



**AMENDED: 8/15/2021** Village Board Meeting  
Monday, August 16, 2021  
6:30 pm

LOCATION OF MEETING: 96 RUSSELL DRIVE WITH A VIRTUAL GOTO MEETING OPTION

MEETING ID NUMBER: 655-065-197 CALL IN: (toll free) 1 877 309-2073 MEETING LINK:  
<https://global.gotomeeting.com/join/655065197>

NOTICE: Pursuant to the requirements of Section 19.84, Wis Stats., notice is hereby given of a meeting of the Village of Random Lake, at which a quorum of the Downtown Task Force TID 5 Ad Hoc Committee may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time. Notice of the Downtown Task Force TID 5 Ad Hoc Committee Quorum (Chairperson to announce the following if a quorum of the Downtown Task Force TID 5 Ad Hoc Committee is in attendance at the meeting: Please let the minutes reflect that a quorum of the Downtown Task Force TID 5 Ad Hoc Committee are present and that the Downtown Task Force TID 5 Ad Hoc Committee members may be making comments if the rules are suspended to allow them to do so.)

Citizens wishing to submit any public comments should do so by sending an email to [clerktreasurer@randomlakewi.com](mailto:clerktreasurer@randomlakewi.com) by 3:00 pm on the day of the meeting so that it can be provided to the members for their consideration. Citizens wishing to present their comments verbally can join the GoToMeeting using their phone, computer or other internet-capable device and using the meeting number access code specified above. A recording of the meeting will be kept on file.

## **Agenda**

1. Call to Order, Roll Call.
2. Pledge of Allegiance.
3. Approval of August 2, 2021, & August 5, 2021 Village Board Meeting Minutes.
4. Public Comments.
5. Old Business:
  - a. Discussion and Possible Action Regarding TID #5 Task Force Recommendations.
  - b. Discussion and Possible Action Regarding Adding a 4<sup>th</sup> Door to the Quote for the Electronic Door Access from Gappa Security Solutions.
  - c. Discussion and Possible Action Regarding Increasing Rates for the Sanitary Sewer System.
  - d. Discussion and Possible Action Regarding Approving the Memorandum of Understanding with The Random Lake School District for Shared Services of a Resource Officer.
  - e. Discussion and Possible Action Regarding Adding the Resource Officer to the Payroll System.
  - f. Update on Request for Proposal; Audit Services.
6. New Business:
  - a. Discussion and Possible Action on Ordinance 2021-08 Amending Section 38-33 Establishing of Zoning Districts R-3.



- b. Discussion and Possible Action to Reschedule the September 6, 2021 Meeting to September 7, 2021 Due to the Holiday.
- 7. Review of Vouchers and Checks: General; \$19,113.30, TID #4; \$182.60, TID #5; \$12,000.00, Water; \$7,034.80, Sewer; \$13,372.46, Payroll; \$20,604.46
- 8. Staff and committee reports:
  - a. Clerk/Treasurer
  - b. Director of Public Works
  - c. Committees
  - d. President
- 9. Adjourn.

*Items on the Agenda may be taken out of order as listed.*

*WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies, but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.*

**96 Russell Drive, P.O. Box 344, Random Lake, WI 53075**  
**Telephone: (920) 994-4852 Facsimile: (920) 994-2390 Website: randomlakewi.com**





