	All Croix Inspections	715-377-2152	tdolan@allcroix.com
FIRE ASSOCIATION	Shawn Dakovich	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
	Wes Sprague	1004 N. Cheyenne St	715-302-0008	wsprague@robertswisconsin.com
	Tim Johnson	214 W. Warren St	715-977-1921	tjohnson@robertswisconsin.com
NEGOTIATION COMMITTEE	Katy Kapaun	405 S. Division	715-781-3756	kkapun@robertswisconsin.com
	Shawn Dakovich	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
	Cheryl Johnson	304 W. Blvd	443-834-5731	sheshcrj@gmail.com
ZONING BOARD OF APPEALS	Tricia Dull	109 W. Warren St.	715-716-0422	tdull@robertswisconsin.com
	Mike Odden	84 Terresa St	651-235-3949	
	Patty Kuebker-Johnson	101 W. Ash St	715-381-3782	colorcrossing@sbcglobal.net
	Drew Peterson	1004 Wyoming St	715-410-0426	
	Andy Foster			
	Wes Sprague	1004 N. Cheyenne St	715-410-8194	wsprague@robertswisconsin.com
	Stan Gillis	201 W. Pine St	715-749-3819	sgillis@robertswisconsin.com
PUBLIC WORKS COMMITTEE	Shawn Dakovich (Chair)	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
John & Chris - Advisors	Jeff Vogt	209 W. Warren St	715-410-5675	jvogt@robertswisconsin.com
	Jonathan Thompson	413 Wolfcreek Cir	715-410-1285	mustangbunny84@yahoo.com
	Kevin Soltis	311 W Spring St.	715-781-2683	ksoltis@ci.hudson.wi.us
	Rand Waughtal	313 Pleasant, Box 171	749-3580	rwaughtal@baldwin-telecom.net
	Steve Melby	411 Durango, Box 131	749-3280	steve.melby@abbott.com
	Scott Gerhardt	307 N Division St	715-377-2335	scottgerhardt4@gmail.com
FINANCE COMMITTEE	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
	Brian Tremblay	1105 Susan Lane	715-338-2011	btremblay@robertswisconsin.com
	Tim Johnson	214 W. Warren St	715-977-1921	tjohnson@robertswisconsin.com
	Shawn Dakovich	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
	Mary Shemon	315 N Park St. #1	715-410-2446	mshemon@robertswisconsin.com
	Peter Tharp	105 W. Ash St	651-343-0844	ptharp@robertswisconsin.com
	Jeff Vogt	209 W. Warren St	715-410-5675	jvogt@robertswisconsin.com
	Patty Lewandowski	315 Pleasant	749-1711	pattylewandowski@gmail.com
	Brian Lane	1109 N Cheyenne St	765-412-3020	brilane@aol.com
	Rand Waughtal	313 Pleasant, Box 171	749-3580	rwaughtal@baldwin-telecom.net

LIBRARY BOARD	Donna Haugen (President)	606 Hillcrest Drive		donnahaugen83@gmail.com
	Hannah Deck			vankirhk@gmail.com
	Peter Tharp	105 W. Ash St	651-343-0844	ptharp@robertswisconsin.com
	Jon Weiss	312 N Vine St	763-360-1967	jon.p.weiss@gmail.com
	Mike Odden	84 Terresa St	651-235-3949	moddenicm@gmail.com
	Rachel Ryan			happnesswarrior@gmail.com
W.C.BIOSOLID COMMITTEE	John Bond		715-760-1312	jbond@robertswisconsin.com
PUBLIC SAFETY BOARD	Richard Reese (Chair)	209 S. Division	651-233-3864	dick.reese@gmail.com
	Stan Gillis	201 W. Pine St	715-749-3819	
	Gary Lewandowski	309 W Pleasant	749-3336	
	Glenn Hall	308 W Warren St	715-749-3169	jdcrossfire02@yahoo.com
	Peter Tharp	105 W. Ash St	651-343-0844	ptharp@robertswisconsin.com
	Janice Cernohous	318 Spring St	715-222-8709	
COMMUNITY DEVELOPMENT	Jim Smith (Chair)	314 W Pleasant St	715-222-8709	
AUTHORITY (2 board members)	Rand Waughtal	313 Pleasant, Box 171	715-749-3580	rwaughtal@baldwin-telecom.net
	Mary Shemon	315 N Park St., #1	715-410-2446	mshemon@robertswisconsin.com
	Beth Langevin	104 W. Tower St.	715-441-3687	
	Amy Folwick	1128 Briarwood Blvd	651-274-2600	amyfolwick@outlook.com
	Jeff Vogt	209 W. Warren St	715-410-5675	jvogt@robertswisconsin.com
	Don Graf	310 W Pleasant St	715-749-3584	
Residential Lending Commission				
	Rand Waughtal	313 W Pleasant, Box 171	715-749-3580	
	Jim Smith	314 W Pleasant St	715-222-8709	
	Mary Shemon	315 N Park St. #1	715-410-2446	mshemon@robertswisconsin.com
	Beth Langevin	104 W Tower St	715-441-3687	
	Amy Folwick	1128 Briarwood Blvd	651-274-2600	
POLICE BOARD OF REVIEW	Bev Denucci (Chair)	203 W. Pine	715-781-8890	
	Stan Gillis	201 W. Pine St	715-749-3819	stanley.gillis51@
	Jonathan Thompson	413 Wolfcreek Cir	715-410-1285	mustangbunny84@yahoo.com
	Ron Stave	105 French Ct	715-222-2283	teamer3x@hotmail.com
	Kristy Petersen	309 N Division St	715-531-7659	
JOINT REVIEW BOARD	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
	School District			
	St. Croix County			
	WITC			
	Drew Peterson	1004 Wyoming St	715-410-0426	
MICRO LOAN FUND PROGRAM	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
(Inactive)	Rand Waughtal	313 Pleasant, PO 171	749-3580	
	Banker Required			
FRIENDS OF TWIN LAKES	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
(Inactive)	Chad Posta	Co-Chair		chad.posta@gmail.com
	Scott Gerhardt			scottgerhardt4@gmail.com
	Vacant			
	Geno Hanson			chairtownwarren@outlook.com
	Brett Budrow			brett.budrow@sccwi.gov
AMBULANCE COMMITTEE	Shawn Dakovich	1121 Briarwood Blvd	612-405-8043	sdakovich@robertswisconsin.com
Joint Comprehensive Plan				
Village Members:	Katy Kapaun	405 S. Division	715-781-3756	kkapaun@robertswisconsin.com
	Tim Johnson	214 W. Warren St	715-977-1921	tjohnson@robertswisconsin.com
	Steve Melby	411 Durango, Box 131	749-3280	steve.melby@abbott.com
	Patty Kuebker-Johnson	101 W. Ash St	715-381-3782	colorcrossing@sbcglobal.net
	Stephanie Lamia			Stephaniel@exitspringside.com
Warren Township Members:	Warren Tracy			dakotn@gmail.com
	Henry Nechville	967 Highway 65	715-749-3322	

	Michelle Aho			chelleberman@hotmail.com
	Grace Hoyer			gjhgmh79@gmail.com
	Geno Hanson			eugene.hanson@goodyear.com

From: Cody Justman
To: vilofrbt@baldwin-telecom.net
Cc: Lars Leemkuil; rellison@olsson.com; Sommers, Kristen - DOT
Subject: RE: Village of Roberts, WI -- Upcoming Section 130 Projects -- Standalone RR Signal Program
Date: Wednesday, December 13, 2023 2:54:14 PM
Attachments: image001.png

Hello,

One further addition I missed in the below email as it relates to Division Street….

For the extension of the east sidewalk through the railroad crossing, an extension of curb and gutter or a re-design of the stormwater system will be needed to stop water from flowing down to and collecting in the railroads ballast. This will be a necessary revision before the installation of a crossing gate could occur.

