

VILLAGE OF BELLEVILLE
REGULAR MEETING of the VILLAGE BOARD
Monday, February 6, 2012 at 7:00 P.M.
Village Hall - 24 West Main Street

AGENDA

1. Call Meeting to Order
2. Roll call by Clerk
3. Posting of Open Meeting Notice
4. Visitors Who Would Like to Speak Now
5. Visitors Who Would Like to Speak On an Agenda Item
6. **Consent Agenda:**
 - a. Approval of Minutes - January 16, 2012
 - b. Approval of Bills for January 2012
 - c. Approval of Treasurer's Reports for December 2011 – Utility
 - d. Approval of Library Park Use Permit for Belleville Chamber of Commerce for Saturdays, May 5 to Labor Day 2012
7. Committee Reports
8. President's Report –
9. Administrator/Clerk/Treasurer's Report –

**ACTION REQUIRING A VOTE MAY BE TAKEN ON
ANY OF THE FOLLOWING ITEMS**

10. **Unfinished Business:**
 - a. Lake Restoration / West Lake Dredging Projects Update
 - b. Public Works Recommendation for Bridge Design
 - c. Appointment of Chairperson and Member(s) to Community Development Authority
 - d. Administrator/Clerk/Treasurer's Office Staffing / Job Descriptions and Hiring Process Update
11. **New Business:**
 - a. Approval to Proceed with Eagle Scout Project to Expand Nature Trail
 - b. Approval to Bid out Project for ADA/CDBG Facility Improvements Projects
 - c. Approval to Bid out Project for "Old" Library Maintenance
 - d. Approval of MSA Task Order for Asbestos Testing in Public Facilities
12. ADJOURN TO CLOSED SESSION – Discussion of Clerk's Office Staffing per 19.85(1)(c) - Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

13. RECONVENE TO OPEN SESSION for possible action on items discussed in closed session

14. **Other Business:**

- a. Correspondence – Letters from Dane County Regarding DaneCom, and from Wisconsin Department of Justice Regarding Open Meetings
- b. Announcements –
- c. Future Meeting Dates
- d. Questions and Items for Referral

15. Adjournment

-By Howard Ward, Village President

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The Village of Belleville complies with the Americans with Disabilities Act (ADA):

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please contact the person below at least two business days prior to the meeting.

Si necesita un interprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuniquese al numero de telefono que figura a continuacion dos dias habiles como minimo antes de la reunion.

Contact: April Little, Village Administrator, 24 W. Main Street
608.424.3341
alittle@villageofbelleville.com

Final agenda will be posted by 4 p.m. Friday preceding the meeting at these locations:

Union Bank & Trust Co (UB&T), Sugar River Bank, Village Hall, Library, Village of Belleville Web site.

MINUTES OF SPECIAL VILLAGE OF BELLEVILLE BOARD MEETING
HELD MONDAY, JANUARY 16, 2012 AT
7:00 P.M. VILLAGE HALL - 24 WEST MAIN STREET

1. Call to order - The meeting was called to order by Village President Howard Ward at 7:00 PM.
2. Roll call by Clerk – Trustees present were: Tyler Kattre, Ben O'Brien, Howard Ward, Gary Ziegler, Deb Kazmar and Bonnie Wilcox. Excused: Jim Schmitz

Visitors: Michael Parkin, John Manion, Mary Jane Anderson, Jean & Mike Tretow, Steve Gochenauer; Rick Francois, Brad Peterson and Steve Meier
3. The Clerk stated that the meeting has been noticed as required by law.
4. Visitors Who Would Like to Speak Now – Mary Jane Anderson: She is running for County Board District 30. She expressed that she would like to be an active supervisor and explained her background and interest in the board.
5. Visitors Who Would Like to Speak On an Agenda Item -
6. **Consent Agenda:** *Trustee Kazmar made a motion to approve the consent agenda (as follows); seconded by Trustee Wilcox. Motion carried.*
 - a. Approval of Minutes - January 3, 2012
 - b. Approval of Bills for January 2012 to Date
 - c. Approval of Treasurer's Reports for December 2011
 - d. Approval of Change Order #1 for Iron Works Construction for Test Pit (Dam) Excavation (\$750)
7. Committee Reports – No discussion.
8. President's Report – President Ward gave a tour on the west side of the berm to an Eagle Scout candidate interested in helping with building a trail extension. The Scout will need to get the project approved by the Scout council, and then will be brought before the Village Board in February.
9. Administrator/Clerk/Treasurer's Report – Dane County Parks Department officials will visit the bridge/lake project site on January 19. The county is sponsoring a PARC grant program for recreational projects, for which the Village intends to submit the project.
10. **Unfinished Business:**
 - a. **Lake Restoration / West Lake Dredging Projects Update** – Jerry Butts reported that Iron Works is having a hard time working on the dredging site because of too-warm weather. Invasive plant species removal is ongoing on the islands. Pedestrian gates have been installed on each side of the berm. The stability analysis of the dam

will be submitted to the DNR to account for the concrete structures found under the water during excavation. Water in the lake is slowly rising as the control structure has been raised.

- b. **Appointment of Chairperson and Member(s) to Community Development Authority (CDA)** – President Ward has been talking to a few candidates for CDA. Tabled to February.
- c. **Proposed Purchase of Cosgrove Property with Stewardship Grant Funds** (PIN #040-0508-342-9200-1) – Annexation petition for a Montrose parcel is being reviewed by the Department of Administration; it cannot be approved by Village Board until after its review is completed. Plan Commission also reviewed it. Allowing limited (archery) hunting and trapping on the Stewardship lands is a requirement of the DNR purchase grant. The ordinances were revised with the DNR’s help accordingly.
 - i. **Proposed Ordinance 2012-01-01: An Ordinance Creating Section 7-1-19 f Regarding Trapping of Animals and Amending Section 11-2-1b Offenses Against Public Safety and Peace Relating to Regulation of Firearms, Explosives, and Other Missiles - Hunting Prohibitions** – *Trustee Ziegler made a motion to approve 2012-01-01; seconded by Trustee O'Brien. Motion carried.*
 - ii. **Proposed Ordinance 2012-02-01: Providing For the Direct Annexation Of A Portion of the Town Of Montrose To The Village Of Belleville** – Tabled.
- d. **Administrator/Clerk/Treasurer’s Office Staffing / Job Descriptions and Hiring Process** – [covered after new business] – Finance and Personnel Committee is looking particularly at Plan Commission, Board of Appeals, and Public Works functions and discussing where they should go. Also looking reclassifying the Administrative Assistant position to become the Deputy Clerk/Treasurer position.

11. New Business:

- a. **Proposal for Additional Lights in Sugar River Park** – [discussed after 10c] – John Manion was present. The Musco Lighting Company came up with a draft plan for lighting at the football field. He is asking them for a modified lighting plan to take back to Public Works Committee, then submit proposal to Village Board. Discussion of possibly moving the football field slightly because of an impeding sidewalk. They wish to try to incorporate all sports in the plan. Stormwater drainage is also a concern. Lighting was proposed at 50 foot-candles for the infield and 30 foot for the outfield. President Ward suggested moving the back stop. John Manion said his interest was as a parent of Belleville graduates and he was looking for a civic, fundraising project, and this seemed like a need from the sports organizations. Steve Meier was also present.

Trustee Ziegler made a motion to approve the concept of lights in Sugar River Park from John Manion and his group, with details for field placement and renovation to be worked out with the Public Works Committee; seconded by Trustee Kattre. The lights would be used 3-4 times per week. The concern might be how late the lights are used for night games, especially if it were to be after 10 PM. The lights would be very

efficient, directional and would be hooded. *Motion carried.*

- b. **Proposed Budget Amendment #2 – 2011** – Most of the requests are for interfund transfers from the library. Court also requested a small carry over for training, and a note was made that a speed board purchase was offset by a DOT grant. *Trustee Kattre made a motion to approve the budget amendment; seconded by Trustee Ziegler. Motion carried.*
- c. **Proposed Resolution 2012-01-02: Adopting the Green County All Hazards Mitigation Plan Revision** – This looked at various hazards in the county. Belleville did major mitigation work with the dam improvements this year. *Trustee Kattre made a motion to approve resolution 2012-01-02; seconded by Trustee Ziegler. Motion carried.*
- d. **Proposed Responses to Recodification Editorial Analysis Review** – *Trustee Ziegler made a motion to approve additional revisions to the recodified ordinances as presented by Little; seconded by Trustee Wilcox. Motion carried.* The comments were answers or clarifications on various items for the codifiers. It will also add some language to “Meetings” to bring the language more in line with the language from the Department of Justice open meeting guidelines.

12. **ADJOURN TO CLOSED SESSION – Discussion of Clerk’s Office Staffing per 19.85(1)(c)** - *Trustee Ziegler made a motion to go into closed session; seconded by Trustee Kazmar. Motion passed unanimously on a roll call vote. Adjourned to closed session at 8:10 PM.*

13. **RECONVENE TO OPEN SESSION** for possible action on items discussed in closed session – *Trustee Ziegler made a motion to go into open session; seconded by Trustee Kazmar. Motion carried.*

14. **Other Business:**

- a. Future meeting dates were noted.
- b. *Questions and Items for Referral* - President Ward asked the board if they want come up with finances for Village laptops for Village Board use. There was interest expressed if purchase prices were reasonable.

15. **Adjournment** – Trustee Kazmar made a motion to adjourn; seconded by Trustee Wilcox. Motion passed unanimously. The meeting was adjourned by President Ward at 8:57 PM.

*By April Little, Administrator/Clerk/Treasurer
These minutes are not official until approved by the Belleville Board of Trustees.*

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
V562	1/10/2012	BEIERSDORF, VICTORIA L.	575.51
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V563	1/10/2012	EICHELKRAUT, WILLIAM B.	1,226.16
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V564	1/10/2012	FREEMAN, DEBRA	314.39
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V565	1/10/2012	HENDRICKSON, DARLENE M.	449.67
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V566	1/10/2012	HILLEBRAND, ROGER J.	1,409.02
	Manual Check	Pay period 12/26/2011 to 01/08/2012	
V567	1/10/2012	LEHMANN, BRONNA B.	357.72
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V568	1/10/2012	LIEN, TRACY	200.69
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V569	1/10/2012	LITTLE, APRIL A. W.	1,611.03
	Manual Check	Pay period 12/26/2011 to 01/08/2012	
V570	1/10/2012	MARTIN, JEREMY A	519.31
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
V571	1/23/2012	BEIERSDORF, VICTORIA L.	1,069.87
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V572	1/23/2012	EICHELKRAUT, WILLIAM B.	1,416.88
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V573	1/23/2012	FREEMAN, DEBRA	642.44
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V574	1/23/2012	HENDRICKSON, DARLENE M.	843.07
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V575	1/23/2012	HILLEBRAND, ROGER J.	1,409.02
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V576	1/23/2012	LEHMANN, BRONNA B.	656.93
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V577	1/23/2012	LIEN, TRACY	391.64
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V578	1/23/2012	LITTLE, APRIL A. W.	1,611.03
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
V579	1/23/2012	MARTIN, JEREMY A	1,201.27
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14932	1/10/2012	*** Test Check ***	0.00
	Test Check	*** VOID *** VOID *** VOID *** VOID ***	

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ALL Checks

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Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
14933	1/10/2012	AUSTIN, MARY H.	387.96
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14934	1/10/2012	BIGLER, JULIE L.	96.81
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14935	1/10/2012	BUTTS, JERRY D.	1,274.96
	Manual Check	Pay period 12/26/2011 to 01/08/2012	
14936	1/10/2012	CHRISTENSEN, JEAN M.	691.32
	Manual Check	Pay period 12/26/2011 to 01/08/2012	
14937	1/10/2012	DIEDERICH, FREDERICK H.	643.17
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14938	1/10/2012	FURMAN, RACHEL M.	645.94
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14939	1/10/2012	HELLER, MOLLY K	54.52
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14940	1/10/2012	HULTINE, MOLLY M.	783.41
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14941	1/10/2012	O'CONNOR, THOMAS P.	761.22
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14942	1/10/2012	PAULI, DAVID J.	577.09
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14943	1/10/2012	PELTON, TERESA A.	395.54
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14944	1/10/2012	SOLBERG, SHEREE	207.94
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14945	1/10/2012	YOUNG, TERESA M	150.98
	Manual Check	Pay period 01/01/2012 to 01/08/2012	
14946	1/23/2012	*** Test Check ***	0.00
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14947	1/23/2012	AUSTIN, MARY H.	826.93
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14948	1/23/2012	BIGLER, JULIE L.	213.60
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14949	1/23/2012	BUTTS, JERRY D.	1,274.96
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14950	1/23/2012	CHRISTENSEN, JEAN M.	691.32
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14951	1/23/2012	DIEDERICH, FREDERICK H.	1,098.32
	Manual Check	Pay period 01/09/2012 to 01/22/2012	

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Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
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14953	1/23/2012	HELLER, MOLLY K	140.50
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14954	1/23/2012	HULTINE, MOLLY M.	1,529.79
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14955	1/23/2012	O'CONNOR, THOMAS P.	1,362.78
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14956	1/23/2012	PAULI, DAVID J.	1,232.32
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14957	1/23/2012	PELTON, TERESA A.	634.32
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14958	1/23/2012	SOLBERG, SHEREE	256.92
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
14959	1/23/2012	YOUNG, TERESA M	25.16
	Manual Check	Pay period 01/09/2012 to 01/22/2012	
18118	1/03/2012	BAER INSURANCE INV # 20795 & INV # 20856	15,700.00
18119	1/09/2012	VILLAGE OF BELLEVILLE HEALTH CARE FLEX BENEFIT ACCT DEPOSIT	1,275.53
18120	1/10/2012	*** Test Check *** Test Check *** VOID *** VOID *** VOID *** VOID ***	0.00
18121	1/10/2012	2012 WCPA=WPLF WINTER CONFERENCE 2012 WCPA=WPLF WINTER CONFERENCE	100.00
18122	1/10/2012	ADVANCE CONSTRUCTION, INC. Previous Year Expense FINAL PAYMENT	65,659.49
18123	1/10/2012	AFLAC INV # 585729 DEC 16TH - JAN 12TH	528.00
18124	1/10/2012	ALLIANT ENERGY/WP&L (3) Previous Year Expense ACCT # 174502-010	79.73
18125	1/10/2012	ALLIANT ENERGY/WP&L (4) ACCT # 167309-010	2,447.86
18126	1/10/2012	BAER INSURANCE INV # 20958 BLANKET CRIME BOND	813.00
18127	1/10/2012	BAKER & TAYLOR Previous Year Expense INV # 2026299809	3,362.44
18128	1/10/2012	BAKER TILLY VIRCHOW KRAUSE LLP Previous Year Expense INV # BT560111	4,449.00

