



Meeting:	<b>Village Board Meeting</b>
Place:	2456 Glendale Avenue
Time/Date:	<b>5:30 p.m. Nov. 14, 2011</b>
Web Page:	<a href="http://www.villageofhoward.com">www.villageofhoward.com</a>

**ELECTED OFFICIALS**

Village President	Burt R. McIntyre
Trustee Wards 1&2	Ronald Bredael
Trustee Wards 3&4	Jim Widiger
Trustee Wards 5&6	Catherine Hughes
Trustee Wards 7&8	George Speaker
Trustee Wards 9&10	Jim Lemorande
Trustee Wards 11&12	Ray Suennen
Trustee Wards 13&14	David Steffen
Trustee Wards 15&16	Dan Deppeler
Municipal Judge	Gregg Schreiber

**APPOINTED STAFF**

Village Administrator	Paul F. Evert
Director of Community Development	David Wiese
Director of Administrative Services	Chris Haltom
Director of Public Safety Services	Ed Janke
Director of Public Works	Geoff Farr
Village Attorney	Dennis Duffy
Directed Enforcement Officer II	Jim Dagneau
Directed Enforcement Officer I	Greg Gleason

During the meeting the Village Board of the Village of Howard will convene into closed session pursuant to Section 19.85(1)(g) to confer with legal counsel with respect to litigation in which it is or is likely to become involved to wit potential Fair Labor Standards Act claim and pursuant to Section 19.85 (1) (e) to negotiate the purchase of properties, the investing of public funds, and to conduct other public business, for which competitive reasons require a closed session.

AGENDA ITEM No.	AGENDA ITEM & EXPLANATION
<u>No. 1</u>	<b>CALL TO ORDER</b>
<u>No. 2</u>	<b>ROLL CALL</b>
<u>No. 3</u>	<b>PLEDGE OF ALLEGIANCE</b>
<u>No. 4</u>	<b>APPROVAL OF THE AGENDA</b>
<u>No. 1</u>	<b>PUBLIC APPEARANCES</b> Pursuant to Section 2-81(6) of the <u>Howard Code</u> , the Village Board will hear comments of interest from the public which are not located elsewhere on this agenda. Specific factual information or an explanation of current policy may be made in response to an inquiry, but any discussion or decision must be limited to a proposal to place the item on a future agenda. Speakers will be notified when speaking time has expired.
<u>No. 3</u>	<b>FUTURE AGENDA ITEMS</b>
<u>No. 4</u>	<b>COMMUNICATIONS</b>

AGENDA ITEM No.	AGENDA ITEM & EXPLANATION
<u>No. 5</u>	<b>CONSENT AGENDA</b>
	The Consent Agenda contains routine items and will be enacted by one motion without separate discussion, unless an item is requested to be removed for a separate vote.
No. 5a	<b>Approve Village Board Minutes from Oct. 24, 2011</b>
No. 5b	<b>Accept Plan Commission Minutes from Oct. 24, 2011</b>
No. 5c	<b>Accept Sex Offender Residence Appeals Board minutes from Nov. 9, 2011</b>
No. 5d	<b>Approve Municipal Invoices</b>
No. 5e	<b>Approve Operator's Licenses</b>
	Operator licenses, per s. 125.17 of the <i>Wisconsin Statutes</i> and s. 12.02(4)(h) of the <i>Howard Municipal Code</i> , if approved, are valid for a period up to two years expiring on June 30.
	(i) Ashley E. Beyer
	(ii) Briant M. Bierhals
	(iii) Kyrsten K. Carter
	(iv) Adam M. Frisch
	(v) Rhiannon D. Heimerl
	(vi) Brian C. Rettmann
	(vii) Taylor L. Williquette
No. 5f	<b>Approve Class B Beer License for Mor Kong, representing Majestic Ballroom</b>
No. 5g	<b>Approve Change Order #3 for the South Frontage Road/Parkside Court Sanitary Sewer and Watermain Relocation project involving a \$23,397.70 decrease</b>
<u>No. 6</u>	<b>NEW BUSINESS</b>
No. 6a	<b>Review and take action on Ordinance 2011-19, amending Section 50-126 of the Zoning Ordinance pertaining to the realignment of nonconforming signs due to state highway projects</b>
No. 6b	<b>Review and take action on Change Order #2 for the Dousman/Shawano Watermain Relocation project involving a \$3,126.50 addition</b>
No. 6c	<b>Review and take action on an agreement with M.E. Simpson CO., Inc. for a water system leak detection survey, contingent upon a legal review</b>
No. 6d	<b>Administrator presentation and board discussion of the 2012 budget</b>
No. 6e	<b>Review and take action on Ordinance 2011-21 amending Village of Howard ward boundaries, polling locations and trustee districts</b>

<b>AGENDA ITEM No.</b>	<b>AGENDA ITEM &amp; EXPLANATION</b>
<u>No. 7</u>	<b>REPORTS OF VILLAGE OFFICIALS</b>
No. 7a	<b>Director of Administrative Services Report</b> <ul style="list-style-type: none"> <li>• C. Haltom will present the October Financial Report</li> </ul>
No. 7b	<b>Village Engineer Report</b> <ul style="list-style-type: none"> <li>• G. Farr will provide a verbal construction update</li> <li>• G. Farr will give a verbal anti-icing report</li> </ul>
<u>No. 8</u>	<b>CONVENE TO CLOSED SESSION</b>
<u>No. 9</u>	<b>RETURN TO OPEN SESSION</b>
<u>No. 10</u>	<b>ADJOURNMENT</b> An approved motion to adjourn will end the meeting.



5a

**Minutes of the Village Board Meeting  
Oct. 24, 2011 at 6:30 p.m.  
Village Hall Board Room**

**Call to Order**

Village President Burt R. McIntyre called the meeting to order at 6:30 p.m.

**Roll Call**

Present: Burt R. McIntyre, Village President; Ron Bredael, Trustee Wards 1 & 2; Jim Widiger, Trustee Wards 3 & 4; Cathy Hughes, Trustee 5 & 6; George Speaker, Trustee Wards 7 & 8; Jim Lemorande, Trustee Wards 9 & 10; Ray Suennen, Trustee Wards 11 & 12; Dan Deppeler, Trustee Wards 15 & 16

Excused: David Steffen, Trustee Wards 13 & 14

Also (staff): Paul Evert, Dave Wiese, Chris Haltom, Geoffrey Farr, Leigh Ann Wagner Kroening

**The Board recited the Pledge of Allegiance.**

**Approve Agenda**

G. Speaker moved to approve the agenda. J. Lemorande seconded the motion. **The motion carried unanimously.**

**Public**

**Appearances**

John Hammond of 452 Woodfield Drive said more traffic control is needed on Woodfield Drive. The street is very narrow and has a high density of homes, including those with older and disabled people, he said.

Jim Morrison, 440 Woodfield Drive, said he would like a portable barrier installed on Woodfield Court to prohibit drivers who are using Woodfield Court to Woodfield Drive as a shortcut.

Ruth Christian, 397 Woodfield Drive, said her house is the last one and she has a clear view of traffic turning onto the street from Cardinal Lane. She said the traffic is moving much too fast and is a safety issue, especially in the early morning and in the evening.

Brad Ottum, 2650 Woodfield Court, said he is in favor of closing the court because it's the only way to stop the traffic from speeding through onto Woodfield Drive.

Joe Verrier, 406 Woodfield Drive, said closing Woodfield Court is the only way to protect the pedestrians and residents on the drive. He said "safety trumps convenience."

Allen Smith, 2714 Woodfield Court, said he is totally opposed to "the plan that was hatched to close the court." He would support speed bumps or other traffic slowing devices on the drive that would not hinder access to the court.

Dennis Pauli, 2710 Woodfield Court, said he does not support closing the court because of concerns with plow and rescue access to the residents who live there.

Charlotte Klenz, 400 Woodfield Drive, said she would rather see the east end of Woodfield Drive closed off instead of the court. She said the biggest traffic problems are there.

Dan Murphy, 2749 Dewey Decker, said suggested dead-ending Drake Street to prevent apartment traffic from cutting through the area.

Robert N. Johnson, 441 Woodfield Drive, said he circulated the petition because he is concerned with the amount and speed of traffic from younger people living in the apartments who speed through the neighborhood that is full of senior citizens. He said he supports a 25 mph speed limit on Woodfield Drive and enhanced enforcement.

Thomas Bergman, 2674 Woodfield Court, said he doesn't like the idea of blocking off Woodfield Court because it would take rescue crews several minutes more to drive around to access the homes on the court. He said it would affect plowing access in the winter and would "trap" the residents who live there.

Andy and Jane Basten, who own the property at the end of Old Shawano Avenue along Duck Creek, spoke about their concerns with a home that was moved into the vacant lot next to their property. The foundation is built so high that the neighbor's garage floor now sits 7 to 8 feet above his living room window, he said. The Bastens said they are concerned with drainage onto their property that may result from the height of the neighboring property and the plans for an inadequate retaining wall. Andy Basten said he is disappointed the village's zoning and permitting process allowed such a "monstrosity" to be built. Jane Basten asked to be put on the agenda for the next meeting.

**Future Agenda  
Items**

None

**Communications**

- J. Widiger motioned and R. Suennen seconded to receive and file the following.
- i. Petition regarding traffic concerns from Woodfield Homeowners Association
  - ii. Statement from Soua Xiong, owner of Majestic Ballroom, surrendering the establishment's Class B Beer License

**Consent Agenda**

G. Speaker motioned and J. Widiger seconded to approve the consent agenda. **The motion carried unanimously.**

**The following items were approved as part of the Consent Agenda:**

**Minutes from Oct. 10, 2011 Village Board meeting**

**Minutes from the Oct. 10, 2011 special meeting of the Plan Commission**

**Municipal invoices totaling \$ 454,681.67 paid with checks #737772 - 737852**

**New Operator's Licenses for the following individuals:**

- (i) Catherine E. Bauer
- (ii) Breehan J. Cronce
- (iii) Susie M. Rogalski
- (iv) Todd D. Selle
- (v) Amanda M. Wagner

**Change Order #5 for the 2011 Street Resurfacing, Akzo Nobel Parking and Glendale Bridge Repairs Project involving a decrease of \$1,246.14**

**Change Order #6 for the Off Street Trail and Sidewalk Project involving a \$4,065 decrease**

**New Business**

D. Wiese reported on the proposed amendment to Section 50-930 (2) of the Zoning Ordinance pertaining to the permitted height of government buildings and structures, which was unanimously recommended by the Plan Commission. J. Widiger motioned to approve the proposed amendment to Section 50-930 (2). R. Suennen seconded the motion. **The motion carried 7-1 (No: C. Hughes).**

P. Evert reported on proposed Ordinance 2011-20, prohibiting concealed carry within the Village Hall and Public Safety complex. J. Widiger motioned to approve Ordinance 2011-20. C. Hughes seconded. **The motion carried 6-2 (No: R. Suennen, B. McIntyre).**

P. Evert reported on amendments to the personnel policy regarding the possession of weapons, cell phone reimbursement and meal allowances. J. Widiger motioned to approve the amendments to the personnel policy. C. Hughes seconded. **The motion carried unanimously.**

P. Evert gave a presentation of the 2012 budget, which included updates regarding cuts to state funding and ideas to increase revenue. **No action was taken.**

G. Farr reviewed the yard waste drop-off site rules and discussed concerns with non-residents using the facility. J. Lemorande motioned to allow staff to increase surveillance and enforcement of the site rules. G. Speaker seconded the motion. **The motion carried 7-1 (No: R. Suennen).**

G. Farr reported on a proposal to reduce the speed limit on Lakeview Drive between Lineville Road and Woodale Avenue. C. Hughes motioned to request Brown County to reduce the speed limit on that portion of road from

55 mph to 45 mph. G. Speaker seconded the motion. **The motion carried 7-1 (No: J. Lemorande).**

D. Wiese reported on the request from the Village of Hobart for a \$1.2 million commitment toward the Transportation Infrastructure Generating Economic Recovery (TIGER) grant. C. Hughes motioned to not commit the \$1.2 million to the grant process. G. Speaker seconded the motion. **The motion carried unanimously.**

P. Evert discussed the holiday board meeting schedule. **The board informally agreed to cancel the Dec. 26 Village Board meeting due to the fact Village Hall will be closed for the holiday.**

**Village  
Administrator's  
Report**

P. Evert discussed the plans for the Village staff and elected official holiday party Dec. 15 at Anduzzi's on Lineville Road.

**Director of  
Admin. Services  
Report**

C. Haltom presented the September Financial Report.

**Village Engineer  
Report**

G. Farr provided a verbal construction update and a written water leakage report.

**CLOSED SESSION**

G. Speaker motioned to go into closed session. C. Hughes seconded. **The motion carried unanimously, and the board entered closed session at 9:13 p.m.**

**OPEN SESSION**

C. Hughes motioned to return to open session. J. Widiger seconded. **The motion carried unanimously, and the board returned to open session at 9:14 p.m.**

**ADJOURNMENT**

G. Speaker motioned to adjourn. R. Suennen seconded. **The motion carried unanimously, and the board adjourned at 9:15 p.m.**

Respectfully Submitted,

Leigh Ann Wagner Kroening  
Administrative Assistant

**Minutes of the Plan Commission Meeting  
Oct. 24, 2011 at 5:30 p.m.  
Village Hall Board Room**

- Call to Order** Village President Burt R. McIntyre called the meeting to order at 5:30 p.m.
- Roll Call** Present: Plan Commission members Burt R. McIntyre, Village President; Ray Suennen, Trustee Wards 11 & 12; Jim Priewe, Nathan Prodell, Jay Faikel.
- Excused: Bob Strazishar  
Also absent: Dan Roarty
- Also (staff): Dave Wiese, Paul Evert, Jim Korotev, Geoff Farr, Leigh Ann Wagner Kroening

**The Commission recited the Pledge of Allegiance.**

- Approve Agenda** R. Suennen moved to approve the agenda. J. Priewe seconded the motion. **The motion carried unanimously.**

- Approve 10/10/11 Meeting Minutes** J. Priewe motioned and N. Prodell seconded to approve the minutes from the Oct. 10, 2011 Plan Commission meeting. **The motion carried unanimously.**

- #6 5:35 p.m. Public Hearing** J. Korotev reported on a proposed amendment to Section 50-930 (2) of the Zoning Ordinance pertaining to the permitted height of government buildings and structures. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.

- #7 Action** R. Suennen motioned and J. Faikel seconded to recommend approval of the amendment to Section 50-930 (2) to the Village Board. **The motion carried unanimously.**

(In order to pass time until the 5:40 p.m. public hearing, the commission skipped to Agenda Item 10.)

- #10 Sign Plan Review For Anduzzi's** J. Korotev reported on the sign plan review for Jones Sign Company, representing Anduzzi's Sports Club at 2555 Lineville Road, VH-143-8. Nick Lison from Jones Sign Company came forward to answer questions. B. McIntyre motioned to approve the sign plan. J. Priewe seconded. **The motion carried unanimously.**

- #11 Sign Plan Review For R-Tec** J. Korotev reported on the sign plan review for Kelli Lax of Creative Sign Company, representing Paul Rauscher of R-Tec at 1505 Cornell Road, VH-747-B-749-1. Todd Thomas from Creative Sign came forward to answer questions. R. Suennen motioned to approve the sign plan. J. Priewe

seconded. **The motion carried unanimously.**

**#8 5:40 p.m.**  
**Public Hearing**

D. Wiese reported on a proposed amendment to Section 50-1296 of the Zoning Ordinance pertaining to the realignment of nonconforming signs due to state highway projects. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.

**#9 Action**

J. Priewe motioned and N. Prodell seconded to recommend approval of the proposed amendment to Section 50-1296 to the Village Board. **The motion carried 4-1 (No: J. Faikel).**

**#12 Building**  
**Addition for Falk's**  
**Carpet**

J. Korotev reported on the plan for a building addition for Brian Falk of Falk's Carpet at 2674 North Packerland Drive, VH-726-9. J. Faikel motioned to deny the plan for the building addition. J. Priewe seconded. **The motion to deny carried 3-2 (No: R. Suennen, B. McIntyre).**

**Future Agenda**  
**Items**

None.

**Adjournment**

J. Priewe motioned to adjourn. B. McIntyre seconded. **The motion carried unanimously, and the meeting was adjourned at 6:04 p.m.**

Respectfully Submitted,

Leigh Ann Wagner Kroening  
Administrative Assistant

5c

## SEX OFFENDER RESIDENCE APPEALS BOARD MEETING

November 9, 2011

6:00 p.m. Village Board Room

### CALL TO ORDER

D. Adler called the meeting to order at 6:00 p.m.

### ROLL CALL

Don Adler, Tim Tousey and Dick Boyer

Also Present: Ed Janke, Dennis Duffy, Leigh Ann Wagner Kroening

### PLEDGE OF ALLEGIANCE

The Board recited the Pledge of Allegiance.

### MINUTES

D. Boyer moved to approve the minutes from the April 13, 2011 SORAB meeting. T. Tousey seconded the motion. **The motion carried unanimously.**

### APPEALS

#### **Action on Residency Appeal from Gary Michael Kaquatosh Sr.**

The Sex Offender Residency Appeals Board and D. Duffy questioned Gary Michael Kaquatosh Sr. regarding his past criminal offenses relating to sexual assault of a child. Gary Michael Kaquatosh Sr. then made a final statement, including his plans to work and eventually move back to the reservation in Keshena. Nobody else spoke.

T. Tousey moved to deny the appeal for residency from Gary Michael Kaquatosh Sr. to establish a permanent residence at 1144 Roland Lane. D. Boyer seconded the motion. A roll call vote was taken.

**The motion to deny carried unanimously.**

#### **Action on Residency Appeal from David James Wolfe**

The Sex Offender Residency Appeals Board and D. Duffy questioned David James Wolfe regarding his past criminal offense relating to sexual assault of a child. David James Wolfe explained his treatment history and his desire to obtain temporary residency at 2044 Memorial Drive with his mother and grandmother. William Campbell addressed the board in support of Mr. Wolfe, and his grandmother and a neighbor also were present on his behalf.

D. Adler moved to approve the appeal for residency from David James Wolfe to establish a residence at 2044 Memorial Drive. T. Tousey seconded the motion. A roll call vote was taken. **The motion to approve carried 2-1 (No: D. Boyer).**

### BOARD VACANCY DISCUSSION

The board reviewed a list of recent applicants for the two vacant seats and indicated a desire to add at least one woman to the board.

### MEETING SCHEDULE

The board agreed to schedule an introductory meeting for the new board members after the vacancies are filled.

**ADJOURN**

D. Boyer moved to adjourn. T. Tousey seconded the motion. **The motion carried unanimously and the meeting was adjourned at 7:05 p.m.**

Respectfully Submitted,

Leigh Ann Wagner Kroening  
Administrative Assistant

5d

## HOWARD, WI VILLAGE

11/10/11 1:57 PM

Page 1

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name A &amp; J MECHANICAL CONTRACTORS,</b>						
100-51600-240	General Fd	VH Bldg	Repair Mtn	Repair Exhaust Pipe - Heater - VH	\$469.63	10/14/2011
100-51600-240	General Fd	VH Bldg	Repair Mtn	Repair Air Dryer Piping - VH	\$124.65	10/14/2011
Search Name A & J MECHANICAL CONTRACTORS,					\$594.28	
<b>Search Name ACCENT UNIFORMS</b>						
100-52200-390	General Fd	Fire	Supplies	3 Polo's w/Embroidery	\$106.00	11/3/2011
<b>Search Name AGRI PARTNERS CO-OP</b>						
100-53311-240	General Fd	Streets	Repair Mtn	October Fuel	\$4,151.55	10/31/2011
602-58828-000	Sewer	Transporta	Exp	October Fuel	\$507.82	10/31/2011
601-57903-902	Water	Cust Accts	Meter Read	October Fuel	\$126.95	10/31/2011
100-51400-240	General Fd	Administra	Repair Mtn	October Fuel	\$63.99	10/31/2011
100-53620-240	General Fd	Sanitation	Repair Mtn	October Fuel	\$414.12	10/31/2011
100-53311-240	General Fd	Streets	Repair Mtn	October Fuel	\$1,238.79	10/31/2011
100-52100-240	General Fd	Police	Repair Mtn	October Fuel	\$4,077.63	10/31/2011
100-55200-242	General Fd	Parks	Repair Mtn	October Fuel	\$477.31	10/31/2011
100-55200-240	General Fd	Parks	Repair Mtn	October Fuel	\$1,733.99	10/31/2011
404-53150-240	V Cap Proj	Engineerin	Repair Mtn	October Fuel	\$294.89	10/31/2011
100-52200-240	General Fd	Fire	Repair Mtn	October Fuel	\$1,310.72	10/31/2011
604-53650-240	Storm	Storm Exp	Repair Mtn	October Fuel	\$1,870.70	10/31/2011
601-57640-674	Water	Trans Dist	Fire mains	October Fuel	\$1,396.49	10/31/2011
Search Name AGRI PARTNERS CO-OP					\$17,664.95	
<b>Search Name AIR FORCE GYMNASTICS</b>						
100-55300-390	General Fd	Recreation	Supplies	Gymnastics Instructor	\$233.75	10/26/2011
<b>Search Name AIRGAS NORTH CENTRAL</b>						
100-53311-240	General Fd	Streets	Repair Mtn	October Rental	\$13.33	10/31/2011
<b>Search Name ALL CITY COMMUNICATIONS INC</b>						
601-57920-921	Water	Admin Genl	Office Sup	November Answering Service	\$221.20	11/1/2011
<b>Search Name ASTRO HYDRAULICS INC</b>						
100-55200-240	General Fd	Parks	Repair Mtn	Shoot Ram #696	\$200.83	11/4/2011
<b>Search Name AT&amp;T</b>						
100-53270-220	General Fd	PW Bldg	Telephone	T-1 Phone Line - VH/PW	\$382.20	11/1/2011
100-51600-220	General Fd	VH Bldg	Telephone	T-1 Phone Line - VH/PW	\$382.20	11/1/2011
Search Name AT&T					\$764.40	
<b>Search Name BADGER LABORATORIES</b>						
601-57630-643	Water	Wtr Treatm	WT Misc Ex	Lead Analysis	\$18.00	10/27/2011
<b>Search Name BAHCALL RUBBER CO INC</b>						
601-57640-676	Water	Trans Dist	Mtn Meters	4 Brass Fittings - Hyd. Meters	\$702.00	9/26/2011