Thank you,

Cody Justman, PE
Rail/Transit Engineer
Teams | **Cel** (608) 921-8790 | **Email** **cjustman@HNTB.com**

From: Cody Justman
Sent: Wednesday, December 13, 2023 2:28 PM
To: vilofrbt@baldwin-telecom.net
Cc: Lars Leemkuil <lleemkuil@olsson.com>; rellison@olsson.com; Sommers, Kristen - DOT <kristen.sommers@dot.wi.gov>
Subject: Village of Roberts, WI -- Upcoming Section 130 Projects -- Standalone RR Signal Program

Hello Village of Roberts,

There are two Section 130 signal projects for the improvement of the railroad warning devices at Division Street and Vine Street in the Village of Roberts, to be installed by December 31, 2025.
Union Pacific, Olsson, and HNTB were on-site yesterday for a site-diagnostic to evaluate existing conditions and plan for the upcoming projects.

During the site-diagnostic, the following questions were raised that we are hoping the Village can chime in on (see below):

Division Street – DOT# 183845X

- Are there plans to extend the east sidewalk through the railroad crossing?
    - If so, can we coordinate this local work to be completed before or during the installation of the new at-grade crossing warning devices?

Vine Street – DOT# 183844R

- We did not notice the installation of advance warning signs (W10-1's) on either approach to the railroad crossing.
    - Per OCR Order, the Village of Roberts should have had W10-1's installed by May 31, 2023.
    - Are there plans to have advance warning signs installed in the near future?
- In preparation for the railroad signal project, could the village place centerline striping and edge of travelled way pavement markings by early 2024?

OCR Order (Link to Docket)



Let me know if there are questions or if you'd like to discuss further.

Thank you,

Cody Justman, PE
Rail/Transit Engineer
Teams | **Cel** (608) 921-8790 | **Email** **cjustman@HNTB.com**

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MEMORANDUM

To:	Roberts Village Board
From:	Angi Goodwin, Josue Gonzales
Date:	January 8, 2024
Project No.:	23-0737.23
Re:	Pleasant and Spring Streets Reconstruction – Design Update and Assessments

Design Update

Existing Conditions

- R/W is 60-foot (standard is 66-foot but 60-foot is not unusual for older areas)
- Street is rural (no curb) and 25-foot width
- Driveways are asphalt, concrete and gravel

Proposed Conditions

- Street - 36-foot face-to-face street, with curb and gutter, allows parking on both sides, soil borings to determine section – confirm.
- Sidewalks – not proposed, if added in future only 5.5 foot boulevard available – confirm.
- Driveway Aprons - Concrete driveway aprons to the R/W – confirm.
- Additional Driveway Work – some driveways might require patches behind the apron, do you want to allow owners to pave full driveways through projectand add cost to assessments?
- Work Behind R/W – grading behind R/W, temporary construction easements would be recommended / may be needed, consider filling ditch and removing culverts on north side of Pleasant Street – will increase project cost, meet with property owners suggested.
- Trees – (3) trees that might be impacted and recommended to be removed, additional tree impacts if ditch is filled, in review
- Storm sewer improvements
- Sanitary Sewer – waiting for televising, anticipate either slip-lining or replacement, note manholes are in good condition
- Water Main – no replacement, minor work with hydrants and valves, need to check remaining cover on water main for freezing concerns
- 313 Pleasant Street (Rand) – house is lower than street, setting street grade so apron discharges to street, reducing storm water runoff towards garage

Assessments

Confirm that assessments will be the same as completed for Rolling Meadows streets:

- Curb and Gutter to be assessed at 100% for front yard frontage lengths, no side yard assessments (there is one property in project that has side yard facing Pleasant)
    - Price will be based on estimates and updated for bid costs, and engineering fees
    - Payment can be over a 5-year period

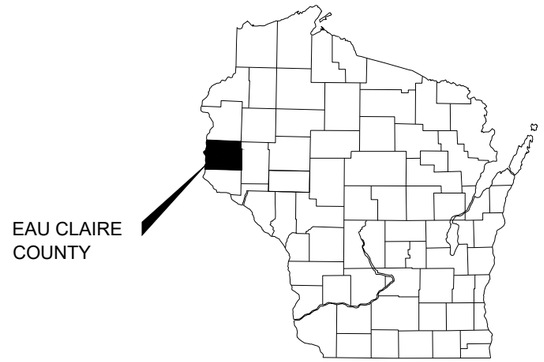
- No assessments for driveway aprons (no ordinance for assessing driveway aprons)

- No assessments for sidewalks (no sidewalks proposed)

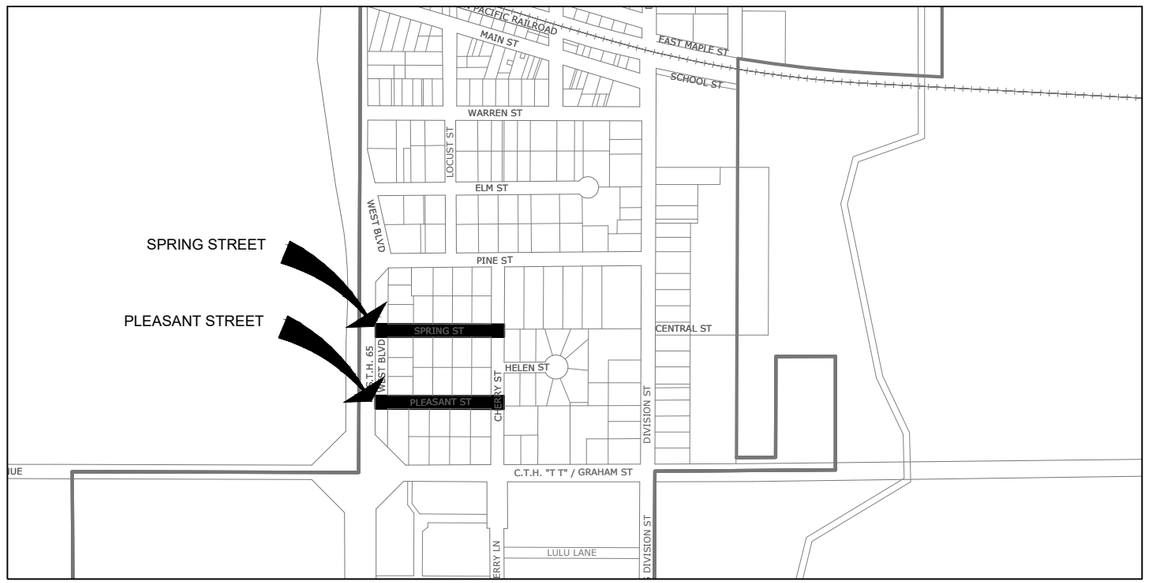
715.834.3161 | 3433 Oakwood Hills Parkway | Eau Claire, WI 54701-7698
www.AyresAssociates.com

Project: 23-0737.23 File: i:\23\roberts\23-1951.00 roberts 2024 street improvements\1.project management\meetings\plan commission.board\2024.01.08 pleasant and spring - preliminary review memo.docx

ROBERTS 2024 STREET IMPROVEMENTS
ROBERTS, WISCONSIN
JANUARY 2024



COUNTY MAP
NTS



ST CROIX COUNTY

NORTH

UTILITY CONTACTS

GAS
MIDWEST NATURAL GAS INC
611 SHAY STREET
SOMERSET, WI 54025
ATTN: JUSTIN JACOBS
OFFICE: 715-247-5279
EMAIL: JUSTINJ@MIDWESTNATURALGAS.COM
MOBILE:

ELECTRIC
XCEL ENERGY
1201 LIVINGSTON ROAD
HUDSON, WI 54016
ATTN: DARREN NORDSKOG
OFFICE: 715-386-4798
EMAIL: DARREN.M.NORDSKOG@XCELENERGY.COM
MOBILE:

CABLE & INTERNET
BALDWIN LIGHTSTREAM
930 MAPLE STREET
PO BOX 420
BALDWIN, WI 54002
ATTN: KEN CARLSRUD
OFFICE: 715-688-1039
EMAIL: KCARLSRUD@LSWI.NET
MOBILE:

SEWER AND WATER
DIRECTOR OF PUBLIC WORKS
ATTN: JOHN BOND
OFFICE: 715-749-3175
EMAIL: RBTSWWTP@BALDWIN-TELECOM.NET
MOBILE: 715-760-1312

DIGGERS HOTLINE
1-800-242-8511 OR 811

DIGGERS HOTLINE
Dial 811 or (800)242-8511
www.DiggersHotline.com

SHEET INDEX

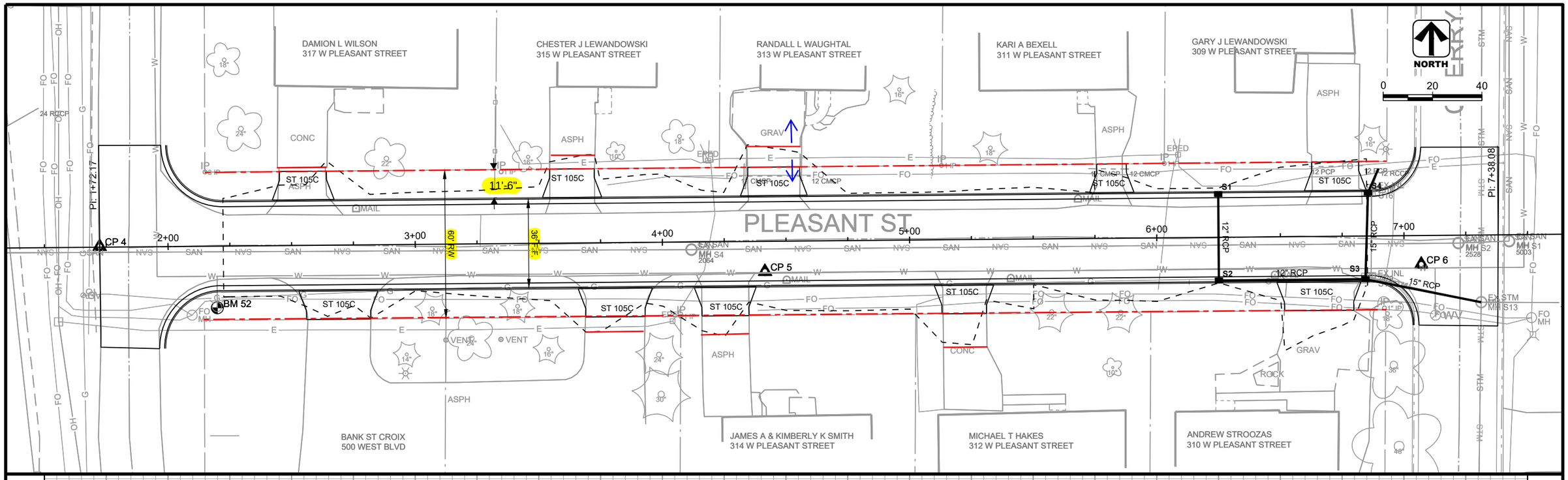
SHEET NO.	SHEET TITLE
1	TITLE SHEET
2	LEGEND AND ABBREVIATIONS
3	PROJECT OVERVIEW
4	TYPICAL SECTION
5	CONSTRUCTION DETAILS
6	CONSTRUCTION DETAILS
7	UTILITY PLAN AND PROFILE-PLEASANT STREET
8	UTILITY PLAN AND PROFILE-SPRING STREET
9	PLAN AND PROFILE-PLEASANT STREET
10	PLAN AND PROFILE-SPRING STREET

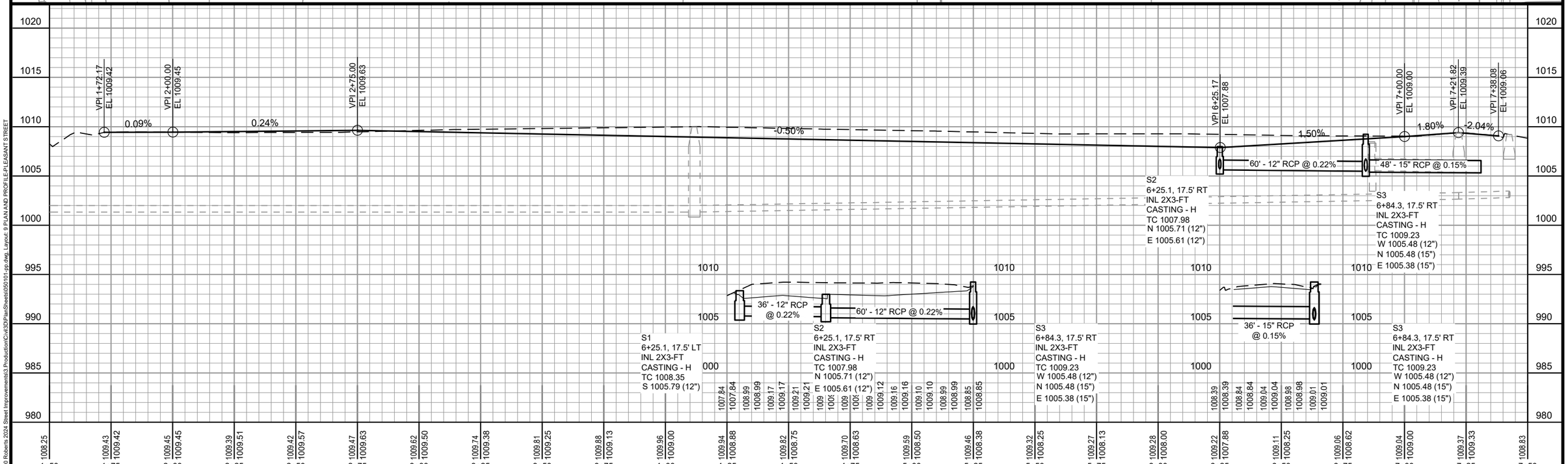
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I:\23\Roberts\23-1951\00 Roberts 2024 Street Improvements\3 Production\Civil\3D\PlanSheets\01\01-tit.dwg, Layout: 1 TITLE SHEET

DES BY							
DR BY	PROJ NO 23-1951.00	NOT FOR CONSTRUCTION				ROBERTS 2024 STREET IMPROVEMENTS ROBERTS, WISCONSIN	AYRES Eau Claire, WI 54701 715.834.3161
CHK BY	DATE DATE	NO	DATE	REVISION	NO	DATE	REVISION