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Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18129	1/10/2012	BELLEVILLE MUNICIPAL WATER DEPT	1,009.71
		ACCT # 049-0101-00	
		Previous Year Expense	
18130	1/10/2012	BELLEVILLE MUNICIPAL WATER DEPT (2)	99.34
		Previous Year Expense	
18131	1/10/2012	BELLEVILLE SCHOOL DISTRICT	632,958.31
		JAN TAX SETTLEMENT - DANE CTY PORTION	
18132	1/10/2012	BOND TRUST SERVICES CORPORATION	150.00
		REF: 35434-CP	
18133	1/10/2012	BUCKY'S PORTABLE TOILETS, INC.	181.20
		INV # 35353 COMM PK THRU 02-09-12	
18134	1/10/2012	BWI	6.48
		INV # 237482D	
18135	1/10/2012	CATE MACHINE AND WELDING, INC.	86.56
		INV # 34328 SEWER	
		Previous Year Expense	
18136	1/10/2012	CHARTER COMMUNICATIONS	108.08
		ACCT # 8245 11 719 0015586	
18137	1/10/2012	CHARTER COMMUNICATIONS	277.30
		ACCT # 8245 11 719 0001982	
18138	1/10/2012	CHARTER COMMUNICATIONS	290.35
		ACCT # 8245 11 719 0015420	
18139	1/10/2012	CINTAS CORPORATION	251.64
		ACCT # 446-32222	
		Previous Year Expense	
18140	1/10/2012	CITGO	909.87
		FLEET # 131801342	
		Previous Year Expense	
18141	1/10/2012	CITGO (2)	1,142.79
		FLEET # 132004243	
		Previous Year Expense	
18142	1/10/2012	DANE COUNTY CITIES & VILLAGES ASSOCIATION	810.00
		2012 ASSOCIATION DUES	
18143	1/10/2012	DANE COUNTY TREASURER (2)	158,264.87
		JANUARY TAX SETTLEMENT - STATE PORTION	
18144	1/10/2012	DANE COUNTY TREASURER (3)	75.00
		INV 17154 FIREARMS RANGE USE	
18145	1/10/2012	DAVID PAULI	200.00
		SHOE REIMBURSEMENT	
		Previous Year Expense	
18146	1/10/2012	FONDY AUTO ELECTIC	240.89
		INV # M77678 SEWER JETTER	
		Previous Year Expense	
18147	1/10/2012	FRONTIER (2)	218.55
		608-424-3545	
		Previous Year Expense	

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ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18148	1/10/2012	GALLS, AN ARAMARK COMPANY	22.49
Previous Year Expense		INV # 511856209 CAMERA CASE	
18149	1/10/2012	GORDON FLESCH CO., INC.	113.70
Previous Year Expense		INV # 1EG005	
18150	1/10/2012	GREEN COUNTY TREASURER	86,097.73
		JANUARY TAX SETTLEMENT - STATE PORTION	
18151	1/10/2012	INGRAM LIBRARY SERVICES	45.82
Previous Year Expense		INV # 02493772	
18152	1/10/2012	INTERIOR INVESTMENTS OF MADISON, LLC	2,094.50
Previous Year Expense		INV # 60773 CHAIRS	
18153	1/10/2012	IRON WORKS CONSTRUCTION CO	76,275.50
		PAYMENT #1	
18154	1/10/2012	J & K SECURITY SOLUTIONS	287.76
Previous Year Expense		INV # 338273 PADLOCKS	
18155	1/10/2012	J. MAUEL & ASSOCIATES	200.00
Previous Year Expense		2011 TAX COLLECTION/PET LICENSE SOFTWARE	
18156	1/10/2012	JILL WEDIG	3,563.23
		DOUBLE PAYMENT OF RE TAXES	
18157	1/10/2012	L.W. ALLEN, INC.	1,748.86
Previous Year Expense		INV 091829 PUMP	
18158	1/10/2012	LANTECH SERVICES, LLC	510.00
Previous Year Expense		INV # 61485	
18159	1/10/2012	LATHROP & CLARK LLC	325.00
Previous Year Expense		INV # 138440 HANDBOOK REVIEW	
18160	1/10/2012	LEAGUE OF WISCONSIN MUNICIPALITIES	840.15
		2012 LEAGUE SERVICES	
18161	1/10/2012	MADISON AREA TECHNICAL COLLEGE DISTRICT	114,737.95
		JAN TAX SETTLEMENT - DANE CTY PORTION	
18162	1/10/2012	MADISON METROPOLITAN SEWERAGE DISTRICT	3,619.39
Previous Year Expense		CUSTOMER # VBELLE INV # 9177	
18163	1/10/2012	MANDT SANDFILL	40.00
Previous Year Expense		INV # 2083 HAUL FILL DIRT	
18164	1/10/2012	MIDWEST TAPE	265.90
Previous Year Expense		INV # 2715180	
18165	1/10/2012	MILPORT ENTERPRISES, INC.	3,810.05
		INV # 216650 ALUM SULFATE	
18166	1/10/2012	MONROE TRUCK EQUIPMENT, INC.	234.00
Previous Year Expense		INV # 5206243 SNOW REMOVAL	

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ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18167	1/10/2012	MSA PROFESSIONAL SERVICES, INC.	5,574.57
Previous Year Expense		R00372008.0 FWSSSI CRS PROJ B SCHOOL DIS	
18168	1/10/2012	NEWS PUBLISHING COMPANY, INC.	547.03
Previous Year Expense		TAX NOTICE	
18169	1/10/2012	NORTH SHORE BANK,FSB	280.00
		JANUARY 9TH PAYROLL	
18170	1/10/2012	NORTHERN LAKE SERVICE, INC.	83.40
Previous Year Expense		INV # 208876	
18171	1/10/2012	PURE WATERS, LLC	22.00
		INV # 85708	
18172	1/10/2012	QUILL CORP	87.22
Previous Year Expense		ACCT # C6052818	
18173	1/10/2012	ROBERT E. LEE & ASSOCIATES	9,250.00
Previous Year Expense		INV # 64705	
18174	1/10/2012	ROBERT FLANAGAN	205.00
		FOOD PANTRY SUPPLIES - FARM & FLEET	
18175	1/10/2012	S&L UNDERGROUND AND TRUCKING, INC.	22,602.30
Previous Year Expense		FINAL PAYMENT	
18176	1/10/2012	SCHWAAB, INC.	76.99
Previous Year Expense		INV # B80643	
18177	1/10/2012	SOUTH CENTRAL LIBRARY SYSTEM	612.00
		INV11-727 2012 DIGITAL MEDIA BUYING POOL	
18178	1/10/2012	SUGAR RIVER BANK	200.00
		BUTTS	
18179	1/10/2012	THE MINNESOTA LIFE INSURANCE COMPANY	525.78
		DECEMBER 2011 PREMIUM	
18180	1/10/2012	TROY HANDEL	2,401.89
		REFUND ON PROPERTY TAX OVERPAYMENT	
18181	1/10/2012	U.S. CELLULAR	28.81
Previous Year Expense		ACCT # 335032686	
18182	1/10/2012	UPPER SUGAR RIVER WATERSHED ASSOCIATION	1,163.00
		2012 CONTRIBUTION	
18183	1/10/2012	WEAVER AUTO PARTS - NEW GLARUS	27.60
Previous Year Expense		ACCOUNT # 90444	
18184	1/10/2012	WISCONSIN CHIEFS OF POLICE ASSOCIATION, INC.	100.00
		2012 DUES	
18185	1/10/2012	WISCONSIN DEPARTMENT OF REVENUE	624.19
		11 ASSESS. OF MANUFACTURING PROPERTY FEE	

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18186	1/10/2012	WISCONSIN DEPARTMENT OF REVENUE TAX ACCOUNT # 600-0000242412-03	10.00
18187	1/10/2012	WISCONSIN LIBRARY SERVICES INV # 36453	348.54
18188	1/10/2012	WISCONSIN MUNICIPAL COURT CLERKS ASSOCIATION 2012 DUES TERESA PELTON	40.00
18189	1/10/2012	WISCONSIN PROFESSIONAL POLICE ASSOCIATION, INC JANUARY DUES # 243	159.00
18190	1/10/2012	WJZ CLEANING, LLC INV # 5749 DECEMBER CLEANINGS	440.00
Previous Year Expense			
18191	1/10/2012	WJZ CLEANING, LLC (2) INV # 5750 DEC CLEANINGS	250.00
Previous Year Expense			
18192	1/10/2012	WORKHORSE SOFTWARE SERVICES, INC 2012 SUPPORT	3,075.00
18193	1/19/2012	*** Test Check *** Test Check *** VOID *** VOID *** VOID *** VOID ***	0.00
18194	1/19/2012	BURRESON'S FOODS FOOD PANTRY MILK VOUCHERS	537.76
Previous Year Expense			
18195	1/19/2012	DIGGERS HOTLINE, INC. INV # 1277801 PP1	51.20
Previous Year Expense			
18196	1/19/2012	FRANCOIS SALES & SERVICE, INC. SQUAD MAINTENANCE	2,525.13
Previous Year Expense			
18197	1/19/2012	GENERAL ENGINEERING COMPANY DEC BUILDING PERMITS	325.00
Previous Year Expense			
18198	1/19/2012	GREEN COUNTY HIGHWAY COMMISSION PROJECT 2810 SALT	1,156.38
Previous Year Expense			
18199	1/19/2012	GREEN COUNTY SOLID WASTE DECEMBER	881.42
Previous Year Expense			
18200	1/19/2012	LANDMARK SERVICES COOPERATIVE CUSTOMER # 424717	254.89
Previous Year Expense			
18201	1/19/2012	MONTGOMERY ASSOCIATES -RESOURCE SOLUTIONS LLC INV # 3727 LAKE BELLE VIEW MONITORING	7,759.03
Previous Year Expense			
18202	1/19/2012	THE ENGLISH GARDEN FLORAL & GIFTS INV # 4103 JIM SCHMITZ	34.95
Previous Year Expense			
18203	1/23/2012	BELLEVILLE WATER DEPART 2011 ESTIMATED WATER USE	2,351.51
Previous Year Expense			
18204	1/23/2012	BUSINESS CARD ACCT # 5472 0690 0015 2275 (UPS)	868.98
Previous Year Expense			

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
 Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18205	1/23/2012	MONTGOMERY ASSOCIATES -RESOURCE SOLUTIONS LLC	801.25
		Previous Year Expense INV# 3697 LAKE BELLE VIEW DAM COMPLIANCE	
18206	1/23/2012	STAFFORD ROSENBAUM LLP	1,297.60
		Previous Year Expense GENERAL MUNICIPAL ADVICE	
18207	1/25/2012	*** Test Check ***	0.00
		Test Check *** VOID *** VOID *** VOID *** VOID ***	
18208	1/25/2012	AFLAC	528.00
		INV # 912253 JAN 13TH - FEB 9TH	
18209	1/25/2012	ALLIANT ENERGY/WP&L	2,635.39
		ACCT # 366426-010	
18210	1/25/2012	ASSOCIATED APPRAISAL CONSULTANTS, INC.	954.31
		NOVEMBER SERVICES	
18211	1/25/2012	AT&T	39.78
		ACCT # 030 491 1230 001	
18212	1/25/2012	BELLEVILLE AREA EMS	9,884.18
		1ST HALF OF 2012 BUDGET	
18213	1/25/2012	BELLEVILLE AREA SENIOR CITIZENS	36,325.58
		2012 BUDGET IN FULL	
18214	1/25/2012	BELLEVILLE FIRE ASSOCIATION	24,614.00
		1ST HALF OF 2012 BUDGET	
18215	1/25/2012	BUSINESS CARD	198.48
		ACCT 5472 0635 7968 3570 ENVELOPES	
18216	1/25/2012	BWI	8.63
		INV # 239616D	
18217	1/25/2012	CHARTER COMMUNICATIONS	130.16
		ACCT # 8245 11 719 0015388	
18218	1/25/2012	DEBRA FREEMAN	8.97
		REIMBURSE - BOOK	
18219	1/25/2012	FASTENAL COMPANY	30.10
		INV # WIMA222845	
18220	1/25/2012	GENERAL ENGINEERING COMPANY	3,092.00
		PROPERTY MAINTENANCE INSPECTIONS	
18221	1/25/2012	GORDON FLESCH COMPANY, INC.	129.00
		INV # 1EU239 BASE CHARGE/COPIES	
18222	1/25/2012	GRAINGER	42.72
		ACCT # 837616846	
18223	1/25/2012	GREEN COUNTY DEVELOPMENT CORPORATION	6,320.00
		2012 MEMBERSHIP DUES	

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18224	1/25/2012	GREEN COUNTY HISTORICAL SOCIETY 2012 DUES	25.00
18225	1/25/2012	MIDWEST TAPE INV # 2719737	166.94
18226	1/25/2012	MILTON FLIELLER 3 USED MONROE ADDING MACHINES	135.00
18227	1/25/2012	MONROE TRUCK EQUIPMENT, INC. 37800 FOR STERLING WING	88.00
18228	1/25/2012	MSA PROFESSIONAL SERVICES, INC. R00372008.0 FWSSSI CRS PROJ B SCHOOL DIS	9,289.95
18229	1/25/2012	NCL OF WISCONSIN, INC ACCT # 4400	1,463.30
18230	1/25/2012	NORTH SHORE BANK,FSB JANUARY23RD PAYROLL	280.00
18231	1/25/2012	NORTHERN LAKE SERVICE, INC. INV # 209468	250.20
18232	1/25/2012	OTIS ELEVATOR COMPANY INV # CMM65044212	226.29
18233	1/25/2012	PITNEY BOWES LEASE ACCT # 1281536	76.71
18234	1/25/2012	PURE WATERS, LLC INV # 85709	24.00
18235	1/25/2012	QUILL CORP INV # 9421587	693.67
18236	1/25/2012	QUILL CORPORATION ACCT # C264557	142.71
18237	1/25/2012	ROBERT FLANAGAN FOOD PANTRY SUPPLIES - FAMILY DOLLAR	25.00
18238	1/25/2012	SHORT ELECTRIC INC INV # 17717 TRIM TREE/TAKE DOWN FLAG	110.15
18239	1/25/2012	SOUTH CENTRAL LIBRARY SYSTEM INV11-765 TECH/ILS SERVICES 2012	15,947.00
18240	1/25/2012	SUGAR RIVER BANK BUTTS	200.00
18241	1/25/2012	TERRY KRINGLE MILEAGE/MEAL/ROOM ICS TRAINING JAN 16-17	173.47
18242	1/25/2012	U.S. IDENTIFICATION MANUAL INV # 173568 MANUAL UPDATE SERVICE	82.50

