



Village Board Public Hearing & Meeting
Monday, November 18, 2019
6:00 pm Public Hearing
6:30 pm Board meeting

PUBLIC HEARING

A public hearing will be held before the Village Board at 6:00 pm on Monday, November 18, 2019 at Village Hall, 96 Russell Drive, to hear comments from interested parties concerning the 2020 budget. The Village Board will approve the 2020 budget and set the levy at the regular scheduled meeting following the public hearing at 6:30 pm.

AGENDA

1. Call to Order, Roll Call
2. Pledge of Allegiance
3. Action on Minutes from the November 4, 2019 Village Board Meeting.
4. Public Comments (*comments limited to 3 minutes per person*).
5. Old Business:
 - a. Discussion, Review, and Possible Action to Authorize obtaining Information from Local Banks for a Short-Term Loan for Final Design Expenses of the Wastewater Treatment Plant Upgrades.
 - b. Discussion, Review, and Possible Action on Village Fee Schedule.
6. New Business:
 - a. Discussion, Review, and Possible Action on Resolution 2019-5, 2019 Village Tax Levy \$916,315 Collectable in 2020.
 - b. Discussion, Review and Possible Action to Settle 2018 AEMT Expenses.
 - c. Discussion, Review, and Possible Action to Implement a Deferred Compensation Program for Employees through the State Provider.
 - d. Repeal and Adopt Code of Ordinances Section 30-5(a) & (b) Snow and Ice Removal – Sidewalks to be Kept Clear and Depositing in Street Prohibited.
 - e. Discussion, Review, and Possible Action on Design Work for Reconstruction of Grand Avenue.
 - f. Discussion, Review, and Possible Action on Design Work for Reconstruction of South Spring Street.
7. Consent Agenda: (items listed under the consent agenda are considered under one motion unless a Village Board member requests an item be removed from the consent agenda)
 - Approval of bills: General Fund: \$36,187.63; Sewer: \$5,449.27; Water: \$2,484.70
8. Staff and committee reports
 - a. Clerk/Treasurer – Office Update.
 - b. Director of Public Works
 - c. Committees
 - d. President
9. Adjourn

**VILLAGE OF RANDOM LAKE
2020 BUDGET PUBLIC HEARING
6:00 PM, MONDAY, NOVEMBER 18, 2019**

A public hearing will be held before the Village Board at 6:00 pm on Monday, November 18, 2019 at Village Hall, 96 Russell Drive, to hear comments from interested persons concerning the 2020 Budget.

Copies of the 2020 Budget are available at the Clerk's office during regular office hours. The public will be given a chance to review and express their concerns about the budget at this time.

The Village Board will approve the 2020 Budget and set the levy at the regular board meeting following the public hearing at 6:30 pm.

BUDGET

Village of Random Lake
2020 Budget
GENERAL FUND

	2019 BUDGET	2020 BUDGET	% CHANGE
General Property Taxes	958,920	966,315	0.77%
Intergovernmental Revenues	196,684	209,632	6.58%
Licenses and Permits	21,136	22,815	7.94%
Fines, Forfeitures & Penalties	3,050	3,020	-0.98%
Public Charges for Services	27,245	27,455	0.77%
Other Sources	40,350	47,350	17.35%
Miscellaneous Revenues	29,037	33,537	15.50%
TOTAL REVENUES	1,276,422	1,310,124	2.64%

General Government	328,114	169,273	-48.41%
Public Safety	303,082	290,982	-3.99%
Streets and Transportation	45,237	82,225	81.76%
Public Service	235,602	401,001	70.20%
Culture, Recreation & Education	80,807	83,868	3.79%
Conservation & Development	29,860	31,310	4.86%
Debt Service	251,450	251,465	0.01%
TOTAL EXPENDITURES	1,274,152	1,310,124	2.82%

Property Taxes:

2019	655,376	220,174	877,569	Not including TID
2020	664,834	220,138	886,992	Not including TID

Percent Change	1%	0%	1%
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Estimated Indebtedness computation

	2,018	2,019
Balance beginning of year, total debt	3,028,078	3,443,331
New Debt:		
Village	139,000	-
Sewer	165,000	-
Water	368,535	-
Debt Reductions:		
Village (includes TID payment)	(199,941)	(193,446)
Sewer	(1,887)	(1,793)
Water	(55,454)	(168,732)
	<u>3,443,331</u>	<u>3,079,360</u>



Village Board Meeting Minutes November 4, 2019

1. Call to Order, Roll Call: President Bob McDermott called the meeting to order at 6:30 pm. Trustee present included Mark Bichler, Barb Ruege, Eric Stowell, Elizabeth Manian, Blaine Werner, and Michael San Felippo. Others in attendance included Arron Groh of Kapur & Associates, Jon Cameron of Ehlers & Associates, Public Works Director Joe Huiras, and Clerk/Treasurer Jo Ann Lesser. For additional attendees at the meeting, see the sign-in sheet.
2. Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
3. Action on minutes from the October 21, 2019 village board meeting: Trustee San Felippo made a motion to approve the minutes as presented. Trustee Manian seconded the motion. Motion carried, 7-0.
4. Public comments: None

President McDermott announced that the items on the agenda will not be addressed in the order they are listed. McDermott addressed under new business item D.

5. Old Business:
 - a. Discussion and Possible Action on New Village Website Vendors (GovOffice, CivicPlus): President McDermott explained that at the last meeting there was confusion as to why the two quotes were so different in price; it was determined to contact Civicplus to question their quote. McDermott explained that the quote was in fact incorrect and the packet has the updated version. The new quote is \$500 more for the annual fee than GovOffice. Clerk/Treasurer Lesser was asked if she had a recommendation, Lesser informed the Board that she worked with both providers and felt that the Civicplus was an easier product to work with. Trustee San Felippo made a motion to approve the 3 year contract with Civic CMS with the design feature for the Random Lake website. Trustee Stowell seconded the motion. Motion carried, 7-0.

The Village Board continued with the remaining agenda at item 7.

6. New Business:
 - a. Discussion, Review, and Possible Action on Village Fee Schedule: Trustee San Felippo explained that during budget discussions it was noted that some of the village's charges are under the state maximum or are not covering expenses. The Finance Committee looked at a few and agreed to recommend to the board to increase the operator licenses to cover the background check and cost of processing. Trustee made a motion to approve the recommendation to increase operator licenses to \$30 per year starting 2020. Trustee Manian seconded the motion. Motion carried, 7-0.
 - b. Discussion, Review, and Possible Action Proposals from New Uniform Company: Public Works Director Huiras explained that he contacted the current vendor Aramark, and two others

for quotes. Cintas did not respond, Unifirst came in the lowest with a locked in rate at a 3 year contract. Aramark has the state contract they are offering a 5 year contract with a 2% increase each year. Trustee San Felippo made a motion to approve the 5 year contract with Unifirst at \$35.11 a week for high visibility work shirts. Trustee Stowell seconded the motion. Motion carried, 7-0.