# HOWARD, WI VILLAGE

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name BATTERIES PLUS</b>						
100-55200-390	General Fd	Parks	Supplies	15 Light Bulbs	\$209.85	11/1/2011
<b>Search Name BAY AREA HUMANE SOCIETY</b>						
100-54100-390	General Fd	Pub Health	Supplies	October Service	\$340.00	10/31/2011
<b>Search Name BAY TOWEL, INC.</b>						
100-53230-390	General Fd	Mechanic	Supplies	Mechanics Uniform Laundry	\$84.64	5/11/2011
100-53230-390	General Fd	Mechanic	Supplies	Mechanics Uniform Laundry	\$95.09	6/8/2011
100-53230-390	General Fd	Mechanic	Supplies	Mechanics Uniform Laundry	\$99.58	11/2/2011
100-53230-390	General Fd	Mechanic	Supplies	Mechanics Uniform Laundry	\$108.68	10/26/2011
Search Name BAY TOWEL, INC.					\$387.99	
<b>Search Name BOBCAT PLUS, INC.</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Door Handle #422	\$40.57	9/20/2011
100-53311-240	General Fd	Streets	Repair Mtn	Alternator #421	\$218.13	11/2/2011
100-53311-240	General Fd	Streets	Repair Mtn	Spindle/Tie Rod/Air Filters #421	\$511.51	10/10/2011
Search Name BOBCAT PLUS, INC.					\$770.21	
<b>Search Name BONNIES MAY FLOWERS</b>						
100-55300-390	General Fd	Recreation	Supplies	15 Fall Mums - Senior Dinner	\$75.00	10/25/2011
<b>Search Name BRABANT, REBECCA L.</b>						
100-51200-390	General Fd	Judicial	Supplies	Witness Fee (11/01/11)	\$7.00	11/2/2011
<b>Search Name BROADWAY AUTOMOTIVE</b>						
100-52100-240	General Fd	Police	Repair Mtn	6 Extra Keys - Squad Car	\$18.90	10/26/2011
601-57640-673	Water	Trans Dist	TD Mains	Wheel Bearing #306	\$156.53	10/28/2011
601-57640-673	Water	Trans Dist	TD Mains	Fuel Cleaner #306	\$236.64	10/28/2011
Search Name BROADWAY AUTOMOTIVE					\$412.07	
<b>Search Name BROCK WHITE COMPANY</b>						
604-53650-390	Storm	Storm Exp	Supplies	7 Rolls AE Curlex Net Free	\$356.65	8/30/2011
<b>Search Name BROWN COUNTY JAIL</b>						
100-51200-210	General Fd	Judicial	Subcontrac	October Jail Charges	\$480.00	11/3/2011
<b>Search Name BROWN COUNTY PORT AND</b>						
100-53620-210	General Fd	Sanitation	Subcontrac	October Sharps	\$31.13	10/31/2011
100-48307-000	General Fd	Sale recyc		Sale of Waste Paper	-\$7,596.55	10/31/2011
100-53620-291	General Fd	Sanitation	Tonnage	October Waste Transfers	\$14,559.56	10/31/2011
Search Name BROWN COUNTY PORT AND					\$6,994.14	
<b>Search Name BROWN COUNTY TREASURER</b>						
100-45110-000	General Fd	Court Pen		October Jail Assessments	\$2,537.07	10/31/2011

HOWARD, WI VILLAGE

Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name BUMPER TO BUMPER</b>						
100-52200-240	General Fd	Fire	Repair Mtn	V-Belt Engine #211	\$45.98	11/1/2011
100-52200-240	General Fd	Fire	Repair Mtn	V-Belt Engine #211	\$43.43	11/1/2011
100-55200-240	General Fd	Parks	Repair Mtn	Filters #646	\$35.76	11/2/2011
100-52100-240	General Fd	Police	Repair Mtn	Mirror Glue - Squad #7	\$5.58	10/20/2011
603-57700-240	Golf	Golf Oper	Repair Mtn	Fuel Additive - Golf Carts	\$62.32	10/20/2011
100-52200-240	General Fd	Fire	Repair Mtn	Battery - Fire Pick-up Truck #215	\$215.00	10/25/2011
100-53311-240	General Fd	Streets	Repair Mtn	Filters #466	\$61.26	11/3/2011
Search Name BUMPER TO BUMPER					\$469.33	
<b>Search Name CATCO PARTS SERVICE</b>						
100-52100-240	General Fd	Police	Repair Mtn	Repair Clutch #167	\$2,354.29	10/31/2011
100-53311-240	General Fd	Streets	Repair Mtn	Pressure Regulator #466	\$64.54	11/7/2011
601-57640-673	Water	Trans Dist	TD Mains	Tongue Locks - Water Generator Tr	\$126.76	11/2/2011
601-57640-673	Water	Trans Dist	TD Mains	Replace Rear Spring - #368	\$918.84	10/20/2011
Search Name CATCO PARTS SERVICE					\$3,464.43	
<b>Search Name CELLCOM - 16, LLP</b>						
601-57920-923	Water	Admin Genl	OS Svc Emp	November Pager	\$11.11	11/1/2011
<b>Search Name CENTRAL BROWN COUNTY WATER</b>						
601-57602-602	Water	Source exp	Purch Watr	October Service	\$227,221.00	11/1/2011
<b>Search Name CINTAS FIRST AID &amp; SAFETY 455</b>						
100-53230-390	General Fd	Mechanic	Supplies	First Aid Supplies - Shop	\$56.27	10/28/2011
<b>Search Name DE GROOT INC</b>						
602-19312	Sewer	SERVCONN		Install Sewer Lateral - Anduzzi's	\$1,150.15	10/25/2011
601-18345	Water	SERVICES		Install Water Lateral - Anduzzi's	\$5,726.19	10/25/2011
Search Name DE GROOT INC					\$6,876.34	
<b>Search Name DIGGERS HOTLINE, INC.</b>						
604-53650-210	Storm	Storm Exp	Subcontrac	October Service	\$152.54	10/31/2011
602-58852-000	Sewer	Subcontrac	Exp	October Service	\$152.54	10/31/2011
601-57920-923	Water	Admin Genl	OS Svc Emp	October Service	\$152.54	10/31/2011
Search Name DIGGERS HOTLINE, INC.					\$457.62	
<b>Search Name DUO-SAFETY LADDER CORPORATION</b>						
100-52200-240	General Fd	Fire	Repair Mtn	Stainless Steel Sleeve	\$30.86	10/20/2011
<b>Search Name DYNAMIC MANUFACTURING CORP</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Rubber Flap #444	\$92.14	11/4/2011
<b>Search Name EMC INSURANCE COMPANIES</b>						
100-51930-099	General Fd	Ins Bonds	INS DED	Claim 819666SJ - Deductible	\$250.00	10/24/2011
<b>Search Name EMPLOYEE RESOURCE CENTER, INC.</b>						
100-53311-998	General Fd	Streets	Emp Benefi	1.0 hrs Counseling	\$105.00	10/31/2011

# HOWARD, WI VILLAGE

11/10/11 1:57 PM

Page 4

## Municipal Invoices for Board Approval

OCTOBER

10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name FABCO EQUIPMENT INC</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Filters #492	\$84.97	8/18/2011
<b>Search Name FAULK BROS CONSTRUCTION, INC.</b>						
100-55200-390	General Fd	Parks	Supplies	23 Tons Infield Mix	\$638.25	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.72 Tons Infield Mix	\$630.48	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.17 Tons Infield Mix	\$615.22	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.96 Tons Infield Mix	\$637.14	10/21/2011
100-55200-390	General Fd	Parks	Supplies	21.93 Tons Infield Mix	\$608.56	10/21/2011
100-55200-390	General Fd	Parks	Supplies	23.16 Tons Infield Mix	\$642.69	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.71 Tons Infield Mix	\$630.20	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.91 Tons Infield Mix	\$635.75	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22 Tons Infield Mix	\$610.50	10/21/2011
100-55200-390	General Fd	Parks	Supplies	22.71 Tons Infield Mix	\$630.20	10/21/2011
Search Name FAULK BROS CONSTRUCTION, INC.					\$6,278.99	
<b>Search Name FEAKE &amp; SONS, INC.</b>						
601-17434	Water	Parkside		Parkside Utility Reloc. - RFP #3 (Fin	\$4,149.86	11/14/2011
602-17434	Sewer	Parkside		Parkside Utility Reloc. - RFP #3 (Fin	\$5,057.62	11/14/2011
Search Name FEAKE & SONS, INC.					\$9,207.48	
<b>Search Name FIRE APPARATUS &amp; EQUIPMENT INC</b>						
100-52200-240	General Fd	Fire	Repair Mtn	Valve Repair Kit	\$411.03	10/26/2011
<b>Search Name FIRE-RESCUE SUPPLY, LLC</b>						
422-52200-390	Fire Equip	Fire	Supplies	Rescue Air Pump/Accelerator Valve	\$1,615.00	10/5/2011
<b>Search Name FITNESS ON THE RUN</b>						
100-55300-390	General Fd	Recreation	Supplies	15 Yoga/Pilates Participants	\$420.00	10/23/2011
<b>Search Name GANNETT WISCONSIN MEDIA</b>						
100-55300-390	General Fd	Recreation	Supplies	Senior Dinner/Dance Ads	\$120.00	10/30/2011
<b>Search Name GENERAL FIRE EQUIPMENT CO, INC</b>						
421-52100-810	Police Eq	Police	Cap Outlay	Set Up Lights on New Squad #7	\$638.66	10/5/2011
<b>Search Name GERCZAK LIQUOR INC, LARRY</b>						
100-52200-390	General Fd	Fire	Supplies	Picnic Supplies Returned	-\$50.46	8/18/2011
100-52200-390	General Fd	Fire	Supplies	10 Cases of Water	\$77.50	10/3/2011
100-52200-390	General Fd	Fire	Supplies	Open House Supplies	\$62.00	10/8/2011
100-52200-390	General Fd	Fire	Supplies	13 cs Soda/12 cs Water	\$206.00	10/18/2011
100-52200-390	General Fd	Fire	Supplies	Picnic Supplies	\$229.92	8/13/2011
Search Name GERCZAK LIQUOR INC, LARRY					\$524.96	
<b>Search Name GRAEF, ANHALT, SCHLOEMER,</b>						
405-53311-152	Developer	Streets	E-Bridge	Evergreen Bridge Replacement	\$1,640.00	10/20/2011

HOWARD, WI VILLAGE

Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
404-56700-402	V Cap Proj	Econ Dev	Sidewalks	2013 Sidewalks	\$420.00	10/20/2011
Search Name GRAEF, ANHALT, SCHLOEMER,					\$2,060.00	
<b>Search Name GRAYBAR ELECTRIC COMPANY, INC.</b>						
601-57640-673	Water	Trans Dist	TD Mains	Connectors - Water/Sewer Generat	\$240.90	10/28/2011
<b>Search Name GREEN BAY ANIMAL EMERGENCY CEN</b>						
100-54100-390	General Fd	Pub Health	Supplies	Eval. & Treat Injured Cat	\$175.00	10/25/2011
<b>Search Name GREEN BAY CITY TREASURER</b>						
100-52200-240	General Fd	Fire	Repair Mtn	Ladder 211/Engine 211 Inspection	\$190.00	10/26/2011
100-52200-240	General Fd	Fire	Repair Mtn	Engine 212 Inspection	\$80.00	10/18/2011
Search Name GREEN BAY CITY TREASURER					\$270.00	
<b>Search Name HALRON LUBRICANTS, INC.</b>						
100-52100-240	General Fd	Police	Repair Mtn	2 Drums Returned	-\$40.00	11/9/2011
100-52100-240	General Fd	Police	Repair Mtn	55 gal Drum 5w20 Oil	\$508.13	11/8/2011
Search Name HALRON LUBRICANTS, INC.					\$468.13	
<b>Search Name INFINITY TECHNOLOGY, INC.</b>						
100-51600-210	General Fd	VH Bldg	Subcontrac	November Spam Filtering	\$45.00	11/1/2011
100-53270-210	General Fd	PW Bldg	Subcontrac	November Spam Filtering	\$45.00	11/1/2011
Search Name INFINITY TECHNOLOGY, INC.					\$90.00	
<b>Search Name ISAAC, JASON</b>						
100-51200-390	General Fd	Judicial	Supplies	Witness Fee (11/01/11)	\$5.80	11/2/2011
<b>Search Name JOHNSON'S NURSERY, INC.</b>						
404-23401	V Cap Proj	Tree Depos		10 Trees - Fall Plantings	\$889.00	10/28/2011
404-46840-401	V Cap Proj	Urban Dev		10 Trees - Fall Plantings	-\$889.00	10/28/2011
404-56700-401	V Cap Proj	Econ Dev	Trees	10 Trees - Fall Plantings	\$889.00	10/28/2011
Search Name JOHNSON'S NURSERY, INC.					\$889.00	
<b>Search Name JOSSART BROTHERS</b>						
601-17436	Water	29-Dou/Sha		Dousman/Shawano Utility Reloc. -	\$23,442.16	11/14/2011
<b>Search Name KIDD'S KLEANING</b>						
100-53270-210	General Fd	PW Bldg	Subcontrac	Novvermber Cleaning Service	\$983.88	11/8/2011
100-51600-210	General Fd	VH Bldg	Subcontrac	Novvermber Cleaning Service	\$1,229.86	11/8/2011
Search Name KIDD'S KLEANING					\$2,213.74	
<b>Search Name KIMPS ACE HARDWARE</b>						
100-52200-390	General Fd	Fire	Supplies	Ground Connector	\$15.99	11/4/2011
100-52200-390	General Fd	Fire	Supplies	Spray Paint/Mr. Clean	\$6.48	11/2/2011
100-52200-390	General Fd	Fire	Supplies	Electrical Tape/Connectors	\$9.77	11/2/2011
100-52200-390	General Fd	Fire	Supplies	Drill Bits	\$5.99	10/25/2011
100-55200-390	General Fd	Parks	Supplies	Auger Rental	\$101.60	11/1/2011
601-57640-665	Water	Trans Dist	TD Misc	1/4" Ratchet	\$12.99	10/24/2011
100-55200-390	General Fd	Parks	Supplies	Ring Pig Blair Return	-\$6.58	8/3/2010
100-55200-390	General Fd	Parks	Supplies	3 Air Exchange Filters - Meadowbro	\$8.97	10/20/2011

# HOWARD, WI VILLAGE

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
100-52200-390	General Fd	Fire	Supplies	4 Ground Plugs/1 Connector	\$54.45	11/4/2011
100-52200-390	General Fd	Fire	Supplies	Hold Down Straps	\$8.92	10/17/2011
100-52200-390	General Fd	Fire	Supplies	1/4" Plug Cured	\$2.79	11/8/2011
100-53311-240	General Fd	Streets	Repair Mtn	Bolt Cutters/Spray Foam	\$39.27	11/7/2011
Search Name KIMPS ACE HARDWARE					\$260.64	
<b>Search Name LTL SUPPLY, INC</b>						
100-52100-240	General Fd	Police	Repair Mtn	Weather Pac Connectors	\$295.62	10/27/2011
<b>Search Name MCKENZIE SUPPLY &amp; EQUIPMENT</b>						
602-58828-000	Sewer	Transporta	Exp	Excavator Brush Parts #326	\$1,046.40	10/25/2011
<b>Search Name MEACHAM NURSERY, LLC</b>						
404-46840-401	V Cap Proj	Urban Dev		3 Amur Maackia	-\$414.00	11/1/2011
100-53311-390	General Fd	Streets	Supplies	1 Amur Maackia	\$138.00	11/1/2011
404-56700-401	V Cap Proj	Econ Dev	Trees	3 Amur Maackia	\$414.00	11/1/2011
404-23401	V Cap Proj	Tree Depos		3 Amur Maackia	\$414.00	11/1/2011
Search Name MEACHAM NURSERY, LLC					\$552.00	
<b>Search Name MENOMINEE INDUSTRIAL SUPPLY</b>						
100-55200-240	General Fd	Parks	Repair Mtn	Recoil for Water Tank	\$79.87	10/11/2011
<b>Search Name MID-STATE BLADE &amp; CHAIN, INC.</b>						
100-53312-240	General Fd	Snow	Repair Mtn	Tire Chain Links & Hooks	\$1,013.00	10/5/2011
<b>Search Name MOSS &amp; ASSOCIATES, LLC</b>						
602-17418	Sewer	Velp		Velp Avenue Reconstruction	\$300.00	11/3/2011
<b>Search Name NIELSON COMMUNICATIONS, INC.</b>						
100-52100-240	General Fd	Police	Repair Mtn	Replace Radio Connection	\$77.16	10/19/2011
100-52100-390	General Fd	Police	Supplies	November Fixed Dispatch	\$70.00	10/26/2011
Search Name NIELSON COMMUNICATIONS, INC.					\$147.16	
<b>Search Name NORTHEAST ASPHALT INC</b>						
100-53311-390	General Fd	Streets	Supplies	7.22 Tons Asphalt	\$373.63	10/20/2011
100-53311-390	General Fd	Streets	Supplies	3.00 Premixed Tack	\$9.30	10/20/2011
601-57640-675	Water	Trans Dist	Mtn Servc	Black Top Patch - First Community	\$1,915.00	10/31/2011
602-19312	Sewer	SERVCONN		Black Top Patch - First Community	\$1,915.00	10/31/2011
Search Name NORTHEAST ASPHALT INC					\$4,212.93	
<b>Search Name NSIGHT TELS SERVICES</b>						
100-52200-220	General Fd	Fire	Telephone	November Service - Fire Station #2	\$68.54	11/1/2011
<b>Search Name OIL EQUIPMENT COMPANY, INC</b>						
100-53270-240	General Fd	PW Bldg	Repair Mtn	Hose Retractor Clamp - Fuel Island	\$14.64	11/8/2011

# HOWARD, WI VILLAGE

11/10/11 1:57 PM

Page 7

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name OSHKOSH FIRE &amp; POLICE EQ</b>						
421-52100-810	Police Eq	Police	Cap Outlay	Lights for New Squad Car #7	\$2,740.10	10/21/2011
<b>Search Name OVERHEAD DOOR COMPANY OF</b>						
100-53270-240	General Fd	PW Bldg	Repair Mtn	Repair NW Door	\$378.20	10/1/2011
<b>Search Name P &amp; C SANITATION, LLC</b>						
100-55200-210	General Fd	Parks	Subcontrac	Handicap Portable - Meadowbrook	\$85.00	10/11/2011
100-55200-210	General Fd	Parks	Subcontrac	Handicap Portable - Spring Green	\$85.00	10/11/2011
100-55200-210	General Fd	Parks	Subcontrac	Handicap Portable - Barney William	\$85.00	10/11/2011
100-55200-210	General Fd	Parks	Subcontrac	Handicap Portable - Gordon Nauma	\$85.00	10/11/2011
100-55200-210	General Fd	Parks	Subcontrac	Handicap Portable - Disc Golf	\$85.00	10/11/2011
100-55200-210	General Fd	Parks	Subcontrac	4 Handicap Portable - Akzo Nobel	\$340.00	10/11/2011
<b>Search Name P &amp; C SANITATION, LLC</b>					\$765.00	
<b>Search Name PACKER CITY INTERNATIONAL, INC</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Hood Seal #167	\$36.48	9/26/2011
100-53311-240	General Fd	Streets	Repair Mtn	3 Light Cord Ends #463	\$26.40	10/14/2011
100-53311-240	General Fd	Streets	Repair Mtn	Oil Fill Tube #464	\$79.81	8/16/2011
100-53311-240	General Fd	Streets	Repair Mtn	Cab Filter #463	\$75.82	10/28/2011
<b>Search Name PACKER CITY INTERNATIONAL, INC</b>					\$218.51	
<b>Search Name PARTS ASSOCIATES, INC.</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Cutting Oil/Non-Woven Abrasives	\$160.44	10/12/2011
<b>Search Name PEPSI COLA BOTTLING CO</b>						
603-57700-382	Golf	Golf Oper	Inventory	25 Cases Soda/Water/Gatorade	\$445.60	8/3/2011
603-57700-382	Golf	Golf Oper	Inventory	Soda Returned	-\$185.33	11/2/2011
<b>Search Name PEPSI COLA BOTTLING CO</b>					\$260.27	
<b>Search Name QUICK SIGNS</b>						
100-55200-390	General Fd	Parks	Supplies	4 Sled Hill Signs - Meadowbrook	\$220.00	10/27/2011
<b>Search Name REINDERS, INC</b>						
100-55200-242	General Fd	Parks	Repair Mtn	Deck Parts & Hoses #691	\$208.37	10/26/2011
100-55200-242	General Fd	Parks	Repair Mtn	Wheel Bearings/Air Filter/Link Kit #	\$805.10	10/17/2011
100-55200-242	General Fd	Parks	Repair Mtn	Mower Parts #691	\$367.32	10/21/2011
603-57700-390	Golf	Golf Oper	Supplies	Fungicide Price Adjustment	-\$57.50	10/19/2011
100-55200-242	General Fd	Parks	Repair Mtn	Weather Strip Pads/Antenna #691	\$234.48	10/24/2011
603-57700-390	Golf	Golf Oper	Supplies	Fungicide	\$1,479.23	10/17/2011
100-55200-242	General Fd	Parks	Repair Mtn	Window Parts #691	\$653.67	10/25/2011
603-57700-390	Golf	Golf Oper	Supplies	Fungicide Price Adjustment	-\$144.23	10/19/2011
100-55200-240	General Fd	Parks	Repair Mtn	Pump for Line Painter	\$383.60	9/7/2011
<b>Search Name REINDERS, INC</b>					\$3,930.04	
<b>Search Name RM SERVICES</b>						
100-52200-240	General Fd	Fire	Repair Mtn	Rebuild Discharge Valve - Ladder 2	\$70.00	10/31/2011
<b>Search Name RUHL, ANDREAS</b>						

# HOWARD, WI VILLAGE

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
100-53635-390	General Fd	Recycling	Supplies	Returned Recycling Bin	\$45.62	11/8/2011
<b>Search Name SAMS CLUB</b>						
100-53100-390	General Fd	PW Admin	Supplies	Coffee/Filters/Plates/Cups/Toweling	\$141.26	11/6/2011
100-55200-390	General Fd	Parks	Supplies	Rags/Cleaner/Lightbulbs	\$55.64	10/28/2011
100-52200-390	General Fd	Fire	Supplies	Food Supplies	\$118.41	10/6/2011
100-52200-390	General Fd	Fire	Supplies	Food Supplies	\$130.15	10/21/2011
Search Name SAMS CLUB					\$445.46	
<b>Search Name SEVEN-UP BOTTLING COMPANY, INC</b>						
100-53100-390	General Fd	PW Admin	Supplies	4 Cases of Soda	\$38.40	10/17/2011
<b>Search Name SOUTHSIDE TIRE COMPANY, INC.</b>						
100-55200-242	General Fd	Parks	Repair Mtn	4 Tires #691 & 697	\$493.40	10/25/2011
100-53311-240	General Fd	Streets	Repair Mtn	2 Skid Steer Tires #420	\$462.95	10/20/2011
100-52100-240	General Fd	Police	Repair Mtn	Switch 2 Tires - Squad Car	\$22.00	10/26/2011
Search Name SOUTHSIDE TIRE COMPANY, INC.					\$978.35	
<b>Search Name SPRING GREEN</b>						
404-56700-420	V Cap Proj	Econ Dev	Glendale	Late Fall Fertilizer - Hillcrest	\$205.00	10/24/2011
404-56700-414	V Cap Proj	Econ Dev	Sidewalk08	Late Fall Fertilizer - Lineville	\$155.00	10/19/2011
404-56700-420	V Cap Proj	Econ Dev	Glendale	Late Fall Fertilizer - Glendale	\$200.00	10/24/2011
Search Name SPRING GREEN					\$560.00	
<b>Search Name STAPLES ADVANTAGE</b>						
601-57920-921	Water	Admin Genl	Office Sup	Office Supplies	\$20.03	10/18/2011
602-58851-000	Sewer	Supplies	Exp	Office Supplies	\$20.03	10/18/2011
100-51500-390	General Fd	Admin Svcs	Supplies	Office Supplies	\$20.03	10/18/2011
100-52100-390	General Fd	Police	Supplies	Toner Cartridges	\$43.47	10/18/2011
404-53150-390	V Cap Proj	Engineerin	Supplies	10 x 13 Envelopes	\$21.84	6/29/2011
404-53150-390	V Cap Proj	Engineerin	Supplies	Paper/Pens/Markers/Highlighters	\$35.41	6/29/2011
602-58827-000	Sewer	Supplies	Exp	File Folders/Pens	\$45.89	7/28/2011
100-51500-390	General Fd	Admin Svcs	Supplies	Cleaner	\$16.44	10/12/2011
Search Name STAPLES ADVANTAGE					\$223.14	
<b>Search Name STILES, DAVE</b>						
100-55300-390	General Fd	Recreation	Supplies	12 Ballroom Dance Participants	\$240.00	10/24/2011
<b>Search Name SUAMICO, VILLAGE OF</b>						
100-55300-390	General Fd	Recreation	Supplies	Senior Dinner/Dance Entertainment	\$150.00	10/26/2011
<b>Search Name SWIDERSKI EQUIPMENT, INC.</b>						
100-55200-240	General Fd	Parks	Repair Mtn	4 Filters #695 & 696	\$153.93	10/26/2011
<b>Search Name TDS METROCOM</b>						
601-57920-921	Water	Admin Genl	Office Sup	Internet & POTS Lines	\$21.72	11/10/2011
404-53150-220	V Cap Proj	Engineerin	Telephone	Internet & POTS Lines	\$86.88	11/10/2011
100-53270-220	General Fd	PW Bldg	Telephone	Internet & POTS Lines	\$238.89	11/10/2011
602-58851-000	Sewer	Supplies	Exp	Internet & POTS Lines	\$21.72	11/10/2011