TITLE SHEET

SHEET NO. 1

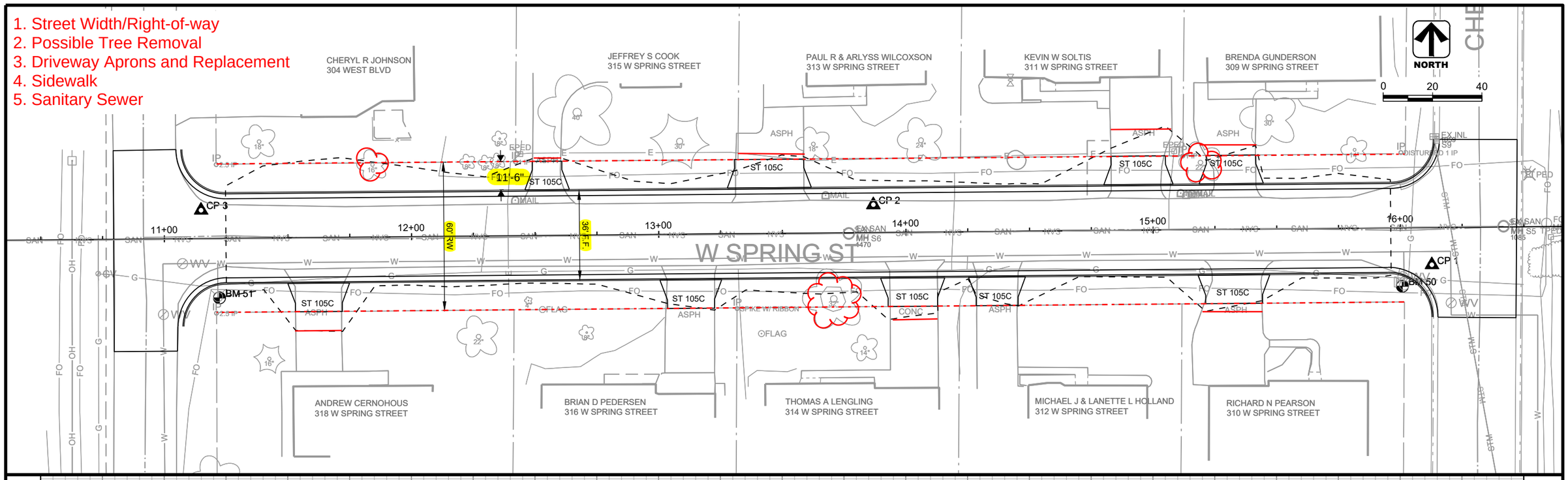


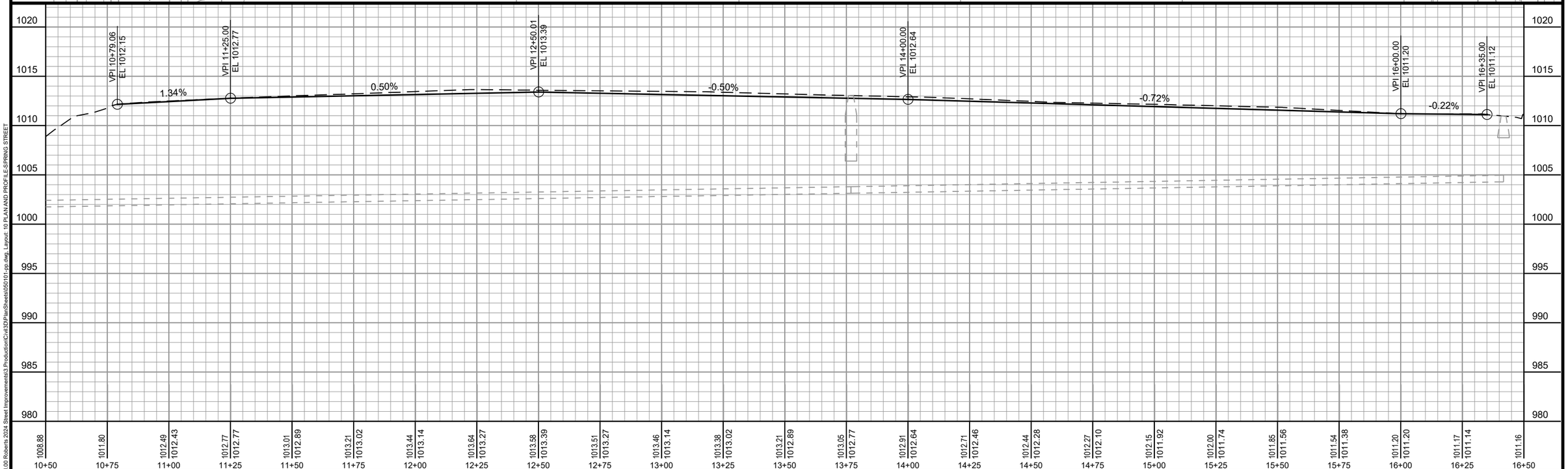


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I:\23\Roberts\23-1951.00 Roberts 2024 Street Improvements\3 Production\Civil\3D\PlanSheets\050101-pp.dwg, Layout: 9 PLAN AND PROFILE-PLEASANT STREET

DES BY ####		NOT FOR CONSTRUCTION			ROBERTS 2024 STREET IMPROVEMENTS ROBERTS, WISCONSIN	AYRES Eau Claire, WI 54701 715.834.3161	SHEET NO. 7
DR BY ####	PROJ NO 23-1951.00						
CHK BY ####	DATE DATE	NO DATE REVISION	NO DATE REVISION			PLAN AND PROFILE-PLEASANT STREET	

1. Street Width/Right-of-way
2. Possible Tree Removal
3. Driveway Aprons and Replacement
4. Sidewalk
5. Sanitary Sewer





DES BY ####		NOT FOR CONSTRUCTION			ROBERTS 2024 STREET IMPROVEMENTS ROBERTS, WISCONSIN	AYRES Eau Claire, WI 54701 715.834.3161	PLAN AND PROFILE-SPRING STREET	SHEET NO. 8
DR BY ####	PROJ NO 23-1951.00							
CHK BY ####	DATE DATE	NO	DATE	REVISION				

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2028 US Hwy 8/P.O. Box 219
St. Croix Falls, WI 54024
www.CWSsecuritywatch.com
Phone: 715-483-0083 Fax: 715-483-9876

Business Name:		Contact Name:	Date
Village of Roberts		Jerry	01/05/24
Service Address:		**Billing Address (if different):**	
107 E Maple Street, Roberts WI 54023		107 E Maple Street Roberts , WI 54023	
County:		**Account # (for office use only)**	
St Croix			
Premises Phone #:	715-749-3467	**E-mail Address:**	
Best Phone #(s):	715-760-0846 Jerry Cell	jstrohbusch@robertspolice.com	

MONITORING SERVICES		Qty	Price
Commercial Monthly Basic			
Basic Land Line Monthly Cost (Includes Weekly Testing)			$ -
Telguard w/ Cell Back Up			$ -
Elevator Phone			$ -
Daily Testing			$ -
Open / Close Reports (Non-supervised)			$ -
Open/Close Reports (Supervised)			$ -
Fire Panel Monitoring			$ -
Commercial Monthly Alarm.com			
Commercial Plus	• Commercial Reports • Remote arm / disarm, User code management • Sensor Activity monitoring, unexpected activity Alerts • Lutron Integration • Wireless 2-way voice • Severe Weather Alerts • Enterprise security console, Enterprise Energy • Control lights, thermostat and locks remotely • LiftMaster Garage Door Integration • Irrigation Control, Water Management • Open/close event notifications, Inactivity alerts • Images - Plus (40 images by default) • Scheduled arm/disarm, 1 Hour supervision		$ -
Pro Video: (4) Alarm.com cameras with 1000 clips			$ -
Commercial Monthly DMP SecureCom			
XT Plan (XT30 and XT50 Panels)	• Virtual Keypad App for arm/disarm • Includes weekly testing. • Unlimited Texts (cell connected)		$ -
XR Plan (XR Panels)	• Virtual Keypad App for arm/disarm • Includes weekly testing. • Unlimited Texts (cell connected)	1	$ 36.95
Add Video - Eight (8) cameras and 250 mb storage capacity			$ -
Add Zwave control Unlimited devices			$ -
Add Video - eight (8) cameras and 250 mb storage capacity			$ -
FIRE (UL) Plan 410 - Landline	• 58 minute check in		$ -
FIRE (UL) Plan 410 - Cellular	• 58 minute check in		$ -
Cell Back-up Add on	• For use with XT / XR panels • Backup communication with network dialer or Wi-Fi Primary		$ -

Monthly Monitoring Rate:	**$ 36.95**
Billing Frequency:	**Annual**
Tax %:	0.00%
Sales Tax:	$ -
Amount Due at Activation:	**$ 443.40**

The prices included with this proposal are valid for 90 days from the time of receipt.