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
18243	1/25/2012	WASTE MANAGEMENT OF WI-MN JANUARY CHARGES	12,932.87
18244	1/25/2012	WE ENERGIES ACCT # 4623-106-234	1,734.01
18245	1/25/2012	WE ENERGIES (3) ACCT # 6227-305-139	195.53
18246	1/25/2012	WI DEPART OF JUSTICE - TIME INV # T12340 JANUARY - MARCH 2012	255.00
18247	1/25/2012	WISCONSIN CITY/ COUNTY MANAGEMENT ASSOC. 2012 WCMA DUES - APRIL	105.50
18248	1/25/2012	WISCONSIN MUNICIPAL JUDGES ASSOCIATION 2012 DUES	100.00
18249	1/31/2012	BELLEVILLE POST OFFICE JANUARY USE	298.76
ACHFEBICI	1/23/2012	ICI DISABILITY INSURANCE Manual Check ACH ICI DISABILITY INS FEB PREMIUM	607.52
ACHFEBHEAL	1/23/2012	HEALTH INSURANCE Manual Check ACH HEALTH INS FEB PREMIUM	15,702.50
ACHJANDENT	1/05/2012	DENTAL INSURANCE Manual Check ACH DENTAL INS JAN PREMIUM	1,562.93
Grand Total			1,435,415.69

GENERAL FUND CHECKING

ALL Checks

Posted From: 1/01/2012 From Account:
Thru: 1/31/2012 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	1,163,665.82
Total Expenditure from Fund # 300 - DEBT SERVICE FUND	150.00
Total Expenditure from Fund # 500 - CAPITAL PROJECT FUND	15,605.32
Total Expenditure from Fund # 510 - TIF 3 / FAR WEST SIDE DEV	13,678.08
Total Expenditure from Fund # 550 - WASTE MANAGEMENT	14,023.41
Total Expenditure from Fund # 600 - WATER & SEWER	32,874.15
Total Expenditure from Fund # 650 - STORM WATER UTILITY	2,551.97
Total Expenditure from Fund # 800 - LAKE RESTORATION	159,745.27
Total Expenditure from Fund # 900 - LIBRARY	32,770.10
Total Expenditure from Fund # 950 - CEMETERY FUND	351.57
Total Expenditure from all Funds	1,435,415.69

1-24-2012 a.m

WATER AND SEWER TREASURERS REPORT

2011 DECEMBER WITH DECEMBER INTEREST SPLIT

Savings	0.00	SA=184.08
Checking INTEREST	0.00	CK=97.19
	0.00	

WATER

	PREVIOUS BALANCE	DECEMBER MONTH	CURRENT BALANCE
DESIGNATED FOR PROJECTS			
2009 Water Main Project R00372027.0	26,458.65	0.00	26,458.65
2010 Hwy 92 project 2010 borrow 325000 net 310,062	51,848.60	0.00	51,848.60
SUB TOTAL	78,307.25	0.00	78,307.25
Reserve	34,885.43	0.00	34,885.43
Prior undesignated \$173,708.58 & cash \$22,400.20	29,532.30	0.00	29,532.30
	0.00	0.00	0.00
	64,417.73	0.00	64,417.73
GENERAL OPERATION			
2011 Expense	-312,288.18	0.00	-312,288.18
2011 Revenue	205,565.19	0.00	205,565.19
2011 Public Fire Protect Rev	102,602.29	0.00	102,602.29
Miscellaneous Revenue	1,492.70	0.00	1,492.70
Internal Transfer Designated Projects	0.00	0.00	0.00
cash	292,627.10	0.00	292,627.10
SUB TOTAL WORKING CASH	289,999.10	0.00	289,999.10
INTEREST	1,230.55	0.00	1,230.55
TOTAL WATER	433,954.63	0.00	433,954.63
	0.00	0.00	0.00

<u>SEWER</u>	PREVIOUS BALANCE	DECEMBER MONTH	CURRENT BALANCE
DESIGNATED FOR PROJECTS			
2010 Hwy 92 project village 2010 borrow 79,952	20,893.09	0.00	20,893.09
SUB TOTAL	20,893.09	0.00	20,893.09
WWTP R&R	116,099.86	0.00	116,099.86
Reserve	105,444.80	0.00	105,444.80
Future Clean Water Debt	368,912.78	0.00	368,912.78
	0.00	0.00	0.00
TOTAL	474,357.58	0.00	474,357.58
GENERAL OPERATIONS			
2011 Billing Revenue	767,294.96	0.00	767,294.96
2011 Expense	-912,380.79	0.00	-912,380.79
clean water monthly deposit	-660,000.00	0.00	-660,000.00
Transfer to/from account	-7.23	0.00	-7.23
cash	<u>736,558.96</u>	0.00	<u>736,558.96</u>
SUB TOTAL WORKING CASH	-68,534.10	0.00	-68,534.10
Deduct Meter Revenue	1,400.00	0.00	1,400.00
Miscellaneous Revenue	975.85	0.00	975.85
	0.00		
Connection Fee (2011)	4,853.86	0.00	4,853.86
Remaining 2010 C Water 338,219.92 & CONNECTION 15,488.92	353,708.84	0.00	353,708.84
Monthly Revenue 2011	660,000.00	0.00	660,000.00
Clean Water Debt Payment	-612,251.41	0.00	-612,251.41
TOTAL CLEANWATER	401,457.43	0.00	401,457.43
INTEREST	2,396.49	0.00	2,396.49
prepaid 2473.49/prior yr exp 7645.32	-15,761.04	0.00	-15,761.04
TOTAL SEWER	938,139.02	0.00	938,139.02
	0.00	0.00	0.00
	0.00		0.00
WATER	433,954.63	0.00	433,954.63
SEWER	938,139.02	0.00	938,139.02
BANK STATEMENTS	1,372,093.65	0.00	1,372,093.65
WATER CD	0.00	0.00	0.00
SEWER CD	0.00	0.00	0.00
CD TOTAL	0.00	0.00	0.00
Jerry's Petty Cash	25.00	0.00	25.00
BALANCE SHEET	1,372,118.65	0.00	1,372,118.65

		Fund: 600 - WATER & SEWER	
		Report Date: 12/31/2011	
Account Number		Debit	Credit
600-00-11101-000-000	TREASURERS CASH - CHECKING SRB	284,448.54	
600-00-11103-000-000	CURRENT SEWER CONNECTION FEE	4,853.86	
600-00-11104-000-000	WWTP REPAIR & REPLACEMENT CASH	116,099.86	
600-00-11108-300-001	TREASURER'S CDs		
600-00-11108-300-002	TREAS CDs - WATER		
600-00-11109-000-000	CLEAN WATER REDEMPTION ACCOUNT	401,457.43	
600-00-11109-005-000	WATER PROJECTED PROJECTS	26,458.65	
600-00-11110-002-000	SAVINGS PRIOR R&R FUND	200,871.00	
600-00-11110-003-000	SAVINGS SET ASIDE CONNECT FEE	168,041.78	
600-00-11110-006-000	SAVINGS SEWER RESERVE	105,444.80	
600-00-11110-007-000	SAVINGS WATER UNDESIGNATED	29,532.30	
600-00-11110-008-000	SAVINGS WATER RESERVE	34,885.43	
600-00-11800-000-000	PETTY CASH FUND	25.00	
CASH AND MARKETABLE SECURITIES		1,372,118.65	
600-00-13100-000-142	CUSTOMER ACCOUNTS RECEIVABLE	108,232.48	
600-00-13105-000-142	ACCTS REC. OTHER		
ACCOUNTS RECEIVABLE		108,232.48	
600-00-14000-000-183	CONSTRUCTION/SEWER		
OTHER ASSETS & DEFERRED DEBITS			
600-00-15100-000-145	DUE FROM GENERAL FUND	0.17	
DUE FROM OTHER FUNDS		0.17	
600-00-16110-000-150	WATER MATERIALS AND SUPPLIES	8,723.00	
600-00-16110-000-165	Prepaid Expenses - Water	813.36	
600-00-16110-000-166	Prepaid Expenses - Sewer	1,660.13	
600-00-16111-000-184	DEBT ISSUE COSTS - 08 NOTE	15,107.00	
600-00-16111-000-185	DEBT ISSUE COSTS - 2010 BAN	14,938.00	
INVENTORIES		41,241.49	
600-00-18112-000-310	LAND & LAND RIGHTS	11,096.80	
600-00-18112-000-314	WELLS & SPRINGS	8,056.67	
600-00-18113-000-321	WATER PUMPING PLANT STRUCTURE	48,067.46	
600-00-18113-000-325	WATER ELECTRIC PUMPING EQUIP	49,968.61	

Fund: 600 - WATER & SEWER
Report Date: 12/31/2011

Account Number		Debit	Credit
600-00-18113-000-328	WATER COMBUSTION PUMP EQUIP	1,087.39	
600-00-18114-000-332	WATER TREATMENT EQUIP	2,924.12	
600-00-18114-001-343	MAINS - CONTRIBUTED	856,656.00	
600-00-18114-001-345	SERVICES - CONTRIBUTED	160,114.00	
600-00-18114-001-348	HYDRANTS - CONTRIBUTED	117,001.00	
600-00-18115-000-340	WATER LAND & LAND RIGHTS	2,925.50	
600-00-18115-000-342	STANDPIPE	48,624.49	
600-00-18115-000-343	WATER MAINS	2,122,749.51	
600-00-18115-000-345	WATER SERVICES	914,553.54	
600-00-18115-000-346	WATER METERS	323,559.70	
600-00-18115-000-348	WATER HYDRANTS	249,542.20	
600-00-18115-000-349	WATER FOUNTAINS & BASINS	48.02	
600-00-18115-000-394	PROPERTY FOR FUTURE USE	30,000.00	
600-00-18116-000-371	WATER STRUCTURES & IMPROVEMENT	154.52	
600-00-18116-000-372	WATER OFFICE EQUIPMENT	7,125.92	
600-00-18116-000-379	WATER MISC. EQUIPMENT	15,547.80	
600-00-18116-000-395	WATER SYSTEM STUDY	7,000.00	
600-00-18116-000-396	SCHOOL ST 08 W	89,635.36	
600-00-18116-000-397	SCADA	15,345.00	
600-00-18390-000-110	WATER ACCUMULATED DEPRECIATION		259,515.02
600-00-18390-002-110	ACCUMULATED DEPRECIATION CIAC		248,850.00
WATER UTILITY PLANT		4,573,418.59	
600-00-19112-000-312	SEWER SERVICE CONNECTIONS	113,234.12	
600-00-19112-000-313	SEWER COLLECTING SYSTEM	3,517,056.92	
600-00-19112-000-315	SEWER FORCE MAINS	153,446.75	
600-00-19112-000-316	SEWER OTHER COLLECTING EQUIP	28,247.27	
600-00-19113-000-320	SEWER LAND & LAND RIGHTS PUMP	500.00	
600-00-19113-000-323	SEWER ELECTRIC PUMP EQUIP	460,332.47	
600-00-19114-000-330	SEWER LAND & LAND RIGHTS TREAT	29,650.00	
600-00-19114-000-331	SWR TREATMENT & DISPOSAL PLANT	841,660.80	
600-00-19114-000-332	SWR PRELIM TREAT EQUIP	1,337,322.71	
600-00-19114-000-333	SWR PRIMARY TREATMENT EQUIP	78,920.76	
600-00-19114-000-334	SWR SECONDARY EQUIP	4,578,341.97	
600-00-19114-000-336	SWR CHLORINATION EQUIP	331,970.77	
600-00-19114-000-337	SWR SLUDGE/DISPOSAL EQUIP	249,615.32	
600-00-19114-000-338	SWR PLANT SITE PIPING	1,282,242.33	

Fund: 600 - WATER & SEWER		Report Date: 12/31/2011	
Account Number		Debit	Credit
600-00-19114-000-339	SWR FLOW METERING EQUIP	27,483.70	
600-00-19114-000-340	SWR OUTFALL SEWER PIPES	18,529.11	
600-00-19114-000-346	SWR DEDUCT METERS	8,369.96	
600-00-19115-000-371	SWR STUCTURES & IMPROVEMENTS	18,312.66	
600-00-19115-000-372	SWR OFFICE EQUIPMENT	37,991.58	
600-00-19115-000-373	SWR TRANSPORTATION EQUIP	107,767.33	
600-00-19115-000-379	SWR MISC EQUIP	92,849.43	
600-00-19116-901-395	SEWER PLANT STUDY UPGRADE	0.12	
600-00-19116-902-395	NESSSI	7,855.39	
600-00-19390-000-110	ACCUMULATED DEPRECIATION		2,084,592.00
600-00-19390-000-183	ACCUMULATED DEPRECIATION		
SEWER UTILITY		11,237,109.47	
TOTAL ASSETS		17,332,120.85	
600-00-21200-000-000	VOUCHERS PAYABLE		0.03
600-00-21200-000-232	VOUCHERS PAYABLE		6,489.08
ACCOUNTS PAYABLE			6,489.11
600-00-22300-000-222	WELL LAND ADVANCE		5,116.00
600-00-22300-000-223	PEARL ST ADVANCE	0.61	
600-00-22300-000-224	SEWER ADVANCE	0.02	
600-00-22300-000-226	SCADA SYSTEM LOAN		35,023.50
600-00-22300-000-227	WTR SCHOOL ST- 08 NOTE		634,591.00
600-00-22300-000-228	WTR CONTINUITY- 08 NOTE		58,770.00
600-00-22300-000-229	WTR UNDESIG- 08 NOTE		16,639.00
600-00-22300-000-230	2010 NOTE - HWY 92		325,000.00
600-00-22400-000-237	INTEREST ACCRUED		35,994.00
600-00-22500-000-224	CLEAN WATER FUND		919,745.73
600-00-22500-000-225	CLEAN WATER FUND NEW PLANT		5,855,930.54
600-00-22500-000-226	SWR SCHOOL ST - 08 NOTE		39,615.00
600-00-22500-000-227	SWR CONTINUITY - 08 NOTE		4,710.00
600-00-22500-000-228	SWR UNDESIG-08 NOTE		675.00
LONG TERM DEBT			7,931,809.14
600-00-25100-000-236	TAXES DUE TO GENERAL FUND		52,000.00