Village Board Meeting Minutes  
96 Russell Drive  
August 2, 2021

1. Call to Order, Roll Call: President Mike San Felippo called the meeting to order at 6:33 pm. Trustees present included Mark Bichler, Elizabeth Manian, Barbara Ruege, Eric Stowell, Keri Wallenkamp, and Blain Werner. Also in attendance was Gary Feider, Holli Feutz, Julie Neitzke, Jim Thiel, Marjorie Thiel, Dave Borchardt, Chuck Mueller, Brian Doudna, Jon Cameron of Ehlers, Village Attorney John Macy, and Public Works Director Joe Huiras. Those attending virtually were John Rassel, Bea Grace of SEH, Brad Ruehle of Gappa, Village Engineer Aaron Groh, Greg Smit of Gappa, an unknown caller, and Clerk/Treasurer Jo Ann Lesser.
2. Pledge of Allegiance: Those present stood to recite the Pledge of Allegiance.
3. Approval of July 19, 2021, & July 22, 2021 Village Board Meeting Minutes: Trustee Stowell made a motion to approve the minutes as presented. Trustee Manian seconded the motion. Motion carried, 7-0.
4. Public Comments: None
5. New Business:
  - a. Discussion and Possible Action on Installation of Camera and Automatic Door/Card Reader at the Village Office: It was noted that the quote from Gappa included the wire and the wire pulling whereas the other quotes did not. The Gappa quote also included the automatic door opener for accessibility and all new hardware. It was also confirmed that there will be no cameras installed. Trustee Wallenkamp made a motion to accept the quote from Gappa with only three doors being replaced for \$12,500 utilizing ARPA funds. Trustee Stowell seconded the motion. Motion carried, 7-0.
  - b. Resolution 2021-08 Establishing Parameters for the Sale of Not to Exceed \$1,260,000 General Obligation Community Development Bonds for Sanitary Sewer & Water Extension Orth Drive, Lake Breeze, & CTH RR: Jon Cameron presented the Board with resolutions for borrowing funds to complete the infrastructure of TID 3 & TID 4. Cameron also explained that the parameters resolution is authorizing the Village President and Clerk/Treasurer to sign documents from the sale of the bonds without having to hold a special meeting. Cameron also explained that when it comes time for funding the work of the lift station that project of approximately \$180,000 will need to be borrowed from another source such as the State Trust Fund or a local bank. The bond rates are currently ranging from .065% to 2.4%. Trustee Wallenkamp made a motion to approve Resolution 2021-8 establishing parameters for the sale of Not to Exceed \$1,260,000 General Obligation debt. Trustee Ruege seconded the motion. Roll Call vote: Trustee Bichler; aye Trustee Manian; aye Trustee Ruege; aye President San Felippo; aye Trustee Stowell; aye Trustee Wallenkamp; aye Trustee Werner; aye. Motion carried by unanimous voice vote.
  - c. Resolution 2021-09 Authorizing \$1,260,000 General Obligation Bonds for Community Development Projects in Tax Incremental Districts: Trustee Wallenkamp made a motion to approve Resolution 2021-09 Authorizing the bonding of \$1,260,000 for community development. Trustee Ruege seconded the motion. Roll Call vote: Trustee Bichler; aye Trustee Manian; aye Trustee Ruege; aye President San Felippo; aye Trustee Stowell; aye Trustee Wallenkamp; aye Trustee Werner; aye. Motion carried by unanimous voice vote.
  - d. Discussion and Possible Action Regarding TID #5 Task Force Recommendations: Brea Grace and Brian Depies presented information gathered from the task force's meetings to the Village Board. The task force was asked to determine potential improvements in downtown Random Lake that could result in creating TID #5. President San Felippo requested that the board take the information and read through it and this item will be placed on a future agenda for further discussion.
  - e. Random Lake Lions Club is Requesting to Install Two Signs near the Entrance of the Village, one on CTY K and one on Carroll Street: Trustee Werner is questioning installing signs regarding the Lion's Club at



entrances to the village. President San Felippo requested that the Lake, Parks & Recreation committee look into this at their next meeting (TBD).

6. Old Business:

- a. Amending the date for Jake Arndt from Kegger's Pub & Grill, LLC request to close of 2<sup>nd</sup> Street from Allen Road to Bentert Street and to extend the Premise Boundary to Include the Blocked Street Area as Part of the Premise for the Event to be Held on August 22, 2021 from 10 am to 5 pm-Bean Bag Tournament: Trustee Bichler made a motion approving the correct date and time of the event along with the amendment o t premise boundary for the event date. Trustee Stowell seconded the motion. Motion carried, 7-0.
- b. Discussion and Possible Action to Approve the Contract/MOU with the School District of Random Lake-Sharing Services of the Resource Officer: This item will be placed on a future agenda as it's not ready for approval.