HOWARD, WI VILLAGE

Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
100-55300-220	General Fd	Recreation	Telephone	Internet & POTS Lines	\$65.09	11/10/2011
100-51110-220	General Fd	Comm Dev	Telephone	Internet & POTS Lines	\$21.70	11/10/2011
100-52400-220	General Fd	Code Enfor	Telephone	Internet & POTS Lines	\$43.39	11/10/2011
100-51400-220	General Fd	Administra	Telephone	Internet & POTS Lines	\$43.39	11/10/2011
100-51500-390	General Fd	Admin Svcs	Supplies	Internet & POTS Lines	\$255.31	11/10/2011
601-57920-921	Water	Admin Genl	Office Sup	Internet & POTS Lines	\$49.03	11/10/2011
100-51200-220	General Fd	Judicial	Telephone	Internet & POTS Lines	\$21.70	11/10/2011
100-51500-220	General Fd	Admin Svcs	Telephone	Internet & POTS Lines	\$142.51	11/10/2011
100-52300-220	General Fd	Rescue	Telephone	Internet & POTS Lines	\$86.78	11/10/2011
100-52100-220	General Fd	Police	Telephone	Internet & POTS Lines	\$98.06	11/10/2011
100-52200-220	General Fd	Fire	Telephone	Internet & POTS Lines	\$108.48	11/10/2011
100-53311-220	General Fd	Streets	Telephone	Internet & POTS Lines	\$21.72	11/10/2011
602-58851-000	Sewer	Supplies	Exp	Internet & POTS Lines	\$49.03	11/10/2011
Search Name TDS METROCOM					\$1,375.40	
<b>Search Name TILLMANN LANDSCAPE NURSERY,INC</b>						
100-53311-390	General Fd	Streets	Supplies	Kentucky Coffee Tree	\$130.00	10/31/2011
<b>Search Name TIMBERLINE TREES LLC</b>						
404-56700-401	V Cap Proj	Econ Dev	Trees	19 Trees for Fall Planting	\$1,296.00	10/18/2011
100-55200-390	General Fd	Parks	Supplies	2 Trees for Fall Planting	\$130.00	10/18/2011
404-56700-420	V Cap Proj	Econ Dev	Glendale	33 Trees for Fall Planting	\$2,092.00	10/18/2011
100-53311-390	General Fd	Streets	Supplies	23 Trees for Fall Planting	\$1,416.00	10/18/2011
404-46840-401	V Cap Proj	Urban Dev		19 Trees for Fall Planting	-\$1,296.00	10/18/2011
404-23401	V Cap Proj	Tree Depos		19 Trees for Fall Planting	\$1,296.00	10/18/2011
Search Name TIMBERLINE TREES LLC					\$4,934.00	
<b>Search Name TIME WARNER</b>						
603-57700-390	Golf	Golf Oper	Supplies	November Cable TV Service	\$82.55	10/28/2011
<b>Search Name VALLEY RADIATOR, INC</b>						
100-53311-240	General Fd	Streets	Repair Mtn	Fuel Tank Repairs #444	\$50.00	10/4/2011
<b>Search Name VANDE CASTLE, S.C.</b>						
100-51200-190	General Fd	Judicial	Prof serv	Next Media Matter	\$67.50	11/1/2011
<b>Search Name VAN'S FIRE &amp; SAFETY, INC.</b>						
100-52100-240	General Fd	Police	Repair Mtn	Recharge Fire Extinguisher	\$74.55	10/26/2011
<b>Search Name VELD AVENUE SHELL LLC</b>						
100-52100-240	General Fd	Police	Repair Mtn	5 Car Washes	\$12.50	10/31/2011
<b>Search Name VEOLIA ES SOLID WASTE MIDWEST</b>						
100-53620-210	General Fd	Sanitation	Subcontrac	October Trash P/U	\$22,592.83	10/25/2011
100-53635-210	General Fd	Recycling	Subcontrac	October Recycling	\$20,888.66	10/25/2011
100-53620-291	General Fd	Sanitation	Tonnage	H2O Dept. & MSW	\$976.60	10/25/2011
Search Name VEOLIA ES SOLID WASTE MIDWEST					\$44,458.09	

# HOWARD, WI VILLAGE

11/10/11 1:57 PM

Page 10

## Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
<b>Search Name VERIZON WIRELESS</b>						
100-53311-220	General Fd	Streets	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$57.45	10/19/2011
100-51110-220	General Fd	Comm Dev	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$73.15	10/19/2011
100-51100-390	General Fd	Board	Supplies	09/20/11 - 10/19/11 Verizon Cell Ph	\$50.61	10/19/2011
100-51500-220	General Fd	Admin Svcs	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$120.34	10/19/2011
601-57920-921	Water	Admin Genl	Office Sup	09/20/11 - 10/19/11 Verizon Cell Ph	\$69.46	10/19/2011
100-53230-390	General Fd	Mechanic	Supplies	09/20/11 - 10/19/11 Verizon Cell Ph	\$36.25	10/19/2011
404-53150-220	V Cap Proj	Engineerin	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$191.26	10/19/2011
100-52400-220	General Fd	Code Enfor	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$71.24	10/19/2011
100-51400-220	General Fd	Administra	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$174.68	10/19/2011
100-52200-220	General Fd	Fire	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$385.75	10/19/2011
100-54100-390	General Fd	Pub Health	Supplies	09/20/11 - 10/19/11 Verizon Cell Ph	\$145.62	10/19/2011
100-52100-220	General Fd	Police	Telephone	09/20/11 - 10/19/11 Verizon Cell Ph	\$194.88	10/19/2011
602-58851-000	Sewer	Supplies	Exp	09/20/11 - 10/19/11 Verizon Cell Ph	\$69.46	10/19/2011
Search Name VERIZON WIRELESS					\$1,640.15	
<b>Search Name WI DEPT OF JUSTICE</b>						
100-51500-390	General Fd	Admin Svcs	Supplies	20 Records Checked	\$140.00	11/1/2011
<b>Search Name WILLEMS LANDSCAPE SERVICE, INC</b>						
404-56700-414	V Cap Proj	Econ Dev	Sidewalk08	Landscape Materials - Hillcrest	\$894.45	10/28/2011
<b>Search Name WISCONSIN COURT FINES</b>						
100-45110-000	General Fd	Court Pen		October Jail Assessments	\$5,964.73	10/31/2011
<b>Search Name WISCONSIN PUBLIC SERVICE</b>						
100-53420-000	General Fd	Str Lights	Exp	Howard Blvd/Riverview Street Light	\$55.68	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	AMS County J Signal	\$180.17	10/25/2011
100-53270-221	General Fd	PW Bldg	Utilities	1440A Cornell - PW Expansion	\$26.01	10/25/2011
602-58821-000	Sewer	Fuel pump	Exp	605 Maywood Garage	\$37.12	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Glendale/Velp Signal	\$236.45	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Hillcrest/Shawano Booster Pump	\$95.70	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Howard Memorial Flag Pole	\$14.56	10/25/2011
602-58821-000	Sewer	Fuel pump	Exp	Monitor Sanimax Sewer	\$54.20	10/25/2011
100-52200-221	General Fd	Fire	Utilities	Fire Station #2	\$236.28	10/25/2011
603-57700-221	Golf	Golf Oper	Utilities	Golf Course Maintenance	\$172.03	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Riverview/Velp Signal	\$227.50	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	September Street Lights	\$23,999.66	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Pinecrest Ball Park	\$7.86	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Meadowbrook Park	\$323.93	10/25/2011
603-57700-221	Golf	Golf Oper	Utilities	Golf Course Club House	\$1,770.90	10/25/2011
602-58821-000	Sewer	Fuel pump	Exp	North Riverview Lift Station	\$11.34	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Milltown Road - Unit B	\$93.80	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Wooddale PRV Station	\$59.92	10/25/2011
603-57700-221	Golf	Golf Oper	Utilities	Golf Course Pump House	\$825.72	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Woodman/Dousman Street Lights	\$13.70	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Cardinal Custom Lighting	\$132.83	10/25/2011
100-55200-221	General Fd	Parks	Utilities	1600B Pinecrest Road	\$7.36	10/25/2011
100-55200-221	General Fd	Parks	Utilities	1600A Pinecrest Road	\$10.09	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Spring Green Park	\$15.32	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Cornell Well #3	\$437.30	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Sports Complex Well	\$12.97	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Brookfield Booster Pump	\$7.86	10/25/2011
602-58821-000	Sewer	Fuel pump	Exp	Lakeview/Wooddale Lift Station	\$211.86	10/25/2011

HOWARD, WI VILLAGE

Municipal Invoices for Board Approval

OCTOBER  
10-02A-11

Act Code	FUND Abbrev	ACCT Abbrev	OBJECT Abbrev	Comments	Amount	Invoice Date
100-53420-000	General Fd	Str Lights	Exp	4200 Velp Avenue	\$7.86	10/25/2011
602-58821-000	Sewer	Fuel pump	Exp	Lineville Lift Station	\$26.01	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Cardinal/Dousman Signal	\$192.84	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Riverview/Valley Lane Booster Pum	\$63.64	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Evergreen Well #2	\$352.88	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Cardinal/Glendale Signal	\$255.45	10/25/2011
601-57920-921	Water	Admin Genl	Office Sup	605 Maywood Garage	\$37.13	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Evergreen/Graceland Booster Pum	\$106.76	10/25/2011
100-53420-000	General Fd	Str Lights	Exp	Cardinal/Riverview Signal	\$202.65	10/25/2011
601-57620-623	Water	Pumping	Fuel Pump	Shawano/Troy Booster Pump	\$66.13	10/25/2011
100-53270-221	General Fd	PW Bldg	Utilities	Public Works	\$1,021.56	10/25/2011
601-57920-921	Water	Admin Genl	Office Sup	605 Maywood Building	\$48.35	10/25/2011
100-52300-221	General Fd	Rescue	Utilities	Village Hall	\$265.28	10/25/2011
100-52200-221	General Fd	Fire	Utilities	Village Hall	\$635.80	10/25/2011
100-52100-221	General Fd	Police	Utilities	Village Hall	\$313.51	10/25/2011
100-51600-221	General Fd	VH Bldg	Utilities	Village Hall	\$977.82	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Sports Complex Concessions	\$1,087.31	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Pinewood Park	\$49.51	10/25/2011
100-55200-221	General Fd	Parks	Utilities	Memorial Park	\$115.20	10/25/2011

Search Name WISCONSIN PUBLIC SERVICE

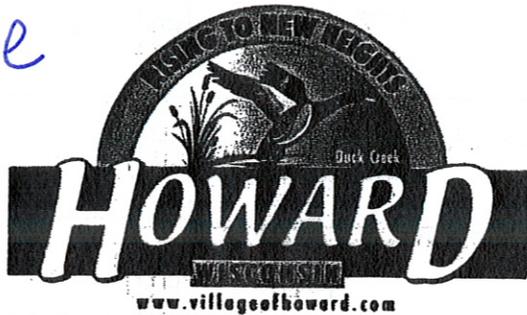
\$35,103.81

\$435,774.63

FILTER: ((([\*Transactions].[Batch Name]="10-02A-11")))



5e



**Operator License Application**  
**Village of Howard**

<input checked="" type="checkbox"/> New  <input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Operator \$ 40.00 <input checked="" type="checkbox"/> Provisional \$ 15.00	<input type="checkbox"/> Duplicate License \$5.00
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____		

Office Use Only:	License #	Provisional # <u>2011-046</u>
------------------	-----------	-------------------------------

**Filling Out Your Application:**

- An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.
- You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: [www.wcca.wicourts.gov](http://www.wcca.wicourts.gov).

**Review Of Your Application:**

- The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.
- You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.

Last Name: <u>Beyer</u>		First Name: <u>Ashley</u>		Middle Name: <u>Elizabeth</u>				
Residence: Street Address: <u>8087 Ondrik Ln</u>		City: <u>Gillett</u>		State: <u>WI</u>		Zip: <u>54124</u>		
Residence Phone: <u>9207405519</u>	Birthdate: <u>[REDACTED]</u>	Birth Place (City, State): <u>Oconto Falls, WI</u>	Race: <u>W</u>	Sex: <u>F</u>	Height: <u>5'7"</u>	Weight: <u>190</u>	Hair: <u>B</u>	Eyes: <u>Hazel</u>
Driver's License # (State & Number): <u>[REDACTED]</u>		Establishment Where Employed: <u>Centers Express Convenience</u>			Contact Person & Phone Number: <u>Shannon-498-0298</u>			

Other Names, Aliases or Birthdates ever used:

Cities & States lived in the past 10 years: <u>Kaukauna WI</u>	From: <u>1991</u>	To: <u>April 2006</u>
---	----------------------	--------------------------

Please check box below if you have lived at this address for 10 years or more: <input checked="" type="checkbox"/>	From:	To:
---	-------	-----

Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident:

U.S. Citizen     Alien     Temporary Resident (Employment Number \_\_\_\_\_)

Have you ever been convicted of a crime of manufacturing, distributing or delivering a controlled substance or controlled substance; possessing, with intent to manufacture, distribute or deliver, a controlled substance or under federal or any state law? (See Wis. Stats. 111.335(1)(cs).) List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor (including criminal traffic offenses)? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Have you even been convicted by military court-martial? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Are you currently subject to any pending charges? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

**List all convictions, citations, tickets and pending charges:**

MONTH/YEAR	LOCATION	CHARGE	DISPOSITION

The undersigned affirms that he/she made complete and true answers to each question and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

AS [Signature]  
Applicant's Signature

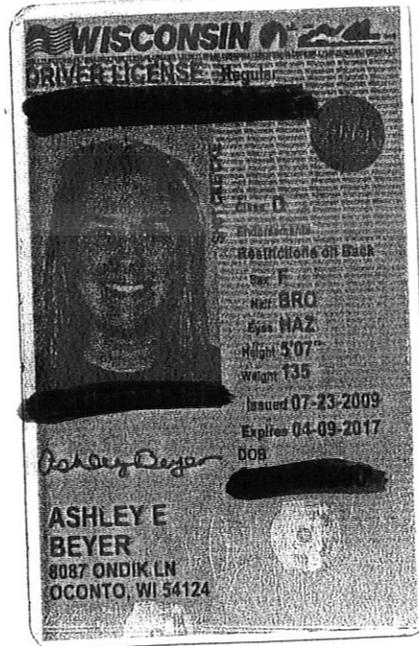
10/27/11  
Date

**To be filled out by the Howard Police Department or Clerical Staff**

<input checked="" type="checkbox"/>	Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau
<input type="checkbox"/>	Files indicate that subject has the attached Criminal Arrest Record.

Lynn K. Kobus 11/8/2011  
Authorized signature performing background check Date

Receipt # 9019 Dated: 10/27/11 Mail or Pick Up Date: \_\_\_\_\_



**HOWARD, WI VILLAGE**  
 2456 GLENDALE AVE  
 PO BOX 12207  
 GREEN BAY WI 54313  
 920-434-4640  
 Transaction 9020  
 '7-Oct-11 11:23am

Operators License  
 Ashley Elizabeth Beyer Provisional \$15.00

\$15.00  
 \$15.00

**OPERATOR'S LICENSE**

No. 2011-24 \$ 12.00

WHEREAS, The local governing body of the (Village) - Town - City) of Bonduel, County of Shawano, Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License" to Ashley Beyer

AND WHEREAS, the said applicant has paid to the treasurer the sum of \$ 12.00 as required by local ordinances and has complied with all requirements necessary for obtaining a license. Now therefore, an Operator's License, pursuant to Section 125.32(2) and 125.68(2) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

For the period ending 6/30/12 Date June Rusch Clerk

ABT-8 WS

**HOWARD, WI VILLAGE**  
 2456 GLENDALE AVE  
 PO BOX 12207  
 GREEN BAY WI 54313  
 920-434-4640  
 Transaction 9019  
 27-Oct-11 11:13am

Operators License \$40.00  
 Ashley Elizabeth Beyer  
 Subtotal \$40.00  
 Cash \$40.00

**CASH RECEIPT**

Date 10/27/11 027120

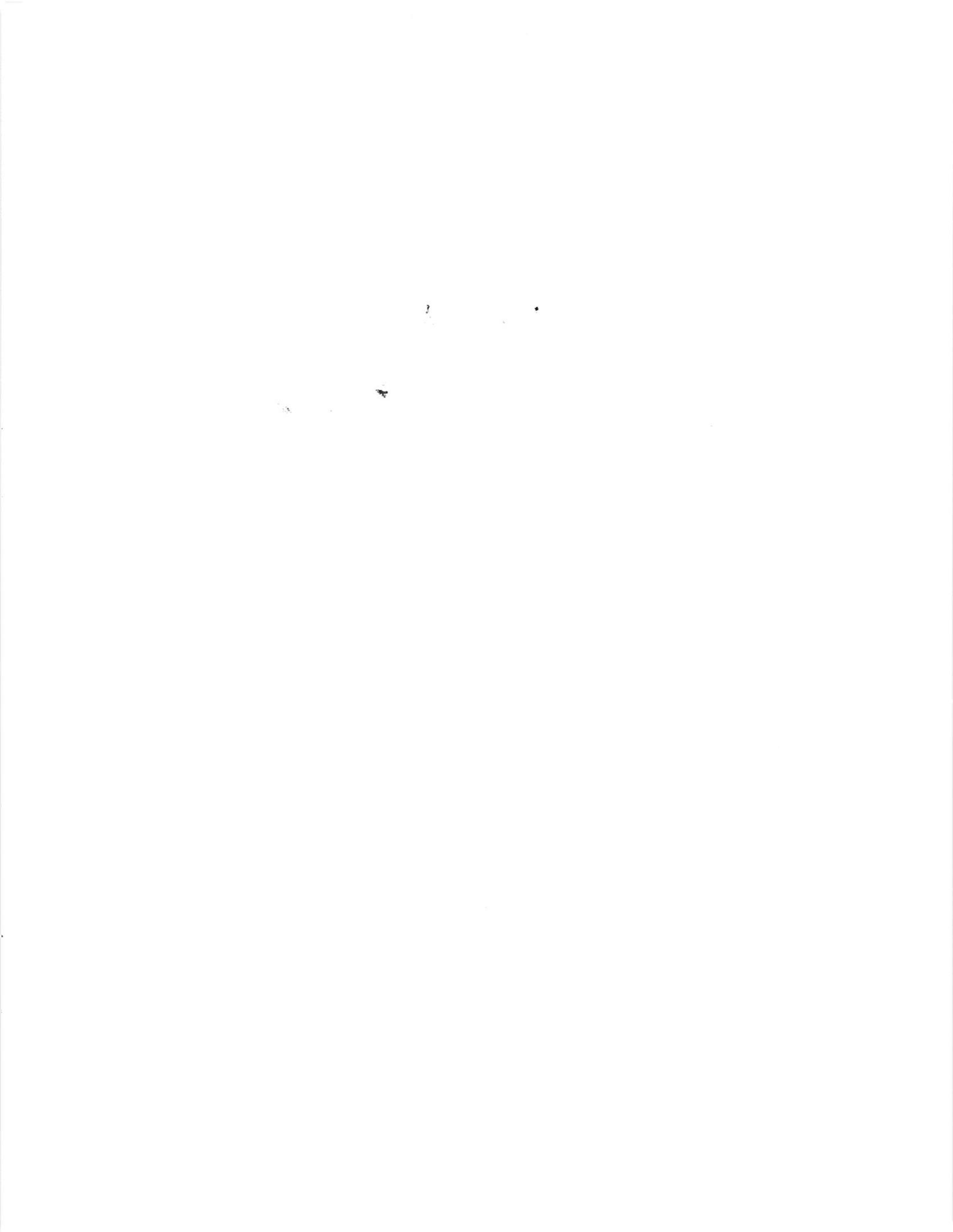
From Ashley Elizabeth Beyer

Operator's Lic Dollars \$ 40.-

Nov 14

ACCOUNT		HOW PAID	
		CASH	40.00
		CHECK	
		MONEY ORDER	<input type="checkbox"/>
		CREDIT CARD	<input type="checkbox"/>

By A. Beyer



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

10/28/2011

Order Number : 2993839

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.

<b>Name</b>	<b>ASHLEY E BEYER</b>
<b>Date of Birth</b>	<b>[REDACTED]</b>
<b>Sex</b>	<b>F</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---

# PROVISIONAL OPERATORS LICENSE

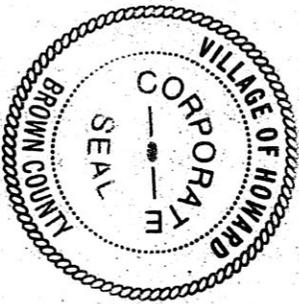
NO. 2011-046

\$ 15.00

WHEREAS, The local governing body of the            Village            of            Howard            County of            Brown           , Wisconsin, has, upon application duly made and authorized the issuance of a Provisional Operators License to            Ashley Elizabeth Beyer            AND WHEREAS, the said applicant has paid to the treasurer the sum of \$ 15.00 as required by local ordinance and has complied with all requirements necessary for obtaining a license:

**NOW THEREFORE**, A Provisional Operators License, pursuant to Section 125.17(5) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

For the period ending November 27<sup>th</sup>, 2011 or when an Operators License is issued to the holder.



Given under my hand and the corporate seal of the

           Village            of            Howard

County of            Brown           , State of Wisconsin

This 27<sup>th</sup> day of            October           , 2011

*Stephanie A. Duff*  
Deputy Clerk



**Operator License Application  
Village of Howard**

<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Operator \$ 40.00	<input type="checkbox"/> Duplicate License \$5.00
<input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Provisional \$ 15.00	
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____		

Office Use Only:	License #	Provisional # <b>2011-048</b>
------------------	-----------	-------------------------------

**Filling Out Your Application:**

- An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.
- You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: [www.wcca.wicourts.gov](http://www.wcca.wicourts.gov).

**Review Of Your Application:**

- The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.
- You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.

Last Name: <b>Bierhals</b>		First Name: <b>Bryant</b>		Middle Name: <b>Michael</b>				
Residence: Street Address: <b>2305 Oliver Lane</b>		City: <b>Green Bay</b>		State: <b>WI</b>		Zip: <b>54303</b>		
Residence Phone: <b>920-497-3257</b>	Birthdate: [REDACTED]	Birth Place (City, State): <b>Green Bay, WI</b>	Race <input checked="" type="checkbox"/> W [REDACTED]	Sex: <b>M</b>	Height: <b>6'00"</b>	Weight: <b>165</b>	Hair: <b>Br</b>	Eyes: <b>Br</b>
Driver's License # (State & Number): [REDACTED]		Establishment Where Employed: <b>Mills Fleet Farm</b>			Contact Person & Phone Number: <b>Gregg C. - 494-8975</b>			
Other Names, Aliases or Birthdates ever used: _____								

Cities & States lived in the past 10 years, including where you now reside	From:	To:
	From:	To:
	From:	To:

Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident:

U.S. Citizen     Alien     Temporary Resident (Employment Number \_\_\_\_\_)

Have you ever been convicted of a crime of manufacturing, distributing or delivering a controlled substance or controlled substance; possessing, with intent to manufacture, distribute or deliver, a controlled substance or under federal or any state law? (See Wis. Stats. 111.335(1)(cs).)List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor (including criminal traffic offenses)? List below: <i>Underage drinking</i>	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Have you even been convicted by military court-martial? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Are you currently subject to any pending charges? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

**List all convictions, citations, tickets and pending charges:**

MONTH/YEAR	LOCATION	CHARGE	DISPOSITION
<i>May / 2010</i>	<i>Green Bay</i>	<i>Underage drinking</i>	
<i>March / 2009</i>	<i>Green Bay</i>	<i>Speeding ticket</i>	

The undersigned affirms that he/she made complete and true answers to each question and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

*Brent Berhels*

Applicant's Signature

*11-2-2011*

Date

**To be filled out by the Howard Police Department or Clerical Staff**

Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau

Files indicate that subject has the attached Criminal Arrest Record.