Fund: 600 - WATER & SEWER
Report Date: 12/31/2011

Account Number		Debit	Credit
600-00-25100-000-253	WATER PSC/CIAC		60,021.00
600-00-25101-425-000	AMORTIZ OF REG LIABILITY (REV)		32,319.00
DUE TO OTHER FUNDS			144,340.00
TOTAL LIABILITY			8,082,638.25
600-00-31100-000-200	WATER CAPITAL PD IN BY MUNICIPAL		1,451,464.00
600-00-31100-000-201	SEWER CAPITAL PD BY MUNICIPAL		2,228,301.00
600-00-31200-000-271	CONTRIBUTE AID OF CONST WATER		
600-00-31200-000-272	CONTRIBUT AID OF CONST SEWER		
CONTRIBUTED CAPITAL			3,679,765.00
600-00-33900 000-216	UNAPPROPRIATED EARNED SURPLUS		5,053,409.99
600-00-33900-001-216	UNAPPROP SURPLUS-CONTRIBUTED		
600-00-33900-002-216	UNAPPROP EARNED SURPLUS CIAC		
600-00-33901-000-000	WWTP REPAIR & REPLACEMENT FUND		
RETAINED EARNINGS			5,053,409.99
600-00-34200-000-000	NET INCOME/EXPENSE SUMMARY		660,855.72
FUND BALANCE			660,855.72
TOTAL FUND EQUITY			9,394,030.71
	2011 Revenues		1,078,948.82
	2011 Expenditures	1,223,496.93	
GRAND TOTALS		18,555,617.78	18,555,617.78

Account Number		2011 December	2011 Actual 12/31/2011	2011 Budget	Budget Status	% of Budget
600-20-46412-422-000	SEWER REVENUES TIF	0.00	0.00	0.00	0.00	0.00
600-20-47611-621-000	SEWER FLAT RATE REV	0.00	0.00	0.00	0.00	0.00
600-20-47611-622-610	SEWER RES REVENUES	46,245.41	575,709.96	597,802.00	-22,092.04	96.30
600-20-47611-622-611	SEWER COM REVENUES	11,083.78	140,311.85	137,051.00	3,260.85	102.38
600-20-47611-622-612	SEWER INDUSTRIAL REV	638.73	8,469.92	7,892.00	577.92	107.32
600-20-47611-623-000	SEWER PUBLIC AUTHORITY REV	2,620.82	33,372.37	35,507.00	-2,134.63	93.99
SEWER REVENUES		60,588.74	757,864.10	778,252.00	-20,387.90	97.38
600-20-47612-421-000	CONTRIBUTIONS - SEWER	0.00	0.00	0.00	0.00	0.00
600-20-47612-631-000	SEWER FORFEITED DISC REVENUES	400.26	4,597.76	4,734.00	-136.24	97.12
600-20-47612-635-000	SEWER OTHER OPERATING REVENUES	0.00	2,395.58	2,500.00	-104.42	95.82
600-20-47612-635-703	SLUDGE STORAGE REVENUES	0.00	0.00	0.00	0.00	0.00
600-20-47612-635-705	CONNECTION FEE REVENUES	0.00	4,853.86	6,000.00	-1,146.14	80.90
600-20-47612-635-706	CLEAN WATER REIMBURSEMENT REV	0.00	0.00	0.00	0.00	0.00
600-20-47612-635-999	OTHER OPERATING REVENUES	0.00	0.00	0.00	0.00	0.00
600-20-48110-419-000	SEWER INTEREST ON INVESTMENTS	373.42	2,396.75	10,500.00	-8,103.25	22.83
600-20-49130-000-705	LONG TERM LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
600-20-49610-000-000	TRANS FROM GEN FUND	0.00	0.00	0.00	0.00	0.00
SEWER OTHER OPERATING REVENUES		773.68	14,243.95	23,734.00	-9,490.05	60.01
Total Revenues		61,362.42	772,108.05	801,986.00	-29,877.95	96.27

Account Number		2011 December	2011 Actual 12/31/2011	2011 Budget	Budget Status	% of Budget
600-20-57310-819-601	JERRY SALARY SEWER	266.10	3,459.30	3,459.00	-0.30	100.01
600-20-57310-819-602	FRITZ SALARY SEWER	1,934.62	19,447.94	28,232.00	8,784.06	68.89
600-20-57310-819-603	TOM SALARY SEWER	1,657.87	14,378.21	11,128.00	-3,250.21	129.21
600-20-57310-819-604	JEREMY SALARY SEWER	1,352.55	10,027.52	15,667.00	5,639.48	64.00
600-20-57310-819-605	DAVID'S SALARY SEWER	946.67	5,768.47	7,570.00	1,801.53	76.20
600-20-57310-819-606	MIKE'S SALARY SEWER	0.00	0.00	0.00	0.00	0.00
600-20-57310-819-607	RODNEY SALARY SEWER	0.00	0.00	0.00	0.00	0.00
600-20-57310-821-000	LIFT STATION POWER	232.33	1,794.28	2,750.00	955.72	65.25
600-20-57310-822-000	AERATION POWER	1,896.37	24,839.39	26,000.00	1,160.61	95.54
600-20-57310-823-000	SEWER CHLORINE	0.00	2,534.57	3,250.00	715.43	77.99
600-20-57310-826-000	OTHER CHEMICALS SEWER	0.00	18,839.58	20,000.00	1,160.42	94.20
600-20-57310-826-999	SEWER C/O CHEMICAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57310-827-000	SUPPLIES & EXPENSE	3,213.00	18,336.36	15,780.00	-2,556.36	116.20
600-20-57310-827-220	UTILITIES	897.23	6,685.23	9,500.00	2,814.77	70.37
600-20-57310-827-999	SEWER C/O EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57310-828-000	TRANSPORTATION/ EQUIPMENT RENT	-971.12	7,528.88	8,500.00	971.12	88.58
600-20-57310-828-850	SEWER R&R FUND EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57310-828-999	SEWER C/O TRANSPORTATION EXP	0.00	0.00	0.00	0.00	0.00
SEWER OPERATING EXPENSE		11,425.62	133,639.73	151,836.00	18,196.27	88.02
600-20-57320-831-000	COLLECTION SYSTEM	505.28	1,943.41	2,000.00	56.59	97.17
600-20-57320-831-701	SEWER PEARL ST EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-702	SEWER IND PARK EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-703	NESSSI	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-704	FWSSSI	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-705	CONTINUITY ENGINEER	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-802	SEWER IND PARK TIF EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-831-901	STATE HWY 92	0.00	116.00	0.00	-116.00	0.00
600-20-57320-831-999	SEWER C/O COLLECTION EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-832-000	LIFT STATION	106.21	1,904.03	1,500.00	-404.03	126.94
600-20-57320-832-001	NORTH SHORE LIFT	0.00	397.00	0.00	-397.00	0.00
600-20-57320-833-000	DISPOSAL PLANT	0.00	2,420.00	1,550.00	-870.00	156.13
600-20-57320-833-001	MMSD SLUDGE	3,619.39	32,767.70	50,000.00	17,232.30	65.54
600-20-57320-833-703	SEWER MAINTENANCE EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-704	ENGINEER SEWER PLANT UPGRADE	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-705	UPGRADE WW CONTRACTOR	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-706	SEWER UPGRADE MISC EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-850	SEWER R & R FUND MAINT EXP	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-852	ENGINEER	0.00	0.00	0.00	0.00	0.00
600-20-57320-833-999	SEWER C/O MAINTENANCE EXP	0.00	0.00	0.00	0.00	0.00
600-20-57320-834-000	GENERAL PLANT & EQUIP EXPENSE	0.00	469.98	4,000.00	3,530.02	11.75
600-20-57320-834-700	SEWER METERS	0.00	0.00	0.00	0.00	0.00
600-20-57320-834-999	SEWER C/O GEN PLANT MAINT EXP	0.00	0.00	0.00	0.00	0.00
SEWER MAINTENANCE EXPENSE		4,230.88	40,018.12	59,050.00	19,031.88	67.77
600-20-57330-840-000	SEWER BILLING EXPENSE	92.99	1,688.34	3,670.00	1,981.66	46.00
600-20-57330-842-601	SEWER BILLING EXPENSE JERRY	0.00	0.00	0.00	0.00	0.00
600-20-57330-842-602	SEWER BILLING EXPENSE FRITZ	0.00	1,556.30	0.00	-1,556.30	0.00
600-20-57330-842-603	SEWER BILLING EXPENSE TOM	0.00	3,667.08	0.00	-3,667.08	0.00
600-20-57330-842-604	SEWER BILLING EXPENSE JEREMY	142.92	4,290.15	0.00	-4,290.15	0.00

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600-20-57330-842-605	SEWER BILLING EXPENSE DAVID	93.85	4,810.50	0.00	-4,810.50	0.00
600-20-57330-842-606	SEWER BILLING EXPENSE	0.00	0.00	0.00	0.00	0.00
600-20-57330-842-607	SEWER BILLING EXPENSE	0.00	1,551.36	0.00	-1,551.36	0.00
600-20-57330-843-000	SEWER UNCOLLECTIBLE ACCTS	0.00	0.00	0.00	0.00	0.00
SEWER BILLING EXPENSE		329.76	17,563.73	3,670.00	-13,893.73	478.58
600-20-57340-850-000	MARY SALARY SEWER	1,099.46	11,979.22	9,496.00	-2,483.22	126.15
600-20-57340-850-001	DARLENE SALARY SEWER	31.03	461.27	5,603.00	5,141.73	8.23
600-20-57340-850-002	JULIE SEWER SALARY	223.18	2,538.21	2,553.00	14.79	99.42
600-20-57340-850-601	JERRY OFFICE SALARY SEWER	425.74	5,534.62	5,535.00	0.38	99.99
600-20-57340-851-000	SEWER OFFICE SUPPLIES & EXP	760.93	4,648.67	5,380.00	731.33	86.41
600-20-57340-851-220	TELEPHONE BILL	370.31	3,572.68	3,600.00	27.32	99.24
600-20-57340-851-320	STORMWATER EXPENSE	0.00	0.00	415.00	415.00	0.00
600-20-57340-851-601	SEWER JERRY GENERAL EXPENSES	0.00	70.89	100.00	29.11	70.89
600-20-57340-851-602	SEWER FITZ GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-851-603	SEWER TOM GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-851-604	SEWER JEREMY GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-851-605	SEWER DAVID GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-851-606	SEWER MIKE GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-851-999	SEWER C/O OFFICE EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-000	OUTSIDE SERVICES	0.00	5,596.00	7,500.00	1,904.00	74.61
600-20-57340-852-183	SEWER CONSTI/ REG. LIFT STATION	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-200	FINANCING SERVICES	0.00	234.74	0.00	-234.74	0.00
600-20-57340-852-706	WW SITE MAP	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-901	SEWER GIS DATA GENERAL EXP	0.00	0.00	500.00	500.00	0.00
600-20-57340-852-902	ABANDON SYPHON	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-903	SEWER SMOKE TESTING	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-904	SEWER SUB CONTRACT EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-910	SEWER FLY OVER EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-852-999	SEWER C/O OUTSIDE EXP	0.00	0.00	0.00	0.00	0.00
600-20-57340-853-000	INSURANCE	4,717.23	43,994.89	41,881.81	-2,113.08	105.05
600-20-57340-854-000	RETIREMENT	474.05	8,076.03	10,467.00	2,390.97	77.16
600-20-57340-854-170	FLEX PLAN	0.00	49.69	81.00	31.31	61.35
600-20-57340-856-000	MISC	325.03	4,143.23	5,550.00	1,406.77	74.65
600-20-57340-856-601	JERRY SCHOOL & TRAINING	0.00	123.23	200.00	76.77	61.62
600-20-57340-856-602	FRITZ SCHOOL & TRAINING	0.00	63.23	200.00	136.77	31.62
600-20-57340-856-603	TOM SCHOOL & TRAINING	0.00	28.23	200.00	171.77	14.12
600-20-57340-856-604	JEREMY SCHOOL & TRAINING	0.00	28.23	50.00	21.77	56.46
600-20-57340-856-605	DAVID SCHOOL & TRAINING	0.00	28.23	50.00	21.77	56.46
600-20-57340-856-606	MIKE SCHOOL & TRAINING	0.00	0.00	0.00	0.00	0.00
600-20-57340-856-609	MARY/DARLENE SCHOOL & TRAINING	0.00	63.83	300.00	236.17	21.28
600-20-57340-856-999	SEWER GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
600-20-57340-857-000	SEWER GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00
SEWER GENERAL EXPENSE		8,426.96	91,235.12	99,661.81	8,426.69	91.54
600-20-57390-403-000	SEWER OTHER OPERATING EXPENSE	0.00	0.00	0.00	0.00	0.00
600-20-57390-403-850	R & R FUND	1,748.86	4,468.28	50,000.00	45,531.72	8.94
600-20-57390-408-000	TAXES	585.15	6,454.46	6,958.00	503.54	92.76
SEWER OTHER OPERATING EXPENSE		2,334.01	10,922.74	56,958.00	46,035.26	19.18

Account Number		2011 December	2011 Actual 12/31/2011	2011 Budget	Budget Status	% of Budget
600-20-58200-428-001	AMORTIZATION OF WWTP LOSS	0.00	0.00	0.00	0.00	0.00
600-20-58200-432-000	INTEREST WASTE WATER PLANT	0.00	26,595.65	26,595.00	-0.65	100.00
600-20-58200-432-001	NEW WWTP	0.00	0.00	0.00	0.00	0.00
600-20-58200-432-750	PRINCIPAL PAYMENT/WAST WATER	0.00	141,716.31	141,716.00	-0.31	100.00
600-20-58200-432-990	TRANSFER OF SURPLUS	0.00	0.00	0.00	0.00	0.00
600-20-58200-433-000	NEW PLANTINTEREST/LONG TERM	0.00	141,187.69	139,967.00	-1,220.69	100.87
600-20-58200-433-750	NEW PLANT PRINCIPAL	0.00	302,751.76	300,135.00	-2,616.76	100.87
600-20-58200-434-000	G.O. NOTE 2008 INTEREST	0.00	1,739.76	1,788.00	48.24	97.30
600-20-58200-434-750	G.O. NOTE 2008 PRINCIPAL	0.00	5,000.00	5,000.00	0.00	100.00
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	SEWER DEBT SERVICE	0.00	618,991.17	615,201.00	-3,790.17	100.62
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	Total Expenses	26,747.23	912,370.61	986,376.81	74,006.20	92.50
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	Net Totals	34,615.19	-140,262.56	-184,390.81	-44,128.25	76.07