7. Consent Agenda – items within the consent agenda can be considered individually if the Village Board chooses to do so:

- a. Invoices: General Fund: \$85,128.50; Water: \$16,727.11; Sewer: \$16,171.85; TID #3: \$0.00; TID #4: \$1,908.00; TID 5: \$8,000.00; Payroll: \$16,165.11
- b. Operator License Applications for Joshua Krahenbuhl and Giovanni Markiewicz.

Trustee Stowell made a motion to approve the consent agenda. Trustee Wallenkamp seconded the motion. Motion carried, 7-0.

8. Staff and committee reports:

- a. Clerk/Treasurer: Lesser reported that the 2022 budget worksheets should be distributed this week. Lesser also reported that she is working with Deputy Gillette on transitioning the office to reduced staff.
- b. Director of Public Works: Huiras reported that Peter Birenbaum is doing an excellent job keeping all the flowers watered throughout the village.
- c. Committees: Personnel met to go over applications and to set up a schedule for interviews.
- d. President: Asked for a schedule regarding the 2022 budget process.

9. President San Felippo read the following notice: Consider and Act by Roll Call Vote to Enter into Closed Session Pursuant to SS. 19.85(1)(f) and (1)(g) to review and consider the findings and conclusions of an investigation and recommendations by legal counsel stemming from complaint related to individual personnel. Trustee Wallenkamp made a motion to enter into closed session at 7:47 pm. Trustee Stowell seconded the motion. Roll Call Vote: Trustee Bichler; aye Trustee Manian; aye Trustee Ruege; aye President San Felippo; aye Trustee Stowell; aye Trustee Wallenkamp; aye Trustee Werner; aye. Motion carried by unanimous voice vote.

**The Village Board will reconvene into open session pursuant to SS. 19.85(2):** The Village Board entered back into open session at 8:23 pm on a motion by Trustee Ruege and seconded by Trustee Stowell. Motion carried, 7-0.

10. Board to Act on Closed Session Items: Trustee Wallenkamp made a motion to accept the report with items 1-5 as listed. Trustee Stowell seconded the motion. Motion carried, 6-0 with Trustee Werner abstaining.

11. Adjourn: The meeting adjourned at 8:25 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC  
Clerk/Treasurer





## Special Village Board Meeting Minutes August 5, 2021

1. Call to Order, Roll Call: President Mike San Felippo called the meeting to order at 6:30 pm. Trustees present included Mark Bichler, Elizabeth Manian, Barbara Ruege, Eric Stowell, and Keri Wallenkamp. Trustee Blaine Werner was absent. Those in attendance virtually were Public Works Director Joe Huiras and Clerk/Treasurer Jo Ann Lesser.
2. Pledge of Allegiance: Those in attendance stood to recite the Pledge of Allegiance.
3. Discuss and Possibly Approve Recommendation from the Plan Commission Approval of the Text Amendments to Chapter 38, Article II, Division 2, Section 38.71 of the Village of Random Lake Zoning Code. Recreating Zero Lot or Common Wall Residential District: Trustee Wallenkamp made a motion to approve recommendation from the Plan Commission to adopt Ordinance 2021-08 text amendments. Trustee Stowell seconded the motion. Motion carried, 6-0.
4. Discuss and Possibly Approve Recommendation from the Plan Commission Approval of the Zone Change Request from Agricultural to R-3 of the Property Known as: RANDOM LAKE (ORIG. PLAT) THE S 15' OF LOT 4 & THE N 50' OF LOT 5 BLK 3 & ALSO INCL PRT LOT 6, BLK 3 OF SD ORIG. PLAT, BEG AT NW COR SD LOT 6, TH N90 DEG 00'00""E 40', S00 DEG 27'36""W 30', N90 DEG 00'00""E 20', S00 DEG 27'36""W 19.98', S89 DEG 54 Owned by Scholler Development, LLC: Trustee Bichler made a motion to approve the CSM as recommended by the Plan Commission. Trustee Ruege seconded the motion. Motion carried, 6-0.
5. Discuss and Possibly Approve Request for Proposal for Audit Services: Clerk/Treasurer Lesser explained that the three firms that the RFP were sent to won't give the village an audit due to the accounting principles are out of date. There are standards called GASB or Governmental Accounting Standards Board and it was noticed that the village is at 33 but the industry is at 97. Two firms have given the village the option that they would come in and get the village up to date on the GASB's before they will give an RFP for auditing services. This service will be based on time and expense. The third company gave a quote for the RFP with the understanding that there will be additional charges which will be billed at time and expense to get the books up to date. It was noted that Lesser should contact the other two firms to obtain a quote for getting the village up to standards. This item will be placed on the next agenda.
6. Adjourn: The meeting adjourned at 6:50 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC

Clerk/Treasurer





1203 Storbeck Drive  
Waupun, WI 53963

# Proposal

Date

Proposal #

8/9/2021

16906

Name / Address:

Random Lake, Village of  
Joe Huiras  
96 Russell Drive  
Random Lake, WI 53075

Revision

Project / Entered By

Terms

Rep

G

4 Door Card Access/JS

25% Down, N30 Progressing

GS-...

Qty

Description

Total

*****REVISED from Proposal 16868*****		
To Provide and Install Continental Card Access Solution for the Following Locations in the MUNICIPAL BUILDING:		
***SYSTEM COMPONENTS***		
2	Continental Access - Super Two Access Control Panel - Provides Two (2) Reader Access Processing Panel	1,900.00
1	Continental Access - Network Interface Board - TCP/IP Communications	150.00
1	Power Supply - 5 Amp 8 Output Power Supply, 12/24VDC	238.00
2	Back - Up Battery	44.00
1	Continental Access - CA4K Five User Software	560.00
25	Pyramid Series Proximity Key Fob, for use with Farpointe Proximity Readers, 26 Bit	125.00
****MAIN ENTRANCE - OUTSIDE DOOR****		
	GT8500 Single Swing Low Energy Heavy Duty Automatic Door Operator with push/out arm assembly, Clear Anodized, With Wireless Push Plates, Receiver, Transformer, and Isolation Relay. Includes Installation	2,622.00
1	Tapered Mortise Cylinder, 1-3/8", Adam's Rite Cam, Oil Bronze Finish	24.00
1	Trim Collar PKG.	18.75
1	Pinned Patented I/C Core in Brass Finish [Marked According to Customer Requirements]	33.00
5	Dorma 44401-D100 SKC Cut Key [Marked According to Customer Requirements] Seq. 1-5.	24.75
1	Adams Rite Deadlatch 1-1/8" RH/LHR in 313 Finish	99.00
1	Adams Rite - Paddle Push to Right, 1-3/4, Dark Bronze Anodized Finish	107.00
1	Electric Strike	150.00
1	Faceplate for Electric Strike	33.50
1	Proximity Reader and Keypad, Mullion Mount, Black, 26 Bit	277.70
1	12-24VDC Relay DPDT for Auto Operator Integration	18.00
75	Light Access Cable Group includes (2) Separate Wires including 22/6 OAS Plenum and 18/2 Plenum (by the foot)	36.02
***EMPLOYEE ENTRANCE - OUTSIDE DOOR***		
1	Tapered Mortise Cylinder, 1-3/8", Adam's Rite Cam, Oil Bronze Finish	24.00
1	Trim Collar PKG.	18.75
1	Pinned Patented I/C Core in Brass Finish [Marked According to Customer Requirements]	33.00
1	Adams Rite Deadlatch 1-1/8" RH/LHR in 313 Finish	99.00

Call or email with any additional questions!