- c. Discussion, Review, and Action to Close Carroll Street Between 1st Street and 2nd Street from 3:00 pm to 9:00 pm on Friday, December 6th for Night of Lights: Trustee Bichler made a motion to approve the street closure of Carroll Street between 1st and 2nd Streets from 3 pm to 9 pm on Friday, December 6, 2019. Trustee Stowell seconded the motion. Motion carried, 7-0.

At this time the Village Board went to item A under old business.

- d. Discussion, Review, and Possible Action to Create a Memorandum of Understanding with Krier Foods for Wastewater Treatment Plant Upgrades: President McDermott made an announcement to the Village Board that the upgrade to the wastewater treatment plant is a project being pursued by the village and is required to continue to operate according to specific standards. The village is looking to partner with Krier Foods as a joint effort, but that the project would progress if Krier Foods were not involved.

Aaron Groh explained what a memorandum of understanding (MOU) is; the MOU is a written agreement with one goal. A MOU is used at this time to move forward with gathering project details. A contract will be completed once all the preliminary work is finished and final numbers are obtained.

Jon Cameron explained that the village will be applying to the Clean Water Fund program to obtain the funds to complete the WWTF updates. The minimal amount of increase in user rates is 6.5%. Cameron went on to explain that the minimum increase would cover the debt increase and the operating costs; it would leave nothing additional for future repairs or updates. The maximum increase for this project would be 17.9%; allowing for the addition in the debt service, normal operating expenses but also allowing for a comfortable investment for future infrastructure. Cameron noted that this increase is just for the sewer charge, it does not include an increase for water.

Trustee Ruege had a list of questions compiled from phone calls she took from concerned residents. The group went over the list.

Trustee Stowell made a motion to approve entering an MOU with Krier Foods regarding the wastewater treatment plant upgrades. Trustee Manian seconded the motion. Motion carried, 7-0.

- e. Discussion, Review, and Possible Action to Authorize obtaining Information from Local Banks for a Short-Term Loan for Final Design Expenses of the Wastewater Treatment Plant Upgrades: President McDermott explained that the village will need to take out a bridge loan to cover costs of the attorney's fees and the design fees for the upgrades. The bridge loan is only until the clean water fund loan is approved. Trustee Manian made a motion to approve President McDermott obtain loan rates and borrowing information from the local banks. Trustee Werner seconded the motion. Motion carried, 7-0. McDermott explained that the preliminary borrowing will be approximately \$485,000 and that Collins State Bank will match the state trust fund loan program rates which is 3.25%, BMO Harris is at 4.25%.
- f. Discussion, Review, and Action on Purchasing a New Moyno Sludge Pump for the Wastewater Treatment Plant: There was discussion with the engineers from Kapur Inc. regarding the brand of pump that was being purchased. It was noted that Moyno pumps need a lot of service. Public Works Director Joe Huiras stated that it would save the village money by purchasing this brand and the employees installing it. Huiras stated the current pump is 15 years old. Trustee Bichler made a motion to approve purchasing the Moyno sludge pump for \$11,382 and have village employees investigate the installation process. Trustee Stowell seconded the motion. Motion carried, 7-0.

At this time the Village Board went to item A under new business.

7. Consent Agenda: (items listed under the consent agenda are considered under one motion unless a Village Board member requests an item be removed from the consent agenda)
 - Approval of bills: General Fund: \$31,498.41; Sewer: \$8,087.06; Water: \$16,071.73
 - Trustee Stowell to Attend Lobby Day in Madison on November 6th with Reimbursement for 1 Night Hotel Stay, Meal and Mileage.
 - Operator License:
 - Mary Lynn Addy-check ok

There was discussion of allowing Trustee Stowell attend the Lobby Day in Madison, hosted by the League of Wisconsin Municipalities. The discussion was why does there need to be a hotel stay, the drive to Madison is not that far and hotels are expensive in the Madison area. Trustee Manian made a motion to approve Eric Stowell to attend Lobby Day and for the Village to pay for one night hotel stay. President McDermott requested a second after hearing none offered. Another request for a second was called for. President McDermott declared the item dead due to the lack of a second.

Trustee San Felippo made a motion to approve the remaining items on the consent agenda. Trustee Bichler seconded the motion. Motion carried, 7-0.

8. Staff and committee reports

- a. Director of Public Works: Public Work Director Joe Huiras reported that the crew is working on leaf collection though the weather is not cooperating, they will get back at it once it warms up again. The crew worked on replacing the curb by the water tower and will be getting the trench black topped. Road repairs for the year will be complete.
- b. Committees – Eric Stowell to Report on Attending the League of Wisconsin Municipalities Annual Conference in October: Trustee Stowell stated that the conference was well attended, there were many classes to choose from and it was a great learning experience.
- c. President-McDermott directed the Board members to let the office know how they wish to be paid, monthly, quarterly or annually. There is also a sign-in book on the table by Trustee Bichler for each trustee or committee member to sign-in to help keep track of meeting attendance for payroll. McDermott also informed the Board that there will be a Christmas party this year, a date has not been set as of yet and the invites are being worked on by the office personnel.

9. Adjourn: The meeting adjourned at 8:15 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer



CollinsStateBank.com

November 14th, 2019

Village of Random Lake
Mr. Robert McDermott
96 Russell Dr.
Random Lake, WI 53075

Mr. McDermott:

Thank you for the opportunity to provide a financing option for the Village's initial preparation costs for the wastewater treatment improvements. Per our discussion, we anticipate approximately \$500,000 may be needed for a 6 to 12 month period.

Collins State Bank is able to lend these funds to the Village at a rate equal to that as published by the State of WI Board of Commissioners of Public Lands at the time that such funds are needed. For reference, that current rate is 3.25%.

We look forward to the opportunity to work with the Village on this project.