Account Number		2011 December	2011 Actual 12/31/2011	2011 Budget	Budget Status	% of Budget
600-10-46411-460-000	SALE OF UNMETERED WATER	0.00	0.00	0.00	0.00	0.00
600-10-46411-461-610	RES SALES OF WATER	12,442.57	154,878.11	164,288.00	-9,409.89	94.27
600-10-46411-461-611	COMM SALES OF WATER	2,301.64	29,124.09	29,938.00	-813.91	97.28
600-10-46411-461-612	IND SALES OF WATER	96.91	1,263.40	1,232.00	31.40	102.55
600-10-46411-462-000	PRIV FIRE SALES OF WATER	494.80	5,615.60	4,560.00	1,055.60	123.15
600-10-46411-463-000	PUBLIC FIRE PROTECTION	9,454.30	102,332.77	103,465.00	-1,132.23	98.91
600-10-46411-464-000	PUB AUTHORITY SALES OF WATER	2,145.52	11,339.18	12,859.00	-1,519.82	88.18
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SALES OF WATER		26,935.74	304,553.15	316,342.00	-11,788.85	96.27
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600-10-46412-421-000	CONTRIBUTIONS - WATER	0.00	0.00	0.00	0.00	0.00
600-10-46412-422-000	WATER OTHER OPERATING REVITIF	0.00	0.00	0.00	0.00	0.00
600-10-46412-470-000	WATER OPERATING REV (PENALTY)	217.55	2,532.03	2,362.00	170.03	107.20
600-10-46412-474-000	WATER OTHER OPERATING REVENUES	50.00	877.37	6,000.00	-5,122.63	14.62
600-10-46412-474-999	OTHER OPERATING REVENUES	0.00	0.00	0.00	0.00	0.00
600-10-48001-000-000	FEES FOR PUBLIC SERVICE	0.00	0.00	0.00	0.00	0.00
600-10-48110-418-000	CELL TOWER LEASE	0.00	0.00	10,800.00	-10,800.00	0.00
600-10-48110-419-000	WATER INTEREST ON INVESTMENTS	171.68	1,229.73	2,575.00	-1,345.27	47.76
600-10-48412-474-000	INSURANCE CLAIMS	0.00	0.00	0.00	0.00	0.00
600-10-49130-000-701	LONG TERM LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
600-10-49620-000-000	TRANSFER FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
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WATER OTHER OPERATING REVENUES		439.23	4,639.13	21,737.00	-17,097.87	21.34
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Total Revenues		27,374.97	309,192.28	338,079.00	-28,886.72	91.46
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Account Number		2011 December	2011 Actual 12/31/2011	2011 Budget	Budget Status	% of Budget
600-10-57570-600-601	JERRY'S SALARY WATER	266.08	3,459.04	3,549.00	89.96	97.47
600-10-57570-600-602	FRITZ SALARY WATER	72.82	3,583.71	2,817.00	-766.71	127.22
600-10-57570-600-603	TOM SALARY WATER	340.37	6,587.06	16,793.00	10,205.94	39.23
600-10-57570-600-604	JEREMY SALARY WATER	208.14	3,608.63	7,477.00	3,868.37	48.26
600-10-57570-600-605	DAVID'S SALARY WATER	532.71	4,638.85	6,015.00	1,376.15	77.12
600-10-57570-600-606	MIKE'S SALARY WATER	0.00	0.00	0.00	0.00	0.00
600-10-57570-600-607	ROD'S SALARY WATER	0.00	72.72	0.00	-72.72	0.00
600-10-57570-620-000	POWER PURCHASED WATER	796.14	9,669.18	9,090.00	-579.18	106.37
600-10-57570-630-000	CHEMICALS/CHLORINE/FLUORIDE	0.00	4,389.35	3,838.00	-551.35	114.37
600-10-57570-640-000	SUPPLIES & EXPENSE WATER	142.66	3,247.08	4,700.00	1,452.92	69.09
600-10-57570-640-220	UTILITIES	375.21	3,326.02	4,000.00	673.98	83.15
600-10-57570-650-000	REPAIRS TO WATER PLANT	0.00	2,278.78	7,000.00	4,721.22	32.55
600-10-57570-650-600	2008 WATER MAIN REPLACEMENT	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-700	METERS, MAINS & HYDRANTS	0.00	25,547.42	9,295.00	-16,252.42	274.85
600-10-57570-650-701	MITCHELL STREET	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-702	INDUSTRIAL PARK	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-703	WATER TOWER RENOVATION	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-704	SCADA SYSTEM	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-705	CONTINUITY ENGINEER	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-802	REPAIRS INDUSTRIAL PARK WATER	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-852	ENGINEER	0.00	0.00	3,000.00	3,000.00	0.00
600-10-57570-650-901	STATE HWY 92	0.00	116.00	0.00	-116.00	0.00
600-10-57570-650-902	WATER REPAIRS ATTORNEY	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-903	WATER REPAIRS CONTRACTOR	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-904	WATER REPAIRS SUB CONTRACT	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-910	WATER REPAIRS MISC	0.00	0.00	0.00	0.00	0.00
600-10-57570-650-999	WATER PLANT OPERATION & MAINT.	0.00	0.00	0.00	0.00	0.00
600-10-57570-660-000	TRANSPORTATION/EQUIPMENT RENT	0.00	7,500.00	7,500.00	0.00	100.00
WATER PLANT OPERATIONS		2,734.13	78,023.84	85,074.00	7,050.16	91.71
600-10-57570-640-320	STORMWATER EXPENSE	0.00	0.00	50.00	50.00	0.00
600-10-57580-680-000	MARY SALARY WATER	1,087.40	11,975.78	9,496.00	-2,479.78	126.11
600-10-57580-680-001	DARLENE SALARY WATER	31.03	506.93	5,603.00	5,096.07	9.05
600-10-57580-680-002	JULIE WATER SALARY	235.42	2,550.45	2,553.00	2.55	99.90
600-10-57580-680-601	JERRY OFFICE SALARY WATER	425.74	5,534.62	5,535.00	0.38	99.99
600-10-57580-680-602	WATER ADMIN SALARY FRITZ	0.00	1,556.30	0.00	-1,556.30	0.00
600-10-57580-680-603	WATER ADMIN SALARY TOM	0.00	3,666.48	0.00	-3,666.48	0.00
600-10-57580-680-604	WATER ADMIN SALARY JEREMY	142.92	4,289.97	0.00	-4,289.97	0.00
600-10-57580-680-605	WATER ADMIN SALARY DAVID	93.85	4,809.71	0.00	-4,809.71	0.00
600-10-57580-680-606	WATER ADMIN SALARY	0.00	0.00	0.00	0.00	0.00
600-10-57580-680-607	WATER GENERAL EXPENSE	0.00	1,551.36	0.00	-1,551.36	0.00
600-10-57580-681-000	WATER OFFICE SUPPLIES/EXPENSE	744.78	4,733.30	7,922.00	3,188.70	59.75
600-10-57580-681-220	PW BLDG PHONE	33.32	400.21	475.00	74.79	84.25
600-10-57580-681-601	JERRY SCHOOL & TRAINING	0.00	213.23	200.00	-13.23	106.62
600-10-57580-681-602	FRITZ SCHOOL & TRAINING	0.00	28.23	50.00	21.77	56.46
600-10-57580-681-603	TOM SCHOOL & TRAINING	0.00	113.23	50.00	-63.23	226.46
600-10-57580-681-604	JEREMY SCHOOL & TRAINING	0.00	28.23	50.00	21.77	56.46
600-10-57580-681-605	DAVID PAULI SCHOOL & TRAINING	0.00	28.23	50.00	21.77	56.46
600-10-57580-681-606	MIKE DOYLE SCHOOL & TRAINING	0.00	0.00	0.00	0.00	0.00
600-10-57580-681-609	MARY /DARLENE SCHOOL & TRAININ	0.00	93.82	300.00	206.18	31.27
600-10-57580-681-999	WATER GENERAL EXPENSE	0.00	0.00	0.00	0.00	0.00

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600-10-57580-682-000	OUTSIDE SERVICES	0.00	6,567.24	7,000.00	432.76	93.82
600-10-57580-682-001	WATER SERVICES ATTORNEY	0.00	0.00	0.00	0.00	0.00
600-10-57580-682-002	WATER SYSTEM STUDY ENGINEER	0.00	0.00	0.00	0.00	0.00
600-10-57580-682-200	FINANCING EXPENSE	0.00	234.74	0.00	-234.74	0.00
600-10-57580-682-999	WATER GENERAL EXPENSE	0.00	0.00	0.00	0.00	0.00
600-10-57580-684-000	WATER INSURANCE	2,932.37	19,510.92	21,780.65	2,269.73	89.58
600-10-57580-686-000	WATER RETIREMENT	199.35	5,359.74	7,045.00	1,685.26	76.08
600-10-57580-686-170	FLEX PLAN	0.00	49.96	81.00	31.04	61.68
600-10-57580-688-000	PSC CHARGES	0.00	14.00	100.00	86.00	14.00
600-10-57580-689-000	WATER MISCELLANEOUS EXP	150.63	1,839.71	2,760.00	920.29	66.66
600-10-57580-690-000	WATER UNCOLLECTIBLE ACCTS	0.00	0.00	0.00	0.00	0.00
WATER GENERAL EXPENSE		6,076.81	75,656.39	71,100.65	-4,555.74	106.41
600-10-57590-403-000	WATER DEPRECIATION	0.00	0.00	0.00	0.00	0.00
600-10-57590-403-001	WATER OTHER OPERATING EXPENSE	0.00	0.00	0.00	0.00	0.00
600-10-57590-408-000	WATER TAXES	245.34	56,540.90	56,646.00	105.10	99.81
600-10-57590-435-000	MISC DEBT TO SURPLUS	0.00	0.00	0.00	0.00	0.00
WATER OTHER OPERATING EXPENSE		245.34	56,540.90	56,646.00	105.10	99.81
600-10-58200-428-000	WATER INTEREST/LONG TERM	0.00	0.00	0.00	0.00	0.00
600-10-58200-430-000	INTEREST PEARL ST	0.00	0.00	0.00	0.00	0.00
600-10-58200-430-750	PRINCIPAL PAYMENT PEARL ST	0.00	0.00	0.00	0.00	0.00
600-10-58200-431-000	INTEREST MAIN ST	0.00	0.00	0.00	0.00	0.00
600-10-58200-431-750	PRINCIPAL PAYMENT MAIN ST	0.00	0.00	0.00	0.00	0.00
600-10-58200-434-000	G.O. NOTE 2008 INTEREST	0.00	28,433.58	28,408.00	-25.58	100.09
600-10-58200-434-750	G.O. NOTE 2008 PRINCIPAL	0.00	55,000.00	55,000.00	0.00	100.00
600-10-58200-500-000	INTEREST WELL LAND	0.00	209.00	209.00	0.00	100.00
600-10-58200-500-750	PRINCIPAL PAYMENT WELL LAND	0.00	5,100.00	5,100.00	0.00	100.00
600-10-58200-510-000	SCADA INTEREST	0.00	1,293.00	1,293.00	0.00	100.00
600-10-58200-510-750	SCADA LOAN PRINCIPAL	0.00	3,788.00	3,788.00	0.00	100.00
600-10-58200-600-000	INTEREST ANTIC NOTE HWY 92	0.00	8,237.85	8,238.00	0.15	100.00
600-10-58200-600-750	PRINCIPAL PAYMENT 2010 HWY 92	0.00	0.00	0.00	0.00	0.00
WATER DEBT SERVICE		0.00	102,061.43	102,036.00	-25.43	100.02
Total Expenses		9,056.28	312,282.56	314,856.65	2,574.09	99.18
Net Totals		18,318.69	-3,090.28	23,222.35	26,312.63	-13.31

PERMIT FOR PARK USE

Application Date 1-12-12

NAME: Belleville Chamber of Commerce and Belleville Library

ADDRESS: 128 W Main St

CITY: Belleville WI ZIP CODE: 53508

HOME TELEPHONE: 608-424-3375

WORK TELEPHONE: " "

CELL TELEPHONE: 608 212 6566

WHAT AREA AND WHAT PARK DO YOU WISH TO USE?

Community Sugar Blaser Greenview Library
(Circle one and mark area on map)

WHAT TIMES DO YOU NEED THE PARK? (I.e. 9:00 a.m. to 10:00 a.m.) 12:00 to 3:00

WHAT DATES DO YOU WISH TO USE THE PARK AND FOR WHAT ACTIVITY?

May 5th continuing to Labor Day Every Saturday

A Security Deposit of \$100.00 will be requested at the time of your reservation. Damage to parks will not be tolerated. You will be charged your security deposit if damage occurs. ck# 8549 Rick Francois Deposit

I have read, understand and agree with the park rules

SIGNED: [Signature] DATE 1-12-12

MUST HAVE POLICE AND PUBLIC WORKS APPROVAL PRIOR TO ISSUANCE OF PERMIT

Authorized by the following:

Village Hall _____ Date _____

Police _____ Date _____

Public Works _____ Date _____

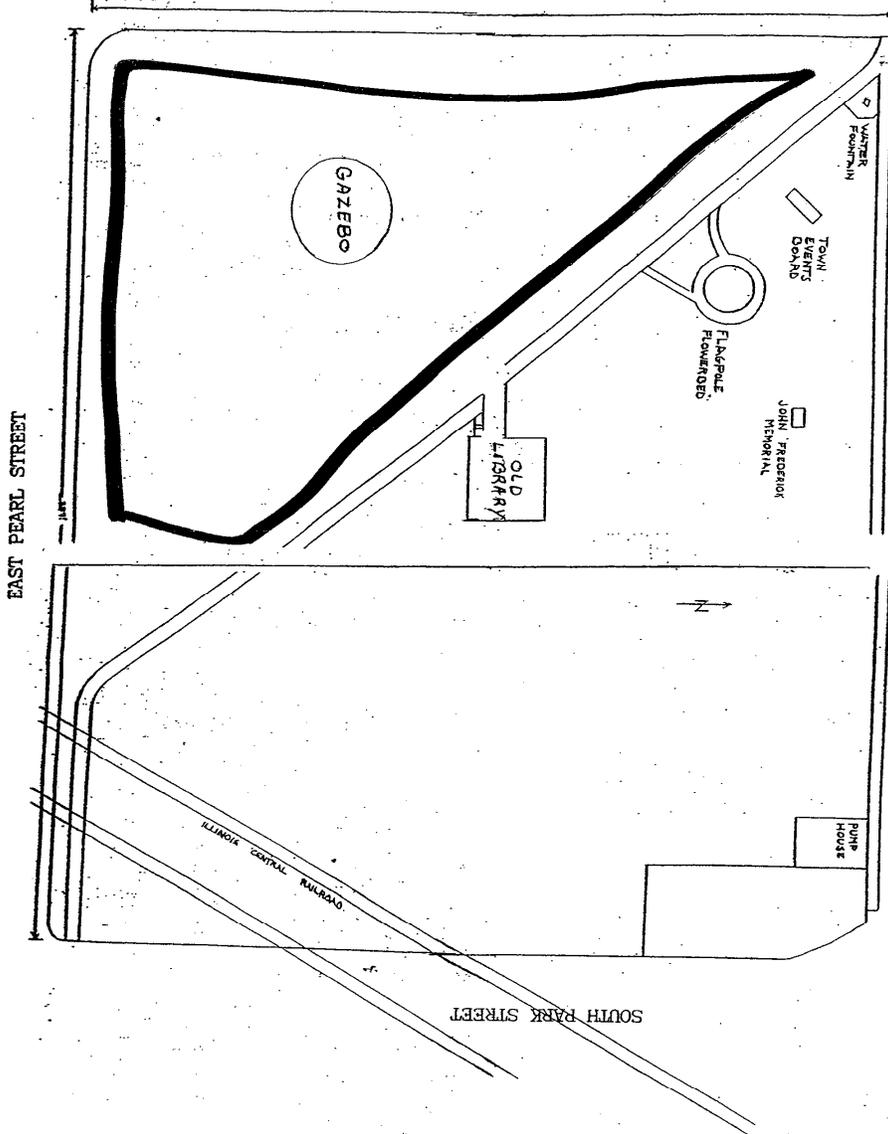
Village Board if the whole park is requested: Date Approved _____