**Total**

Phone #

Fax #

E-mail

Web Site

920-324-2260

888-558-0458

orders@gappasecuritysolutions.com

www.gappasecuritysolutions.com





1203 Storbeck Drive  
Waupun, WI 53963

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Qty

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Total

1	Adams Rite - Paddle Push to Right, 1-3/4, Dark Bronze Anodized Finish	107.00
1	Electric Strike	150.00
1	Faceplate for Electric Strike	33.50
1	Proximity Reader and Keypad, Mullion Mount, Black, 26 Bit	277.70
25	Light Access Cable Group includes (2) Separate Wires including 22/6 OAS Plenum and 18/2 Plenum (by the foot)	12.02
***OFFICE ENTRANCE - INSIDE DOOR***		
1	Pinned Patented I/C Core in Chrome Finish [Marked According to Customer Requirements]	33.00
1	Electric Strike	150.00
1	Faceplate for Electric Strike	33.50
1	Farpointe Cascade Mullion Mount Proximity Reader, 26 Bit	81.70
1	Hold Up Button, Momentary, SPDT with 3 Screw Terminals	31.00
1	Grade-One 15 Lever Lockset, Storeroom Function, 2-3/4" Backset, Brushed Chrome Finish, ANSI Strike	238.00
75	Light Access Cable Group includes (2) Separate Wires including 22/6 OAS Plenum and 18/2 Plenum (by the foot)	36.02
***CONFERENCE ROOM - INSIDE DOOR***		
1	Grade-One 15 Lever Lockset, Storeroom Function, 2-3/4" Backset, Brushed Chrome Finish, ANSI Strike	238.00
1	Pinned Patented I/C Core in Chrome Finish [Marked According to Customer Requirements]	33.00
1	Electric Strike	150.00
1	Faceplate for Electric Strike	33.50
1	Farpointe Cascade Mullion Mount Proximity Reader, 26 Bit	81.70
75	Light Access Cable Group includes (2) Separate Wires including 22/6 OAS Plenum and 18/2 Plenum (by the foot)	36.02
	Installation	4,850.00

Call or email with any additional questions!

**Total**

Phone #

Fax #

E-mail

Web Site

920-324-2260

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1203 Storbeck Drive  
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# Proposal

Date

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Name / Address:

Random Lake, Village of  
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Rep

G

4 Door Card Access/JS

25% Down, N30 Progressing

GS-...

Qty

Description

Total

**NOTES:**

1. This proposal provided by Gappa Security Solutions is based upon a customized system design by our Electronics Specialist. Gappa Security Solutions' investment in highly qualified people prohibits us from sharing the details of the design, or any itemized "parts list" prior to receiving a purchase order. If a prospective customer wishes to pay a design fee to secure Gappa Security Solutions' expert system design and itemized parts, we will happily comply. Further, this fee can be applied as a credit to our final invoice should we be awarded the full project.

2. Unless otherwise specified, all work is quoted to be done during normal business hours.

**WORK DONE BY OTHERS:**

1. Village of Random Lake is responsible for providing a dedicated computer configured according to software requirements for the installation for the CA4K card access software provided by Gappa Security Solutions.

2. Village of Random Lake is responsible for providing all low voltage wire connectivity and power between system components and header box location.

3. IT personnel to provide the following upon request: IP address(s), Subnet and Gateway information, potential firewall exceptions, forwarding of ports to devices, available switch port openings (with or without PoE, depending on need), assistance in configuring the routing of information across the network, and assistance in installing and setting up servers, workstations, and/or software. Finally, an adequate number of power outlets is the responsibility of the owner of the building.

4. Any delay in getting help or assistance with the information required above may result in Gappa Security Solutions not being able to finish the project(s) in the time in which the project was quoted. Such delays may also incur additional charges. Some of this information may be requested or provided in advance of the project.

5. If remote connections to the software are required, Customer must rely on their IT personnel. If you desire Gappa Security Solutions to do this work, we can contract an IT company to make this connection for additional charges.

**TERMS:** 25% Due Upon Receipt of Order, Net 30 Progressing Billing for Remainder.  
Wisconsin Sales Tax-Exempt

0.00

Call or email with any additional questions!

\*Quote is good for 60 Days from above Proposal Date\*

\*All quoted prices subject to correction for clerical error\*

\*Credit Card purchases will be assessed an additional 3% credit card fee\*

\*For Warranty Information please see our website\*

**Total**

\$13,241.13

Phone #

Fax #

E-mail

Web Site

920-324-2260

888-558-0458

orders@gappasecuritysolutions.com

www.gappasecuritysolutions.com



August 12, 2021

Jo Ann Lesser, Village Clerk/Treasurer  
Village of Random Lake, Wisconsin  
96 Russell Dr  
PO Box 344  
Random Lake, WI 53075

Re: Written Municipal Advisor Client Disclosure with the Village of Random Lake ("Client") for 2022  
Sewer Rate Study Update ("Project" Pursuant to MSRB Rule G-42)

Dear Jo Ann:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers



Jon Cameron  
Senior Municipal Advisor/Vice President

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<sup>1</sup> This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).