*Lynn K. Kobus*

Authorized signature performing background check

*11/7/2011*

Date

Receipt # 9339 Dated: 9339 Mail or Pick Up Date: \_\_\_\_\_

Responsible Beverage Service Course Completion Certificate

Briant M Bierhals

Name of student

Has successfully completed the responsible beverage service course which complies with Wisconsin Statutes 125.17(6) and 134.66(2m) related to retail tobacco sales.

Date of course completion 10/27/2011

Name of instructor Tom W...

Wisconsin Technical College issuing certificate Northeast Wisconsin Technical College

Daniel Henry  
Wisconsin Technical College System President

[Signature]  
Northeast Wisconsin Technical College President

5684BIT jk 1.09



**BRIANT MICHAEL  
BIERHALS**  
2305 OLIVER LN  
GREEN BAY, WI 54303



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

11/07/2011

Order Number : 3002205

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.

<b>Name</b>	<b>BRIANT MICHAEL BIERHALS</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>M</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---

# PROVISIONAL OPERATORS LICENSE

NO. 2011-048

\$ 15.00

WHEREAS, The local governing body of the            Village            of            Howard            County of            Brown           , Wisconsin, has, upon application duly made and authorized the issuance of a Provisional Operators License to            **Briant Michael Bierhals**            AND WHEREAS, the said applicant has paid to the treasurer the sum of \$ 15.00 as required by local ordinance and has complied with all requirements necessary for obtaining a license:

**NOW THEREFORE**, A Provisional Operators License, pursuant to Section 125.17(5) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

For the period ending January 4<sup>th</sup>, 2012 or when an Operators License is issued to the holder.

Given under my hand and the corporate seal of the

           Village            of            Howard

County of            Brown, State of Wisconsin

This 4<sup>th</sup> day of            November           , 2011

*Spencer H. J. Durr*  
Deputy Clerk





**Operator License Application**  
**Village of Howard**

<input checked="" type="checkbox"/> New  <input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Operator      \$ 40.00 <input type="checkbox"/> Provisional      \$ 15.00	<input type="checkbox"/> Duplicate License      \$5.00
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____		

Office Use Only:	License #	Provisional #
------------------	-----------	---------------

**Filling Out Your Application:**

- An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.
- You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: [www.wcca.wicourts.gov](http://www.wcca.wicourts.gov).

**Review Of Your Application:**

- The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.
- You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.

Last Name: Carter		First Name: Kyrsten		Middle Name: Kendra				
Residence: Street Address: W10731 County Rd P		City: Pound		State: WI		Zip: 54161		
Residence Phone: 920-591-0552	Birthdate: [REDACTED]	Birth Place (City, State): Green Bay	Race: W	Sex: F	Height: 5'4"	Weight: 135	Hair: Bl	Eyes: Grey
Driver's License # (State & Number): [REDACTED]		Establishment Where Employed: Symba's		Contact Person & Phone Number: Ben Symes: 434-1100				

Other Names, Aliases or Birthdates ever used:

Cities & States lived in the past 10 years:	From:	To:

Please check box below if you have lived at this address for 10 years or more:	From:	To:
<input checked="" type="checkbox"/> W10731 County Rd P Pound WI 54161	2000	present

Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident:

U.S. Citizen     Alien     Temporary Resident (Employment Number \_\_\_\_\_)

Have you ever been convicted of a crime of manufacturing, distributing or delivering a controlled substance or controlled substance; possessing, with intent to manufacture, distribute or deliver, a controlled substance or under federal or any state law? (See Wis. Stats. 111.335(1)(cs).) List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor (including criminal traffic offenses)? List below:	<input checked="" type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Have you even been convicted by military court-martial? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Are you currently subject to any pending charges? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

**List all convictions, citations, tickets and pending charges:**

MONTH/YEAR	LOCATION	CHARGE	DISPOSITION
03/2011	appleton	servicing without a license	paid a fine work a work party a one day thing without a license. Have never done it since or before. (I also thought my manager who was working with me had on for appleton 3 open Day)

The undersigned affirms that he/she made complete and true answers to each question and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

*Bryan Carter*  
Applicant's Signature

11-1-2011  
Date

**To be filled out by the Howard Police Department or Clerical Staff**

<input checked="" type="checkbox"/>	Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau
<input type="checkbox"/>	Files indicate that subject has the attached Criminal Arrest Record.

*Lynn K. Kobus* 11/7/2011  
Authorized signature performing background check Date

Receipt # 9202 Dated: 11/1/2011 Mail or Pick Up Date: \_\_\_\_\_

# WISCONSIN

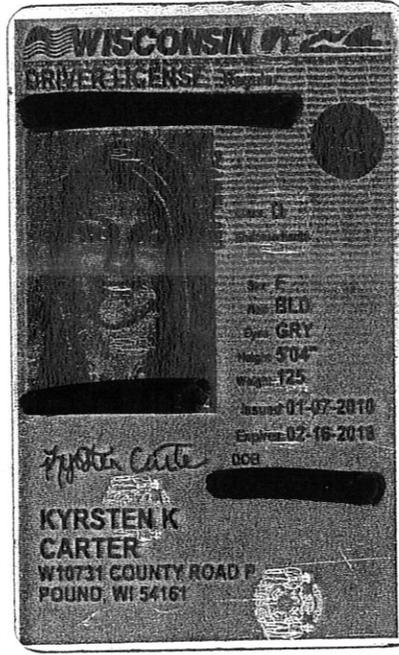
# SELLER / SERVER CERTIFICATION

Trainee Name: Kyrsten K Carter  
Date of Completion: 05/04/2010 17:34 CST

School Name: Learn2Serve  
Certification #: WI 1257849



I, \_\_\_\_\_  
certify that the above named person  
successfully completed an approved  
Learn2Serve Seller/Server course.



COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66

Corporate Headquarters  
13801 N. Mopac, Suite 100  
Austin, Texas 78727  
P. 800-442-1149

**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU****11/07/2011****Order Number : 3002205**

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>KRYSTEN K CARTER</b>
<b>Date of Birth</b>	<b>[REDACTED]</b>
<b>Sex</b>	<b>F</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



**Operator License Application**  
**Village of Howard**

<input checked="" type="checkbox"/> New  <input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Operator \$ 40.00 <input checked="" type="checkbox"/> Provisional \$ 15.00	<input type="checkbox"/> Duplicate License \$5.00
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____		

Office Use Only:	License #	Provisional # <u>2011-050</u>
------------------	-----------	-------------------------------

**Filling Out Your Application:**

- An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.
- You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: [www.wcca.wicourts.gov](http://www.wcca.wicourts.gov).

**Review Of Your Application:**

- The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.
- You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.

Last Name: <u>Frisch</u>		First Name: <u>Adam</u>		Middle Name: <u>Matthew</u>				
Residence: Street Address: <u>568 edgewood dr</u>		City: <u>Green Bay</u>		State: <u>WI</u>		Zip: <u>54302</u>		
Residence Phone: <u>920-471-9672</u>	Birthdate: [REDACTED]	Birth Place (City, State): <u>Green Bay, WI</u>	Race: <u>W</u>	Sex: <u>M</u>	Height: <u>6'0</u>	Weight: <u>180</u>	Hair: <u>Br</u>	Eyes: <u>Br</u>
Driver's License # (State & Number): [REDACTED]		Establishment Where Employed: <u>US Venture</u>			Contact Person & Phone Number: <u>Shelli 920-498-0298</u>			

Other Names, Aliases or Birthdates ever used:

Cities & States lived in the past 10 years:	From:	To:

Please check box below if you have lived at this address for 10 years or more:	From:	To:
<input checked="" type="checkbox"/>		

Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident:

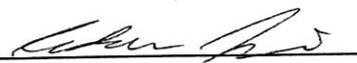
U.S. Citizen     Alien     Temporary Resident (Employment Number \_\_\_\_\_)

Have you ever been convicted of a crime of manufacturing, distributing or delivering a controlled substance or controlled substance; possessing, with intent to manufacture, distribute or deliver, a controlled substance or under federal or any state law? (See Wis. Stats. 111.335(1)(cs).) List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor (including criminal traffic offenses)? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Have you even been convicted by military court-martial? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
Are you currently subject to any pending charges? List below:	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

**List all convictions, citations, tickets and pending charges:**

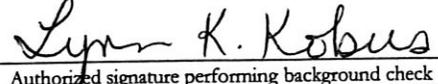
MONTH/YEAR	LOCATION	CHARGE	DISPOSITION

The undersigned affirms that he/she made complete and true answers to each question and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.


11/07/2011  
 Applicant's Signature Date

**To be filled out by the Howard Police Department or Clerical Staff**

<input checked="" type="checkbox"/>	Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau
<input type="checkbox"/>	Files indicate that subject has the attached Criminal Arrest Record.


11/7/2011  
 Authorized signature performing background check Date

Receipt # 9428/9421 Dated: 11/7/2011 Mail or Pick Up Date: \_\_\_\_\_

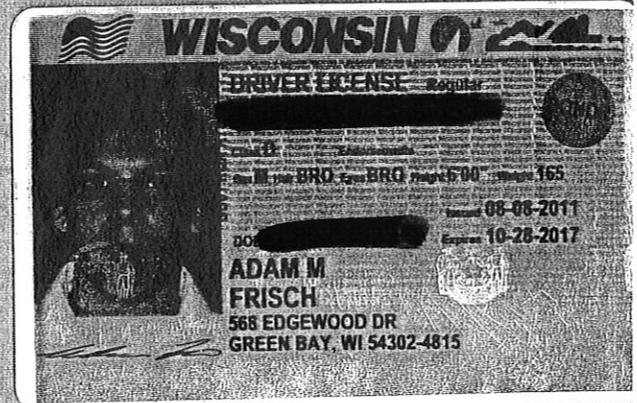
# Wisconsin Responsible Beverage Server Training

## Adam Frisch

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: 36758

Date of Completion: 11/06/2011



*Rhianm Eltiste*

Authorized Signature

ServerLicense.com is approved by the Wisconsin Department of Revenue and fully complies with statutes 125.04 and 125.17. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.  
1101 Arrow Point Drive, Suite 302  
Cedar Park, TX 78613



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

11/07/2011

Order Number : 3002205

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.

<b>Name</b>	<b>ADAM M FRISCH</b>
<b>Date of Birth</b>	<b>[REDACTED]</b>
<b>Sex</b>	<b>M</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---

# PROVISIONAL OPERATORS LICENSE

NO. 2011-050

\$ 15.00

WHEREAS, The local governing body of the          Village          of          Howard          County of          Brown         , Wisconsin, has, upon application duly made and authorized the issuance of a Provisional Operators License to          Adam Matthew Frisch          AND WHEREAS, the said applicant has paid to the treasurer the sum of \$ 15.00 as required by local ordinance and has complied with all requirements necessary for obtaining a license:

**NOW THEREFORE**, A Provisional Operators License, pursuant to Section 125.17(5) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

For the period ending          January 7<sup>th</sup>, 2012 or when an Operators License is issued to the holder.



Given under my hand and the corporate seal of the  
         Village          of          Howard  
County of          Brown         , State of Wisconsin  
This 7<sup>th</sup> day of          November         , 2011

Deputy Clerk



**Operator License Application**  
**Village of Howard**

<input checked="" type="checkbox"/> New  <input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Operator \$ 40.00 <input checked="" type="checkbox"/> Provisional \$ 15.00 <input type="checkbox"/>	<input type="checkbox"/> Duplicate License \$5.00
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____		

Office Use Only:	License #	Provisional # <u>2011-049</u>
------------------	-----------	-------------------------------

**Filling Out Your Application:**

- An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.
- You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: [www.wcca.wicourts.gov](http://www.wcca.wicourts.gov).

**Review Of Your Application:**

- The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.
- You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.

Last Name: <u>Heimerl</u>		First Name: <u>Rhiannon</u>		Middle Name: <u>Dawn</u>				
Residence: Street Address: <u>5025 Shamrock Way</u>		City: <u>Little Suamico</u>		State: <u>WI</u>	Zip: <u>54141</u>			
Residence Phone: _____	Birthdate: <u>[REDACTED]</u>	Birth Place (City, State): <u>Green Bay WI</u>	Race: _____	Sex: <u>F</u>	Height: <u>5.5</u>	Weight: <u>170</u>	Hair: <u>BRN</u>	Eyes: <u>Haz</u>
Driver's License # (State & Number): <u>[REDACTED]</u>		Establishment Where Employed: <u>Mills Fleet Farm</u>		Contact Person & Phone Number: <u>Gregg C. - 494-8975</u>				
Other Names, Aliases or Birthdates ever used: _____								

Cities & States lived in the past 10 years, including where you now reside	From:	To:
<u>Little Suamico, WI</u>	<u>June 2011</u>	<u>Present</u>
<u>Pearson WI</u>	<u>Dec. 92</u>	<u>June 2011</u>
	From:	To:

Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident:

U.S. Citizen     Alien     Temporary Resident (Employment Number \_\_\_\_\_)



WISCONSIN  
TECHNICAL COLLEGE  
SYSTEM

Responsible Beverage Service Course Completion Certificate

Rhiannon Dawn Heimerl

Name of student

Has successfully completed the responsible beverage service course which complies with Wisconsin Statutes 125.17(6) and 134.66(2m) related to retail tobacco sales.

Date of course completion

10/27/2011

Name of instructor

[Signature]

Wisconsin Technical College issuing certificate Northeast Wisconsin Technical College

[Signature]

Wisconsin Technical College System President

[Signature]

Northeast Wisconsin Technical College President

5684BIT jk 1.09



Rhiannon Heimerl

RHIANNON DAWN  
HEIMERL  
N10680 STATE HIGHWAY 55  
PEARSON, WI 54462



**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

11/07/2011

Order Number : 3002205

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.

<b>Name</b>	<b>RHIANNON DAWN HEIMERL</b>
<b>Date of Birth</b>	<b>[REDACTED]</b>
<b>Sex</b>	<b>F</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied.

Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---

# PROVISIONAL OPERATORS LICENSE

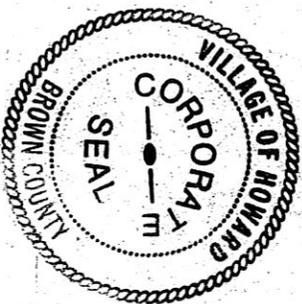
NO. 2011-049

\$ 15.00

WHEREAS, The local governing body of the            Village            of            Howard            County of            Brown           , Wisconsin, has, upon application duly made and authorized the issuance of a Provisional Operators License to            **Rhiannon Dawn Heimerl** AND WHEREAS, the said applicant has paid to the treasurer the sum of \$ 15.00 as required by local ordinance and has complied with all requirements necessary for obtaining a license:

**NOW THEREFORE**, A Provisional Operators License, pursuant to Section 125.17(5) of the Wisconsin Statutes, and local ordinances, is hereby issued to said applicant.

For the period ending            January 4<sup>th</sup>, 2012 or when an Operators License is issued to the holder.



Given under my hand and the corporate seal of the  
           Village            of            Howard  
County of            Brown, State of Wisconsin  
This 4<sup>th</sup> day of            November           , 2011

*[Signature]*  
Deputy Clerk



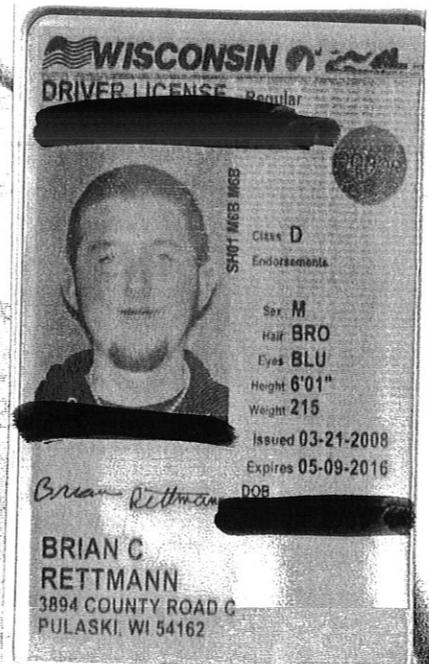
**Operator License Application  
Village of Howard**

<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Operator \$ 40.00 <input type="checkbox"/> Provisional \$ 15.00	<input type="checkbox"/> Duplicate License \$ 5.00
<input type="checkbox"/> Renewal	Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for non profit corporations.) Date Needed: _____ Event Name: _____	
Office Use Only:	License #	Provisional #
<b>Filling Out Your Application:</b> <ul style="list-style-type: none"> <li>An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.</li> <li>If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.</li> <li>If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.</li> <li>You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: <a href="http://www.wcca.wicourts.gov">www.wcca.wicourts.gov</a>.</li> </ul> <b>Review Of Your Application:</b> <ul style="list-style-type: none"> <li>The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.</li> <li>You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.</li> </ul>		
Last Name: <b>RETTMANN</b>	First Name: <b>BRIAN</b>	Middle Name: <b>CHARLES</b>
Residence: Street Address: <b>3894 COUNTY ROAD C</b>	City: <b>PULASKI</b>	State: <b>WI</b> Zip: <b>54162</b>
Residence Phone: <b>920-606-4756</b>	Birthdate: [REDACTED]	Birth Place (City, State): <b>GREEN BAY, WI</b> Race: <b>WHITE</b> Sex: <b>M</b> Height: <b>6'2"</b> Weight: <b>215</b> Hair: <b>BROWN</b> Eyes: <b>BLUE</b>
Driver's License #: (State & Number) [REDACTED]	Establishment Where Employed: <b>WALGREENS</b>	Contact Person & Phone Number: <b>ANDY HARTMAN 920-661-9355</b>
Other Names, Aliases or Birthdates ever used:		
Cities & States lived in the past 10 years: <del>GREEN BAY WISCONSIN</del> <b>WHITWATER WISCONSIN</b>		From: <b>August 2007</b> To: <b>May, 2011</b>
Please check box below if you have lived at this address for 10 years or more: <input checked="" type="checkbox"/> <b>3894 County Road C</b>		From: <b>1992</b> To: <b>PRESENT</b>
Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident: <input checked="" type="checkbox"/> U.S. Citizen <input type="checkbox"/> Alien <input type="checkbox"/> Temporary Resident (Employment Number _____)		



# Wisconsin Responsible Beverage Server Training

## Brian Rettmann



has met all training requirements and successfully completed the above course and/or exam.

Certification Number: 29191

Date of Completion: 05/25/2010

*Rhianm Eltiste*

Authorized Signature

### HOWARD, WI VILLAGE

2456 GLENDALE AVE  
PO BOX 12207  
GREEN BAY WI 54313  
920-434-4640  
Transaction 8946  
25-Oct-11 01:50pm

Operators License \$40.00

Taylor Lee Williquette

Operators License \$40.00

Brian Charles Rettmann

Subtotal \$80.00  
Cash \$80.00

ServerLicense.com is approved by the Wisconsin Department of Revenue and fully complies with statutes 125.04 and 125.17. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.  
1101 Arrow Point Drive, Suite 302  
Cedar Park, TX 78613

**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

10/28/2011

Order Number : 2993839

**This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.**

<b>Name</b>	<b>BRIAN C RETTMANN</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>M</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied. Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---



**Operator License Application  
Village of Howard**

<input checked="" type="checkbox"/> New	<input checked="" type="checkbox"/> Operator \$ 40.00	<input type="checkbox"/> Duplicate License \$5.00
<input type="checkbox"/> Renewal	<input checked="" type="checkbox"/> Provisional \$ 15.00	
Temporary \$6.00 (License is limited to once per year, for a maximum of 14 days and only to persons employed by or donating their services for not profit corporations.) Date Needed: _____ Event Name: _____		
Office Use Only: License #		Provisional #
<b>Filling Out Your Application:</b> <ul style="list-style-type: none"> <li>An Operator License is a privilege, not a right. Any false answers or omissions may result in the denial of your application. This application must be filled out accurately and completely.</li> <li>If you have any doubt as to whether to include the facts of a specific incident, it is recommended that you disclose the information.</li> <li>If you are unsure about how to respond to any questions on this form, check with the Village Clerk for clarification. Your application will not be processed until you deal with any outstanding warrants.</li> <li>You can obtain information regarding your criminal history from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at: <a href="http://www.wccca.wisconsin.gov">www.wccca.wisconsin.gov</a></li> </ul> <b>Review Of Your Application:</b> <ul style="list-style-type: none"> <li>The Howard Police Department (Brown County Sheriff) or our clerical staff will perform a background check to verify that the information you have provided is complete and accurate.</li> <li>You may be called to appear before the Village Board if there are concerns about your criminal history as it relates to your application, or if it appears that you falsified or omitted information from your application. If you are asked to appear but choose not to do so, your application may be denied.</li> </ul>		
Last Name: <b>Williquette</b>		Middle Name: <b>Lee</b>
First Name: <b>Taylor</b>		
Residence Street Address: <b>2033 Hilltop Dr.</b>		City: <b>Green Bay</b>
State: <b>WI</b>		Zip: <b>54313</b>
Residence Phone: <b>(920) 737-5333</b>	Birthdate: [REDACTED]	Birth Place (City, State): <b>Green Bay, WI</b>
Race: <b>white</b>	Sex: <b>F</b>	Height: <b>5'6</b>
Weight: <b>130</b>	Hair: <b>Brn</b>	Eyes: <b>Brn</b>
Driver's License # (State & Number): [REDACTED]	Establishment Where Employed: <b>walgreens Howard</b>	Contact Person & Phone Number: <b>920-661-9301</b>
Other Names, Aliases or Birthdates ever used: _____		
Cities & States lived in the past 10 years: <b>SAME</b>		From: <b>-</b>
		To: <b>-</b>
Please check box below if you have lived at this address for 10 years or more: <input type="checkbox"/>		From: <b>11/09</b>
		To: <b>current</b>
Indicate whether you are a U.S. Citizen, U.S. Alien or Temporary Resident: <input checked="" type="checkbox"/> U.S. Citizen <input type="checkbox"/> Alien <input type="checkbox"/> Temporary Resident (Employment Number _____)		



# Wisconsin Responsible Beverage Server Training

## Taylor Williquette

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: 35885

Date of Completion: 09/02/2011

*Rhianm Eltete*  
Authorized Signature

### HOWARD, WI VILLAGE

2456 GLENDALE AVE  
PO BOX 12207  
GREEN BAY WI 54313  
920-434-4640  
Transaction 8946  
25-Oct-11 01:50pm

Operators License \$40.00  
Taylor Lee Williquette

Operators License \$40.00  
Brian Charles Rettmann

Subtotal \$80.00  
Cash \$80.00

ServerLicense.com is approved by the WI Revenue and fully complies with statutes this certificate to your local municipal clerk Operator's or Retail license.

**WISCONSIN DRIVER LICENSE** Regular



Class **D**  
Endorsements  
Sex **F**  
Hair **BRO**  
Eyes **BRO**  
Height **5'06"**  
Weight **145**  
Issued **11-23-2009**  
Expires **06-12-2017**

*Taylor Williquette*

**TAYLOR JEAN WILLIQUETTE**  
2033 HILLTOP DR  
GREEN BAY, WI 54313

**DEPARTMENT OF JUSTICE CRIME INFORMATION BUREAU**

10/28/2011

Order Number : 2993839

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau.

<b>Name</b>	<b>TAYLOR JEAN WILLIQUETTE</b>
<b>Date of Birth</b>	
<b>Sex</b>	<b>F</b>
<b>Race</b>	<b>W</b>

---

The response is based on a search using the identification data supplied. Searches based solely on name and non-unique identifiers are not fully reliable. The CIB cannot guarantee that the information furnished pertains to the individual you are interested in.