TERMS OF AGREEMENT

This Agreement is between the above named Client and CWS Security Watch, LLC ("CWS"), and establishes the terms of CWS providing central station monitoring of Client's security system at the above named Premises. In particular, this Agreement explains Clients duties and responsibilities to CWS and CWS's duties and responsibilities to Client.

1. Client agrees to the agreements and conditions printed on this Agreement and acknowledge that Client has read and understands each. Client agrees that CWS is not an insurer and that CWS's liability is specifically limited by those same agreements and conditions.

2. This is not a binding agreement until it has been accepted by an authorized representative of CWS. If it is not accepted, CWSs only liability will be to refund any amount that Client has paid to CWS according to this Agreement.

3. Client may cancel this Agreement upon 30 days written notice to CWS. Client acknowledges that, in the event Client cancels this Agreement, Client must pay CWS a lump sum equal to any fees that were otherwise pro-rated by CWS into a monthly payment.

4. Client is solely responsible for fines/charges imposed by any authority and for providing accurate and updated account information, including, but not limited to location, addresses, directions, telephone numbers and names for a call list so that someone will always be available in the event of an alarm signal. Upon CWS receiving a 30-day notice of cancellation, a representative will need to access the Premises for deprogramming and other actions related to terminating services. Client hereby authorizes CWS or designated representative to enter upon the Premises to perform such actions. Client acknowledges that Client will continually be charged a monitoring fee until CWS is allowed access to the Premises. If the Premise is sold, Client shall remain responsible for all monitoring fees until CWS is allowed access to the Premises.

5. Client acknowledges that effective maintenance of monitoring equipment requires Client's cooperation, therefore, Client agrees:
   a. To inspect and maintain the equipment according to established codes and procedures.
   b. To notify CWS immediately of anything wrong with the equipment..
   c. To avoid doing anything which might damage the safety equipment or make it difficult to use.
   d. To be solely responsible for complying with local codes and requirements.

6. Client acknowledges that CWS's responsibilities and liability are limited. In particular, Client understands that:
   a. Monitoring equipment may be bypassed, misused, or damaged and may not always operate properly for numerous reasons.
   b. Use of monitoring equipment does not replace the services of fire departments, police departments or emergency medical units.
   c. CWS is not providing a guard service under this Agreement. CWS has no responsibility to respond to alarms.
   d. CWS assumes no liability for any damages arising from any delays in the installation or repairs of the system or from any delays in the processing of account information.
   e. CWS assumes no liability for services or lack of service provided by any sub-contract company.
   f. Client does hereby for Client, and any parties claiming under Client, release, discharge and hold harmless CWS from and against all hazards including those covered and not covered by Client's insurance and all claims against CWS arising out of such hazards, including any right of subrogation by Client's insurance carrier, are hereby waived by Client, and Client shall promptly notify Client's insurance carrier of the same.
   g. If anyone asks CWS to pay for ANY harm such as business or personal loss, theft of property or money, property damage, personal injury or death connected with the installation, maintenance, operation, misoperation or nonoperation of the system, Client will repay CWS:
      i. any amount which a court orders CWS to pay; and
      ii. the amount of CWS's reasonable attorney's fees and other loss and costs which CWS has paid in connection with action.
   h. Even if a court decides that a problem with the equipment, the monitoring service or any other improper or careless activity by CWS, caused or allowed any harm such as business or personal loss, theft of property or money, property damage, personal injury or death to Client or to others, CWS will owe Client only six (6) times the monthly monitoring fee paid or $250, whichever is greater. It is understood that this sum is for liquidated damages and is not a penalty.

CWS DOES NOT MAKE ANY REPRESENTATION OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE SYSTEM OR SERVICE MAY NOT BE COMPROMISED, OR THAT THE SYSTEM OR SERVICES WILL IN ALL CASES PROVIDE THE DETECTION FOR WHICH IT IS INTENDED. CWS IS NOT AN INSURER, AND THE FEES ARE BASED ON VALUE OF SERVICE AND NOT RELATED TO VALUE OF PROPERTY OR RISK.

7. Client releases CWS from any claims of any parties suing through Client's authority or in Client's name, such as Client's insurance company. Client agrees to proactively notify Client's insurance company of this release.

8. Client acknowledges that any organization or company to which CWS is connected to may invoke the provisions of this Agreement against any claim by Client, or any parties suing through Client's authority, due to any failure of such organization. The provisions of this Agreement also apply to any agents, sub-contractors or assigns of CWS.

9. Client understands and acknowledges that CWS, upon 5 days written notice, may immediately cease its services for the following reasons:

    a. If CWS is legally prevented from monitoring or servicing the system.
    b. If Client fails to make any payments to CWS or related third party vendors when due including electric service and telephone service.
    c. If CWS or other appropriate third party is prevented from making repairs or maintenance on the system.
    d. If the monitoring service receives too many false alarms from the alarm system. It is understood that the software program in the security system is not owned by Client and the software's rental is included in your monitoring service fee. It is further understood that Client will immediately give CWS access to change programming in the event that this Agreement is terminated.

10. CWS may, at any time, cancel this Agreement at CWS's option if CWS's alarm monitoring center is destroyed or damaged so that it is impractical to continue service or CWS cannot acquire or retain the transmission connections or authorization to transmit signals between the Premises and CWS's alarm monitoring center or the applicable fire or police department or agency.

11. Upon suspension of monitoring service for any reason, Client must immediately disconnect Client's alarm system from sending signals to the central monitoring station or be responsible for all fines, fees or penalties that may be imposed by telephone companies, government agencies, the central monitoring station and/or other parties.

12. CWS has the right to increase the monthly monitoring charge at any time via written notice. If Client gives CWS a written objection to the increase within 30 days of receipt of notice of the increase, and CWS does not waive the increase, then Client may terminate this Agreement effective 30 days after CWS's receipt of Client's written notice of termination.

13. This Agreement may not be assigned by Client except upon prior written consent by CWS.

14. This Agreement constitutes the entire agreement between Client and CWS relating to CWS's providing central station monitoring of Client's security system at the Premises and supersedes any and all prior agreements and representations, written or oral, regarding the subject matter hereof. The parties agree that all past agreements and representations are merged into this writing, and this Agreement sets forth the entire understanding of the parties. Modifications, waivers and approvals required from or given by either party hereto shall be effective only if in writing or signed by such party. In the event that a court of competent and final jurisdiction shall hold any provision of this Agreement to be invalid, the same shall not affect in any respect whatsoever the validity of the remainder of this Agreement. This Agreement may be executed in one or more counterparts. This Agreement may be converted into an electronic media for storage purposes and in the event of any dispute or litigation, a copy of this Agreement produced from any such electronic media may serve as the exclusive original.