Sincerely,

Terry Van Engen,
President – Collins State Bank



Brillion
314 N Main St
Brillion, WI 54110
920-524-2721

Collins
20741 CTH JJ
Collins, WI 54207
920-772-4433

Random Lake
302 E Towne Dr, PO Box 464
Random Lake, WI 53075
920-994-9434

Kiel
913 Service Rd
Kiel, WI 53042
920-894-4272

Member
FDIC

Description	Fee	Revision Date
Public Records Request		
Copies /includes electronic format when available	\$0.25/pg	
Fax	\$0.25/pg	
NSF Checks	\$25.00	
Special Assessment Letter	\$20.00	
Records Request: Actual cost of transcription & reproduction	\$0.25/pg	
Records Request: Actual cost of photography & photographic processing	\$1.00/pg	
Records Request: Actual cost of other records (films, computer printouts and audio or video tapes)	\$1.00/pg	
Records Request: Actual cost of locating a record if the cost is more than \$50	\$14.00/hr	
Records Request: Actual cost of shipping and mailing of any copy or photograph	actual cost	
Dog & Cat Licensing		
Cat License	\$6.00 Spayed/Neutered \$13.00 Not Spayed/Neutered	
Dog License	\$6.00 Spayed/Neutered \$13.00 Not Spayed/Neutered	
Release of Dog or Cat to Owner or Representative Service Fee for Release	\$50.00	12/4/2017
Building Permit Fees		
Building Permit		
Residence	\$0.30/sq. ft.	12/4/2017
Residential Additions	\$0.30/sq. ft.	12/4/2017
Residential Garages (Attached/Detached)	\$0.25/sq. ft.	12/4/2017
Plan Review: House & Garage	\$0.12/sq. ft.	12/4/2017
State Permit Seal: State fee + \$10.00	\$33.00 + \$10.00	12/4/2017
Occupance Permit: House & Garage	\$0.05/sq. ft.	12/4/2017
Remodeling (Includes Plan Review)	\$0.20/sq. ft.	12/4/2017
Decks & Porches	\$0.20/sq. ft.	12/4/2017
Storage Sheds (0 to 150 sq. ft.)	\$30.00	12/4/2017
Storage Shed Zoning Permit	\$45.00	12/4/2017
Re-Roof	\$50.00	12/4/2017
Re-Siding	\$50.00	12/4/2017
Swimming Pool (Above Ground/In Ground/Spas)	\$80.00	12/4/2017
Pool Zoning Permit	\$45.00	12/4/2017
Erosion Control Permit	\$150.00	12/4/2017
Air Conditioning (Requires Electrical & HVAC Permits)	Fees according to Electrical & HVAC Permits	12/4/2017
Fence	\$30.00	12/4/2017
Zoning Permit	\$45.00	12/4/2017
Plan Commission Review Fee	\$45.00	12/4/2017
Architectural Review Fee	\$45.00	12/4/2017
Reinspection Fee (if needed per building inspector)	\$75.00	12/4/2017

Building Permit (con't)		
Expedited Meeting Fee (Nonrefundable)	\$100.00	12/4/2017
Base Fee	\$40.00	12/4/2017
Electrical Permit		
Built-Ins	\$7.00	12/4/2017
Clothes Dryer	\$7.00	12/4/2017
Dishwasher	\$7.00	12/4/2017
Electric Heating	\$ 1.25/kw	12/4/2017
Fans, exhaust and vent	\$7.00	12/4/2017
Feeder or sub-feeder (sub-panel)	\$10.00	12/4/2017
Fixtures: Medium Base	\$0.65 ea	12/4/2017
Fuel Dispensing Pumps	\$20.00/unit	12/4/2017
Garbage Disposal	\$7.00	12/4/2017
Generator Trasformer, Rectifiers or similar devices	\$1.50/kw	12/4/2017
Heating unit and motor	\$7.00	12/4/2017
Hot Tub, Whirlpool, Spa, etc	\$7.00	12/4/2017
Lamps: Tubular	\$0.50 ea	12/4/2017
Low voltage systems (intercom, bells, etc)	\$1.50 ea	12/4/2017
Motors	\$7.00	12/4/2017
Neon Lights: Per Trasformer	\$4.00	12/4/2017
Outlets	\$0.65 ea	12/4/2017
Power Receptacle	\$7.00	12/4/2017
Range	\$8.00	12/4/2017
Refrigeration units, air conditioner and air cooling units	\$30.00/unit	12/4/2017
Service - Temporary & up to 600 amp Plus 10.00/every 100 amp over 600	\$35.00	12/4/2017
Signs, internally lighted	\$30.00	12/4/2017
Sump pumps	\$3.00	12/4/2017
Swimming pools	\$35.00	12/4/2017
Water Heater	\$8.00	12/4/2017
Wire ways, busways, under-floor raceways	\$1.50/ft	12/4/2017
Base Fee	\$40.00	12/4/2017
Reinspection Fee	\$60.00	12/4/2017
HVAC Permit		
Heating, Including Duct Work	\$0.04/sq. ft	12/4/2017
Air Conditioning	\$0.04/sq. ft	12/4/2017
Natural Gas Service Permit	\$30.00	12/4/2017
Incinerator Unit/Fireplace	\$25.00/unit	12/4/2017
Heating, Radiant Heating Unit	\$20.00/unit	12/4/2017
Base Fee	\$40.00	12/4/2017
Plumbing Permit		
Toilet	\$8.00	12/4/2017
Bath Tubs	\$8.00	12/4/2017
Wash Basins	\$8.00	12/4/2017
Kitchen Sinks	\$8.00	12/4/2017
Laundry Tubs	\$8.00	12/4/2017

Floor Drains	\$8.00	12/4/2017
Urinals	\$8.00	12/4/2017
Shower Stalls	\$8.00	12/4/2017
Bubblers	\$8.00	12/4/2017
Bar Waste	\$8.00	12/4/2017
Hose Bibbs	\$8.00	12/4/2017
Dishwasher	\$8.00	12/4/2017
Water Heaters	\$8.00	12/4/2017
Sump Pumps	\$8.00	12/4/2017
Water Softeners	\$8.00	12/4/2017
Sanitary Pit	\$8.00	12/4/2017
Water Purifiers	\$8.00	12/4/2017
Inside Sewer, First 100 Feet	\$45.00	12/4/2017
Outside Sewer, First 100 Feet	\$45.00	12/4/2017
Water Tap or Sewer Connection in Roadway	\$30.00	12/4/2017
Base Fee	\$40.00	12/4/2017
Reinspection Fee	\$45.00	12/4/2017
Commercial & Industrial Permit		
Construction & HVAC Permit Fee	75% of most recent WI state fee schedule	
Plumbing Permit Fee	75% of most recent WI state fee schedule	
Electrical Permt Fee		
Service & Feeder Panels	\$25.00	12/4/2017
New Circuits	\$2.00/circuit	12/4/2017
Alterations to Existing Circuits	\$0.40/opening	12/4/2017
Fences	\$50.00	12/4/2017
Accessory Building	\$0.20/sq. ft. or \$30.00 minimum	12/4/2017
Re-Roof	\$100.00	12/4/2017
Decks & Porches	\$0.20/sq. ft.	12/4/2017
Pools	\$100.00	12/4/2017
Erosion Control-Plan Review	\$150.00	12/4/2017
Erosion Control Inspection	\$150.00	12/4/2017
Any Additional Inspection - Call Backs - Erosion	\$75.00	12/4/2017
Zoning Permit (Required for: New Construction/ Additions/Fences/Pools/Accessory Buildings)	\$45.00	12/4/2017
Sewer Connection Fee (refer to current connction rate schedule)	\$400 plus hook-up fee (varies per year)	
Architectural Review Fee	\$45.00	12/4/2017
Plan Commission Review Fee	\$45.00	12/4/2017
Base Fee	\$40.00	12/4/2017
Reinspection Fee	\$75.00	12/4/2017
Beverage Licensing		
Class "A" Fermented Malt Beverage License	\$100.00	
Class "B" Fermented Malt Beverage License	\$100.00	
Temporary Class "B" Fermented Malt Beverae License	\$10.00	
Class C Wine	\$100.00	
Class A Intoxicating Liquor License	\$250.00	