**NO CRIMINAL HISTORY FOUND.**

---

---

5f

# ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1 20 11 ;  
ending June 30 20 12

TO THE GOVERNING BODY of the:  Town of } Howard  
 Village of }  
 City of }

County of Brown Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): MOR Enterprises LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>president</u>	<u>MOR KONG</u>	<u>2742 S. 23rd St #1</u>	<u>Manitowish</u>
Vice President/Member				<u>WI - 54220</u>
Secretary/Member				
Treasurer/Member				
Agent	<u>MOR KONG</u>	<u>MOR KONG</u>	<u>2742 S. 23rd St #1</u>	<u>Manitowish, WI</u>
Directors/Managers				<u>54220</u>

3. Trade Name Military Ave. EXPO Center Business Phone Number 920-629-3276  
4. Address of Premises 1119 N. Military Ave. Green Bay WI Post Office & Zip Code 54303

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 10/18/11 of registration.  
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No  
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Designated Bar Area, Storage Room, 9 Kitchen area.

10. Legal description (omit if street address is given above): \_\_\_\_\_
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No  
(b) If yes, under what name was license issued? \_\_\_\_\_
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]  Yes  No
14. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

### SUBSCRIBED AND SWORN TO BEFORE ME

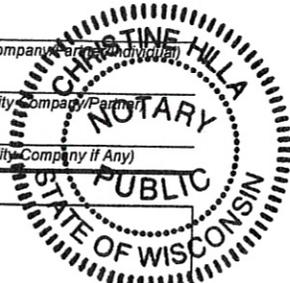
this 24 day of October, 20 11

[Signature]  
(Clerk/Notary Public)  
My commission expires 2/14/2014

[Signature: MOR KONG]  
(Officer of Corporation/Member/Manager of Limited Liability Company or Partnership)

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company or Partnership)

[Signature]  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)



### TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <b>REC'D OCT 24 2011</b>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Applicant's Wisconsin Seller's Permit Number: <u>456-1027423713-02</u>	
Federal Employer Identification Number (FEIN): <u>453644811</u>	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$ 500.00
<input checked="" type="checkbox"/> Class B beer	\$ 100.00
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$ 100.00
<input type="checkbox"/> Class A liquor	\$ 500.00
<input type="checkbox"/> Class B liquor	\$ 500.00
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ 5.00
<b>TOTAL FEE</b>	<b>\$ 105.00</b>

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town/Village/City of Howard County of Brown

The undersigned duly authorized officer(s)/members/managers of Mon Enterprises LLC  
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Military Ave Expo Center  
(trade name)

located at 119 N. Military Ave Green Bay WI. 54303

appoints Mon Kong  
(name of appointed agent)

(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes  No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Mon Enterprises LLC

Is applicant agent subject to completion of the responsible beverage server training course?  Yes  No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 35 yrs.

Place of residence last year 2742 S. 23rd St. #1 Manitowish WI 54220

For: \_\_\_\_\_  
(name of corporation/organization/limited liability company)

By: \_\_\_\_\_  
(signature of Officer/Member/Manager)

And: \_\_\_\_\_  
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Mon Kong  
(print/type agent's name), hereby accept this appointment as agent for the

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Mon Kong  
(signature of agent) 10/24/11  
(date)

Agent's age 36

2742 S. 23rd St #1 Manitowish WI. 54220  
(home address of agent)

Date of birth 4-4-1975

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY  
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(date) (signature of proper local official) (town chair, village president, police chief)

**AUXILIARY QUESTIONNAIRE  
ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

INDIVIDUAL'S FULL NAME (Please Print) (Last Name) <b>KONG</b>		(First Name) <b>MOR</b>	(Middle Name)	SOCIAL SECURITY NUMBER <b>388-80-5036</b>	
HOME ADDRESS (Street/Route) <b>2742 S. 23rd ST #1</b>			POST OFFICE <b>Manitowoc</b>	STATE <b>WI</b>	ZIP CODE <b>54220</b>
HOME PHONE NUMBER <b>920-629-3276</b>	AGE <b>36</b>	DATE OF BIRTH <b>4-4-1975</b>		PLACE OF BIRTH <b>Laos</b>	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- President** of **MOR Enterprises LLC**  
(Officer/Director/Member/Manager/Agent) (NAME OF CORPORATION, LIMITED LIABILITY COMPANY OR NONPROFIT ORGANIZATION)  
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 4-14-1976
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality? . Yes  No   
(If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending.) (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any municipality? . . . . Yes  No   
(If yes, describe status of charges pending.)
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? . . . . . Yes  No   
(If yes, identify.) \_\_\_\_\_  
(NAME, LOCATION AND TYPE OF LICENSE/PERMIT)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer license, brewery permit or wholesale liquor permit in the State of Wisconsin? . . . . . Yes  No   
(If yes, identify.) \_\_\_\_\_  
(NAME OF WHOLESALE LICENSEE OR PERMITTEE) (ADDRESS BY CITY AND COUNTY)
- Named individual must list in chronological order last two employers.  

Employer's Name	Employer's Address	From	To
<b>Diocese of Green Bay Catholic Charities</b>	<b>206 N. 8th St. Manitowoc, WI</b>	<b>10/2006</b>	<b>Current</b>
<b>CESA#7 Head Start</b>	<b>Manitowoc, WI</b>	<b>9/1995 -</b>	<b>2005</b>

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 24 day of October, 2011

Christine Hill  
(CLERK/NOTARY PUBLIC)

My commission expires 2/10/2014



MOR KONG  
(SIGNATURE OF NAMED INDIVIDUAL)

**HOWARD, WI VILLAGE**

2456 GLENDALE AVE

PO BOX 12207

GREEN BAY WI 54313

920-434-4640

Transaction 8901

24-Oct-11 03:06pm

Liquor License

\$100.00

Class B Beer Military Ave Expo Center

Liquor Ad Fee

\$5.00

**Subtotal**

\$105.00

Check

\$105.00



**Meeting:** Village Board  
**Meeting Date:** 11/14/2011  
**Agenda Item:** 5g

**Mission Statement**  
Delivering quality services in a courteous,  
cost-effective and efficient manner.

## VILLAGE BOARD MEETING STAFF REPORT

**REPORT TO:** Burt R. McIntyre, President  
Village Board of Trustees

**REPORT FROM:** Geoffrey S. Farr, PE, Director of Public Works

**AGENDA ITEM:** Review and Take Action on Change Order #3 for the South Frontage Road/Parkside Court Sanitary Sewer and Watermain Relocation project involving a \$23,397.70 decrease.

### POLICY ISSUE

Should the Village Board approve a contract change order necessary to complete the project?

### BACKGROUND INFORMATION

Change orders authorize adjustments to the original contract in order to reflect the actual quantities of work needed to complete a project. Adjustments typically include the additions to or the elimination of unused work items or quantities allocated to the project. This change order generally reflects the reduction of unused paving quantities.

*Department Measurement:* Remain within the established budget plus 10% contingency. The original contract totaled \$202,390. With approval of the construction change order, the new contract total would be \$165,484.58 or 18.2% less than the original contract. The change order will not change the substantial completion date of this project.

### PRIOR ACTION/REVIEW

- The Village awarded the original project contingent on WISDOT funding approval.

### RECOMMENDED ACTION

Village staff recommends that the Village Board approve the change order. If the Village Board were in favor of this action, the following motion could be made:

***"Motion to approve Change Order #3 for the South Frontage Road/Parkside Court Sanitary Sewer and Watermain Relocation Project decreasing the contract total by \$23,397.70".***

### POLICY ALTERNATIVE(S)

- The Village Board could make a motion not to approve the construction change order but would need to decide how to pay for the installed work.

### ATTACHED INFORMATION

- Change Order

### FISCAL IMPACT:

- Is There A Fiscal Impact? Yes
- Is it Currently Budgeted? Yes
- If Budgeted, Which Line? Capital

SECTION 00820

Change Order

No. 3

**CONTRACTOR (Name and Address):**  
 FEAKE AND SONS CO., INC.  
 P.O. BOX 5817  
 DEPERE, WI, 54115

**OWNER (Name and Address):**  
 VILLAGE OF HOWARD  
 1338 CORNELL ROAD  
 GREEN BAY, WI 54313

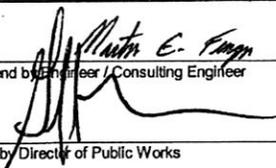
**CONTRACT (Name and Number):**  
 SOUTH FRONTAGE ROAD UTILITY RELOCATIONS  
 UTILITY CONSTRUCTION

10022B

The Contract Documents are modified as follows upon execution of this change order:

SEE THE ATTACHED EXPLANATION / JUSTIFICATION ON PAGE 2

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIMES (FOR ALL WORK):	
Original Contract Price:	Original Contract Time:	Substantial Completion (days or date):	May 4, 2011
\$202,397.00	Ready for final payment (days or date):	May 4, 2011	
Current Contract Price prior to this Change Order:	Current Contract Time prior to this Change Order:	Substantial Completion (days or date):	May 4, 2011
\$188,882.28	Ready for final payment (days or date):	May 4, 2011	
Cost of this Change Order:	Time allowed on this Change Order:	Substantial Completion (days or date):	June 3, 2011
(\$23,397.70)	Ready for final payment (days or date):	June 3, 2011	
New Contract Price incorporating this Change Order:	New Contract Time with all approved Change Orders:	Substantial Completion (days or date):	June 3, 2011
\$165,484.58	Ready for final payment (days or date):	June 3, 2011	

 Recommend by <u>Matthew E. Fagan</u> Consulting Engineer	Date <u>10-28-11</u>
Accepted by Director of Public Works	Date <u>10/28/11</u>
Accepted by Owner	Date
Accepted by Contractor	Date



**Meeting Date:** November 14, 2011  
**Agenda Item:** # 6a

**Mission Statement**  
Delivering quality services in a courteous,  
cost-effective and efficient manner

## VILLAGE BOARD STAFF REPORT

**REPORT TO:** President Burt McIntyre and Village Board of Trustees

**REPORT FROM:** Dave Wiese, Director of Community Development

**AGENDA ITEM:** Review and take action on Ordinance 2011-19, a proposed amendment to Section 50-1296 of the Zoning Ordinance pertaining to the realignment of nonconforming signs due to state highway projects.

### **BACKGROUND INFORMATION**

With the passing of the recent state budget, the State Statutes were amended with regard to highway projects that affect non-conforming signs. The State of Wisconsin now requires the following:

SECTION 2233m. 84.30 (5r) of the statutes is created to read:

84.30 (5r) SIGNS NONCONFORMING UNDER LOCAL ORDINANCES THAT ARE REALIGNED BECAUSE OF STATE HIGHWAY PROJECTS. (a) In this subsection, "realignment" means relocation on the same site.

(b) If a highway project of the department causes the realignment of a sign that does not conform to a local ordinance, the realignment shall not affect the sign's non-conforming status under the ordinance.

(c) If in connection with a highway project of the department the department proposes the realignment of a sign that does not conform to a local ordinance, the department shall notify the governing body of the municipality or county where the sign is located and which adopted the ordinance of the sign's proposed realignment. Upon receiving this notice, the governing body

may petition the department to acquire the sign and any real property interest of the sign owner. If the department succeeds in condemning the sign, the governing body that made the petition to the department shall pay to the department an amount equal to the condemnation award, less relocation costs for the sign that would have been paid by the department if the sign had been realigned rather than condemned. Notwithstanding s. 86.30 (2) (a) 1. and (b) 1., 1g., and 1r, if the governing body fails to pay this amount, the department may reduce the municipality's or county's general transportation aid payment under s. 86.30 by an equal amount.

Off-premise signs are prohibited in the Village and have been since March 1989. Existing off-premise signs are considered legal, nonconforming signs. Currently, the rules for nonconforming signs set forth in Section 50-1296 prohibit any such sign from being relocated or replaced. The new state regulations would require the Village to pay to the Department of Transportation an amount equal to the cost of the acquisition. The Village of Howard does not have the financial means to pay for acquisition. There are several signs that may be impacted by the S.T.H 29/U.S. 41 reconstruction project. **Staff is recommending the following ordinance amendment.**

**STAFF RECOMMENDATION**

**ORDINANCE NO. 2011 - 19**

AN ORDINANCE AMENDING SECTION 50-1296 OF THE ZONING ORDINANCE PERTAINING TO THE REALIGNMENT OF NONCONFORMING SIGNS DUE TO STATE HIGHWAY PROJECTS

**WHEREAS** the Village Clerk published a notice of public hearing regarding such proposed amendment to the Zoning Ordinance and a public hearing was held at the Village Hall on October 24, 2011, at 6:40 P.M., whereupon the Plan Commission heard all interested persons and/or their agents and attorneys; and

**WHEREAS** the Village Board of the Village of Howard has received a written recommendation and findings of the Village Plan Commission regarding such proposed amendment to the Zoning Ordinance;

**NOW THEREFORE** the Village Board of the Village of Howard, Brown County, Wisconsin, does hereby ordain that the Zoning Ordinance be amended as follows:

**SECTION 1** Section 50-1296 is hereby amended to read as follows (italicized wording added):

**Sec. 50-1296. Permitted nonconforming signs.**

All nonconforming signs existing on the effective date of the ordinance from which this article is derived are permitted, provided such signs complied with all applicable ordinances and regulations at the time of initial erection or subsequent alteration, and such signs were covered by sign permits, if required. Such nonconforming signs shall be permitted as long as the following conditions are met:

- (1) The sign is not structurally modified or altered, *except as specifically permitted in subsection (3) below, and* except where such work results in, or has the effect of, bringing such sign more in compliance with the provisions of this article. For the purposes of this article, normal maintenance or changing of copy shall not be considered a modification or alteration.
- (2) The sign is not relocated or replaced *except as specifically permitted in subsection (3) below.*
- (3) *If a highway project of the department of transportation causes the realignment of a nonconforming sign per Section 84.30(5r) of the Wisconsin State Statutes, such sign may be relocated on the same site as long as no modifications or alterations are made to the sign other than those necessary to move the structure. Such realignment or relocation of the sign shall not affect its nonconforming status under this ordinance.*

**SECTION 2** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3** This ordinance shall take effect upon its adoption and publication.

Approved and adopted this 14th day of November, 2011.

\_\_\_\_\_  
Burt McIntyre, Village President

ATTEST:

\_\_\_\_\_  
Christopher A. Haltom, Clerk

DATE OF PUBLICATION: 11/18/2011

### **PLAN COMMISSION RECOMMENDATION**

At the Oct. 24, 2011 Plan Commission meeting, a public hearing regarding the ordinance change was held. Nobody from the public spoke during the public hearing. The Plan Commission then voted 4-1 (No: J. Faikel) to recommend approval of the proposed amendment to Section 50-1296 to the Village Board.

### **EXISTING VILLAGE OF HOWARD ZONING CODE REGULATIONS**

- *Section 50-1220 defines an "Off Premise Sign" as "a sign which advertises goods, products, facilities or services not necessarily on the premises where the sign is located, or directs persons to a different location from where the sign is located."*
- *Section 50-1220 defines a "Nonconforming Sign" as "a sign which does not comply with the regulations set forth in this article."*
- *Section 50-1259 requires that "All off-premises billboard signs are prohibited in the village."*
- *Section 50-1296 sets forth regulations for nonconforming signs and requires that "All nonconforming signs existing on the effective date of the ordinance from which this article is derived are permitted, provided such signs complied with all applicable ordinances and regulations at the time of initial erection or subsequent alteration, and such signs were covered by sign permits, if required. Such nonconforming signs shall be permitted as long as the following conditions are met:*
  - (1) The sign is not structurally modified or altered, except where such work results in, or has the effect of, bringing such sign more in compliance with the provisions of this article. For the purposes of this article, normal maintenance or changing of copy shall not be considered a modification or alteration.*
  - (2) The sign is not relocated or replaced.*





**Meeting:** Village Board  
**Meeting Date:** 11/14/2011  
**Agenda Item:** 6b

**Mission Statement**  
Delivering quality services in a courteous,  
cost-effective and efficient manner.

## VILLAGE BOARD MEETING STAFF REPORT

**REPORT TO:** Burt R. McIntyre, President  
Village Board of Trustees

**REPORT FROM:** Geoffrey S. Farr, PE, Interim Director of Public Works

**AGENDA ITEM:** Review and take action on Change Order #2 for the Dousman/Shawano Watermain Relocation project involving a \$3,126.50 addition.

### POLICY ISSUE

Should the Village Board approve a contract change order necessary to complete the project?

### BACKGROUND INFORMATION

Change orders authorize adjustments to the original contract in order to reflect the actual quantities of work needed to complete a project. Adjustments typically include the additions to or the elimination of unused work items or quantities allocated to the project.

*Department Measurement:* Remain within the established budget plus 10% contingency.

This change order reflects the reduction of unused watermain, pavement and base course items and additional bored watermain quantities and the replacement of an existing water service. The original contract totaled \$402,717.50. With approval of the construction change order, the new contract total would be \$288,069.25 or 28.5% less than the original contract.

This project is significantly less than the original project because a portion of the work was eliminated due to DOT schedule and funding conflicts. The eliminated work will be installed at a later date through a separate SMA State Municipal Agreement. The change order will not change the substantial completion date of this project.

### FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes
3. If Budgeted, Which Line? Enterprise Funds

### PRIOR ACTION/REVIEW

- The Village awarded the original project contingent on WISDOT funding approval.

**RECOMMENDED ACTION**

Village staff recommends that the Village Board approve the change order. If the Village Board were in favor of this action, the following motion could be made:

***“Motion to approve Change Order #2 for the 2010 Dousman/Shawano Watermain Relocation Project reducing the contract total by \$3,126.50”.***

**POLICY ALTERNATIVE(S)**

- The Village Board could make a motion not to approve the construction change order but would need to decide how to pay for the installed work.

**ATTACHED INFORMATION**

- I. Change Order

SECTION 00820

Change Order

No. 2

**CONTRACTOR (Name and Address):**  
 JOSSART BROTHERS, INC.  
 1682 SWAN ROAD  
 DEPERE, WI, 54115

**OWNER (Name and Address):**  
 VILLAGE OF HOWARD  
 1336 CORNELL ROAD  
 GREEN BAY, WI 54313

**CONTRACT (Name and Number):**  
 DOUSMAN-SHAWANO WATER RELOCATIONS  
 UTILITY CONSTRUCTION

10022A

The Contract Documents are modified as follows upon execution of this change order:

SEE THE ATTACHED EXPLANATION / JUSTIFICATION ON PAGE 2

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES (FOR ALL WORK):
Original Contract Price: <u>\$402,717.50</u>	Original Contract Time: Substantial Completion (days or date): <u>April 4, 2011</u> Ready for final payment (days or date): <u>May 9, 2011</u>
Current Contract Price prior to this Change Order: <u>\$284,942.75</u>	Current Contract Time prior to this Change Order: Substantial Completion (days or date): <u>April 4, 2011</u> Ready for final payment (days or date): <u>May 9, 2011</u>
Cost of this Change Order: <u>\$3,126.50</u>	Time allowed on this Change Order: Substantial Completion (days or date): <u>0 days</u> Ready for final payment (days or date): <u>0 days</u>
New Contract Price incorporating this Change Order: <u>\$288,069.25</u>	New Contract Time with all approved Change Orders: Substantial Completion (days or date): <u>April 4, 2011</u> Ready for final payment (days or date): <u>May 9, 2011</u>

<p><u><i>Mark E. Fagan</i></u>                  Recommend by Engineer / Consulting Engineer</p> <p><u><i>[Signature]</i></u>                  Accepted by Director of Public Works</p> <p>Accepted by Owner</p> <p>Accepted by Contractor</p>	<p><u>10-28-11</u>                  Date</p> <p><u>12/28/11</u>                  Date</p> <p>Date</p> <p>Date</p>
---	---

EJCDC No. C-941 (2002 Edition)  
 Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

SECTION 00820

Attachment to Change Order, Page 1

No. 2

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1-B -6	Seeding, Fertilizing & Mulch		500	\$1.25		\$625.00
1-B -12	6" Hydrant Extension		1	\$500.00		\$500.00
1-B -14	12" Dia. DR 11 Hdpe Watermain	50		\$52.50	\$2,625.00	
1-B -15	Directional Bore 18" Dia DR 11 HDPE Casing/Liner	50		\$157.50	\$7,875.00	
1-B -16	12" Dia. DR 18 PVC Watermain		81	\$40.00		\$3,240.00
1-B -18	Bituminous Pavement Surface Course (as ordered)		10	\$250.00		\$2,500.00
1-B -19	Crushed Aggregate Base Course		118	\$9.00		\$1,062.00
1-B -22	Erosion Control		1	\$500.00		\$500.00
1-B -23	Dewatering Bag		1	\$250.00		\$250.00
1-B -24	Clearing & Grubbing		1	\$500.00		\$500.00
	Extend 1" Service from Village Meter House	1		\$1,253.50	\$1,253.50	
	12" Hydrant Extension	1		\$550.00	\$550.00	
	Subtotal of Adjustment				\$12,303.50	\$9,177.00
	Net Contract Adjustment					\$3,126.50

JUSTIFICATIONS:

- 1 Deletion of unused items.
- 2 Water service to Sanimax meter house extended to new main.
- 3 Directional bore start point moved back because the recently relocated 3x3 AT&T fiber bundle blocked the drill route between the existing sewer & water.



**Meeting:** Village Board  
**Meeting Date:** 11/14/2011  
**Agenda Item:** 6c

**Mission Statement**  
Delivering quality services in a courteous,  
cost-effective and efficient manner.

## VILLAGE BOARD MEETING STAFF REPORT

**REPORT TO:** Burt R. McIntyre, President  
Village Board of Trustees

**REPORT FROM:** Geoffrey S. Farr, PE, Director of Engineering

**AGENDA ITEM:** Review and take action on an agreement with M.E. Simpson CO., Inc. for a water system leak detection survey, contingent upon a legal review.

### POLICY ISSUE

Should the Village Board approve a contract for a water system leakage detection program?

### BACKGROUND INFORMATION

The last time a system-wide detection leak survey was performed was in the fall of 2009 by AECOM. It has been two years since the last survey so it is a good time to do it again.

The Village requested quotes from AECOM \$22,740, Westrum \$13,590, and ME Simpson \$25,500. The Westrum proposal was sketchy and did not indicate that they would review water system maps or to what level they would report findings. Staffing, traffic control and proposed equipment were also concerns with Westrum. Both AECOM and ME Simpson had similar proposals except the ME Simpson crew consists of two people making the work twice as fast. As AECOM performed the last survey I feel that utilizing ME Simpson has added value in being an independent reviewer. Therefore I recommend utilizing ME Simpson for the leakage survey.

Work would begin immediately as long as weather permits with remaining work to be finished in the Spring. The work should take approximately five weeks.

### PRIOR ACTION/REVIEW

None

### FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? No

**RECOMMENDED ACTION**

Village staff recommends that the Village Board approve the attached agreement contingent upon a legal review.

If the Village Board agrees with this action, the following motion could be used, ***“Motion to approve the agreement with ME Simpson to perform a leakage detection survey contingent upon legal review.”***

**POLICY ALTERNATIVE(S)**

The Village Board could take the following actions:

- Approve agreement
- Deny the agreement
- Table the agreement and request additional information

**ATTACHED INFORMATION**

- I. M.E. SIMPSON Co., Inc. agreement

**COPIES FORWARDED TO:**

- I. None



**PROJECT NAME: Water Distribution System Leak Detection Program**

**AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement, entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by and between the Village of Howard, Wisconsin (hereinafter referred to as "Utility"), and M.E. Simpson Company, Inc. (hereinafter referred to as "Consultant"),

**WITNESSETH:**

WHEREAS, the Utility wishes to have a **Leak Detection Survey** and;

WHEREAS, the Utility requires the services of a M.E. Simpson Company, Inc. in order to perform the **Leak Detection Survey**, which shall be hereinafter referred to as "the Services";

WHEREAS, it is in the public interest that such Services be undertaken and performed; and

WHEREAS, Consultant is willing and able to provide such Services to the Utility;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

**Article 1. Scope of Services:** Consultant shall provide required Services for the Utility as set forth in Exhibit A, Scope of Services. Exhibit A is attached hereto and incorporated herein by reference as though fully set forth.