Parks Committee for an ongoing event: Date Approved _____

Office Use Only: Security Deposit Returned: Yes ___ No ___ Date _____

Comments:

SOUTH VINE STREET



LIBRARY PARK

EAST MAIN STREET

EAST PEARL STREET

SOUTH PARK STREET

RICHARD C FRANCOIS
CAROL J FRANCOIS
126 W CHURCH ST. PH. 608-424-3375
BELLEVILLE, WI 53508-9355

2-2566/710

8549

DATE 1-12-12

PAY TO THE
ORDER OF

Village of Belleville

\$100.00

One hundred and 00/100

DOLLARS



HARRIS

BMO Harris Bank N.A.

MEMO

Richard C Francois

⑆071025661⑆ 3610310139⑈ 8549

Community Development Authority (CDA) / Economic Development /
Chamber of Commerce Joint Meeting Minutes

Held Thursday, January 26, 2012

1. **Call to Order / Introductions** – Present: Deb Kazmar, Anna Schramke, Brad Peterson, Tyler Kattre, Mike Parkin, April Little, Keith Lenherr, Jerry Jansen, Christine Lade, and Howard Ward. Called to order by acting chairman Howard Ward at 6:05 PM.
2. **Action Plan 2012** – Schramke led discussions regarding focusing efforts on specific economic strategies to move forward upon, from the set of strategies that the groups worked on in 2011.

Chamber Update (Brad Peterson) – The Chamber has been working on developing member input and more active membership. They have helped retail and restaurant businesses but would like to work more with service industries. Their priorities: Completing the *In Business* magazine article (three more ads are needed); Revamping special events so that they are more profitable; promoting local businesses, business retention, and developing a focused mission.

CDA is taking the lead on Strategy B: Redevelop Railroad Corridor, and waterfront trail connection between the railroad bridge and planned new pedestrian bridge. The Village is working with Landmark to expand in TIF 4 before discussions on the corridor project.

Economic Development Committee – Priorities are web site information (Village can load it on its new site), a marketing brochure, and buy local campaign.

Village of Belleville – Is working on bridge/Community park development; new web site and wayfinding signs. Signs are approved by WI-DOT but will be submitted for grant funding.

3. **Next Meeting**—This group should plan to meet Wednesday, March 21 at 6 PM. Action: Committee/groups will report on progress on priorities.
4. Adjournment.

By April Little, CDA

EMERGENCY MANAGEMENT MEMO

To: Village Board

From: Terry Kringle – Emergency Committee Chair

Since December I have completed four Incident Command System (ICS) courses. Two of them were the ICS 300 and 400 courses that took four full days. I believe elected officials are supposed to take ICS 100, 200 and 700 courses that are introductory to the ICS and National Incident Management System (NIMS). According to my instructors elected officials are also supposed to take the 300 and 400 courses. It is my recommendation to not do this for two reasons: (1) It takes a minimum of 4 days. (2) The materials covered deal with what happens out in the field during an emergency situation and unless an elected official plans to take an active role in the field I think this would be a complete waste of time.

The two courses I just completed, Incident Command System and Emergency Operations Center Interface and Emergency Operation Center (EOC) Operations were two of the better courses I have taken involving emergency management. My reason for taking them was to find out how the EOC was supposed to work with ICS. Simply put the EOC is there to support what is going on out in the field, in other words the ICS.

One of my other reasons for taking the courses was to get information that will enable me to look at Belleville's emergency plan and EOC to determine if it needs to be updated. From what I learned I already know there will need to be some updating done and will be working on this over the next few weeks.

Recommendations:

1. All elected officials and village employees should complete ICS 100, 200 and 700. These courses can be done on-line and can be found on the FEMA website.
2. All village personnel that may work in the EOC should take Incident Command System and Emergency Operations Center Interface – (G-191) and Emergency Operation Center Operations – (G-775). These courses can be taken separately or jointly as I did. The advantage to the joint course is there is less repetition.
3. The Village's Emergency Plan needs to be reviewed and updated.
4. The Village's ordinances pertaining to emergencies need to be reviewed.

Village of Belleville
Community Economic and Development Committee
Minutes
December 8, 2011
Village Hall

Present: Mike O'Connor, Herb Blaser, Jerry Jansen, Johan Veeneman, Rick Francois, Keith Lehnherr, Howard Ward, and Scott Hayes

Excused Absence: Randi MacLeod, Diane O'Connor, and Jim Schmitz.

Meeting called to order by Chair, Judy Bacha at 7:05 AM.

Howard Ward moved to approve the November 10, 2011 minutes as written. Rick Francois seconds the motion.

Howard Ward asked those members which have terms expiring in April of 2012 to volunteer for another term. Howard received Aye's from all except Keith Lehnherr. Keith explained to the members, Amber, his wife, would be transferring to the Waunakee location of the State Bank of Cross Plains which requires his presence at home to care for their two young children. Carol Larson agreed to fill Keith's position.

Judy Bacha introduced Carol Larson, owner of English Garden to the members. Judy asked Carol to discuss the opportunities and challenges in running a small business on Main Street in Belleville. Per the request of the members, Carol provided her background in the floral and gift industry. Carol relocated from Verona to Belleville 10 years ago. After researching the viability of opening a small floral and gift shop in Belleville, Carol took the plunge. The greatest challenge she faced was financing. Carol was able to obtain a SBA loan. The bulk of her floral orders come through her association with Teleflora and FTD. Carol would like the opportunity to expand the business to include a garden center in the Main Street district. Asked what the organizations and Village could do to assist in sustaining small business, Carol expressed the support to "Shop Local". Discussion from the members revolved around ideas to bring more residents and visitors to the Main Street district through the bike trail, and the lake.

Scott Hayes recommended the Chamber plan a promotion with all local business to buy local through obtaining 10 receipts from local business to "win something". Johan reminded the members that in June of 2012 the fire department will be celebrating 100 years. With that event, the local businesses could coordinate promotions to bring traffic to their establishments. Rick Francois suggested the Village Board approve a resolution to buy local first. Rick also suggested the committee invite the folks at Sara Properties to a meeting to discuss just what are the needs of the community which would attract new business to the area.

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Judy Bacha reminded the members of the upcoming joint meeting between the CDA, Economic Development, the Chamber, and Community Club to be tentatively held January 25, 2012 at 6 PM.

Mike O'Connor moved to adjourn. Rick Francois seconds the motion.

Meeting adjourned at 8:17 AM.

Respectfully submitted,

Judy Bacha
Chair

**PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
2012 ACCESSIBILITY IMPROVEMENTS
BELLEVILLE, WISCONSIN**

**Project 00372045
January 13, 2012 - DRAFT**

ARCHITECT/ ENGINEER:

**MSA Professional Services, Inc.
1230 South Boulevard
Baraboo, Wisconsin 53913**

OWNER/GRANT ADMINISTRATOR:

**Village of Belleville
24 West Main Street
Belleville, WI 53508**

PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
2012 ACCESSIBILITY IMPROVEMENTS
BELLEVILLE, WISCONSIN

CONTENTS AND PROJECT MANUAL INDEX

<u>DESCRIPTION</u>	<u>PAGE</u>
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APPENDICES

Appendix A - Federal Department of Labor (DOL) Davis-Bacon Wage Determination	
Appendix B - Federal Labor Standards Provisions, U.S. Department of Housing and Urban Development	
Section 3 Clause. Reference 24 CFR 135.38	
Copeland "Anti-Kickback" Act	
Equal Opportunity Clause (EO 11246)	
Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity	
Contract Work Hours and Safety Standards Act	
Disclosure of Ownership	
Lobbying Certification for Contracts, Grants, Loans, and Cooperative Agreements	
Prime Contractor and Subcontractors	
Preconstruction Conference Items to be Discussed	
Appendix C - Drawings	

ADVERTISEMENT FOR BIDS
VILLAGE OF BELLEVILLE
2012 ACCESSIBILITY IMPROVEMENTS
BELLEVILLE, WISCONSIN
Project 00372045

The Village of Belleville will receive sealed bids at their office located at 24 West Main Street, Belleville, Wisconsin 53508 for the Village of Belleville 2012 Accessibility Improvement until 3:30 p.m. February 28th, 2012. All bids will be publicly opened and read aloud at that time.

The project is primarily for the remodeling of the Belleville Public Library that includes restrooms, new entry door and other work. The work also includes door hardware and replacement work and minor remodeling to the Belleville Public Works Building and Police Department.

The BIDDING DOCUMENTS may be examined at the Village of Belleville, Bid+ Builders Exchange, Madison, Wisconsin; the Builders Exchange of Milwaukee, Wisconsin; BXMI-Milwaukee Plan Room LLC, Milwaukee, Wisconsin; McGraw Hill Dodge Reports, West Allis, Wisconsin.

Copies of the BIDDING DOCUMENTS may be obtained at the offices of the Village of Belleville, at 24 West Main Street, Belleville, Wisconsin 53508, (608) 424-3341 starting February 9, 2012 upon receipt of a refundable deposit of \$15.00. All plans that are shipped or mailed will require a separate additional \$15.00 non-refundable handling fee. Bidding documents in electronic portable display format (PDF) will be provided on a single compact disk for a non-refundable fee of \$15.00. Any plan holder upon returning the BIDDING DOCUMENTS within 15 days after bid opening and in good condition, will be refunded his deposit.

No proposal will be accepted unless accompanied by a certified check or bid bond equal to at least 5% of the amount bid, payable to the Owner as a guarantee that, if the bid is accepted, the bidder will execute and file the proper contract and bond within seven (7) days after the award of the contract. The certified check will be returned to the bidder as soon as bond and contract is signed, and if after seven (7) days the bidder shall fail to do so, the certified check or bid bond shall be forfeited to the Owner as liquidated damages.

Performance and Payment Bonds for the full contract amount shall be required from the successful Bidder.

No bidder may withdraw his bid within 30 days after the actual date of the opening thereof.

WAGE RATES

Wisconsin State Wage Rates: Pursuant to Section 66.0903, Wisconsin Statutes, the minimum wages to be paid on the project shall be in accordance with the wage rate scale established by State wage rates.

Federal Davis Bacon Wage Rates: Federal wage rates can be found at <http://www.wdol.gov/dba.aspx#0>. Be aware that project Administrators, Bidders, and Contractors are required to use the latest federal wage rate available at the time of bid opening.

The minimum wages to be paid on the project shall be the higher of the wage scale established by either the Federal or State wage rates. Be aware that project Administrators, Bidders, and Contractors are required to use the latest federal wage rate available at the time of bid opening

Attention of Bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract, Section 3, Segregated Facility, Section 109 and E.O. 11246.

Owner reserves the right to reject any or all bids, waive or not waive any informalities in the bids received, and to accept any proposal which they deem most favorable to the interests of the Owner.

Published by the authority of the Village of Belleville.

**VILLAGE OF BELLEVILLE
2012 ACCESSIBILITY IMPROVEMENTS**

DIVISION 01 - GENERAL REQUIREMENTS

Section 01 11 00 - Summary

- A. Village of Belleville, Wisconsin project Includes:
1. Work at the Public Library located at 130 South Vine Street.
 - a. Restroom Remodel & associated work
 - b. Exterior Entry door removal replacement with automatic opener
 - c. Door latch replacement at 3 existing doors.
 - d. Alternate Bid
 - e. Alternate Bid #1: Replace lobby flooring with ceramic tile & base.
 - f. Alternate Bid #2: Provided Ceramic tile wainscot per drawings.
 - g. Alternate Bid #3: Handrail improvements at the stair.
 2. Work @ the Belleville Police Department located at 31 East Main Street.
 - a. Automatic door opener
 - b. Replace two interior walk doors with larger size.
 - c. Lower entry service counter.
 3. Public Works Garage located at 20 River Street.
 - a. Exterior Door Replacement for 5 latch sets (4 exterior entry and one interior office).
- B. All work shall be in accordance with State and Local Codes and Ordinances.
- C. Owner will dictate Contractor's use of site for construction purposes. The integrity of the existing building shall be maintained at all times unless otherwise approved by the Owner. Owner's operations will continue during construction. Coordinate construction scheduling with Owner.
- D. Respective Contractors shall repair and refinish to match existing all areas, surfaces, and items altered, remodeled, patched or damaged due to alterations.
- E. Bidders shall visit site to become familiar with adjacent areas, means of approach to site, and actual job-site conditions. Failure to visit site will in no way relieve the Contractor of responsibility to furnish any materials or perform work required to complete the job in accordance with the drawings.
- F. Respective Contractors shall verify all work to be removed or demolished at site. All items to be removed or demolished will become the property of the Contractor and removed from site, unless otherwise shown.
- G. General Contractor shall be responsible for keeping existing areas clean. If areas are not kept clean, Owner reserves right to have areas cleaned and deduct cost of cleaning from monies due Contractor.

- H. Contractor shall notify the Architect in writing in case of a discrepancy between existing work and drawings and defects in such surfaces that are to receive his work.
- I. Perform demolition work required with due care. Be responsible for any damage which may be caused by such work to any part or parts of existing building which is to remain. Where necessary to prevent collapse of any construction, install temporary shores, struts or bracing. Do not commence demolition work until all temporary construction is complete.
- J. Note that the Contractor shall obtain and pay for all building permits from the local municipality.