"Class A" liquor (cider only)	N/A	
"Class B" Intoxicating Liquor License	\$300.00	
Reserve Class B Liquor	\$10,000.00	
Class B (wine only) winery	N/A	
Operator's License (New or renewal)	\$15.00	\$25.00
Provisional License (valid for 30 days)	\$15.00	
Cigarette License	\$10.00	\$100.00
Publishing Fee	\$15.00	
Businesses		
Peddlers, Cavassers, Solicitors, & Transient Merchants		
Background Check Fee	\$25.00 per person	
Rummage & Garage Sale License Fee	\$25.00	12/4/2017
Park Fees		
Boat Launch - Resident	\$5.00	
Boat Launch - Non-Resident	\$7.00	
Season Boat Launch Pass - Resident	\$50.00	
Season Boat Launch Pass - Non-Resident	\$70.00	
Parking Fee	\$3.00	
Bus Parking	\$10.00	
Pavilion Rental	\$100.00 \$50 rental and \$50 security deposit	
Park & Playground Rules & Regulations Pavilion Use (Violators interfering w/event)	\$100.00	
Curfew		
Penalty	\$30.00	
Streets, Sidwalks and Other Public Places		
Street & Sidewalk Excavations & Openings Application Fee	\$10.00	12/4/2017
Obstructions & Encroachments Street Permit	\$5.00/4-day period No more than 3 in one calendar year	
Right-of-Way Excavation Permit Fee	\$200.00	12/4/2017
Degradation Fee	Refer to DPW for Fee Schedule	12/4/2017
Subdivisions		
Preliminary Plat Review	\$60.00 + \$5.00 per lot	
- Reapplication Fee	\$30.00 + \$5.00 per lot	12/4/2017
Final Plat Review	\$60.00 + \$5.00 per lot	
- Reapplication Fee	\$30.00 + \$5.00 per lot	12/4/2017
Certified Survey Map Review Fee	\$50.00 + Recording Cost	12/4/2017
Park Fee	\$900.00 per lot	12/4/2017
Inspection Fee	Actual Cost	12/4/2017
Engineering Fee	Actual Cost	12/4/2017
Legal Fees	Actual Cost	12/4/2017
Erosion Control Fee		
- One & Two Family	\$140.00	
- Multi Family	\$140.00	
- Commercial/Industrial	\$170.00	12/4/2017
Penalty	\$250.00 + Prosecution Cost	12/4/2017

Parking Restrictions		
Street Permit	\$5.00/4-day period No more than 3 in one calendar year	
Sewer Service Charges		
Category A - Domestic Wastewater	\$9.50 per 1,000 gallons	
Category B - BOD (Biochemical Oxygen Demand)	\$2.25 per pound	
SS (Suspended Solids)	\$2.25 per pound	
Holding Tank Waste	\$12.00 per 1,000 gallons	
Septic Tank Waste	\$45.00 per 1,000 gallons	
Zoning		
Conditional Use Permit Application Fee	\$175.00	12/4/2017
Manufactured/Mobile Home Park & Subdivision District		
- Park License Fee	\$100.00 License Fee + \$100.00 per space	
- License Transfer Fee	\$10.00	
- Parking Permit Fee	\$100 per year (In accordance w/WI Stat. 66.0435)	12/4/2017
Board of Zoning Appeals Filing Fee	\$200.00	12/4/2017
Zoning Changes & Amendments		
Petition Fee	\$250.00	12/4/2017

RESOLUTION 2019-05

A Resolution to Adopt the 2020 Budget and Establish the Necessary Tax Levies for the Village of Random Lake, Sheboygan County, Wisconsin

WHEREAS, a budget and notice of public hearing was published on October 31, 2019, and

WHEREAS, a public hearing was held on the 2020 budget on the 18th day of November, 2019 by the Village Board; and

WHEREAS, The Village Board has examined the budget and various items therein and finds the budget as to represent the income anticipated and the expenditures for the various departments by major category as set forth therein;

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees for the Village of Random Lake in Sheboygan County, Wisconsin does approve the following:

General Levy on all taxable property within the Village of Random Lake:

General Fund	\$598,245
Debt Service	\$251,481
Referendum	\$ 70,204

Village Levy for Village of Random Lake is \$916,315

Adopted this 18th day of November, 2019

Robert McDermott, Village President

Attest:

Jo Ann Lesser
Clerk/Treasurer



*Helping You Turn
Over a New
Retirement Leaf*

┌ **Adopting the Wisconsin Deferred Compensation (WDC) Program**



Helping You Turn
Over a New
Retirement Leaf

About the Wisconsin Deferred Compensation (WDC) Program

The WDC Program is a supplemental retirement savings plan available to public employees in Wisconsin. It is authorized under Section 457 (\$457) of the Internal Revenue Code and is designed to help your employees reach their retirement goals by providing before-tax and after-tax (Roth) savings opportunities, similar to other employer-sponsored retirement savings plans.

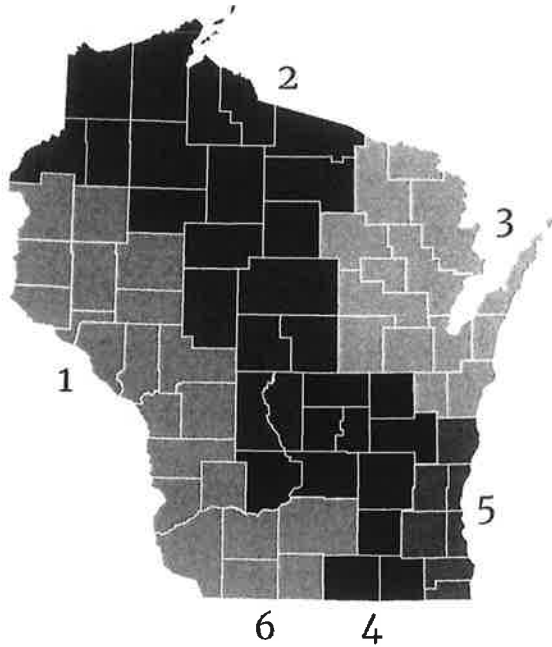
Offering this valuable benefit to your employees gives them a wide variety of investment options. A governing board and the State of Wisconsin Department of Employee Trust Funds (ETF) are responsible for WDC administration and selecting and monitoring the investments offered in the plan. Many improvements to WDC participant services and enhanced features have been implemented over the past several years.