Consultant shall diligently pursue its work under this Agreement and shall complete the Services as described in Exhibit A in a timely manner. Consultant shall perform all Services as expeditiously as is consistent with professional skill and care and the orderly progress of the work.

In the performance of Consultant's work, Consultant agrees to maintain such coordination with the Utility as may be requested and desirable, including primary coordination with the Utilities Department official(s) designated by the Utility as project coordinator(s).

Consultant agrees that any information or documents, including digital GIS information, supplied by the Utility pursuant to Article 3, below, shall be used by Consultant for this project only, and shall not be reused or reassigned for any purpose.

**Article 2. Standard of Care:** Consultant shall be responsible for completion of the Services in sufficient manner to meet high professional standards. The Utility shall be the sole judge of the adequacy of Consultant's work in meeting such standards. However, the Utility shall not unreasonably withhold its approval as to the adequacy of such performance.

**Article 3. Responsibilities of the Utility:** The Utility shall provide all necessary information regarding requirements for the Services. The Utility shall furnish such information as expeditiously as is necessary for the orderly progress of the work, and Consultant shall be entitled to rely upon the accuracy and completeness of such information. The Utility shall designate who is authorized to act on its behalf with respect to this Agreement.

**Article 4. Compensation:** The Utility shall pay Consultant a fee based on the payment schedule set forth in Exhibit B, Schedule of Compensation. Exhibit B is attached hereto and incorporated herein by reference as though fully set forth. The total compensation paid, including fees and expenses, shall not exceed the amounts set forth in Exhibit B. The Payments will be made according to Consultant's bi-weekly progress statements for each phase and shall be invoiced for the percentage of work completed only.

Additional services not set forth in Exhibit A, changes in work, or incurred expenses in excess of the rates set forth in Exhibit B must be authorized in writing by the Utility or its designated project coordinator prior to such work being performed, or expenses incurred. The Utility shall not make payment for any unauthorized work or expenses. Claims for additional work or expenses must be submitted within thirty (30) days of the completion of the work or expenditure, and must be accompanied by a statement of itemized costs.

**Article 5. Appropriation of Funds:** Notwithstanding any other provision of this Agreement, if funds for the continued fulfillment of this Agreement by the Utility are at any time not forthcoming or insufficient, through failure of any entity to appropriate funds or otherwise, then the Utility shall have the right to terminate this Agreement without penalty as set forth in Article 7 herein.

**Article 6. Schedule:** Consultant shall perform the Services according to the schedule set forth in Exhibit C, Schedule. Exhibit C is attached hereto and incorporated herein by reference as though fully set forth. The time limits established by this schedule shall not be exceeded, except for reasonable cause as mutually agreed by the parties.

**Article 7. Termination:** In the event of a party's substantial failure to perform in accordance with the terms of this Agreement, the other party shall have the right to terminate the Agreement upon written notice. The non-performing party shall have fourteen (14) calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party.

The Utility may terminate or suspend performance of this Agreement for the Utility's convenience upon written notice to the Consultant. The Consultant shall terminate or suspend performance of the Services on a schedule acceptable to the Utility, and the Utility shall pay the Consultant for all the Services performed up to the date that written notice is received, plus reasonable termination or suspension expenses.

Upon restart, an equitable adjustment shall be made to the Consultant's compensation and the schedule of services. Upon termination or suspension of this Agreement, all finished or unfinished reports, drawings, collections of data and other documents generated by Consultant in connection with this Agreement shall become the property of the Utility, as set forth in Article 11 herein.

**Article 8. Identity of Consultant:** Consultant acknowledges that one of the primary reasons for its selection by the Utility to perform the duties described in this Agreement is the qualification and experience of the principal personnel whom Consultant has represented will be responsible therefor. Consultant thus agrees that the work to be done pursuant to this Agreement shall be performed by the principal personnel described in Exhibit D, Principal Personnel, and such other personnel in the employ under contract or under the supervision of Consultant whom the Utility shall approve. Exhibit D is attached hereto and incorporated herein by reference as though fully set forth. The Utility reserves the right to reject any of the Consultant's personnel or proposed outside professional sub-consultants, and the Utility reserves the right to request that acceptable replacement personnel be assigned to the project.

**Article 9. Ownership of Documents and Intellectual Property:** All documents, drawings and specifications, including digital format files, prepared by Consultant and furnished to the Utility as part of the Services shall become the property of the Utility. Consultant shall retain its ownership rights in its design, drawing details, specifications, data bases, computer software and other proprietary property. Intellectual property developed, utilized or modified in the performance of the Services shall remain the property of the Consultant.

**Article 10. Independent Contractor Status:** During the entire term of this Agreement, Consultant shall be an independent contractor, and in no event shall any of its personnel, agents or sub-contractors be construed to be, or represent themselves to be, employees of the Utility.

**Article 11. Indemnification:** Consultant shall defend, indemnify and hold harmless the Village of Howard, Wisconsin, the Utility, and the officers, agents and employees of the Village and the Utility from any and all claims, demands, damages, costs, expenses or other liability arising out of the Agreement or occasioned by the reckless or negligent performance or attempted performance of any provision thereof, including, but not limited to, any reckless or negligent act or omission to act or any willful misconduct on the part of the Consultant or his agents or employees or independent contractors directly responsible to him, except that the above shall not apply to the sole negligence or willful misconduct of the Utility or the Utility's agents, servants or independent contractors who are directly responsible to the Utility. This indemnification provision shall apply even if there is concurrent or joint negligence of the Consultant and the Utility, and even if there is active or passive negligence by either or both parties.

Notwithstanding the foregoing, however, the parties agree that in the absence of negligence by Consultant or his agents or employees or independent contractors. The Utility shall not hold Consultant responsible for the cost of repair or replacement of valves that break or fail during the valve-exercising program. Also, the Utility shall not hold Consultant responsible for discolored water and turbidity, if such phenomena are not the result of negligence by the Consultant.

**Article 12. Insurance:** During the performance of any and all Services under this Agreement, Consultant shall maintain the following insurance in full force and effect:

- a. General Liability Insurance, with a minimum combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate.
- b. Automobile Liability Insurance, with a minimum combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.
- c. Workers' Compensation Insurance in accordance with the statutory requirements of Title 22 of the Indiana Code and/or of the Wisconsin Code.

An insurance company authorized to issue such insurance in the State of Indiana and the State of Wisconsin shall issue all insurance policies. The Village of Howard, Wisconsin, the Utility, and the officers, employees and agents of each shall be named as insured under each policy, and the policy shall stipulate that the insurance will operate as primary insurance and that no other insurance effected by the Village will be called upon to contribute to a loss hereunder.

Consultant shall provide evidence of each insurance policy to the Utility prior to the commencement of work under the Agreement. Approval of the insurance by the Utility shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from service or operations performed pursuant to this Agreement. If Consultant fails or refuses to procure or maintain the insurance required by these provisions, or fails or refuses to furnish the Utility required proof that the insurance has been procured and is in force and paid for, Utility shall have the right at Utility's election to forthwith terminate the Agreement.

**Article 13. Conflict of Interest:** Consultant declares that it has no present interest, nor shall it acquire any interest, direct or indirect, which would conflict with the performance of Services required under this Agreement. The Consultant agrees that no person having any such interest shall be employed in the performance of this Agreement.

**Article 14. Waiver:** No failure of either party to enforce a term of this Agreement against the other shall be construed as a waiver of that term, nor shall it in anyway affect the party's right to enforce that term. No waiver by any party of any term of this Agreement shall be considered to be a waiver of any other term or breach thereof.

**Article 15. Severability:** The invalidity, illegality or un-enforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of the Agreement shall be construed and enforced as if it did not contain the particular provision to be held void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision, which is of the essence of this Agreement, be determined void.

**Article 16. Assignment:** Neither the Utility nor the Consultant shall assign any rights or duties under this Agreement without the prior written consent of the other party; provided, however, Consultant may assign its rights to payment without the Utility's consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement.

**Article 17. Third Party Rights:** Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Utility and the Consultant.

**Article 18. Governing Law:** The laws of the State of Wisconsin shall govern this Agreement.

**Article 19. Non-Discrimination:** Consultant shall comply with Village of Howard's Ordinances and all other federal, state and local laws and regulations governing non-discrimination in employment.

**Article 20. Compliance with Laws:** In performing the Services under this Agreement, Consultant shall comply with any and all applicable federal, state and local statutes, ordinances, plans and regulations, including any and all regulations for protection of the environment. When appropriate, Consultant shall advise Utility of any and all applicable regulations and approvals required by the Federal Environmental Management Agency (FEMA). Where such statutes, ordinances, plans or regulations of any public authority having any jurisdiction on the project are in conflict, Consultant shall proceed using its best judgment only after attempting to resolve any such conflict between such governmental agencies, and shall notify the Utility in a timely manner of the conflict, attempts of resolution, and planned course of action.

**Article 21. Notices:** Any notice required by this Agreement shall be made in writing to the addresses specified below:

Utility: Village of Howard, 1336 Cornell Road, Green Bay, WI 54313

Consultant: M.E. Simpson Company, Inc., 3406 Enterprise Avenue, Valparaiso, IN 46383

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of the Utility and the Consultant.

**Article 22. Intent to be Bound:** The Utility and the Consultant each bind itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners to the other party to this Agreement, and to the successors, executors, administrators, permitted assigns, legal representatives and partners of such other party in respect to all provisions of this Agreement.

**Article 23. Integration and Modification:** This Agreement, including all Exhibits incorporated by reference, represents the entire and integrated agreement between the Utility and the Consultant. It supersedes all prior and contemporaneous communications, representations and agreements, whether oral or written, relating to the subject matter of this Agreement.

This Agreement may be modified only by a written amendment signed by both parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year first written above.

**Owner**

Village of Howard, WI

**Consultant**

M.E. Simpson Company, Inc.

By: \_\_\_\_\_

\_\_\_\_\_  
Title

By: \_\_\_\_\_

John H. Van Arsdel  
Vice President

# Exhibit A

## SCOPE OF SERVICES

The **Water Distribution Leak Survey** program is conducted using the latest state of the art leak computers, the Fluid Conservation Systems' **AC Digital, DigiCALL** with an outstation preamplifier-transducer system. All of these correlators are manufactured by Fluid Conservation Systems of Milford, Ohio. These Correlators have a proven record of achievement in locating leaks on water distribution systems under some very extreme circumstances. M.E. Simpson Co., Inc. uses FCS equipment exclusively in its leak detection programs for water utilities. Our experienced Project Team (M.E. Simpson Co., Inc. uses **TWO** trained technicians on each leak survey team) will use these devices, along with the **S30**, or **L-MIC** electronically enhanced listening device, to survey the pipeline network.

Every hydrant and accessible valve will be used as a listening point to identify leaks. For non-PVC pipes, services are used on an "as needed" basis to keep the distance between listening points less than five hundred feet (500'); for PVC pipes all accessible services will be listened to. When a leak is detected correlation will be used to verify the existence of the leak as well as to pin-point it. "**Pinpointing**" of the leak, as well as locating leaks other methods fail to reveal, is also done with the FCS correlation equipment mentioned above. These electronic instruments are microprocessor units measures the time it takes the sound of the leak to travel from the leak to the point where the leak correlator is connected to the water line. By connecting the leak correlator to the water line at two locations we receive data describing the distance from the leak to each connection point thus enabling us to determine the exact leak location.

The **Water Distribution Leak Survey** includes M.E. Simpson Co., Inc. furnishing all labor, material, transportation, tools, and equipment necessary to survey the water system. M.E. Simpson Co., Inc. shall be required to provide such skilled and trained personnel and equipment necessary to complete the work herein specified. These personnel are required to have a minimum of three years field experience in leak location and pinpointing. There will be a minimum of two persons per team working on the survey at all times.

## PROJECT OVERVIEW

### **SURVEY**

- ◆ For non-PVC pipes, survey will be completed by listening on all fire hydrants, all accessible main line valves, and when necessary, services in the designated areas of the leak survey with the chosen electronic listening device. (The location and description of all listening points not accessible will be given to the *Utility* and once corrected they will be listened to as well.)
- ◆ For PVC pipes survey will be completed by listening on all fire hydrants and accessible valves and services.
- ◆ No two listening points (i.e.: hydrants, valves, services, etc.) should be more than 500' feet apart for non-PVC pipes or 150' for PVC pipes.
- ◆ When leak noise has been detected and / or suspected, M.E. Simpson Co., Inc. will use an electronic leak correlator to determine if a leak is present and use the same equipment to pinpoint the leak.

### **REPORTS**

M.E. Simpson Co., Inc. shall supply a written report on all leaks with their location and estimated water loss to the *Utility*. Included with the written reports will be a descriptive map of each leak location. M.E. Simpson Co., Inc. shall also supply a written report on all mechanical deficiencies discovered during the leak survey, i.e.: broken valves, hydrants, and services.

## ASSUMPTIONS AND SERVICES PROVIDED BY THE UTILITY

- ◆ The *Utility* will furnish all maps, atlases (two copies), and records necessary to properly conduct the survey.
- ◆ The *Utility* will assist as necessary in cleaning out services and valve boxes needed for listening.
- ◆ The *Utility* will make available, on a reasonable but periodic basis, certain personnel with a working knowledge of the water system who may be helpful in attempting to locate particularly hard-to-find water valves for listening and for general information about the system.

## EQUIPMENT USED

- ◆ FCS Accu Call Leak Correlator, FCS AC Digital Leak Correlator or Vivax-Metrotech HL6000 Leak Correlator.
- ◆ FCS S-30 electronically enhanced listening device or L-Mic electronically enhanced listening device.
- ◆ RADIO DETECTION LINE LOCATORS.
- ◆ SCHONSTEDT or CHICAGO TAPE magnetic locator.

## SAFETY

**Safety** is a major part of this project; the *Utility* requires a safe work environment for its employees, technical service providers and the general public. The technical service provider is required to provide a safe work environment at all times during this project. The technical service provider will provide personnel trained in **Confined Space Entry & Self-Rescue, Work Place First Aid, CPR and Traffic Control**. While in the field on this project, the technical service provider and its employees will follow all of the necessary safety procedures to protect themselves, the *Utility* staff and general public. **A minimum of Two-Person Teams will be used at all times for Safety and Quality Assurance.**

**Therefore, the technical service provider will adhere to the following:**

- Any water meter and/or valve locations located in a "*confined space*" such as pit or vault installations that **require entry** will be treated in accordance with the safety rules regarding **Confined Space Entry** as is designated by the *Utility, The Department of Labor and OSHA*. Project personnel will be **trained** (certified were applicable) in Confined Space Entry & Self-Rescue.
- Proper PPE (personal protection equipment) shall be worn at all times. A class III reflective safety vest will be worn for all work. Class II will not be accepted.
- The Project Team will follow all **traffic safety rules**, as is designated by the *Utility, The Department of Labor, OSHA and the State Department of Transportation*. Project personnel will be **trained** (certified were applicable) by an organization such as the **AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA)**, in Traffic Control and Safety (MUTCD Standards).
- The Project Team will follow all procedures regarding **Work Place First Aid & CPR**, as is designated by the *Utility, The Department of Labor and OSHA*. Project personnel will be **trained** (certified were applicable) in First Aid & CPR.
- The Project Manager and the Project Leader will be trained in accordance with OSHA Standard 1910 (General Industry) and be in possession of an **OSHA 10 Hour or 30 Hour Card**.

**Exhibit B**  
**SCHEDULE OF COMPENSATION**  
**"PROPOSAL"**

A Water Distribution System Leak Survey on 94.5 miles of water main for a lump sum fee:

**TWENTY-FIVE THOUSAND FIVE HUNDRED DOLLARS ----- (\$25,500.00)**

**\*All AC/Iron pipe will be surveyed at \$180.00 per mile and all PVC pipe will be surveyed at \$300.00 per mile.**

**\*\*Any miles of main surveyed beyond the original 94.5 miles of pipe per year will be assessed a fee of \$180.00 per mile of AC and Iron pipe and \$300.00 per mile of PVC pipe.**

---

# Exhibit C

## SCHEDULE

### Schedule of Completion:

The Leak Survey work will be completed during the months of November and December. The dates and time will be based on the weather and mutually agree upon by the Village of Howard, WI (Director or designated representative) and M.E. Simpson Company, Inc. (Project Manager or designated representative)

The tentative schedule, once agreed upon by both parties, will be as follows:

Project Start Up Meeting –TBD (7:30 a.m.)  
Project / Field Team –TBD  
Field Team Wrap Up Meeting - TBD

**Fieldwork to be completed and documented:** 17 - 23 work days depending area to be surveyed.

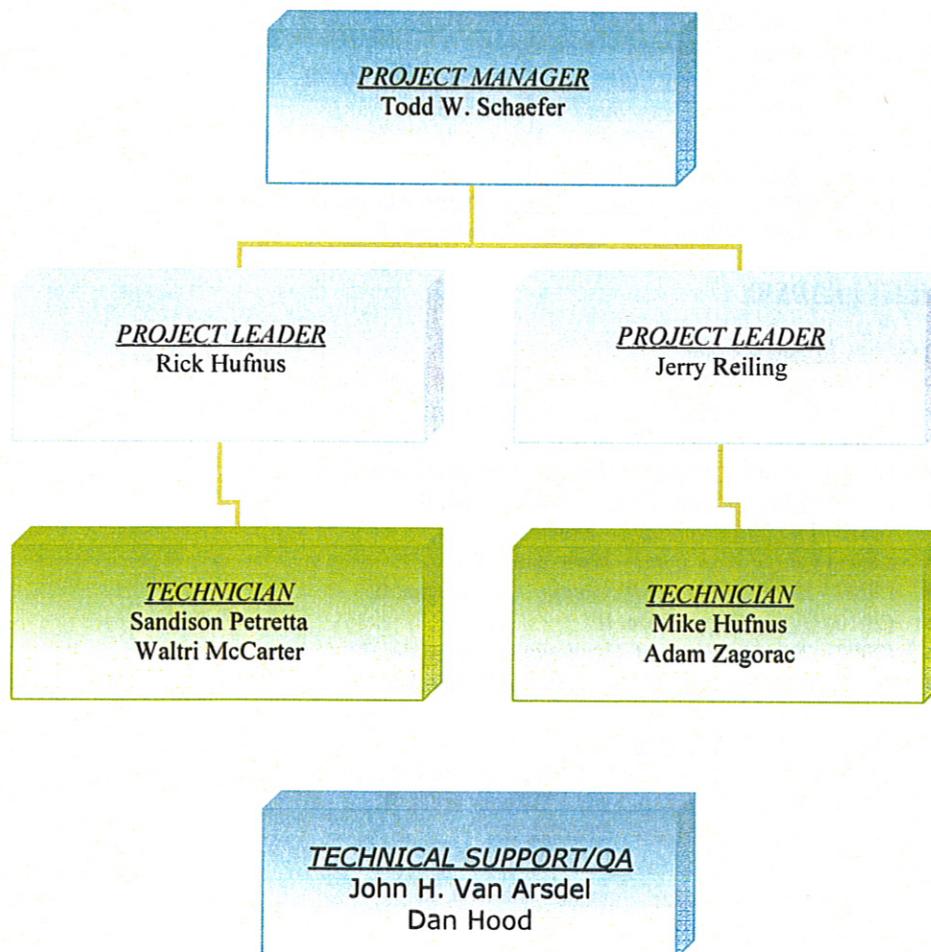
**Leak Location Reports:** Twenty (20) working days after fieldwork is completed for the Leak Survey project.

# Exhibit D

## PRINCIPAL PERSONNEL

### PROJECT STAFFING

The chart below outlines the **Project Team** to be used during the Water Distribution Leak Detection Survey Program for the **Village of Howard, WI**. One of the two Project Leaders listed will lead the **Project Team** in the field. **Two-Man Project Teams** will be used at all times during the course of the Project for reasons of Safety and Quality Assurance.



## QUALIFICATIONS OF STAFF FOR LEAK DETECTION SERVICES

In the following section, you will find information about the M.E. Simpson Co., Inc. personnel who will be acting as Project Manager and Project Leaders for the proposed project. With each Project Manager and Project Leader you will find a history of projects previously staffed by these individuals. For more information about any of these projects or contact information, please call us at (800) 255-1521.

### PROJECT MANAGER

#### Todd Schaefer, Regional Manager-Waukegan

Todd was the Regional Manager or Project Leader for the following selected Leak projects.

- ◆ (2009 - 2010) Village of Beach Park – Beach Park, IL.
- ◆ (2011) Central Brown County Water Authority – Brown County, WI.
- ◆ (2005 - 2011) Village of Lombard – Lombard, IL
- ◆ (2010) Village of Prospect Heights – Prospect Heights, IL
- ◆ (2010) Village of Lake Forest – Lake Forest, IL
- ◆ (2010) Village of Norridge – Norridge, IL
- ◆ (2009) City of Country Club Hills – Country Club Hills, IL
- ◆ (2009, 2011) City of West Bend – West Bend, WI
- ◆ (2008 - 2009) Village of Gurnee – Gurnee, IL
- ◆ (2008) Village of Skokie – Skokie, IL
- ◆ (2008 - 2009) Village of North Aurora – North Aurora, IL
- ◆ (2008 - 2009) Village of Waukegan – Waukegan, IL

### PROJECT LEADERS

#### Rick Hufnus, Project Leader

Rick was the Project Leader for the following selected Leak projects.

- ◆ (2011) Central Brown County Water Authority – Brown County, WI.
- ◆ (2008 - 2011) Village of Lombard – Lombard, IL
- ◆ (2010) Village of Prospect Heights – Prospect Heights, IL
- ◆ (2010) Village of Lake Forest – Lake Forest, IL
- ◆ (2010) Village of Norridge – Norridge, IL
- ◆ (2011) City of West Bend – West Bend, WI
- ◆ (2007 - 2009) Village of Waukegan – Waukegan, IL
- ◆ (2010) City of Zion – Zion, IL
- ◆ (2007 - 20011) Village of Algonquin – Algonquin, IL
- ◆ (2011) Sturgeon Bay Utilities – Sturgeon Bay, WI

#### Jerry Reiling, Field Services Manager

Jerry was the Project Leader for the following selected Leak projects.

- ◆ (2010) Village of Hickory Hills – Hickory Hills, IL
- ◆ (2010) Village of Elwood – Elwood, IL
- ◆ (2008 - 2010) City of Joliet – Joliet, IL
- ◆ (2008 - 2009) Village of Mokena – Mokena, IL
- ◆ (2008) City of Calumet City – Calumet City, IL
- ◆ (2005, 2008) Village of Clarendon Hills Water Department – Clarendon Hills, IL
- ◆ (2008) Village of Itasca – Itasca, IL
- ◆ (2008) Miami Dade County – Miami, FL
- ◆ (2007) Village of Palos Hills – Palos Hills, IL
- ◆ (2007) Village of LaGrange – LaGrange, IL
- ◆ (2006 - 2007) Village of South Holland – South Holland, IL
- ◆ (2006) Village of Channahon Water Department – Channahon, IL



**Meeting:** Village Board  
**Meeting Date:** 11/14/11  
**Agenda Item:** 6d

**Mission Statement**

Delivering quality services in a courteous,  
cost-effective and efficient manner.

---

## VILLAGE BOARD MEETING STAFF REPORT

---

**REPORT TO:** Burt R. McIntyre, President  
Village Board of Trustees

**REPORT FROM:** Paul F. Evert, Village Administrator

**AGENDA ITEM:** Administrator presentation and discussion of the 2012 budget

**ACTION REQUESTED:**  Ordinance  Resolution  Motion  Receive/File

---

Previously, Chris and I presented you with the two sections of the budget – the General Fund, Special Revenue Fund and Debt Service Fund that were discussed at the Oct. 24 Village Board meeting, and the Enterprise Funds (Utilities and Golf Course) that were later included in Paul's weekly report. There are some additional changes to the budget that are included in the attached sheets.