Section 01 50 00 - Temporary Facilities and Controls

- A. Contractor shall erect whatever barriers are necessary for the public safety and protection of employees and public. For exterior work at a minimum, a four foot high fence shall be placed around the construction area.
- B. Contractor to make necessary temporary connections to existing facilities for power, light and water. Owner will pay the costs of power and water used.
- C. Contractor shall provide, maintain, and pay for temporary sanitary facilities as required. Permanent existing facilities shall not be used.

Section 01 60 00 - Product Requirements

- A. Substitutions and Product Options. Where the phrase "or equal" occurs in the construction documents, contractor is responsible to maintain product equivalence.
- B. All Contractors and suppliers shall note that materials or systems that contain asbestos in any form will not be allowed or accepted for use or installation on this project. If any materials or systems that contain asbestos are installed or used in any way on this project, the Contractor using or installing such materials or systems shall bear complete responsibility for removing them from the project immediately. At the completion of the project, all Contractors and suppliers must submit to the Owner a letter stating that they supplied and installed materials that do not contain asbestos.

Section 01 70 00 - Execution and Closeout Requirements

- A. Maintain record drawings during construction on which all changes or modification from the plan are documented. Deliver the record drawings to the Owner at completion of the project. The record drawings shall be a set of blueprints with the changes marked in red.
- B. The Contractor shall provide to the Owner a bound and tabbed operation, maintenance, product data, and warranty manual covering all major building components used as part of the construction.

DIVISION 02 - EXISTING CONDITIONS

Section 02 30 00 – Demolition

- A. Removal of designated construction. Dispose of removed of materials unless drawings indicate otherwise. Refer to items on drawings. Do not close or obstruct egress width building exits. Do not disable or disrupt building fire or life safety systems without prior notice to the Owner. Conform to procedures applicable when hazardous or contaminated materials are discovered.
- B. Conduct demolition to minimize interference with adjacent and occupied building areas. Cease operations immediately if structure appears to be in danger and notify Owner.
- C. Protect existing materials which are not to be demolished. Notify affected utility companies before starting work and comply with their requirements. Mark location and termination of utilities. Provide appropriate temporary signage including signage for exit or building egress.
- D. Demolish in an orderly and careful manner. Protect existing supporting structural members. Remove demolished materials from site except where specifically noted otherwise. Do not burn or bury materials on site. Remove materials as work progresses. Upon completion of work, leave areas in clean condition. Remove temporary work.

DIVISION 06 - WOOD AND PLASTICS

Section 06 10 00 – Rough Carpentry

- A. Framing Lumber shall be Visually Graded Dimensional Lumber - based on Table 4A NDS, current edition.
- B. All wood at locations in contact with concrete shall be pressure treated with CCA or ACG preservative to a retention level of 0.40 lbs/cu. ft. minimum.
- C. Provide concealed wood blocking for the mounting and support of all of accessories and other items indicated on the drawings.

Section 06 41 00 – Plastica Laminate Vanity

- A. Plastic laminate covered particle board. Formica Brand Color Portfolio, patterns, or wood grain; general purpose forming grade, Grade 12 - HPG, 0.042 thickness; Matte finish. Colors selected by Owner from manufacturer's standard. Other acceptable manufacturers: Pionite, Wilsonart. Counters shall be triple cove. Provide end splash when side wall is present.
- B. Fabrication:
 - 1. All casework shall conform to the Custom Grade requirements of the AWI Quality Standards Exposed surfaces shall be high-pressure laminate. Semi-exposed surfaces shall be as governed by selected AWI Quality Grade.
 - 2. Shop assemble casework for delivery to site in units easily handled and to permit passage through building openings.

3. Cap exposed plastic laminate finish edges with material of same finish and pattern, unless noted otherwise.
4. Apply plastic laminate finish in full-uninterrupted sheets consistent with manufactured sizes. Fit corners and joints hairline; secure with concealed fasteners. Locate counter butt joints minimum 2 feet from sink cut-outs.
5. Apply laminate backing sheet to reverse side of plastic laminate finished surfaces.
6. Provide cutouts for plumbing fixtures, inserts, appliances, outlet boxes and fixtures and fittings. Verify locations of cutouts from on-site dimensions. Seal contact surfaces of cut edges.

DIVISION 07 - THERMAL AND MOISTURE PROTECTION

Section 07 21 00 –Insulation

- A. **Batt Insulation** for interior wall construction shall be 4” fiberglass sound batt insulation by Owens/Corning Fiberglass or equal.
- B. **Sealants**

<u>Location</u>	<u>Sealant</u>
Exterior perimeter of exterior doors, windows, louvers, and other mechanical and electrical penetrations.	Polyurethane sealant, one part, non-sag, Class A, FS-TT-S-00230, Type II, color as selected by Owner.
Interior perimeter of exterior doors and masonry control joints.	Tremco Dymonic or Dymeric, Sonneborn Sonolastic NP 1 or NP2
All other locations shown on drawings.	

DIVISION 08 - DOORS AND WINDOWS

Section 08 41 31 – Aluminum Entrances

- A. **Aluminum Framed Entrances** shall be as manufactured by Kawneer Series 350 and frames shall be Kawneer Trifab II Series 451T Thermal; or an equal by Vistawall, Tubelite, EFCO, or Manko. Finish shall be dark bronze or clear anodized as selected by the Owner.
- B. Exterior library entry door hardware shall be:

3 butt hinges	Five knuckle – two ball bearing
1 panic device	XP99NL (Von Duprin)
1 push/pull	Style CO-12/CPII (Kawneer)
1 threshold	424 (National Guard)
1 sweep	
1 closer/auto operator	4640 (LCN), powder coat finish
2 door jams plate actuators	29672 (Rixson or equal)

Operator System Notes: Operator Manufacturer shall be LCN or equal products by Horton, Stanley, or Tormax. Coordinate power requirements with Division 26 – Electrical Finish of hardware shall match door with clear anodized or dark bronze.

- C. Glazing shall be insulated unit, double pane, 1/4-inch tempered glass panes, low-E, aluminum spacer, dual seal, total unit thickness of 1 inch.

Section 08 71 00 - Door Hardware

- A. Door Hardware shall be compliant with the Americans with disabilities Act and installed in accordance with the manufacturer's instructions and the requirement of SDI, ANSI/NFPA 80, BHMA. Align hardware and door assemblies plumb and level, free of warp or twist with proper dimensional tolerances. Install in strict accordance with manufacturer's instructions.
- B. Latch sets: Lock type shall be D Series, Rhodes. Finishes shall be US26D/32D. Assume classroom function locks but verify lock function and keying with Owner.
- C. Hinges (at new police interior doors): Hinges shall be 4 1/2-inch by 4 1/2-inch with double ball bearings. Finish to match latch set. Supply two keys for each lock. Verify keying with Owner.
- D. Auto Door Opener (at exterior police entrance door):
1 closer/auto operator 4640 (LCN), powder coat finish
2 door jams plate actuators 29672 (Rixson or equal)
Operator System Notes: Operator Manufacturer shall be LCN or equal products by Horton, Stanley, or Tormax. Coordinate power requirements with Division 26 – Electrical Finish of hardware shall match door with clear anodized or dark bronze.

DIVISION 09 - FINISHES

Section 09 29 00 - Gypsum Board

- A. Standard Gypsum Board: ASTM C36; maximum permissible lengths, tapered edges.
- B. Tile backer board: Provide at all areas of wall tile (Alt. Bid #2); Georgia-Pacific Corporation, Dens-Shield Tile Backer, 5/8 inch thick.
- C. Install gypsum board in accordance with GA-201 and GA-216 and manufacturer's instructions. Erect in most economical direction with ends and edges occurring over firm bearing. Use screws for fastening, staples may not be used. Treat cut edges in moisture resistant gypsum board with sealant. Place metal corner beads at external corners.
- D. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready for finishes. All joints shall have tape embedded in joint compound and three separate coats of joint compound applied over all joint angles, fastener heads, and accessories. All joint compounds shall be smooth and free of tool marks and ridges. Feather coats onto adjoining surfaces. Install joint treatment in accordance with GA-201 and GA-216 and manufacturer's instructions. Taping and one coat of joint compound required at concealed surfaces.

- E. Apply a light sprayed-on orange peel texture to walls and ceilings (where exposed).

Section 09 30 13 - Ceramic Tile

- A. Tile Material:
1. Manufacturers: American Olean Tile. All tile shall be provided by the same manufacturer.
 2. Ceramic Floor Tile: CT-1 12-inch x 12-inch, Continental Slate. Color as selected by the Owner. Provide bullnose at flooring transitions.
 3. Wall Tile: 12-inch x 12-inch Continental Slate. Field tile in running bond pattern. Second color (from floor color) shall be selected by owner. 3-inch x 12-inch bullnose in contrasting color to match the floor color. Do not place tile directly behind mirror.
- B. Mortar: Mapei Kerabond Keralastic.
- C. Grout: Mapei Keracolor or Bostik hydroment, with latex additive or polymer modified. Color as selected from manufacturer's standard colors.
- D. Accessories:
1. Tile Floor Edging: Bullnose ceramic tile.
 2. Subfloor Filler: Mapei or equal, type recommended by subfloor filler manufacturer.
 3. Floor Control Joint Sealant: Urethane, Shore A hardness of 35 or greater.
 4. Wall Control Joint Sealant: Single component mildew-resistant silicone sealant.
 5. Outside Corner Trim: Provide bullnose Schluter trim and corner cap trim at outside wall corners.
- E. Clean surfaces to remove all dust, oil, grease, paint, tar, wax, curing compounds, primers, sealers, form release agent, latence, or any deleterious substances and debris which may prevent or reduce adhesion. Level subfloor so as to be free from irregularities. Remove subfloor ridges and bumps. Fill low spots, cracks, joints, holes, and other defects with subfloor filler. Grind high spots. Subfloor shall provide a maximum variation of 1/16" within 10'.
- F. Install tile and grout in accordance with applicable requirements of ANSI A108 Series and TCA Handbook recommendations. Mix mortar and grout in accordance with manufacturer's instructions. Place tile joints uniform in width. Make joints watertight, without voids, cracks, excess mortar or excess grout. Sound tile after setting; replace hollow sounding units. Grout tile joints.

Section 09 91 00 - Painting

- A. Colors shall be selected by Owner. Sherwin Williams or equal. Submit color samples. Multiple wall colors may be selected with color transition at inside or outside corners.
- B. Apply products in accordance with manufacturer's instructions.

- C. Interior Surfaces:
1. Shop-primed Metal Doors and Frames: Touch-up primer and two coats Promar 400 alkyd enamel semi-gloss paint.
 2. Gypsum Board: 1st coat: 100% acrylic primer, 1.6 mils; SW PrepRite Classic Interior Latex Primer B28W101 or PPG Speedhide Interior Latex Primer Sealer 6-2. 2nd and 3rd coat: vinyl acrylic eggshell finish, 1.6 mils; SW ProMar 200 Latex Eg-shel B20W200 Series or PPG Speedhide Eggshell Latex Enamel 6-411 Series.
 3. Other items as called out on the drawings and with a paint system as recommended by the paint manufacturer.
- D. Paint, primers, sealers, block filler: Sherwin Williams, Pratt & Lambert, Mautz Paints, Pittsburgh Paints, or Diamond Vogel.
- E. Urethane and Stain: Sherwin Williams, Pratt & Lambert, Mautz Paints, or Pittsburgh Paints. Prep surfaces and apply products in accordance with manufacturer's instructions.
- F. Wood Doors/Trim: 1st coat: VOC compliant wiping stain; SW Wood Classics Interior Oil Stain A49-200 Series or PPG REZ Interior Semi-Transparent Alkyd Stain 77-560. 2nd and 3rd coat: polyurethane stain varnish, 1.7 mils; SW Wood Classics Polyurethane Varnish A67F1 or PPG REZ Interior Polyurethane Stain Clear Varnish 77-89.
- G. Other items as called out on the drawings with a paint system recommended by the paint manufacturer.

DIVISION 10 - SPECIALTIES

Section 10 28 13 - Toilet Room Accessories

- A. Mirrors: 1/4 inch thick twin ground plateglass, #1 silvering quality, back silvered two coats, copper electro-plate. Angle Frame: American Specialties 0620, Bobrick B-165, Bradley 781, or Gamco "C". 24"x36".
- B. Grab Bars: Concealed Mounting: American Specialties 3800 Series, Bradley 812, Bobrick B-6806, or Gamco "150-S" Series. Assembly shall be able to withstand 300 pound downward pull.
- C. Baby Changing Station (One new and one is existing for reuse): New; Koala (ADA Compliant).
- D. Toilet Paper Holder: Bobrick B-2740
- E. Paper Towel Dispenser: Bobrick B-4262
- F. Hand Dryer: XXXXXX
- G. Circular Counter Chute: Bobrick B-529

DIVISION 22 - PLUMBING

- A. Section 22 00 00 - Plumbing

- B. Contractor shall design the system in accordance with the current edition of the State of Wisconsin Plumbing Code.
- C. Contractor shall provide all work necessary to active the proposed new configuration. All plumbing installation shall meet the requirements of the State of Wisconsin Board of Health.
- D. Piping: All pipe and fittings used shall be approved for use by the Plumbing Code. Slope all pipe to drain. Sanitary pipe shall be provided with minimum 1/8"/1' slope.
- E. Install adequate valving to allow for isolation of fixtures for repair and replacement.
- F. Vanity Insulation: All water supply piping shall be insulated and have vapor barrier jacket. The use of cellular foam insulation shall be limited to piping concealed within wall cavities where wall is covered on both sides with gypsum board - shall not be installed exposed or concealed but not "encased" in wall construction. Insulation and vapor barrier shall be continuous through supports and penetrations. Seal open ends of insulation with vapor barrier mastic. Thickness of insulation shall comply with the Energy Code. Manville Aerotube, Truebro Lav Guard 2, or equal.
- G. Fixtures and Appurtenances:
- H. All fixtures shall be ADA compliant.
- I. Water Hammer Arrestors: Furnish at supply to lavatories.
- J. Water Closet: Floor mounted, vitreous china closet with elongated rim, maximum 1.6 gallons per flush. Seat shall be solid white plastic, open front without cover.
- K. Lavatory: Vitreous china or porcelain enameled cast iron or solid surface counter-top lavatory. Single lever faucet shall be chrome plated with maximum 0.75 GPM flow.