## **Appendix A**

### **Disclosure of Conflicts of Interest/Other Required Information**

#### **Actual/Potential Material Conflicts of Interest**

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

#### **Other Engagements or Relationships Impairing Ability to Provide Advice**

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

#### **Affiliated Entities**

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

#### **Solicitors/Payments Made to Obtain/Retain Client Business**

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

#### **Payments from Third Parties**

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

#### **Payments/Fee-splitting Arrangements**

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

#### **Municipal Advisor Registration**

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

#### **Material Legal or Disciplinary Events**

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.



Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

#### **Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction**

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

#### **MSRB Contact Information**

The website address of the MSRB is [www.msrb.org](http://www.msrb.org). Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.



## Appendix B Sewer User Rate Study

### Scope of Service

Client has requested that Ehlers prepare a user rate study update for its sanitary sewer utility. ("Project"). Ehlers proposes and agrees to provide the following scope of services:

#### Phase I – Information Request and Review

- Request and review the following:
  - Current schedule of user rates.
  - Current year sewer utility budget (if available) along with year-to-date expenses for the sewer utility.
  - The draft 2022 sewer utility budget if Village staff is preparing for this year. If staff is not preparing the rate study update will act as a 2022 budget.
    - Desired cost estimates for additional staff to be added in 2022 (salary and benefits).
  - Current annual debt service schedules for existing utility debt (we currently have this information).
  - Any available capital improvement plan documents.
  - Detailed sewer and water billing records for the past 12 months showing billed sewer consumption by customer class and the number of customers by class.
  - Current number of un-metered customers within the utility, if any.

#### Phase II – Utility Rate Study Update

- Sewer Rate Study Update
  - Development of Revenue Requirements and Calculation of Sewer User Rates
    - Based on the available budget, debt and asset detail, develop the revenue requirements for the utility under the cash-based method.
    - Allocate the revenue requirements for the test year to the appropriate utility functions.
    - Calculate the updated user rates for all customer classes based on the revenue requirements allocated to each utility function divided by the appropriate billable units.
    - Update the cash flow analysis for the test year to ensure that the calculated user rates will meet the cash flow needs of the utility.
  - User Rate Comparison
    - Update the comparison of existing and proposed user rates for example properties by customer class.
    - Develop a comparison of existing and proposed user rates to other communities.
  - Report and Presentation



- Prepare a report including all project tables and a brief executive summary describing the findings and recommendations.
- Review the report with staff and make any appropriate changes.
- Prepare a final report and submit via PDF or paper copy
- Prepare and present the report and findings to the Board or other designated committee.

### Compensation

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers as follows:

<b>Service</b>	<b>Fee</b>
<u>Sewer</u>	
Sewer Rate Study	\$ 2,750
<b>Total</b>	<b>\$ 2,750</b>

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$300.00/hour.

### Payment for Services

Ehlers will invoice Client in a lump sum basis at the completion of the project. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.



**ORDINANCE NO. 2021-08**

**AN ORDINANCE TO AMEND SECTION 38-33 OF THE ZONING ORDINANCE OF THE VILLAGE OF RANDOM LAKE, SHEBOYGAN COUNTY, WISCONSIN REGARDING ESTABLISHMENT OF ZONING DISTRICTS**

WHEREAS, Village of Random Lake adopted the Village of Random Lake Zoning Ordinance on March 1, 2004, followed by several amendments that have been enacted, and

WHEREAS, on AUGUST 16, 2021, the Plan Commission held a public hearing and recommended approval of the text amendments specified in Ordinance 38-71 to the Village Board.

NOW THEREFORE, the Village Board of the Village of Random Lake, Sheboygan County, Wisconsin, does ordain as follows:

SECTION 1: Section 38-33 of the Zoning Code is hereby amended as follows:

Sec. 38-33. - Established.