The changes include restoration of the public works position that was previously eliminated in the budget. I have done this in part because that department continues to be short one worker who remains off due to a worker's compensation injury. In addition, for the next two years the Village is prohibited by the union contract from contracting out for services that result in the loss of a union position. I am especially concerned about the Village's ability to respond to major snow events if staff is reduced further until such time as contracting out for some snow removal is possible. To offset this change an additional \$30,000 per year will be allocated from the storm water utility to cover the cost of brush collection. Also, the previous budget anticipated replacing the retiring clerical staff member in public works with a 20-hour position. Under this revision the staffing would be decreased to only seasonal help with Village Hall staff providing coverage for the remaining clerical position in the public works building.

It is my intention to keep Geoff Farr as the acting Public Works Director until the end of February. He and I will review the situation at that time, and if both of us are satisfied with our working relationship and performance, the change will become permanent. We would then start the process to hire a new Village Engineer. The position is budgeted for all of 2012 in the capital projects budget, and has a minimal impact on the levy as most of the position is charged to utilities and development work.

Additional information was requested regarding street resurfacing and the breakdown between street resurfacing and crack filling. All of those services were put in one large number in the budget. Generally, the Village spent \$20,000 per year on crack filling and minor sidewalk repair. No money was provided for this in the 2011 budget, which means that to catch up, the Village

will have to double this number. In the 2012 proposal, it was anticipated that \$50,000 of the money allocated would be for crack filling and the remainder to street resurfacing.

Geoff Farr provided the attached resurfacing options, which are five-year conceptual plans based on \$300K, \$450K and \$750K budget funding levels. The identified streets are concepts and do not represent an actual plan as many other details and issues will influence what is actually constructed.

To summarize, resurfacing streets includes a wide range of costs ranging from \$280,000 to \$150,000 per mile to resurface streets, on a yearly project basis, depending on which streets are selected by width and pavement thickness. A good average is \$210,000 per mile. That equates to \$40 per foot.

The Village having 105 miles of streets which need to be resurfaced an average of once every 25 years should resurface approximately 4 ¼ miles per year at \$210,000 per mile. This yields an annual resurfacing project that should be in the \$900,000 territory.

As you can imagine, if that level of funding is not allocated, the result will be overall declining pavement conditions, more expensive spot maintenance, inefficiency and reduced customer satisfaction. Once pavement has been reduced it will be difficult to recover from the impact in the future.

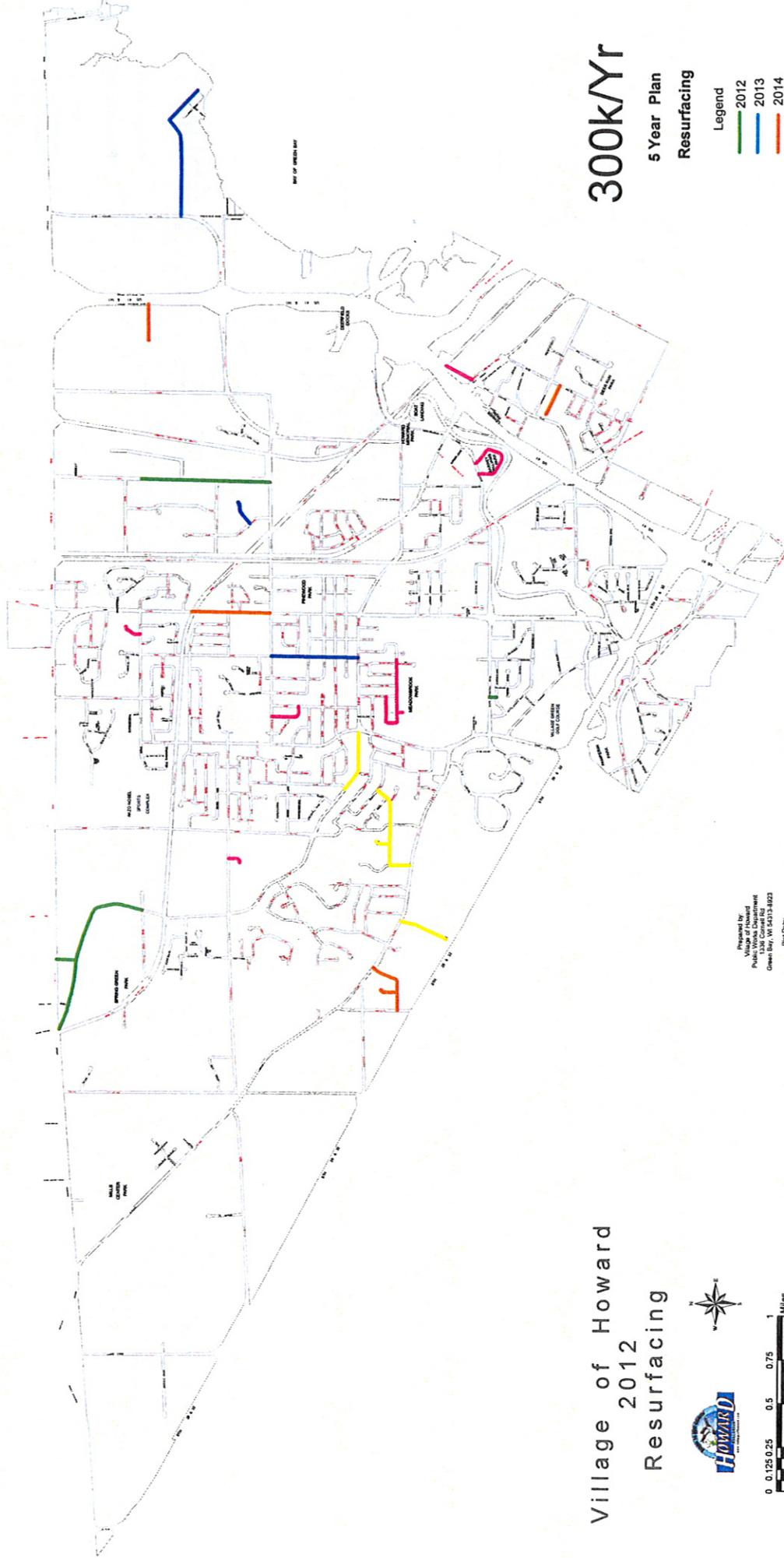
# Village of Howard 2012 Resurfacing



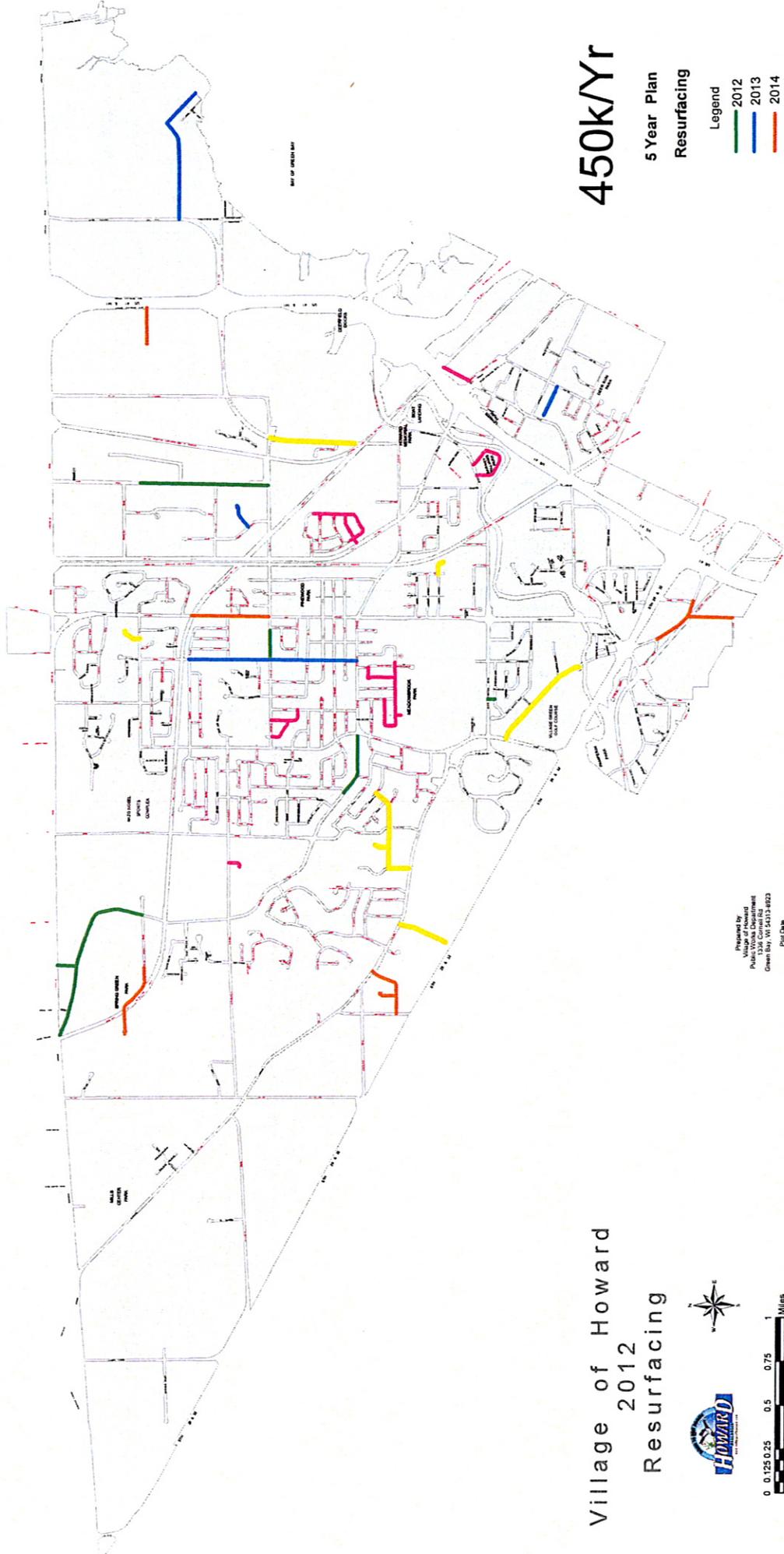
# 300k/Yr

5 Year Plan  
Resurfacing

- Legend
- 2012
  - 2013
  - 2014
  - 2015
  - 2016



Prepared by  
Village of Howard  
1238 Cornwell Rd  
Green Bay, WI 54303-4823  
Plot Date  
Nov 14, 2011  
2012 Resurfacing Program



450k/Yr

5 Year Plan  
Resurfacing

- Legend
- 2012
  - 2013
  - 2014
  - 2015
  - 2016

Village of Howard  
2012  
Resurfacing



Prepared by  
Village of Howard  
Planning & Development  
Green Bay, WI 54313-6923  
Plot Date  
Nov. 14, 2011  
2012 Resurfacing Program

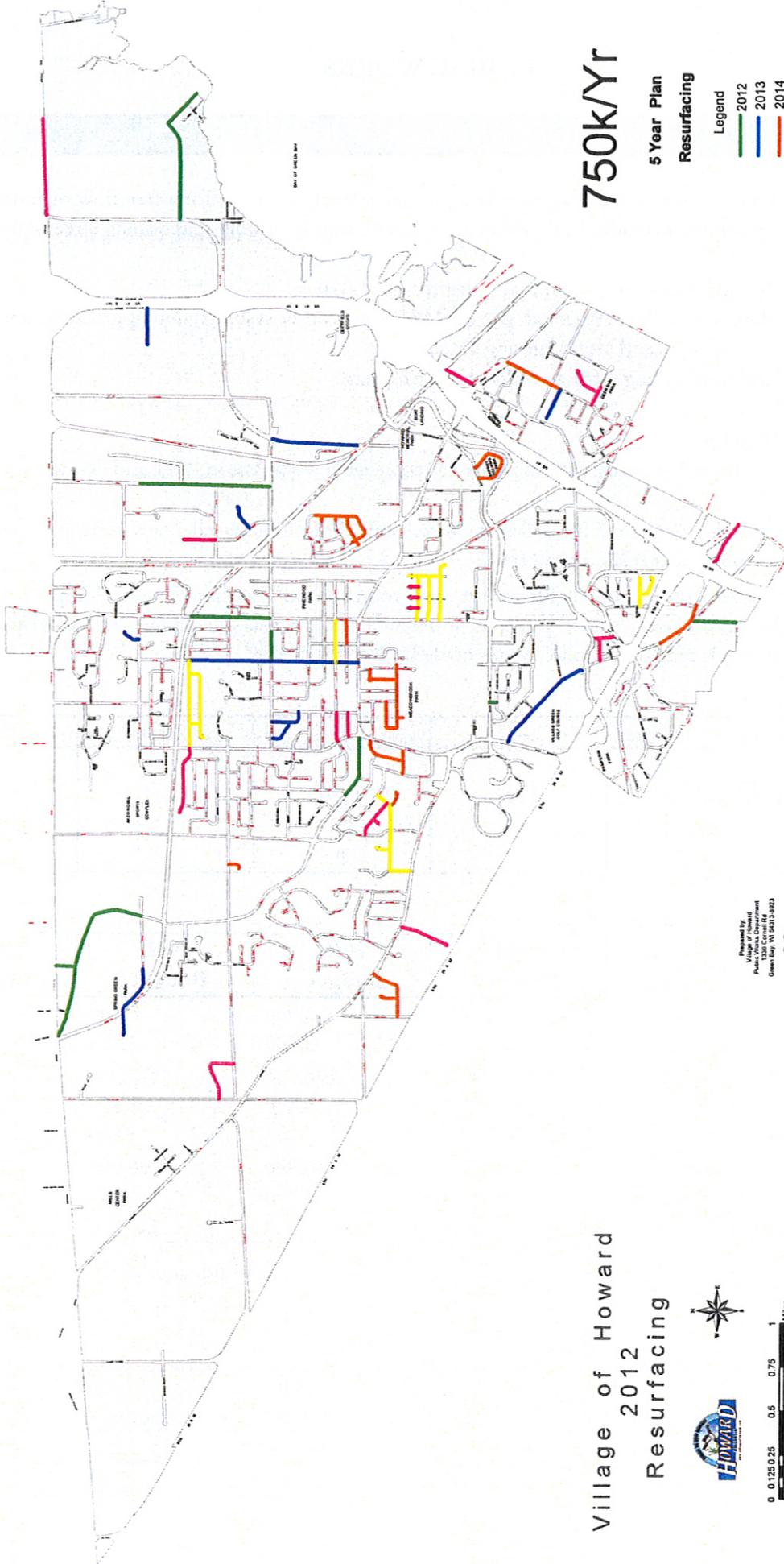
# Village of Howard 2012 Resurfacing



# 750k/Yr

5 Year Plan  
Resurfacing

- Legend
- 2012
  - 2013
  - 2014
  - 2015
  - 2016



Prepared by:  
Village of Howard  
Public Works Department  
1330 Central Rd  
Green Bay, WI 54303-8823  
Date:  
Nov 14, 2011  
2012 Resurfacing Program

## PUBLIC WORKS

### STREETS AND STREET LIGHTS

**MISSION** To maintain all Village streets and provide a level of service for a free flow of traffic. Work with utility provider to establish an adequate supply of fully functioning street lights.

**GOALS** Provide a safe and functional transportation system.  
 Maintain, evaluate (through use of PASER and other systems) and upgrade (as needed) streets, signs and street lighting systems.  
 Continue to budget for a crack-sealing program.

**ACCOMPLISHMENTS**

- 2010 Continued working with the state to reconstruct Velp Ave in 2011 and Glendale Ave. in 2010.
- 2009 Added 8 new street lights for one new roundabout. Purchased a new Bobcat to assist in various street related projects.
- 2008 Added 16 new street lights for one new roundabout. Purchased a new dump truck to assist in various street related projects. Forester's position was moved into this department through reorganization changes made by Administrator.

Quantitative Performance Measures	2007	2008	2009	2010
No. Street Lights in the Village	1123	1139	1147	1143
No. Traffic Signals	13	13	13	13
No. of Roundabouts	7	9	10	10

**PROGRAM EXPENDITURES**

**Street Department:**

	2010 Actual	2011 Budget	2012 Budget	2012 Percentage
Contracted Services	\$ 4,608	\$ 6,000	\$ 6,000	0.80%
Telephone	2,291	3,700	3,700	0.49%
Repairs, Maintenance and Fuel	105,027	108,000	122,000	16.18%
Workshops and Conferences	1,363	1,800	1,800	0.24%
Dues and subscriptions	255	500	500	
Supplies	68,874	66,000	66,000	8.75%
Employee Benefits	150,774	148,700	164,000	21.75%
Salaries and wages	369,583	379,500	390,000	51.72%
<b>Totals</b>	<b>\$ 702,775</b>	<b>\$ 714,200</b>	<b>\$ 754,000</b>	<b>100.00%</b>

**Street Lighting (no line item):**

2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Budget	2012 Budget
\$280,148	\$288,013	\$283,150	\$298,898	\$308,000	\$315,000
Percentage Change	2.81%	-1.69%	5.56%	3.05%	2.27%

**PERSONNEL**

	2010 Positions Authorized (FTE)	2011 Positions Authorized (FTE)	2012 Positions Authorized (FTE)
Working Foreman	0.65	0.65	0.65
Park Superintendent/Forester	1.00	1.00	1.00
Laborer	3.90	3.90	2.90
GIS operator	0.35	0.35	0.35
Total Full-time positions	5.90	5.90	4.90
Part-time Laborers (4 positions)	0.90	0.90	0.90
Forester intern (3 part-time)	.50	.50	.50
Park maintenance (2 part-time)	.75	.75	.75

**2012 BUDGET HIGHLIGHTS**

**Street Operations:**

Increased employee benefits and wages by \$25,800 based on existing union contract increases. Also increased repairs, maintenance and fuel by \$14,000 based on historical trends and estimate cost increases in 2012.

**Street Lights:**

Increased by \$7,000, the estimated additional cost of adding street lights on Velp & a new road County RK.

**Street Dept. Summary (excludes lighting)**

2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Budget	2012 Budget
\$539,189	\$648,352	\$683,365	\$702,775	\$714,200	\$754,000
Percentage Change	20.25%	5.40%	2.84%	1.63%	5.57%

## COMMUNITY DEVELOPMENT

### LEISURE SERVICES

**MISSION** To provide and maintain a variety of recreation programs and services that are equally available to all citizens of Howard in order to meet the diverse leisure needs of the

**GOALS** To provide and administer recreation programs, activities and community education at a level consistent with community needs.

Develop programs which are self-supporting in terms of direct costs.

Promote activities for all ages.

Perform employee evaluations on all part-time and seasonal staff.

#### ACCOMPLISHMENTS

2011

2010 Combined Movie In the Park and Community Event yielding more participants. Increased by 34 the number of participants in youth special events. Introduced online registration of programs. Increased adult fitness participation by 39 participants.

2009 Increased attendance at senior events. Added additional senior programs. Collaborated with 4 nearby communities to offer combined senior trip. Expanded information on department website.

Quantitative Performance Measures	2003	2004	2005	2006	2007	2008	2009	2010
<b>Program Participation:</b>								
Men's Basketball League (a)	140	140	120	144	144	120	72	96
Ballroom Dance (a)	-	-	-	-	120	61	58	58
Camps (y)	-	22	32	79	90	-	96	-
Dance/poms for youth (y)	67	46	35	50	75	84	43	38
Fitness - adult	7	55	201	194	150	127	86	125
Hershey track meet (y)	50	50	50	50	50	50	21	17
Kickball League - coed (a)	-	60	105	105	180	168	156	72
Playground programs (y)	58	70	110	108	114	76	82	61
Miscellaneous programs (y)	-	-	19	11	20	17	56	11
Rhythm & Me - preschool (y)	44	69	81	52	70	73	75	70
Senior services	-	-	-	-	191	550	843	871
Slow pitch Coed Softball (a)	330	360	375	360	435	384	408	416
Special Events - Family (approx)	1,650	2,550	2,600	2,800	2,900	2,900	1,300	1,600
Special Events - Youth	190	261	317	448	350	319	250	284
Tae Kwon Do (a)	115	81	100	99	80	102	99	62
T-Ball (y)	-	-	-	111	102	76	75	74
Tennis (y)	-	-	-	29	18	9	38	18
Trips (a)	102	169	286	287	290	297	359	101
<b>Totals</b>	<b>2,753</b>	<b>3,933</b>	<b>4,431</b>	<b>4,927</b>	<b>5,379</b>	<b>5,413</b>	<b>4,117</b>	<b>3,974</b>
<b>Total less Family special</b>	<b>1,103</b>	<b>1,383</b>	<b>1,831</b>	<b>2,127</b>	<b>2,479</b>	<b>2,513</b>	<b>2,817</b>	<b>2,374</b>

Percentage Program								
Adult (See (a) above)	62.9%	62.5%	64.8%	55.9%	56.4%	50.1%	43.9%	39.2%
Youth (See (y) above)	37.1%	37.5%	35.2%	44.1%	35.9%	28.0%	26.1%	24.1%
Senior	0.0%	0.0%	0.0%	0.0%	7.7%	21.9%	29.9%	36.7%

PROGRAM EXPENDITURES	2010 Actual	2011 Budget	2012 Budget	2012 Percentage
Subcontract	\$3,478	\$3,000	\$3,000	1.68%
Telephone	1,408	2,500	2,500	1.40%
Workshops & conferences	956	1,200	1,200	0.67%
Dues	687	800	800	0.45%
Supplies	56,341	65,600	65,600	36.77%
Employee Benefits	19,581	18,600	17,000	10.43%
Salaries and wages	94,026	86,700	84,600	48.60%
<b>Totals</b>	<b>\$176,477</b>	<b>\$178,400</b>	<b>\$174,700</b>	<b>100.00%</b>

#### PERSONNEL

	2010 Positions Authorized (FTE)	2011 Positions Authorized (FTE)	2012 Positions Authorized (FTE)
--	------------------------------------	------------------------------------	------------------------------------

Recreation Supervisor	1	1	1
Recreation Assistant (part-time)	0.5	0.5	0
Seasonal Positions	1.0	1.0	1.0

(50 in '10 & '11, 49 in '12 part-time)

#### 2012 Leisure Services Budget Analysis:

Decreased salaries and benefits by \$3,700 which is a net amount after adding increases for cost of living increases less eliminating one seasonal position in 2012. No other changes to the department for 2012.

2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Budget	2012 Budget
\$188,126	\$169,966	\$290,977	\$176,477	\$178,400	\$174,700
Percent Change	-9.65%	71.20%	-39.35%	1.09%	-2.07%

**Village of Howard**  
**Schedule of Capital Improvement Projects by Year - Roads**  
 With an Analysis of Fund Balance

	2011 Estimate	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget
Fund Balance, Jan. 1 (estimate)	\$ 466,830	\$ 490,088	\$ 229,268	\$ 187,948	\$ 69,968	\$ 59,988
<b>Revenue:</b>						
Tax Levy	593,500	593,500	594,000	594,000	600,000	600,000
Tax-County Bridge Aid *	100,000	425,000	-	-	-	-
Special Assessments	75,000	70,000	65,000	60,000	50,000	50,000
Other Grants	88,500	225,000	-	-	-	-
Impact Fees	43,006	26,680	26,680	40,020	40,020	40,020
Other revenue - property sales	-	-	-	60,000	-	60,000
Repayment of Small Business Loans	4,000	6,000	8,000	8,000	6,000	6,000
LRIP grant	63,000	-	-	-	-	-
Federal STP Grants	-	-	-	-	-	-
Fund Transfers In - Golf Course	100,000	60,000	60,000	60,000	60,000	60,000
Fund Transfers In - Internal Service Fund	335,252	-	-	-	-	-
<b>Expenditures:</b>						
Street Resurfacing	(350,000)	(450,000)	(500,000)	(400,000)	(400,000)	(250,000)
Crack sealing	-	(50,000)	(50,000)	(20,000)	(20,000)	-
<b>Capital Improvements:</b>						
Engineering	(150,000)	(160,000)	(160,000)	(160,000)	(165,000)	(170,000)
Bridges *	(100,000)	(425,000)	-	-	-	-
Payment to developer	(20,000)	-	-	-	-	-
Ariel photography	(15,000)	-	-	-	-	(15,000)
Velp Ave. (US41-Military)-right of way	(150,000)	-	-	-	-	-
Velp Ave. - bury power lines	(315,000)	-	-	(350,000)	-	(345,000)
Velp Ave. - decorative lights	(201,000)	-	(75,000)	-	(150,000)	-
Velp Ave. - sidewalks	(30,000)	-	-	-	-	-
Street sign replacement	-	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Sidewalks	-	(313,000)	-	-	-	-
Small Business Loans	(20,000)	(20,000)	-	-	-	-
Riverdale	(20,000)	(239,000)	-	-	-	-
Roundabouts - Taylor/Shawano	(8,000)	-	-	-	-	-
Roundabouts - New Shawano	-	-	-	-	(21,000)	(21,000)
Evergreen (Glendale-Graceland)	-	-	-	-	-	-
Fund Balance, Dec. 31 (estimate)	\$ 490,088	\$ 229,268	\$ 187,948	\$ 69,968	\$ 59,988	\$ 65,008

Note: This schedule is used to assist the review of projects constructed in 2011 and review the timing of future projects over the next five years. This schedule is not a comprehensive plan but a tool to analyze approximate start dates for future projects based on available fund balance.