Client Signature	*CWS Security Watch, LLC*
Date	*Date*

2028 US Hwy 8/P.O. Box 219
St. Croix Falls, WI 54024
www.CWSsecuritywatch.com
Phone: 715-483-0083 Fax: 715-483-9876

Revision: 1
Date: 01/05/24

Village of Roberts

Attention: Jerry

107 E Maple Street
Roberts WI, 54023
St Croix County
Premises Phone: 715-749-3467

E-mail: jstrohbusch@robertspolice.com
Contact Phone: 715-760-0846 Jerry Cell

Reference: Village Hall & Police Department Door Access and Security

	SYSTEM COMPONENTS	Qty	Price
1.	Provide necessary cabling, conduit and other consumables	1	$ 632.78
2.	DMP-150 Panel (Max of 8 doors of access only)	1	$ 543.55
3.	Proxy Touchscreen Keypad- One per area	2	$ 625.80
4.	16 Volt Transformer	1	$ 19.43
5.	Back-up Battery- Security Panel	1	$ 31.50
6.	LTE Communication w/ Cable & Antenna	1	$ 295.95
7.	Proxy Key Fob- Box 0f 100	1	$ 1,033.20
	Door Access Equipment		
8.	734 Door Module	5	$ 973.00
9.	Mini Proxy Reader	5	$ 794.76
10.	5200 Door Strike	2	$ 389.76
11.	Mag Lock-1200LBS	3	$ 725.29
12.	Request to Exit Motion	3	$ 368.13
13.	SMP 5 Power Supply	2	$ 268.45
14.	24 Volt Transformer	4	$ 129.15
15.	Back Up Batteries for Power Supply	2	$ 63.00
	Security Equipment		
16.	Door Release Button- Police Dept. Front Desk	1	$ 34.91
17.	Door Release Button- City Hall Dept. Front Desk	1	$ 34.91
	Re-use Equipment (Already Installed in Building)		
18.	Hardwired Panic Button	2	
19.	Hardwired Door Contact	2	
20.	Hardwired Rate of Rise Heat	1	

Installing Five (5) doors of access on the current panel will only leave you with three (3) doors of access available for future use. If and when three (3) additional doors of access are installed the panel is at its full capacity.

PAYMENT TERMS

1 50% down-payment is required before start of project
2 Payment terms to be Net 15 Days
3 Commercial projects or jobs exceeding 30 days in duration may require progress payments.

The prices included with this proposal are valid for 15 days from the time of receipt.

PRICE

Equipment Costs	$ 6,963.57
Installation Costs	$ 3,139.07
Activation Costs	$ 25.00
Tax	$ -
TOTAL COST	**$ 10,127.65**
50% Deposit	$ 5,063.82

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Client Signature	*CWS Security Watch, LLC*
Date	*Date*

2028 US Hwy 8/P.O. Box 219
St. Croix Falls, WI 54024
www.CWSsecuritywatch.com
Phone: 715-483-0083 Fax: 715-483-9876

Revision: 1.00
Date: 01/05/23

Village of Roberts **Attention: Jerry**

RE: Village Hall/Police Dept.
107 E Maple Street
Roberts, WI 54023

Reference: **Virtual Keypad - Cloud based Door Access Control**

PROPOSAL

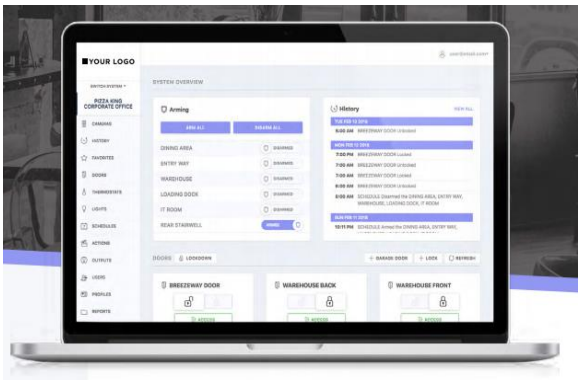
Per your request, we are pleased to present the following proposal associated with the **Virtual Keypad Advanced Door Access Control.**

This Cloud based **Advanced Door Access Control** will be implemented on the following system:

- **1** Control Panel(s)
- **5** Doors / Access Control Points

FEATURES:

- Add, edit or delete schedules.
- Faulted zone staus with options to bypass or stop.
- Zone status checks and faulted zone indicators
- Real-time door access control including locking and unlocking multiple doors
- Current door status indicators
- Public door lock-down features with a single click.
- User code management including authorizing users to add, delete and modify users and edit codes.
- Review history including alarm events, arm/disarm, Open/Close events, troubles and sensor activity.
- Manage credentials
- Manage holiday schedules whenever or from wherever.
- Virtual Keypad access via the Cloud
- Works with any Internet connected computer using most popular browsers





PRICE		
Annual Door Access	$	324.00
Annual Cellular Access		
Activation Costs	$	25.00
Tax		
TOTAL ANNUAL COST	**$**	**349.00**

Client Signature *CWS Security Watch, LLC*

Date *Date*

Request for item to be placed on the agenda.

Agenda Item #: 2024-001 **Meeting Date:** 1/8/24

Date Received:	December 29, 2023
Presented By:	Peter Tharp
Seconded By:	Katy Kapaun

Description of item to discuss:
Discussion of the 2024-2025 Kleven Property Assessment contract signed by Village President Kapaun on Monday, October 09, 2023. Please verify the time the contract was signed. At the Monday, October 09, 2023, Regular Village Board meeting the contract was approved contingent on adding the language,"...And Personal Property..." to the assessment contract. The contract signed by Kapaun does not include the approved added language.

Request for item to be placed on the agenda.

Agenda Item #: 2024-002 **Meeting Date:** 1/8/24

Date Received:	December 29, 2023
Presented By:	Peter Tharp
Seconded By:	Katy Kapaun

Description of item to discuss:
Discussion of providing and seeking information to/from Village employed personnel and contracted personnel and distinguishing whether the information sought or supplied is from a Village Trustee acting in his/her official capacity or whether the information sought or supplied is from a citizen or Trustee acting in a non-official capacity. There may be First Amendment issues if attempts are made to charge fees for information that is supplied without a requested reply particularly if there is no notice that fees will be charged. The Village Board Policies & Procedures' manual does not address this issue.

Request for item to be placed on the agenda.

Agenda Item #: 2024-003 **Meeting Date:** 1/8/24

Date Received:	December 29, 2023
Presented By:	Peter Tharp
Seconded By:	Katy Kapaun

Description of item to discuss:
Discussion of designated authority to approve Village employees and/or contracted personnel to attend Village meetings, take minutes, and participate in discussions while being paid for the time in attendance. Megan, you were approved by the Village Board to receive a minimum of two hours wages to attend meetings. The Village Board Policies & Procedures' manual does not address permission or wages allowed for other Village employees or contracted personnel to attend meetings. At the recent Public Safety Board (PSB) meeting, Roberts Police Department Administrative Assistant Lisa Mann attended and took minutes. Chief Strohbusch also attended. PSB chair Dick Reese mentioned it is Village Board policy to set the requirements. However, there does not appear to be any policy in place to address this matter.

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	1/04/2024	Baldwin Lightstream		
			Previous Year Expense	
100-00-52110-390-003		Telephone		116.06
100-00-51610-390-000		Village Hall		150.94
620-00-53614-000-851		Adminstrative & Gen Expense		68.33
610-00-53720-000-681		General Expenses		68.33
100-00-55110-390-007		Phone (AT&T)		71.14
100-00-56920-390-000		Community Planning		49.23
100-00-51610-390-000		Village Hall		-0.49
			Total	523.54
	1/04/2024	MIDWEST NATURAL GAS		
Park St F Meter # R17C7362			Previous Year Expense	
100-00-55200-390-000		Parks		22.57
Park St F Meter # R17C7362				
100-00-55200-390-000		Parks		275.54
Park St-B Meter R21L14332				
610-00-53710-000-640		Plant Operation & Maint.		16.00
Mer # A21F13776				
610-00-53710-000-640		Plant Operation & Maint.		90.62
Meter # R19G11096				
100-00-51610-390-000		Village Hall		253.04
Meter # R17C7407				
620-00-53611-000-827		Operation Expenses		2,038.21
Hwy 65-3 Meter # 10F0336				
620-00-53611-000-827		Operation Expenses		214.46
Hwy 65-2 Meter # 3810				
100-00-53270-390-000		Buildings & Grounds Operations		544.64
Hwy 65-1 Meter # 42709				
100-00-55110-290-015		Maintenance & Building Needs		0.00
Library				
			Total	3,455.08