The village is divided into the following zoning districts:

- (1) R-1 Single-Family Residential District.
- (2) R-2 Two-Family Residential District.
- (3) R-3 Residential Condominium District.
- (4) R-4 Three-Family or Multifamily District.
- (5) R-5 R-PUD Residential Planned Unit Development Districts.
- (6) R-6 Manufactured/Mobile Home Park and Subdivision District.
- (7) C-1 General Commercial District.
- (8) C-2 Highway Commercial District.
- (9) C-3 Neighborhood Commercial District.
- (10) M-1 Limited Industrial and Business Park District.
- (11) A Agricultural District.
- (12) CON Conservancy District.
- (13) Floodplain and Shoreland-Wetland Districts.

SECTION 2: The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION 3: All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.

SECTION 4: This Ordinance shall take effect and be in force from and after its passage and publication or posting, as required by law.

Dated this 16<sup>th</sup> day of August, 2021.

**VILLAGE OF RANDOM LAKE**

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

Michael San Felippo, Interim President

ATTESTED:

\_\_\_\_\_  
Jo Ann Lesser, CMC, WCMC  
Village Clerk/Treasurer

Date Adopted: \_\_\_\_\_  
Date Published: \_\_\_\_\_  
Effective Date: \_\_\_\_\_



8/13/2021 11:06 AM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

POOLED CHECKING (COLLINS)

Dated From: 8/17/2021

From Account:

Thru: 9/01/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	8/24/2021	BEAR GRAPHICS Checks for Collins	192.97
	8/17/2021	BUELOW VETTER BUIKEMA OLSON & VLIET, LLC JULY LEGAL SERVICES	3,772.50
	8/24/2021	CHEMTRADE CHEMICALS US LLC Customer #: 44573	8,548.80
	8/24/2021	DAKOTA SUPPLY GROUP CUST #48509	358.20
	8/24/2021	DOEGNITZ ACE HARDWARE	175.12
Manual Check	8/17/2021	EFTPS - ACH 39-6006352	4,249.20
	8/17/2021	ESSENTIAL SEWER AND WATER SERVICES LLC WATER MAIN REPAIR- 1ST STREET	2,676.25
	8/24/2021	HAWKINS INC AQUA HAWK 1121	1,673.35
	8/17/2021	HAWLEY KAUFMAN & KAUTZER S.C. Account #: 170304-00000M	175.00
	8/24/2021	HONEYMOON ACRES GREENHOUSE LLC FERTILIZER QTY. 1	35.00
	8/24/2021	HYDRO CORP MCC 2 YRS 1/20 - 12/21	152.00
	8/17/2021	JACOBY, PHIL REIBURSEMENT-CLASS EXPENSES	236.54
	8/24/2021	MACQUEEN EQUIPMENT RANDO003	25.99
	8/24/2021	MUNICODE Customer ID: 10-10780	750.00
Manual Check	8/31/2021	MY TAX ACCT-WDOR 036-0000509187-02	2,156.44
	8/17/2021	NAPA AUTO PARTS Account #: 5600 & 5625	279.41
	8/24/2021	NCL OF WISCONSIN INC Account: 38755	1,537.41
	8/17/2021	QUARLES & BRADY LLP 2019 INDSTRL USER AGRMT (KRIER FOODS)	4,977.90
	8/24/2021	SHEBOYGAN COUNTY HIGHWAY DEPT Customer #: 60028	170.69



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In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

POOLED CHECKING (COLLINS)

Dated From: 8/17/2021

From Account:

Thru: 9/01/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	8/30/2021	SHORT ELLIOTT HENDRICKSON INC TASK FORCE MEETING FACILITATION	12,000.00
	8/24/2021	THE SOUNDER Account #: 1754	636.46
	8/24/2021	TNT ENTERPRISES MOWING-KING OAK CT	525.00
	8/17/2021	UNIFIRST CORPORATION AUGUST BILLING	78.22
Manual Check	8/31/2021	WRS - ACH Employer ID: 0441000	6,320.71
Grand Total			51,703.16



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In Progress Checks - Quick Report - ALL

Page: 3

ALL Checks by Payee

ACCT

POOLED CHECKING (COLLINS)