\* The Bridge & Culvert Aid Levy is held by Brown County until funds are needed for bridge expenditures.

Note: Impact fees are charged \$667 for single-family and \$474 for multi-family units.

## STORM WATER UTILITY

### OPERATING EXPENSES

**MISSION**            To provide clean water from storm events that flow from the Village of Howard to the Bay of Green Bay in the most cost beneficial manner.

**GOALS**

- Develop a monitoring system to evaluate maintenance schedules.
- Provide a functional storm sewer system that responds to customer needs.
- Provide information to the public about the system's operations.
- Sweep all streets of the village twice each year and pickup leaves at curb.

**ACCOMPLISHMENTS**

2011

2010    Installed new storm sewers along a portion of Glendale Ave (Evergreen to Spring Green) and on Velp Ave (between Melody and Military).

2009    Repaired several sections of curb & gutter along various streets in the Village and performed annual leaf collections in fall.

2008    Installed new storm sewers along a large portion of Glendale Ave (Pincrest to Evergreen).  
Repaired several sections of curb & gutter along various streets in the Village.

	2010 Actual	2011 Est. Actual	2012 Budget	2012 Budget
Insurance	\$ 4,000	\$ 3,500	\$ 9,400	1.01%
Workers compensation	5,218	5,100	5,300	1.47%
Contracted services	38,428	80,000	80,000	22.98%
Repairs, maintenance & fuel	47,079	40,000	40,000	11.49%
Other supplies & expenses	20,732	42,000	43,200	12.07%
Employee benefits	55,693	47,500	60,300	13.65%
Salaries and wages	154,938	130,000	160,800	37.35%
Rent & other charges	-	-	-	0.00%
<b>Total Administration</b>	<b>\$ 326,088</b>	<b>\$ 348,100</b>	<b>\$ 399,000</b>	<b>100.00%</b>

**STORM WATER UTILITY - Operating Expenses (Continued):**

	2010 Positions Authorized (FTE)	2011 Positions Authorized (FTE)	2012 Positions Authorized (FTE)
Administrator/Clerk	0.05	0.05	0.05
Administrative assistant	0.05	0.05	0.05
Clerk Typists - village hall	0.10	0.10	0.10
Co-op Student (part-time)	0.05	0.00	0.00
Director of Administrative Services	0.05	0.05	0.05
Accountant I	0.05	0.05	0.05
Account Clerk	0.10	0.10	0.10
Public Works Director	0.20	0.20	0.20
Clerk typists - public works	0.40	0.30	0.30
Engineer	0.10	0.10	0.10
Working Foreman	0.25	0.25	0.25
Laborer	1.25	1.25	1.75
Engineer Tech & GIS operator	0.70	0.70	0.70
Mechanics	0.20	0.20	0.20
Laborer - leaf collection	0.25	0.25	0.25
<b>Totals</b>	<b>3.80</b>	<b>3.65</b>	<b>4.15</b>

**2012 Budget Analysis:**

The largest change in 2012 is related to reclassifying 1/2 a laborer position into the utility for brush pickup. This change plus cost of living increases total \$43,600 of wage and benefit increases in 2012.

2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Estimated Actual	2012 Budget
\$397,189	\$404,317	\$415,671	\$326,088	\$348,100	\$399,000
Percentage Change		2.81%	-21.55%	6.75%	14.62%

## 5-Year Capital Budgeting for Water, Sanitary Sewer and Storm Water Utilities

For Year Beginning January 1

Since budgeting for the utilities is on a full-accrual basis, costs of replacing old equipment and infrastructure, as well as new purchases, are not reflected in the preceding pages. In order to provide this information to the public, this schedule has been prepared. The items listed below represent the utilities' share of the estimated project cost. Projects paid by a developer are not included on this schedule.

Project Name	Year	Water	San. Sewer	Storm Water
Cardinal (Woodale-Mnt Bay)	2012	\$ 145,000	\$ -	\$ -
Hazel Ct	2012	72,000	-	-
Rehab projects	2012	50,000	50,000	50,000
Hwy 41 relocations	2012	100,000	675,000	-
Seligmann ditch	2012	-	-	30,000
Hydrant replacements	2012	20,000	-	-
Spencer's Crossing	2012	102,000	103,000	503,000
<i>Totals for 2012</i>		<u>489,000</u>	<u>828,000</u>	<u>583,000</u>
CTH FF - Shawano to Woodland	2013	232,000	468,000	-
Spencer to Greenfield - watermain loop	2013	300,000	-	-
Evergreen (Rolla - Pinecrest)	2013	10,000	5,000	285,000
Rehab projects	2013	50,000	50,000	-
<i>Totals for 2013</i>		<u>592,000</u>	<u>523,000</u>	<u>285,000</u>
Lakeview lift station replacement	2014	-	450,000	-
Rehab projects	2014	20,000	50,000	-
Velp Ave. (Island Ct-Memorial Dr.)	2014	50,000	50,000	-
Cardinal Ln (Woodale-Shade Tree)	2014	125,000	-	-
Pinecrest (Evergreen - Devroy)	2014	15,000	7,500	390,000
<i>Totals for 2014</i>		<u>210,000</u>	<u>557,500</u>	<u>390,000</u>
Rehab projects	2015	20,000	50,000	115,000
Evergreen (Glendale - Graceland)	2015	15,000	10,000	290,000
Shawano Ave. (Catherine - Greenfield)	2015	-	525,000	-
Water tower (would require debt issuance)	2015	4,500,000		
<i>Totals for 2015</i>		<u>4,535,000</u>	<u>585,000</u>	<u>405,000</u>
Rehab projects	2016	50,000	50,000	
	2016			
<i>Totals for 2016</i>		<u>50,000</u>	<u>50,000</u>	<u>-</u>
Five Year Average		<u>\$1,175,200</u>	<u>\$508,700</u>	<u>\$332,600</u>

## Water, Sanitary Sewer and Storm Water Utilities Capital Equipment Purchases

In addition to the projects on the previous page, the following equipment listings will need to be purchased:

		Water	San. Sewer	Storm
Tandum axle truck	2012	\$ -	\$ -	\$ 195,000
Bobcat	2012	-	-	70,000
Radio upgrades	2012	10,000	10,000	10,000
New large sized meters replaced	2012	155,000	-	-
Miscellaneous-sampling, bucket,safety	2012	-	-	25,500
Backhoe	2013	85,000	-	-
Meter replacement program	2013	175,000	-	-
Meter replacement program	2014	175,000	-	-
Dump truck w/ plow	2015	-	-	140,000
Utility van	2015	30,000	-	-
Street Sweeper	2016	-	-	115,000
Utility van	2016	-	31,000	-
Pickup	2017	-	35,000	-
Jet Machine	2017	-	170,000	-



**Meeting:** Village Board  
**Meeting Date:** 11/14/2011  
**Agenda Item:** 6e

**Mission Statement**

Delivering quality services in a courteous, cost-effective and efficient manner.

---

## VILLAGE BOARD MEETING STAFF REPORT

---

**REPORT TO:** Burt R. McIntyre, President  
Village Board of Trustees

**REPORT FROM:** Paul Evert, Village Administrator

**AGENDA ITEM:** Review and take action on Ordinance 2011-21 amending Village of Howard ward boundaries, polling locations and trustee districts

---

**POLICY ISSUE**

Does the Village Board desire to become compliant with state law in regards to redistricting ward boundaries after the completion of the US Census?

**BACKGROUND INFORMATION**

Village Board members were distributed several versions of proposed boundaries for redistricting wards and their respective trustee districts over the past two months. Brown County finally approved a county redistricting plan that called for three county districts within the Village of Howard and 26 county representatives in total. Brown County is requiring all municipalities within the county to complete their redistricting plans by November 16, 2011 and return such plans to the county. The Village Board will be required to make a final decision on the redistricting plan on Monday, November 14, 2011.

This week, the Village Board was given another set of three maps detailing the proposed wards of the village for the next ten years. The three proposed maps are labeled Plan "A", Plan "B" and Plan "C" ranging from 18 wards to 22 wards. One of these maps should become the official election ward map for the Village of Howard.

Staff involved with Election Day work have all reviewed the proposed three maps and unanimously endorsed Plan "B" as the best map for election workers and voters. After the redistricting process is completed, staff is required to mail letters to voters informing them of changes to their ward, polling location and/or trustee district representation. Staff believes that fewer changes in the ward plan will cause less confusion with voters and election workers. Plan "B" creates only one new ward, number 18, which we believe will cause less confusion for election workers.

Staff has been contacted by Trustee Speaker in regards to the three plans. Trustee Speaker was concerned about the adoption of Plan "C" due to the fact that he loses almost all of his existing Ward 7 in this plan. He stated that he preferred either Plan "A" or Plan "B" as he has invested many hours of time working with the voters of Ward 7. No other trustee has contacted staff with any other comments on the three plans.

**PRIOR ACTION/REVIEW**

The board last changed the ward boundaries in June 2001 after the 2000 US Census was completed. The board added the Community Church polling location in 2007.

**RECOMMENDED ACTION**

Village staff recommends the Village Board approve Plan "B" of the redistricting options. If the Village Board agrees with this action, the following motion could be used,

***"I move to approve Ordinance 2011-21 Plan "B" redistricting ward boundaries, polling locations and trustee districts."***

**POLICY ALTERNATIVE(S)**

The Village Board could take the following actions:

- Approve any of the three proposed ward boundary plans as presented in the attached maps.
- Make modifications to one of the proposed boundary maps before approving.

**ATTACHED INFORMATION**

- I. Ordinance 2011-21 Plan "A"
- II. Ordinance 2011-21 Plan "B"
- III. Ordinance 2011-21 Plan "C"

ORDINANCE NO. 2011 - 21

**AN ORDINANCE AMENDING SECTION 12-19, 12-20, and 12-44 OF THE VILLAGE OF HOWARD MUNICIPAL CODE CREATING ELECTION WARD BOUNDARIES, POLLING LOCATIONS AND REPRESENTATION**

The Village Board of the Village of Howard, Brown County, Wisconsin, does hereby ordain that Sections 12-19, 12-20 and 12-44 be amended as follows:

**SECTION 1 Sec. 12-19. Created.**

Pursuant to Wis. Stats. 5.15, the village board has, by this ordinance, created wards numbered 1 through 22, respectively the boundaries of said election wards, as set forth on an election ward map dated November 14, 2011, and said map is hereby adopted by reference and made a part hereof.

**SECTION 2 Sec. 12-20 Polling Places.**

The polling places for the 22 wards as described in the section 12-19 shall be as follows:

- (1) Wards 1, 2, 7, 8, 11, 12, 18 and 20 at Green Bay Community Church, 600 Cardinal Lane.
- (2) Wards 3, 4, 5, 6 and 19 at Village Hall, 2456 Glendale Avenue.
- (3) Wards 9, 10, 13, 14, 15, 16, 17, 21 and 22 at Bay View Middle School, 1217 Cardinal Lane.

**SECTION 3 Sec 12-44 Trustee Districts Created.**

The village is hereby divided into eight trustee districts for the purpose of electing village trustees, as follows:

- (1) Trustee district 1 in election wards 1, 2 and 18
- (2) Trustee district 2 in election wards 3 and 4
- (3) Trustee district 3 in election wards 5, 6, and 19
- (4) Trustee district 4 in election wards 7 and 8
- (5) Trustee district 5 in election wards 9 and 10
- (6) Trustee district 6 in election wards 11, 12 and 20
- (7) Trustee district 7 in election wards 13, 14 and 21
- (8) Trustee district 8 in election wards 15, 16, 17 and 22

**SECTION 4** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5** This ordinance shall take effect on January 1, 2012 after its adoption and publication.

Approved and adopted this 14th day of November, 2011.

\_\_\_\_\_  
Burt McIntyre, Village President

ATTEST:

\_\_\_\_\_  
Christopher A. Haltom, Village Clerk

DATE OF PUBLICATION: 11/18/2011

ORDINANCE NO. 2011 - 21

**AN ORDINANCE AMENDING SECTION 12-19, 12-20, and 12-44 OF THE VILLAGE OF HOWARD MUNICIPAL CODE CREATING ELECTION WARD BOUNDARIES, POLLING LOCATIONS AND REPRESENTATION**

The Village Board of the Village of Howard, Brown County, Wisconsin, does hereby ordain that Sections 12-19, 12-20 and 12-44 be amended as follows:

**SECTION 1 Sec. 12-19. Created.**

Pursuant to Wis. Stats. 5.15, the village board has, by this ordinance, created wards numbered 1 through 18, respectively the boundaries of said election wards, as set forth on an election ward map dated November 14, 2011, and said map is hereby adopted by reference and made a part hereof.

**SECTION 2 Sec. 12-20 Polling Places.**

The polling places for the 18 wards as described in the section 12-19 shall be as follows:

- (4) Wards 1, 2, 7, 8, 11 and 12 at Green Bay Community Church, 600 Cardinal Lane.
- (5) Wards 3, 4, 5 and 6 at Village Hall, 2456 Glendale Avenue.
- (6) Wards 9, 10, 13, 14, 15, 16, 17 and 18 at Bay View Middle School, 1217 Cardinal Lane.

**SECTION 3 Sec 12-44 Trustee Districts Created.**

The village is hereby divided into eight trustee districts for the purpose of electing village trustees, as follows:

- (9) Trustee district 1 in election wards 1 and 2
- (10) Trustee district 2 in election wards 3 and 4
- (11) Trustee district 3 in election wards 5 and 6
- (12) Trustee district 4 in election wards 7 and 8
- (13) Trustee district 5 in election wards 9 and 10
- (14) Trustee district 6 in election wards 11 and 12
- (15) Trustee district 7 in election wards 13 and 14
- (16) Trustee district 8 in election wards 15, 16, 17 and 18

**SECTION 4** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5** This ordinance shall take effect on January 1, 2012 after its adoption and publication.

Approved and adopted this 14th day of November, 2011.

\_\_\_\_\_  
Burt McIntyre, Village President

ATTEST:

\_\_\_\_\_  
Christopher A. Haltom, Village Clerk

DATE OF PUBLICATION: 11/18/2011

ORDINANCE NO. 2011 - 21

**AN ORDINANCE AMENDING SECTION 12-19, 12-20, and 12-44 OF THE VILLAGE OF HOWARD MUNICIPAL CODE CREATING ELECTION WARD BOUNDARIES, POLLING LOCATIONS AND REPRESENTATION**

The Village Board of the Village of Howard, Brown County, Wisconsin, does hereby ordain that Sections 12-19, 12-20 and 12-44 be amended as follows:

**SECTION 1 Sec. 12-19. Created.**

Pursuant to Wis. Stats. 5.15, the village board has, by this ordinance, created wards numbered 1 through 19, respectively the boundaries of said election wards, as set forth on an election ward map dated November 14, 2011, and said map is hereby adopted by reference and made a part hereof.

**SECTION 2 Sec. 12-20 Polling Places.**

The polling places for the 19 wards as described in the section 12-19 shall be as follows:

- (7) Wards 1, 2, 7, 8, 11 and 12 at Green Bay Community Church, 600 Cardinal Lane.
- (8) Wards 3, 4, 5 and 6 at Village Hall, 2456 Glendale Avenue.
- (9) Wards 9, 10, 13, 14, 15, 16, 17, 18 and 19 at Bay View Middle School, 1217 Cardinal Lane.

**SECTION 3 Sec 12-44 Trustee Districts Created.**

The village is hereby divided into eight trustee districts for the purpose of electing village trustees, as follows:

- (17) Trustee district 1 in election wards 1 and 2
- (18) Trustee district 2 in election wards 3 and 4
- (19) Trustee district 3 in election wards 5 and 6
- (20) Trustee district 4 in election wards 7 and 8
- (21) Trustee district 5 in election wards 9 and 10
- (22) Trustee district 6 in election wards 11 and 12
- (23) Trustee district 7 in election wards 13, 14 and 19
- (24) Trustee district 8 in election wards 15, 16, 17 and 18

**SECTION 4** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5** This ordinance shall take effect on January 1, 2012 after its adoption and publication.

Approved and adopted this 14th day of November, 2011.

\_\_\_\_\_  
Burt McIntyre, Village President

ATTEST:

\_\_\_\_\_  
Christopher A. Haltom, Village Clerk

DATE OF PUBLICATION: 11/18/2011






---

## REPORTS OF VILLAGE OFFICIALS – DIR. ADMINISTRATIVE SERVICES

---

### i. October 2011 Financial Report

**REPORT PREPARED BY:** Chris Haltom

**REPORT DATE:** November 10, 2011

---

Enclosed are two financial reports for the ten months ended October 31, 2011. The General Fund and the Golf Course financial reports are enclosed for your review. I have some general comments on each of the reports below.

**General Fund** is reporting positive results for the first ten months of 2011. I would estimate that the General Fund is very close to a break even situation at year's end; the year end could report some use of fund balance or a small surplus at year end.

**Revenues** are in very good shape so far in 2011. The Intergovernmental revenues will be very close to the budget amount by year end while Taxes, License & Permits and Miscellaneous are all exceeding the budget already. Fines & Forfeitures and Charges for Services are the only two revenue functions that have a chance of falling short of budget amounts. Fines reported the lowest month of the year in October and will not reach budget if that level continues for November and December.

There are a few **expenditures** accounts reporting excess spending over budget (such as village hall building maintenance repair account of \$5,600, and street department is approximately 9.3% over anticipated spending to date) but these are being offset by several accounts that are currently well under their respective budgeted amounts. The election accounts are reporting \$5,200 over budget due to the additional election this past summer. Overall spending is only at 79.69% of budget which is good for the first ten months.

**Golf course** financial operations are reporting very poor results. Sales are lower due to several reasons: the economy, very wet spring that eliminated all but 3 days in April and ½ of May sales, extremely warm temperatures in June and July and the current road construction. The rates we charge in 2012 may need to be lowered to attract more golfers and be more competitive with other courses.

**One bright spot** – the course's collection of right-of-way totaling \$127,740. These funds should help us end the year with positive results. Please keep in mind, the budget contains regular transfers of funds from the golf course to assist in capital project operations. **Another bright spot:** the sales in October 2011 were **\$2,000 higher** than October 2010.

**Statement of Revenues and Expenditures**  
**Budget and Actual - General Fund**

**Ten Months Ended October 31, 2011, 2010 and 2009**

(Unaudited - For Internal Use Only)

	2011			2010			2009		
	Actual	Budget	Actual as a Percentage of Budget	Actual	Budget	Actual as a Percentage of Budget	Actual	Budget	Actual as a Percentage of Budget
<b>Revenues</b>									
Taxes	\$ 3,757,701	\$ 3,739,150	100.50%	\$ 3,714,367	\$ 3,699,550	100.40%	\$ 3,338,178	\$ 3,331,300	100.21%
Intergovernmental	1,096,947	1,722,200	63.69%	1,134,509	1,758,200	64.53%	965,029	1,903,600	50.69%
Licenses and permits	367,250	295,600	124.24%	276,223	286,400	96.45%	215,440	318,500	67.64%
Fines and forfeits	169,823	183,000	92.80%	171,056	183,000	93.47%	151,621	183,000	82.85%
Charges for services	148,813	180,300	82.54%	403,938	420,300	96.11%	133,514	130,000	102.70%
Miscellaneous	406,588	391,200	103.93%	378,512	434,100	87.19%	402,191	593,000	67.82%
<b>Total revenues</b>	<b>5,947,122</b>	<b>6,511,450</b>	<b>91.33%</b>	<b>6,078,605</b>	<b>6,781,550</b>	<b>89.63%</b>	<b>5,205,973</b>	<b>6,459,400</b>	<b>80.60%</b>
<b>Expenditures</b>									
General government	696,761	907,150	76.81%	738,208	1,032,750	71.48%	866,776	1,116,900	77.61%
Public safety	1,972,478	2,552,400	77.28%	1,886,051	2,493,800	75.63%	1,917,931	2,558,400	74.97%
Public works	2,203,018	2,638,700	83.49%	2,342,023	2,875,500	81.45%	1,803,654	2,201,200	81.94%
Community development	396,246	513,200	77.21%	383,626	495,800	77.38%	575,637	582,900	98.75%
<b>Total expenditures</b>	<b>5,268,503</b>	<b>6,611,450</b>	<b>79.69%</b>	<b>5,349,908</b>	<b>6,897,850</b>	<b>77.56%</b>	<b>5,163,998</b>	<b>6,459,400</b>	<b>79.95%</b>
Excess revenues over expenditures	678,619	(100,000)		728,697	(116,300)		41,975	-	
Other Financing Sources (Uses)									
Operating Transfers In	-	-		-	(43,700)		-	-	
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	\$ 678,619	\$ (100,000)		\$ 728,697	\$ (160,000)		\$ 41,975	\$ -	

Village of Howard  
**Village Greens Golf Course**  
 Statement of Revenues and Expenses  
 Ten Months Ended October 31, 2011, 2010, 2009, 2008 and 2007  
 (Unaudited - For Internal Use Only)

	2011	2010	2009	2008	2007
<b>Operating Revenues</b>					
Restaurant revenues	\$ 46,909	\$ 249,806	\$ 260,040	\$263,862	\$267,057
Rents from restaurant	16,000				
Revenue from golf course	268,939	321,597	338,709	346,526	365,514
<b>Total revenue</b>	<b>331,848</b>	<b>571,403</b>	<b>598,749</b>	<b>610,388</b>	<b>632,571</b>
<b>Operating Expenses</b>					
Restaurant expenses	57,286	237,404	236,333	241,442	235,568
Golf course expenses	243,231	241,825	214,095	203,329	195,443
Administrative expenses	11,453	15,185	25,459	22,643	18,572
Depreciation	32,000	32,000	32,000	38,650	38,500
<b>Total expenses</b>	<b>343,970</b>	<b>526,414</b>	<b>507,887</b>	<b>506,064</b>	<b>488,083</b>
<b>Operating income</b>	<b>(12,122)</b>	<b>44,989</b>	<b>90,862</b>	<b>104,324</b>	<b>144,488</b>
<b>Nonoperating Revenue (Expenses)</b>					
Interest revenue	253	521	4,687	10,147	24,875
Income from right of way	127,740	-	-	-	-
Transfer to Park Fund	-	-	-	-	-
<b>Total Nonoperating Revenues</b>	<b>127,993</b>	<b>521</b>	<b>4,687</b>	<b>10,147</b>	<b>24,875</b>
<b>Net Income</b>	<b>\$ 115,871</b>	<b>\$ 45,510</b>	<b>\$ 95,549</b>	<b>\$114,471</b>	<b>\$169,363</b>