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	1/04/2024	ODP Business Solutions, LLC		
Invoice 347964106001				
100-00-51610-390-000	Village Hall			17.24
Invoice 347964106001				
			Total	17.24
	1/04/2024	ROBERTS/WARREN FIRE ASSOC		
1th Quarter invoice				
100-00-52210-390-000	Fire Department			23,812.20
1th Quarter invoice				
			Total	23,812.20
	1/04/2024	ST. CROIX COUNTY HIGHWAY		
Invoice 5443			Previous Year Expense	
100-00-53310-390-000	Street Maint.			117.36
Invoice 5443				
			Total	117.36
	1/04/2024	Town Web Design, LLC		
Web Design Invoice 7612				
100-00-51420-390-000	Village Clerk-Treasurer			635.00
Web Design Invoice 7612				
			Total	635.00
	1/04/2024	Triple Tire		
Invoice			Previous Year Expense	
100-00-53240-390-000	Machinery & Equipment			5,139.40
Invoice				
			Total	5,139.40
	1/04/2024	VERIZON WIRELESS		
Water			Previous Year Expense	
610-00-53720-000-681	General Expenses			152.26
Water				
620-00-53614-000-851	Adminstrative & Gen Expense			152.27
Sewer				
100-00-52110-390-003	Telephone			290.43
Police				
100-00-53310-390-000	Street Maint.			152.27

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
			Total	747.23
	1/04/2024	Verona Safety Supply, Inc		
620-00-53611-000-827		Operation Expenses		917.69
			Total	917.69
	1/04/2024	Village of Roberts		
Library			Previous Year Expense	
100-00-51610-390-000		Village Hall		212.62
100-00-55110-390-008 Library		Water & Sewer		464.95
100-00-55200-390-000		Parks		124.99
620-00-53611-000-827		Operation Expenses		1,245.08
			Total	2,047.64
			Grand Total	37,412.38

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	32,449.13
Total Expenditure from Fund # 610 - Water Utility	327.21
Total Expenditure from Fund # 620 - Sewer Utility	4,636.04
Total Expenditure from all Funds	37,412.38

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	1/02/2024	Melissa Hofacker		
Village of Hall-Dec invoice			Previous Year Expense	
100-00-51610-390-000	Village Hall			360.00
Village of Hall-Dec invoice				
100-00-55200-390-000	Parks			320.00
Park - Dec invoice				
			Total	680.00
			Grand Total	680.00

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	680.00
Total Expenditure from all Funds	680.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	12/28/2023	AFLAC		
Invoice 351444				
100-00-21592-000-000		Aflac		232.08
Invoice 351444				
			Total	232.08
	12/26/2023	Albrightson Excavating Inc.		
Hydrant at the park				
100-00-55200-390-000		Parks		2,866.25
Hydrant at the park				
			Total	2,866.25
	12/26/2023	Andrea Haglund		
100-00-12100-000-000		Current Propert Taxes Receivab		189.63
			Total	189.63
	12/26/2023	Bakke Norman SC		
Acc 56315.0007				
100-00-51310-210-000		Village Attorney		1,221.00
Prosecutions Account 56315.0007				
			Total	1,221.00
	12/26/2023	Electric Pump		
invoice 77285-In				
620-00-53611-000-821		Operation Expenses		18,340.00
invoice 77285-In				
620-00-53611-000-821		Operation Expenses		1,250.00
Invoice 77283 - Inv				
			Total	19,590.00
	12/28/2023	Erskine Wood Floors Inc		
Final bill for carpet for Clerks office				
100-00-51610-390-000		Village Hall		1,240.25
Final bill for carpet for Clerks office				
			Total	1,240.25
	12/26/2023	Great-West Trust Company LLC		
12/21/2023				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-21591-000-000		WI Deferred Comp		2,042.49
	12/21/2023			
			Total	2,042.49
	12/28/2023	Hawkins Water Treatment		
Invoice 6652657				
620-00-53611-000-827		Operation Expenses		2,228.30
Invoice 6652657				
			Total	2,228.30
	12/28/2023	Krumm Exteriors		
Insurance				
620-00-53611-000-827		Operation Expenses		10,667.02
Insurance				
			Total	10,667.02
	12/26/2023	Kyle Elin & Sabreena Stage		
100-00-12100-000-000		Current Propert Taxes Receivab		155.90
			Total	155.90
	12/26/2023	Marko Septic LLC		
Invoice VR 12/23 Dakota Lift				
620-00-53614-000-851		Adminstrative & Gen Expense		445.00
Invoice VR 12/23 Dakota Lift				
			Total	445.00
	12/26/2023	Melissa Hofacker		
Village of Hall - Nov				
100-00-51610-390-000		Village Hall		360.00
Village of Hall - Nov				
100-00-55200-390-000		Parks		320.00
Park - Nov				
			Total	680.00
	12/26/2023	MENARDS		
invoice 97526				
100-00-51610-390-000		Village Hall		50.94
invoice 97526				

Voucher Nbr	Check Date	Payee		Amount
100-00-53270-390-000 Invoice 97526		Buildings & Grounds Operations		41.96
			Total	92.90
	12/26/2023	North Shore Bank, fsb		
12/21/2023				
100-00-21591-000-000 12/21/2023		WI Deferred Comp		250.00
			Total	250.00
	12/28/2023	ODP Business Solutions, LLC		
Invoice 345392602001 & 345322592001				
100-00-51610-390-000 Invoice 345392602001 & 345322592001		Village Hall		197.72
			Total	197.72
	12/26/2023	ROBERTS TOWING & REPAIR INC.		
Invoice 4550				
100-00-52110-390-001 Invoice 4550		Vehicle Maintenance		76.63
100-00-52110-390-001 Invoice 4598		Vehicle Maintenance		1,481.50
			Total	1,558.13
	12/26/2023	Verizon - account 842114753		
Invoice 9951865999				
610-00-53720-000-681 Invoice 9951865999		General Expenses		28.39
620-00-53614-000-851 Invoice 9951865999		Adminstrative & Gen Expense		28.39
			Total	56.78
			Grand Total	43,713.45

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	10,726.35
Total Expenditure from Fund # 610 - Water Utility	28.39
Total Expenditure from Fund # 620 - Sewer Utility	32,958.71
Total Expenditure from all Funds	43,713.45

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	12/20/2023	Airgas USA		
100-00-53240-390-000		Machinery & Equipment		20.00
			Total	20.00
	12/20/2023	Bakke Norman SC		
	General Busi Acct 12787.0026			
100-00-51310-210-000		Village Attorney		144.25
	General Busi Acct 12787.0026			
			Total	144.25
	12/20/2023	Computer Integration Technologies, Inc		
	Invoice 364573,365200 & 364731			
610-00-53710-000-640		Plant Operation & Maint.		254.60
	Invoice 364573,365200 & 364731			
620-00-53614-000-851		Adminstrative & Gen Expense		254.60
	Invoice 364573, 365200, & 364731			
100-00-52110-390-009		Computer Terminals, etc.		254.60
	Invoice 364731, 365200 & 364731			
100-00-51420-390-000		Village Clerk-Treasurer		254.60
	Invoice 364573, 365200 & 364731			
100-00-51610-390-000		Village Hall		254.60
	Invoice 364573,365200 & 364731			
			Total	1,273.00
	12/20/2023	CT Laboratories		
	Operation Expenses Invoice 69513			
620-00-53611-000-827		Operation Expenses		1,299.00
	Operation Expenses Invoice 69513			
610-00-53710-000-640		Plant Operation & Maint.		48.00
	Invoice 69513			
			Total	1,347.00
	12/20/2023	Ehlers & Associates, Inc.		
	Invoice 96166			
100-00-51420-390-000		Village Clerk-Treasurer		850.00
	Invoice 96166			
			Total	850.00