No Cost to Employers

There are currently no costs to employers interested in joining the WDC, and no minimum number of employees is needed. Employees can participate in the WDC as soon as you hire them. They can contribute on a before-tax basis or on an after-tax basis through a Roth option. Employees may also be eligible to roll over savings from other qualified retirement plans into the WDC.

Easy to Set Up

Processing employees' contributions to the WDC is easy. The WDC's recordkeeper, Empower Retirement, works with your payroll staff to establish payroll procedures with you. The entire initial setup process takes approximately 60 days from the date the WDC's signed resolution is received until the first contribution can be processed. Once the process is established, ongoing maintenance is minimal (15-30 minutes per pay period). You will be able to view important participant information and manage your data whenever you choose through the Plan Service Center (PSC). The PSC also provides access to a library of WDC reports, forms and other features, including daily fund value graphs and email notifications.



Help is Available

The WDC has a fully staffed office in Madison, open weekdays from 8:00 a.m. to 4:30 p.m.

Seven local, salaried WDC representatives are available to meet with employers and participants throughout the state. One-on-one or group meetings are available at no cost to employers or employees to help with topics including budgeting, enrolling in the WDC and investment basics.

As the employer, you also have access to a comprehensive lineup of educational materials designed to help employees easily understand the benefits of investing in the WDC and planning for retirement.

Participants may access their WDC account information and make changes 24/7 on the website or through the interactive voice response system.

1 Stephanie Rautio

2 Shawn Bresnahan

 Alex Brost

4 Mike Barry

5 Ryan Collier

6 Alicia Stingley

Local Employers including UW, UWHC, MATC/Madison College, and Dane, Grant, Green, Lafayette and Iowa counties

Kristy Igl

All State Agencies in Dane County

Please note: Representatives and territories are subject to change. Visit the website for the most up-to-date information.

Board Responsibilities

The Deferred Compensation Board consists of five members, appointed by the governor and confirmed by the state Senate. They serve four-year overlapping terms. Board members serve as trustees for the WDC and select and approve investment options for the plan, as well as maintain quality services and features. The board contracts with a third-party recordkeeper for day-to-day administration of the WDC through a competitive bid process. Additional board responsibilities include:

- Establishing investment policies and objectives for the WDC as a whole and for each investment.
- Selecting investment options that are consistent with the prudent investor rule.
- Overseeing, monitoring and evaluating the performance of investment options.
- Adding or replacing investment options as circumstances change.
- Monitoring the reasonableness and competitiveness of the fees that investment options charge.
- Appointing, monitoring and replacing, if necessary, persons whose expertise the board deems appropriate and necessary for it to properly discharge its obligations and responsibilities, including auditors, consultants and other professionals.

Fiduciary Oversight

The WDC is administered by ETF. The Deferred Compensation Board has fiduciary oversight, taking the burden off your personnel. For additional details about the WDC's fiduciary responsibilities, please refer to the Employer Fiduciary Responsibilities overview page.¹

Competitive Fees

Ongoing WDC expenses are paid by participants via a monthly asset-based fee to participant accounts. State funds are not used for administration of the WDC. It is a self-supporting program. Because the WDC is a large, well-established 457 plan, the WDC is able to successfully negotiate competitive program administrative fees. The current fees (as of 12/31/2018) are noted in the table to the right.

Participant Account Balance	Monthly Fee/ Annual Fee
\$1 - \$5,000	\$0/\$0
\$5,001 - \$25,000	\$1/\$12
\$25,001 - \$50,000	\$3/\$36
\$50,001 - \$100,000	\$6/\$72
\$100,001 - \$150,000	\$8/\$96
\$150,001 - \$250,000	\$11/\$132
Over \$250,000	\$16.50/\$198
Average	\$6.50/\$78

Empower Retirement Advisory Services²

The WDC offers additional investment services called Empower Retirement Advisory Services. These optional services, provided by Advised Assets Group, LLC, a registered investment adviser, can provide participants with investment help and professional account management for an additional fee. Please note: There is no guarantee provided by any party that participation in any of the advisory services will result in a profit.

About Empower Retirement

Headquartered in Colorado, with a dedicated local WDC office in Wisconsin, Empower Retirement is a business unit of Great-West Life & Annuity Insurance Company focused on providing high-quality retirement plan services to employers and their employees. Empower is one of the leading service providers of employer-sponsored deferred compensation retirement programs for government, healthcare and nonprofit entities.

Learn more today!

For more information about the WDC: Visit the WDC website at www.wdc457.org or call the Madison office at (608) 241-6604.

¹ For additional copies of this overview, please contact the WDC at wdcquestions@empower-retirement.com or (608) 241-6604.

² Online Advice and My Total Retirement™ are part of the Empower Retirement Advisory Services suite of services offered by Advised Assets Group, LLC, a registered investment adviser.

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Helping You Turn
Over a New
Retirement Leaf

The Benefits of Offering

The Wisconsin Deferred Compensation (WDC) Program

Partnership with the WDC

Education and Communication:

Local WDC representatives are available to provide education services at no cost to employers or participants. Representatives do not make a commission, and they do not sell other products. Participants can schedule meetings with retirement plan advisors by phone or online using the Online Meeting Scheduler tool.

What's in it for Public Employers?

Lower Costs:

The WDC's administrative fees for participants are more than 50% lower than average administrative costs for public employers who maintain their own supplemental retirement savings plans.¹

Relief from Fiduciary Responsibilities:

By joining the WDC, public employers are relieved of many of the fiduciary responsibilities associated with funding and managing a deferred compensation plan. For additional details about the WDC's fiduciary responsibilities, please refer to the Employer Fiduciary Responsibilities overview page.²

More Options for Employees:

When participating in the WDC, employees have the opportunity to access expanded in-person and online resources, advisory services and plan features.

Onboarding Made Simple

The WDC's onboarding checklist makes it easy for a public employer to take the next step:

- Governing board or committee adopts Resolution for Inclusion Under the WDC.
- Receive access to the online account service portal.
- Submit banking forms for online debits.
- Schedule kickoff meetings with employees.
- Payroll center receives notification to begin deferral process.

¹ Metrics are based on Empower's internal data as of 9/30/2018.

² For additional copies of this overview, please contact the WDC at wdcquestions@empower-retirement.com or (608) 241-6604.