Dated From: 8/17/2021

From Account:

Thru: 9/01/2021

Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND	19,113.30
Total Expenditure from Fund # 401 - TID #4	182.60
Total Expenditure from Fund # 402 - TID #5	12,000.00
Total Expenditure from Fund # 600 - WATER FUND	7,034.80
Total Expenditure from Fund # 660 - WASTEWATER FUND	13,372.46
Total Expenditure from all Funds	51,703.16



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Reprint Payroll Register Quick  
All EmployeesPage: 1  
PAYRLCheck Date From: 8/03/2021  
Thru: 9/01/2021From Dept:  
Thru Dept:

Name / Chk	Beg	End Dates	Check Nbr	Hours	Earnings	Deductions	Net Pay
BECK, KAITLIN			V867	18.25	205.15	15.69	189.46
8/12/2021	7/25/2021	8/07/2021					
BROETZMANN, ISABELLA D			V868	24.50	306.25	26.02	280.23
8/12/2021	7/25/2021	8/07/2021					
GILLETTE, LISA M			V869	64.75	1,165.50	235.98	929.52
8/12/2021	7/25/2021	8/07/2021					
HORNING, ELISABETH			V870	43.50	567.68	63.87	503.81
8/12/2021	7/25/2021	8/07/2021					
HUIRAS, JOSEPH			V871	81.00	2,442.29	684.04	1,758.25
8/12/2021	7/25/2021	8/07/2021					
JACOBY, PHILIP			V872	80.00	2,434.40	782.87	1,651.53
8/12/2021	7/25/2021	8/07/2021					
LESSER, JO ANN			V873	80.00	2,529.23	728.11	1,801.12
8/12/2021	7/25/2021	8/07/2021					
LOCKLAIR, DANIEL R			V874	29.00	295.80	24.80	271.00
8/12/2021	7/25/2021	8/07/2021					
MARTIN, SUZANNE			V875	19.50	250.20	19.14	231.06
8/12/2021	7/25/2021	8/07/2021					
PAULUS, LUKE P			V876	89.00	1,729.75	748.69	981.06
8/12/2021	7/25/2021	8/07/2021					
SCHOLLER, RYLEE A			V877	25.00	312.50	27.59	284.91
8/12/2021	7/25/2021	8/07/2021					
SIEGEL, TYLER C			V878	88.50	1,715.89	475.33	1,240.56
8/12/2021	7/25/2021	8/07/2021					
SULLIVAN, CAMRIN R			V879	80.00	1,826.93	349.76	1,477.17
8/12/2021	7/25/2021	8/07/2021					
VIDEKOVICH COENEN, LYNN			V880	14.00	142.80	50.56	92.24
8/12/2021	7/25/2021	8/07/2021					
WILL, KATRINA A			V881	21.50	245.10	18.75	226.35
8/12/2021	7/25/2021	8/07/2021					
WROBLEWSKI, ELIZABETH			V882	44.00	546.92	126.15	420.77
8/12/2021	7/25/2021	8/07/2021					
GIESE, AARON D.			30996	32.00	384.00	35.08	348.92
8/12/2021	7/25/2021	8/07/2021					
NOLL, CARLEE P			30997	35.75	446.88	42.40	404.48
8/12/2021	7/25/2021	8/07/2021					
PIEPER, ELIZABETH			30998	23.00	287.50	24.68	262.82
8/12/2021	7/25/2021	8/07/2021					



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Reprint Payroll Register Quick  
All Employees

Page: 2  
PAYRL

Check Date From: 8/03/2021  
Thru: 9/01/2021

From Dept:  
Thru Dept:

Name / Chk	Beg	End Dates	Check Nbr	Hours	Earnings	Deductions	Net Pay
WILLIAMSON, JACOB N			30999	88.00	1,807.69	342.26	1,465.43
8/12/2021	7/25/2021	8/07/2021					
GILLETTE, LISA M			31000	46.50	962.00	120.51	841.49
8/13/2021	8/13/2021	8/13/2021					
Totals:				1,027.75	20,604.46	4,942.28	15,662.18
Total Checks:	21	(Male:	7	Female:	14)		