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	12/20/2023	EO Johnson - Business Technologies - Wausau		
Invoice				
100-00-55110-290-014		Techology		0.00
Invoice				
100-00-51420-390-000		Village Clerk-Treasurer		30.00
Invoice 1449760				
610-00-53720-000-681		General Expenses		30.00
Invoice 1449759				
620-00-53614-000-851		Adminstrative & Gen Expense		30.00
Invoice 149759				
100-00-52110-390-010		Office Supplies		0.00
Invoice				
			Total	90.00
	12/20/2023	Ferguson Waterworks		
Invoice 0524020				
610-00-53710-000-640		Plant Operation & Maint.		499.80
Invoice 0524020				
			Total	499.80
	12/20/2023	Great-West Trust Company LLC		
12/11/2023				
100-00-21591-000-000		WI Deferred Comp		2,042.49
12/11/2023				
			Total	2,042.49
	12/20/2023	Guardian Supply		
Invoice 16931				
100-00-52110-390-016		Uniforms - Chief		554.93
Invoice 16931				
			Total	554.93
	12/20/2023	Hawkins Water Treatment		
Invoice 6641114				
620-00-53611-000-827		Operation Expenses		303.83
Invoice 6641114				
620-00-53611-000-827		Operation Expenses		1,674.00
Invoice 6644531				
			Total	1,977.83

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
	12/20/2023	HydroCorp Inc.		
Invoice 0075336				
610-00-53710-000-650		Plant Operation & Maint.		261.00
Invoice 0075336				
			Total	261.00
	12/20/2023	Johnson Lock and Key		
Invoice 5852				
100-00-55200-390-000		Parks		95.00
Invoice 5852				
			Total	95.00
	12/20/2023	Megan Dull		
Wreath for Village Door and Postage				
100-00-51610-390-000		Village Hall		78.75
Wreath for Village Door and Postage				
100-00-48600-000-000		Other Misc. Revenues		75.98
Milage				
			Total	154.73
	12/20/2023	MENARDS		
invoice 96622				
100-00-53270-390-000		Buildings & Grounds Operations		55.92
invoice 96622				
			Total	55.92
	12/20/2023	North Shore Bank, fsb		
12/11/2023				
100-00-21591-000-000		WI Deferred Comp		250.00
12/11/2023				
			Total	250.00
	12/20/2023	ODP Business Solutions, LLC		
Invoice 343524644001				
100-00-51610-390-000		Village Hall		76.99
Invoice 343524644001				
			Total	76.99
	12/20/2023	River States Truck & Trailer		
Tandom				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
100-00-53240-390-000 Machinery & Equipment				196.63
Tandom				
			Total	196.63
	12/20/2023	Securian Financial Group Inc		
Jan				
100-00-51947-130-000 Life Insurance				294.02
Jan				
			Total	294.02
	12/20/2023	Short Elliott Hendrickson		
620-00-53611-000-821 Operation Expenses				5,488.95
		Invoice 458373		
			Total	5,488.95
	12/20/2023	Tri-County Law Enforement Association		
Invoice 1				
100-00-52110-390-005 Training - Class Fees				90.00
Invoice 1				
			Total	90.00
	12/20/2023	Verizon		
Invoice 9950560172				
610-00-53720-000-681 General Expenses				2.81
Invoice 9950560172				
620-00-53614-000-851 Adminstrative & Gen Expense				2.81
Invoice 9950560172				
			Total	5.62
	12/20/2023	WEST CENTRAL WISCONSIN BIOSOLIDS		
12/11/2023 to 1/11/2024				
620-00-53614-000-858 Biosolids Facility				4,832.69
12/11/2023 to 1/11/2024				
			Total	4,832.69
	12/20/2023	WM Corpaorate Services Inc.		
Invoice 6115326-1860-4				
100-00-53620-390-000 Refuse & Garbage Collection				9,392.58
Invoice 6115326-1860-4				

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee		Amount
			Total	9,392.58
			Grand Total	29,993.43

Dated From: From Account:
Thru: Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	15,011.34
Total Expenditure from Fund # 610 - Water Utility	1,096.21
Total Expenditure from Fund # 620 - Sewer Utility	13,885.88
Total Expenditure from all Funds	29,993.43

KRUMM LLC
Exteriors

1424 Highway 64
New Richmond, WI 54017

Invoice

Date	Invoice #
12/21/2023	18015_1

KRUMM KANGA ROOF
WE HOP TO IT

Bill To
Roberts Water Treatment Facility John Bond 107 Maple Street Roberts, WI 54023-9703 US

Terms
Due on receipt

Item	Description	Quantity	Amount
Asphalt Roof	Asphalt Roof		6,962.79
Metal Roof	Metal Roof		3,704.23
	Work completed at 750 Wisconsin 65 Roberts, WI		

Thank you!

John Bond
sewer
INSurance
620-28-5361/2005-827

It's been a pleasure working with you!

Phone #	Web Site
7152466090	www.krummexteriors.com

Installing Peace of Mind since 1997!

Total	$10,667.02
Payments/Credits	$0.00
Balance Due	$10,667.02

INVOICE

ELECTRIC PUMP

201 4th Ave SW
New Prague, MN 56071

REMIT PAYMENT TO:
4280 E 14th Street
Des Moines, IA 50313-2604

Telephone: (952)758-6600 / FAX (952)758-7778
Toll Free 1-800-536-5394
www.electricpump.com

INVOICE NUMBER: 0077285-IN
INVOICE DATE: 12/21/2023

ORDER NUMBER: 0187502
SHIPMENT DATE: 12/12/2023
SALESPERSON: ANTHONY THEISEN
CUSTOMER NO: 7493126
SOLD BY: MKH

SOLD TO:
VILLAGE OF ROBERTS
107 EAST MAPLE STREET
PO BOX 58
ROBERTS, WI 54023
United States

SHIP TO:
VILLAGE OF ROBERTS
107 EAST MAPLE STREET
ROBERTS, WI 54023
United States

CONFIRM TO:
JOHN BOND 715-760-1312

REFERENCE:
LS #1 NP3127

CUSTOMER P.O.: LS #1 | FOB: | SHIP VIA: BEST WAY | Terms: NET 30 DAYS

ITEM NO.	ORDERED	SHIPPED	BACK ORD		PRICE	UNIT	AMOUNT
				RE: LS #1 REPLACEMENT PUMP & MFV --FLYGT NP3127-438 TO REPLACE CP3127-432 #0060185 - 86			
0031270700047	1.00	1.00	0.00	16,401.00		EACH	16,401.00
				FLYGT MODEL 3127 WITH NP438 HARD IRON IMPELLER AND INSERT RING, 4" 10/230/3 50' FM FLS FV			
		1.00	Serial Number: 2350016				
*DISCOUNT	1.00	1.00	0.00	1,261.00-		EACH	1,261.00-
				CUSTOMER SALES CONSIDERATION/INCENTIVE, PER ANTHONY THEISEN			
0000005565101	1.00	1.00	0.00	2,603.00		EACH	2,603.00
				VALVE,MIX FLUSH			
/SCTK	1.00	1.00	0.00	145.00		HOUR	145.00
				SERVICE CALL-TONY K.			
/SCTD	1.00	1.00	0.00	145.00		HOUR	145.00
				SERVICE CALL-TJ DEUTSCH			
/STARTTK	1.00	1.00	0.00	145.00		HOUR	145.00
				START UP LABOR FOR FLYGT WARRANTY CERTIFICATION-TONY K.			
				THANK YOU MYRA HOFFMAN mhoffman@electricpump.com			

All return goods must have written approval from Electric Pump, Inc. before returning. Credit will not be issued without written approval and if applicable there will be a Restock Fee.

Net Invoice:	18,178.00
Freight:	162.00
Sales Tax:	0.00
Invoice Total:	18,340.00

620-25-53611-000-821