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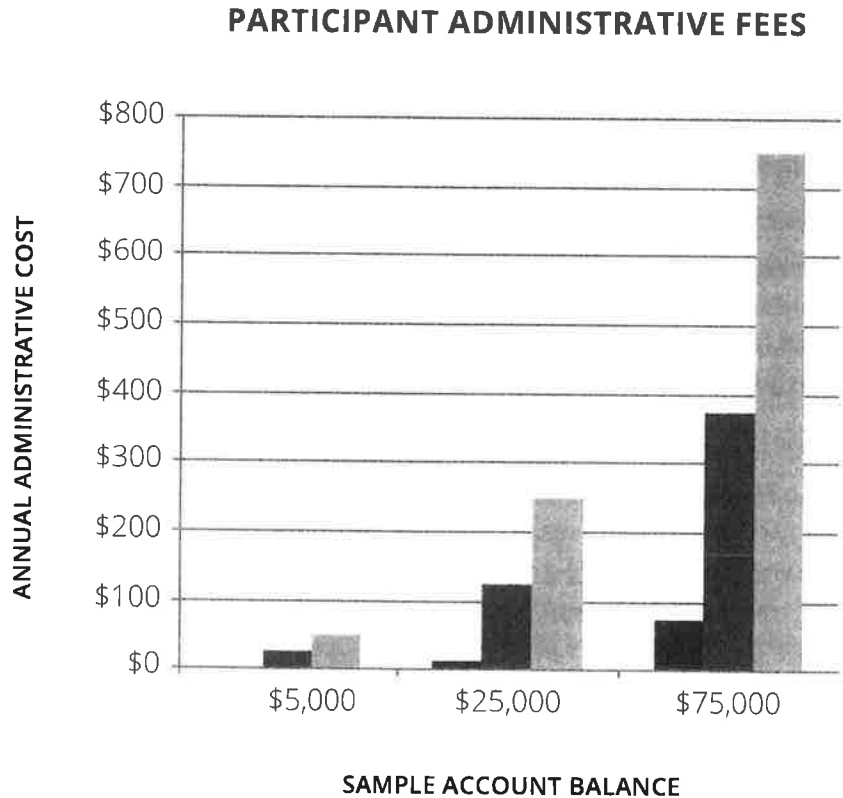
Helping You Turn
Over a New
Retirement Leaf

Participant Administrative Cost Comparisons

Wisconsin Deferred Compensation (WDC) Program administrative expenses for participants are low compared to other typical plan administrative costs in the industry (see illustration below). Additionally, the WDC's investment lineup has an overall expense ratio that is over 50% lower than many other comparable plans for public employers who maintain their own supplemental retirement savings plans.* This is important because all fees diminish potential returns. The higher the fee, the larger the impact.

- WDC (varied on account value)
- 0.50% of account value
- 1% of account value

FOR ILLUSTRATIVE PURPOSES ONLY. This hypothetical illustration doesn't represent specific administrative fees. Other fees may apply. It shows the WDC Program administrative costs versus higher program administrative costs at 0.5% and 1%, respectively.



Compare the costs of similar plans with the WDC. As a large State plan, we are able to use our scale to negotiate highly competitive costs for your employees. Use the chart on the next page to determine if the costs are lower with the WDC.

* Metrics are based on Empower's internal data as of 9/30/2018.

Compare the WDC's Fees with Another Plan or IRA

Description of Fees/Expenses	WDC	Other Plan or IRA																
<p>Annual Fee Also known as a recordkeeping fee.</p>	None																	
<p>Mortality and Expense Fee (M&E) Fee charged by insurance companies to cover the cost of death benefits and other expenses for variable annuities.</p>	None																	
<p>Contingent Deferred Sales Charge (CDSC) Back-end load sales charge that is incurred if funds are withdrawn or transferred before the end of the holding period. Also called a redemption fee.</p>	None																	
<p>Investment Management Fee A mutual fund or variable annuity fee, also known as an expense ratio, that pays the fund company for its services. This is deducted from investment returns, so you will not see it on your account statement.</p>	Vary by investment option; WDC's average expense ratio is 0.21% ¹																	
<p>Administrative Fee Annual fee, assessed to participants monthly. These fees pay for administration of the program. No state funds are used to pay for this self-sufficient program.</p>	<p>The fee, charged monthly, varies based on account balance:</p> <table border="1"> <thead> <tr> <th>Account Balance</th> <th>Monthly Fee</th> </tr> </thead> <tbody> <tr> <td>\$1 - \$5,000:</td> <td>\$0</td> </tr> <tr> <td>\$5,001 - \$25,000:</td> <td>\$1</td> </tr> <tr> <td>\$25,001 - \$50,000:</td> <td>\$3</td> </tr> <tr> <td>\$50,001 - \$100,000:</td> <td>\$6</td> </tr> <tr> <td>\$100,001 - \$150,000:</td> <td>\$8</td> </tr> <tr> <td>\$150,001 - \$250,000:</td> <td>\$11</td> </tr> <tr> <td>Over \$250,000:</td> <td>\$16.50</td> </tr> </tbody> </table>	Account Balance	Monthly Fee	\$1 - \$5,000:	\$0	\$5,001 - \$25,000:	\$1	\$25,001 - \$50,000:	\$3	\$50,001 - \$100,000:	\$6	\$100,001 - \$150,000:	\$8	\$150,001 - \$250,000:	\$11	Over \$250,000:	\$16.50	
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\$150,001 - \$250,000:	\$11																	
Over \$250,000:	\$16.50																	
<p>Empower Retirement Advisory Services² <i>There is no guarantee provided by any party that participation in any of the advisory services will result in a profit.</i></p>	<p>Online Advice: Available at no additional cost to participants</p> <p>My Total Retirement™ annual fee (assessed quarterly) based on a percentage of assets under management:</p> <table border="1"> <tbody> <tr> <td>Up to \$100,000:</td> <td>0.45%</td> </tr> <tr> <td>Next \$150,000:</td> <td>0.35%</td> </tr> <tr> <td>Next \$150,000:</td> <td>0.25%</td> </tr> <tr> <td>Greater than \$400,000:</td> <td>0.15%</td> </tr> </tbody> </table>	Up to \$100,000:	0.45%	Next \$150,000:	0.35%	Next \$150,000:	0.25%	Greater than \$400,000:	0.15%									
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Next \$150,000:	0.25%																	
Greater than \$400,000:	0.15%																	

Not intended to show all fees. Other fees may apply.

¹ Average gross expense ratio for mutual funds and collective investment trust options available in the WDC as of December 31, 2018.

² Empower Retirement Advisory Services provided by Advised Assets Group, LLC, a registered investment adviser.

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Employer Fiduciary Responsibilities

Wisconsin Deferred Compensation Program



www.wdc457.org



(877) 457-9327

Maintaining Your Own Supplemental Retirement Savings Plan Versus Participating in the WDC

The Wisconsin Deferred Compensation (WDC) Program is a public employee deferred compensation plan authorized under Section 457 (§457) of the Internal Revenue Code. The WDC helps public employees in Wisconsin complement their Wisconsin Retirement System pension for a more sound retirement income.

Employer Versus Fiduciary Functions

Employers sponsoring a deferred compensation plan act in a dual capacity – both as the employer and as a fiduciary to the plan. Acting as a fiduciary means you are legally and ethically obligated to act in the best interest of plan participants.

Employer Functions

Employers determine the benefits to offer to their employees. Certain functions are the employer's responsibility and do not rise to the level of fiduciary duties. For example, each employer decides whether to offer health insurance, a defined benefit plan, life insurance, a defined contribution plan or other benefits.

You are acting with your "employer hat" on with respect to a deferred compensation plan when you:

- Design the plan's benefits and features.
- Determine who is eligible to participate.
- Amend the plan to add or remove optional provisions, such as loans or Roth accounts.
- Terminate the plan.

If you decide to establish and maintain your own separate plan, you will be charged with all of the plan fiduciary functions in addition to these employer functions.

Fiduciary Functions

You are a plan fiduciary acting with your "plan sponsor hat" when you implement and administer plan decisions made by an employer. Prudently performing each of the many duties required of fiduciaries requires a significant amount of time and effort, but it can also result in a well-maintained plan that benefits your employees.

Fiduciary duties that you must perform on an ongoing basis include, but are not limited to:

- Establishing policies and procedures for your plan.
- Administering and operating your plan in compliance with the plan document by ensuring plan policies, procedures and forms match plan provisions.
- Keeping your plan document compliant and updated for all required changes in law.
- Developing a formal written Investment Policy Statement to detail the criteria you will follow in selecting, monitoring and replacing your plan's investment options.
- Monitoring the fees being charged by each investment option to ensure they are reasonable.
- Selecting and monitoring service providers, trustees, consultants and others who assist with your plan to ensure compliance with their contracts and ensure they have no conflicts of interest.
- Monitoring each vendor's fees periodically and benchmarking them to fees paid by plans of similar size and complexity.
- Creating and distributing participant communications to educate participants about the benefits of your plan and encouraging participation.
- Educating participants about your plan's investment options and providing tools that can help them save for a secure retirement.
- Maintaining all signed documents as well as minutes of all meetings describing the decision-making process used in every plan-related decision in a safe, accessible place – multiplied by the number of recordkeepers or other service providers assisting with your plan.

Adopting the WDC 457 Plan

Fortunately, Wisconsin allows cities, counties and other political subdivisions to adopt the state's 457 plan, the Wisconsin Deferred Compensation (WDC) Program. You, as the employer, can decide to adopt the state's plan (the WDC).

WDC Fiduciary Functions

The WDC's board serves as the plan fiduciary. Its members have the duty to amend the plan to comply with federal or state requirements and may also make discretionary amendments when deemed to be in the best interest of plan participants. The fiduciary duties the WDC's board is responsible for include, but are not limited to:

- Implementing the plan.
- Administering and operating the plan.
- Establishing policies and procedures for the plan.
- Selecting and monitoring plan investments.
- Selecting and monitoring the plan trustee.
- Selecting and monitoring plan service providers and ensuring such providers are free from conflicts of interest.
- Ensuring all fees paid by the plan for investments and services are reasonable.

Employer Responsibilities Under the WDC

When you adopt the WDC, you agree to be subject to all the terms, provisions and conditions of the WDC's Resolution for Inclusion Under the WDC. You also agree to comply with the important adopting employer functions in that agreement, which typically includes following the WDC's plan and trust document and the Internal Revenue Code §457. For example, with respect to your employees in the WDC, you must ensure compliance with, among other provisions, the:

- First-day-of-the-month rule for participant deferral agreements.
- Maximum contribution/deferral level limits.
- Special catch-up eligibility, timing and limits.
- Requirement to transmit participant deferrals into the plan as soon as practicable.

It is your responsibility as an employer to provide all information about your employees that the WDC needs to administer the plan, such as birth dates and employment status. It will also be your responsibility as the adopting employer to correct any mistakes you make that violate any provisions of the Internal Revenue Code with respect to your employees. Employers should also review the WDC from time to time (just as you do with your other employee benefits) to determine that the WDC continues to be a valuable benefit to your employees.

Additional information, including the WDC's Plan and Trust Document and Resolution for Inclusion, can be found at www.wdc457.org under the Employer tab. For more information, email wdcquestions@empower-retirement.com or contact your local WDC Retirement Plan Advisor at (877) 457-9327.

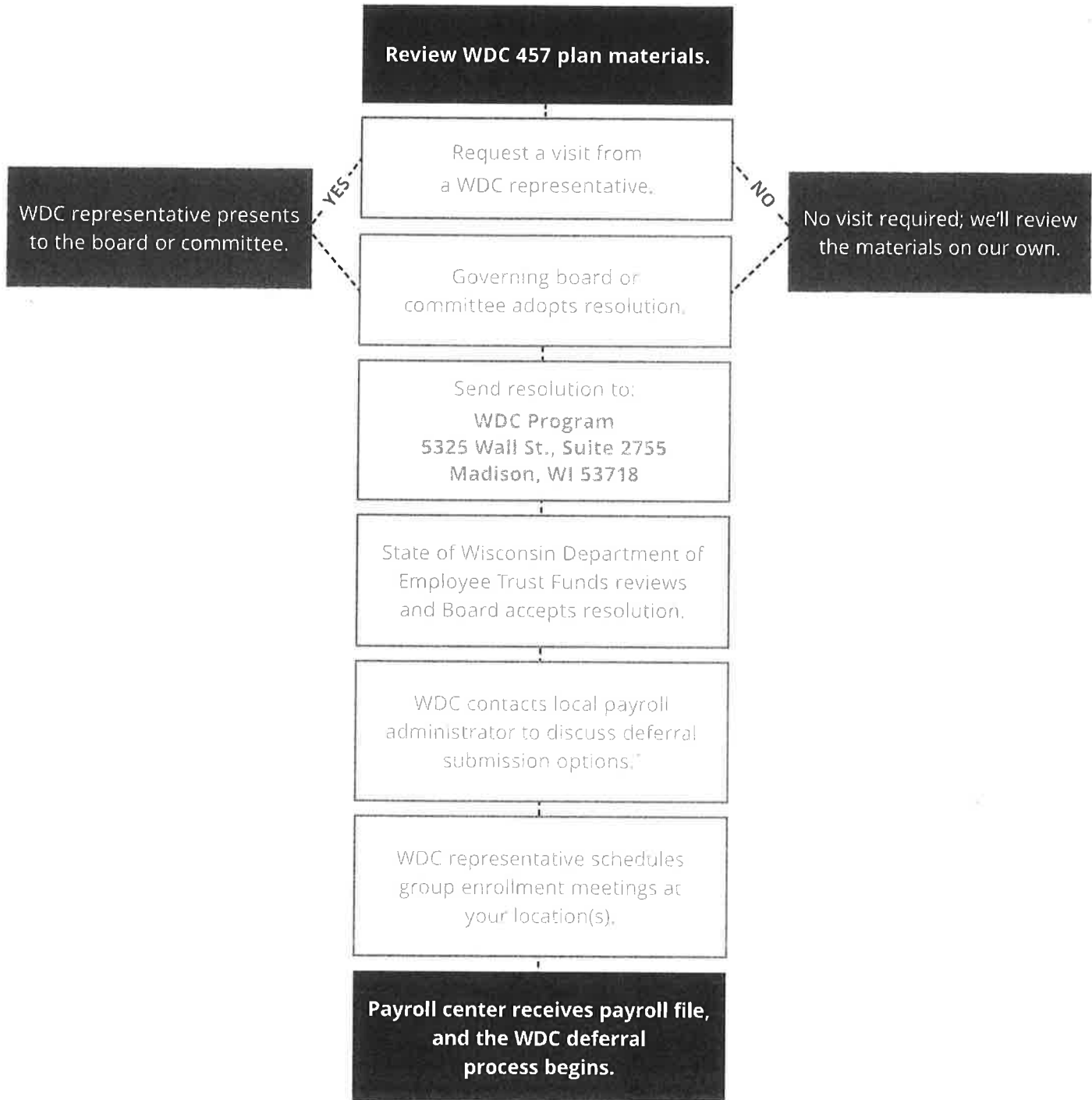
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Steps to Adopting the WDC

If you are ready to adopt the WDC for your employees, simply follow the steps outlined in the flowchart below.



*WDC must receive and process enrollments prior to payroll submitting first deferrals.

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Wisconsin Deferred Compensation Program

5325 Wall St., Suite 2755 | Madison, WI 53718

Phone: (608) 241-6604 | Toll free: (877) 457-9327 | Fax: (608) 241-6045

Email: wdcquestions@empower-retirement.com | Website: www.wdc457.org



AN ORDINANCE REPEALING AND RECREATING SECTION 30-5(a) & (b) OF THE MUNICIPIAL CODE OF ORDINANCES OF THE VILLAGE OF RANDOM LAKE, STATE OF WISCONSIN

CHAPTER 30; STREET, SIDEWALKS, AND OTHER PUBLIC PLACES

(5) SNOW AND ICE REMOVAL.

- (a) ~~Sidewalks to be kept clear.~~ **Sidewalk, Crosswalk and Handicap Accessibility Ramps to be Kept Clear.** The owner, occupant or person in charge of each and every building or structure ~~or unoccupied~~ **any parcel or lot** in the village fronting or abutting any street shall clean or cause to be cleaned, the sidewalk in front of or adjoining each such building or unoccupied lot of snow or ice to the width of such sidewalk within 24 hours after the cessation of a ~~snowstorm.~~ **which fronts upon or abuts any sidewalk, shall keep said sidewalk clear of all snow and ice.** ~~When the~~ **In the event of snow accumulating on said sidewalk due to natural means and/or by any other means, said sidewalks shall be cleared of all accumulated snow and/or ice within 24 hours from the time the snow ceases to accumulate on said sidewalk.** ~~ice has formed on any sidewalk so that it cannot be immediately removed, the persons herein referred to shall keep the same~~ **Sidewalks are to be kept clear of snow and ice for the width of the sidewalk. In the event that ice has formed on any sidewalk in such manner that it cannot be removed, the owner occupant or person in charge of the parcel or lot which fronts upon or adjoins said sidewalk shall keep the sidewalk sprinkled with salt, ashes, sawdust or sand.** ~~with material to accelerate melting or prevent slipping.~~
- (b) ~~Deposit in street prohibited.~~ **Deposit in or Across any Street Prohibited.** No person shall deposit, or cause to be deposited, any snow or ice taken and removed from his/her premise or elsewhere upon any sidewalk, alley, parkway, public place **in or across any** or street in the village. Snow shall not be piled at or near intersections so as to obstruct the view of pedestrians or operators of motor vehicles.

This ordinance shall take effect and be in force from and after its passage and publication as required by law.

Adopted this 18th day of December, 2019.

Robert McDermott, Village President

Attest: _____
Jo Ann Lesser, Clerk/Treasurer

11/15/2019 11:53 AM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
GENERAL CHECKING

Page: 1
ACCT

Dated From: From Account:
Thru: Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/18/2019	Advanced Disposal Services Account #: B1011571	7,246.32
	11/18/2019	Aramark Customer #: 5049403	88.54
	11/18/2019	Archer Mat Rental & Sales LLC 11/12	21.83
	11/18/2019	BMO Harris Bank N.A. - Payments Acct. #: 5112770000017048	787.52
	11/18/2019	Corson, Peterson & Hamann S.C. Reconcile accounts	15,375.00
	11/18/2019	Doegnitz Ace Hardware 11/01	33.05
	11/18/2019	Exxon Mobil Acct. #: 7187 6000 0964 6503	1,602.89
	11/18/2019	Lakeside International Trucks Customer #: 71767	1,812.90
	11/18/2019	MacQueen Equipment Shock Absorber, Screw	226.31
	11/18/2019	Matthew Brockmeier 2019 Expenses	1,427.69
	11/18/2019	Mid-American Research Chemical Corp. Customer #: 00-8104760	148.07
	11/18/2019	NAPA Parts of Sheboygan Account #: 5600	77.75
	11/18/2019	Perfect Circle Tire LLC	557.73
	11/18/2019	Sheboygan County - Highway Dept. Customer #: 60028	268.98
	11/18/2019	The Sounder Account #: 1754	510.73
	11/18/2019	Time Warner Cable, Spectrum Business Account #: 10404-712358201-7001	204.95
	11/18/2019	Town Web Design LLC Website -hosting, domain, email prorated	773.00
	11/18/2019	von Briesen & Roper, s.c. Conf. call regarding FD position creatio	165.00
	11/18/2019	WIDOR - ACH 036-0000509187-02	1,352.91

Manual Check

11/15/2019 11:53 AM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
GENERAL CHECKING

Page: 2
ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/18/2019	WRS - ACH	3,506.46
Manual Check		Employer ID: 0441000	
		Grand Total	36,187.63

11/15/2019 10:52 AM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
SEWER CHECKING

Page: 1
ACCT

Dated From:
Thru:

From Account:
Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/18/2019	Doegnitz Ace Hardware 11/01	4.99
	11/18/2019	Energenecs Customer #: RAN006	4,409.84
	11/18/2019	Frontier Communications Account: 920-994-9952-102915-5	117.67
	11/18/2019	Home Depot Credit Services Account: xxxx xxxx xxxx 9196	74.78
	11/18/2019	NAPA Parts of Sheboygan Account #: 5600	53.99
	11/18/2019	WI State Laboratory of Hygiene test lab chemicals	788.00
		Grand Total	5,449.27

11/15/2019 10:52 AM

In Progress Checks - Quick Report - ALL
ALL Checks by Payee
SEWER CHECKING

Page: 2
ACCT

Dated From:
Thru:

From Account:
Thru Account:

	Amount
Total Expenditure from Fund # 660 - WASTEWATER FUND	5,449.27
Total Expenditure from all Funds	5,449.27