DIVISION 23 - ELECTRICAL

Section 26 00 00 - Electrical

- A. Contractor shall design and layout electrical lighting and power systems in accordance with the requirements of the 2011 State of Wisconsin Commercial Building Code (WCBC) and the National Electrical Code. Electrical work is limited to that indicated on the drawings and as needed to accommodate the reconfigured wall locations and all new construction.
- B. Lighting in toilet rooms shall be control with an adjustable dual-technology occupancy sensor.
- C. New Lighting:
 - 1. 4 toilet room Fixtures:
 - 2. 2 wall sconces fixtures:
- D. Devices: shall match color of the existing.

BID FORM

PROJECT IDENTIFICATION:
**PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
2012 ACCESSIBILITY IMPROVEMENTS
BELLEVILLE, WISCONSIN
Project 00177008**

THIS BID IS SUBMITTED TO:
**Village of Belleville
24 West Main Street
Belleville, WI 53508**
(hereinafter referred to as the Owner)

Submitted by:

(full name)

(full address)

(hereinafter referred to as the Bidder)

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form referenced in the Contract Documents, and to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Advertisement to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security.
3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
 - a. BIDDER has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Addendum # _____ Date: _____

Addendum # _____ Date: _____
 - b. BIDDER has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, all local conditions, and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

- c. BIDDER has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies which pertain to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance or furnishing of the Work as BIDDER considers necessary for the performance or furnishing of the Work at the contract price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by BIDDER for such purposes.
- d. BIDDER has given A/E written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by A/E is acceptable to BIDDER.
- e. This BID is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other BIDDER or over Owner.
- f. BIDDER understands that Work contemplated for this project will be awarded with a single prime lump sum contract.

4. BASE BID - SINGLE PRIME STIPULATED SUM

Having examined the Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by MSA Professional Services, Inc., for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the sum of:

\$ _____ dollars \$ _____
 (words) (figures)

in lawful money of the United States of America. We have included herewith, the required security Bid Bond as required by the Advertisement to Bid. All applicable federal, state, and local taxes are included in the Bid sum.

ALTERNATES

- Alternate Bid #1: Replace lobby flooring with ceramic tile & base. ADD: \$ _____
- Alternate Bid # 2: Provide ceramic wall tile wainscot at the locations indicated on the drawings ADD: \$ _____
- Alternate Bid # 3: Handrail work at the stair. ADD: \$ _____

5. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date. If this Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within seven (7) days of receipt of Notice of Award.
- B. Furnish the required bonds within seven (7) days of receipt of Notice of Award in the form referenced in Supplementary Instructions to Bidders.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this Bid and the Bid upon which the Contract is signed.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

6. CONTRACT TIME:

Owner will award a contract by March 15, 2012.

BIDDER agrees that the Work will be substantially complete by June 15, 2012. The work shall be completed and ready for final completion by July 15, 2012. The duration of the onsite demolition/construction at the Library restrooms shall be no longer than 3 consecutive weeks.

BIDDER accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time. Liquidated damages are identified in Section XXXX

7. SUBCONTRACTOR LIST (MANDATORY REQUIREMENT)

Important: Failure to list Subcontractors as requested will be considered by Owner as an irregularity and may result in rejection of the BID.

If awarded the Single Prime Contract on the basis of our BID, we intend to award subcontracts as follows:

**PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS
BELLEVILLE, WISCONSIN**

**Project 00372047
January 13, 2012 - DRAFT**

ARCHITECT/ ENGINEER:

**MSA Professional Services, Inc.
1230 South Boulevard
Baraboo, Wisconsin 53913**

OWNER/GRANT ADMINISTRATOR:

**Village of Belleville
24 West Main Street
Belleville, WI 53508**

PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS
BELLEVILLE, WISCONSIN

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- Appendix A - Federal Department of Labor (DOL) Davis-Bacon Wage Determination
- Appendix B - Federal Labor Standards Provisions, U.S. Department of Housing and Urban Development
 - Section 3 Clause. Reference 24 CFR 135.38
 - Copeland "Anti-Kickback" Act
 - Equal Opportunity Clause (EO 11246)
 - Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity
 - Contract Work Hours and Safety Standards Act
 - Disclosure of Ownership
 - Lobbying Certification for Contracts, Grants, Loans, and Cooperative Agreements
 - Prime Contractor and Subcontractors
 - Preconstruction Conference Items to be Discussed
- Appendix C - Drawings
- Appendix D - (2) Preservation Briefs – Repointing Mortar Joints in Historic Masonry Buildings
 - (10) Preservation Briefs - Exterior Paint Problems on Historic Woodwork
 - (19) Preservation Briefs - The Repair and Replacement of Historic Wooden Shingle Roofs

ADVERTISEMENT FOR BIDS
VILLAGE OF BELLEVILLE
FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS
BELLEVILLE, WISCONSIN
Project 00372045

The Village of Belleville will receive sealed bids at their office located at 24 West Main Street, Belleville, Wisconsin 53508 for the Village of Belleville 2012 Accessibility Improvement until 3:30 p.m. February 28th, 2012. All bids will be publicly opened and read aloud at that time.

The project is for exterior maintenance improvements to the former Belleville Public Library that is located in the center of Library Park. This building is on the National Register of Historic Places. Work includes masonry repairs, wood trim repairs, repainting, replacement of wood shake roofing and other work.

The BIDDING DOCUMENTS may be examined at the Village of Belleville, Bid+ Builders Exchange, Madison, Wisconsin; the Builders Exchange of Milwaukee, Wisconsin; BXMI-Milwaukee Plan Room LLC, Milwaukee, Wisconsin; McGraw Hill Dodge Reports, West Allis, Wisconsin.

Copies of the BIDDING DOCUMENTS may be obtained at the offices of the Village of Belleville, at 24 West Main Street, Belleville, Wisconsin 53508, (608) 424-3341 starting February 9, 2012 upon receipt of a refundable deposit of \$15.00. All plans that are shipped or mailed will require a separate additional \$15.00 non-refundable handling fee. Bidding documents in electronic portable display format (PDF) will be provided on a single compact disk for a non-refundable fee of \$15.00. Any plan holder upon returning the BIDDING DOCUMENTS within 15 days after bid opening and in good condition, will be refunded his deposit.

No proposal will be accepted unless accompanied by a certified check or bid bond equal to at least 5% of the amount bid, payable to the Owner as a guarantee that, if the bid is accepted, the bidder will execute and file the proper contract and bond within seven (7) days after the award of the contract. The certified check will be returned to the bidder as soon as bond and contract is signed, and if after seven (7) days the bidder shall fail to do so, the certified check or bid bond shall be forfeited to the Owner as liquidated damages.

Performance and Payment Bonds for the full contract amount shall be required from the successful Bidder.

No bidder may withdraw his bid within 30 days after the actual date of the opening thereof.

WAGE RATES

Wisconsin State Wage Rates: Pursuant to Section 66.0903, Wisconsin Statutes, the minimum wages to be paid on the project shall be in accordance with the wage rate scale established by State wage rates.

Federal Davis Bacon Wage Rates: Federal wage rates can be found at <http://www.wdol.gov/dba.aspx#0>. Be aware that project Administrators, Bidders, and Contractors are required to use the latest federal wage rate available at the time of bid opening.

The minimum wages to be paid on the project shall be the higher of the wage scale established by either the Federal or State wage rates. Be aware that project Administrators, Bidders, and Contractors are required to use the latest federal wage rate available at the time of bid opening

Attention of Bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract, Section 3, Segregated Facility, Section 109 and E.O. 11246.

Owner reserves the right to reject any or all bids, waive or not waive any informalities in the bids received, and to accept any proposal which they deem most favorable to the interests of the Owner.

Published by the authority of the Village of Belleville.

**VILLAGE OF BELLEVILLE
FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS**

DIVISION 01 - GENERAL REQUIREMENTS

Section 01 11 00 - Summary

- A. Village of Belleville, Wisconsin project Includes:
1. Mansard Roofing
 - a. Replace mansard shake shingles on the mansard roof areas.
 2. Wood Siding/Soffit/Fascia/Entry Porch
 - a. Repair/replace to deteriorated or missing wood elements.
 - b. Prep and repaint all wood elements.
 3. Brick Repairs
 - a. Tuck point severely deteriorated or missing joints
 - b. Reinstall loose bricks.
 4. Windows maintenance
 - a. Prep, prime and repaint exposed wood frames only (outside combination screen units). It is presumed paint colors are already determined.
 - b. New Sealant at perimeter.
 5. West Entry Door Interior transition; provide sloped threshold transition to overcome existing sill transition.
- B. All work shall be in accordance with State and Local Codes and Ordinances.
- C. Facility is on the National Register of Historic Places:
1. The Contractor shall be experienced in working on historical and all work shall conform with the standards of the National Park Service U.S. Department of the Interior and the standards of the Wisconsin Historical Society.
- D. Owner will dictate Contractor's use of site for construction purposes. The integrity of the existing building shall be maintained at all times unless otherwise approved by the Owner. Owner's operations will continue during construction. Coordinate construction scheduling with Owner.
- E. Respective Contractors shall repair and refinish to match existing all areas, surfaces, and items altered, remodeled, patched or damaged due to alterations.
- F. Bidders shall visit site to become familiar with adjacent areas, means of approach to site, and actual job-site conditions. Failure to visit site will in no way relieve the Contractor of responsibility to furnish any materials or perform work required to complete the job in accordance with the drawings.
- G. Respective Contractors shall verify all work to be removed or demolished at site. All items to be removed or demolished will become the property of the Contractor and removed from site, unless otherwise shown.

- H. General Contractor shall be responsible for keeping existing areas clean. If areas are not kept clean, Owner reserves right to have areas cleaned and deduct cost of cleaning from monies due Contractor.
- I. Contractor shall notify the Architect in writing in case of a discrepancy between existing work and drawings and defects in such surfaces that are to receive his work.
- J. Perform demolition work required with due care. Be responsible for any damage which may be caused by such work to any part or parts of existing building which is to remain. Where necessary to prevent collapse of any construction, install temporary shores, struts or bracing. Do not commence demolition work until all temporary construction is complete.
- K. Note that the Contractor shall obtain and pay for all building permits from the local municipality.

Section 01 50 00 - Temporary Facilities and Controls

- A. Contractor shall erect whatever barriers are necessary for the public safety and protection of employees and public. For exterior work at a minimum, a four foot high fence shall be placed around the construction area.
- B. Contractor to make necessary temporary connections to existing facilities for power, light and water. Owner will pay the costs of power and water used.
- C. Contractor shall provide, maintain, and pay for temporary sanitary facilities as required. Permanent existing facilities shall not be used.

Section 01 60 00 - Product Requirements

- A. Substitutions and Product Options. Where the phrase "or equal" occurs in the construction documents, contractor is responsible to maintain product equivalence.
- B. All Contractors and suppliers shall note that materials or systems that contain asbestos in any form will not be allowed or accepted for use or installation on this project. If any materials or systems that contain asbestos are installed or used in any way on this project, the Contractor using or installing such materials or systems shall bear complete responsibility for removing them from the project immediately. At the completion of the project, all Contractors and suppliers must submit to the Owner a letter stating that they supplied and installed materials that do not contain asbestos.

Section 01 70 00 - Execution and Closeout Requirements

- A. Maintain record drawings during construction on which all changes or modification from the plan are documented. Deliver the record drawings to the Owner at completion of the project. The record drawings shall be a set of blueprints with the changes marked in red.
- B. The Contractor shall provide to the Owner a bound and tabbed operation, maintenance, product data, and warranty manual covering all major building components used as part of the construction.

DIVISION 02 - EXISTING CONDITIONS

Section 02 30 00 – Demolition

- A. Removal of designated construction. Dispose of removed of materials unless drawings indicate otherwise. Refer to items on drawings. Do not close or obstruct egress width building exits. Do not disable or disrupt building fire or life safety systems without prior notice to the Owner. Conform to procedures applicable when hazardous or contaminated materials are discovered.
- B. Conduct demolition to minimize interference with adjacent and occupied building areas. Cease operations immediately if structure appears to be in danger and notify Owner.
- C. Protect existing materials which are not to be demolished. Notify affected utility companies before starting work and comply with their requirements. Mark location and termination of utilities. Provide appropriate temporary signage including signage for exit or building egress.
- D. Demolish in an orderly and careful manner. Protect existing supporting structural members. Remove demolished materials from site except where specifically noted otherwise. Do not burn or bury materials on site. Remove materials as work progresses. Upon completion of work, leave areas in clean condition. Remove temporary work.

DIVISION 04 - MASONRY

Section 04 X0 00 – Masonry Tuck Pointing/Joint Repair

- A. Follow the attached Preservation Brief #2 (Repointing Mortar Joints in Historic Buildings) by the Technical Preservation Services of the National Park Services.
- B. XXXXXXXXXXXXXXXXX MSA YET TO FURTHER DEVELOP THIS SECTION

DIVISION 06 - WOOD AND PLASTICS

Section 06 10 00 – Rough Carpentry

- A. Framing Lumber shall be Visually Graded Dimensional Lumber - based on Table 4A NDS, current edition.
- B. Roof Lath or Sheathing ; match existing. Presume up to 10% of the existing will require removal and replacement.
- C. All wood at locations in contact with concrete shall be pressure treated with CCA or ACG preservative to a retention level of 0.40 lbs/cu. ft. minimum.
- D. Provide concealed wood blocking for the mounting and support of all of accessories and other items indicated on the drawings.

DIVISION 07 - THERMAL AND MOISTURE PROTECTION

Section 07 31 13 - Wood Shingles

- A. Follow the attached Preservation Brief #19 (The repair and Replacement of historic wooden Shingles) by the Technical Preservation Services of the National Park Services.
- B. Wood Shingles shall match existing size and type; field verify. Provide all accessories including felts and roof to wall flashings.

Section 07 62 00 - Sheet Metal Flashing and Trim

- A. Drip Edge shall be prefinished and performed aluminum as manufactured by Rollex or equal of color as selected. Submit product data and color choices for approval. Verify existing conditions and confirm if this is desired with the Owner prior to the start of work.
- B. Sealants

<u>Location</u>	<u>Sealant</u>
Exterior perimeter of exterior doors, windows, louvers, and other mechanical and electrical penetrations.	Polyurethane sealant, one part, non-sag, Class A, FS-TT-S-00230, Type II, color as selected by Owner.
All exterior locations shown on drawings.	

DIVISION 09 - FINISHES

Section 09 91 00 - Painting

- A. Colors shall be selected by Owner. Sherwin Williams or equal. Submit color samples.
- B. Apply products in accordance with manufacturer's instructions.
- C. Remove all loose paints in accordance with historic standards and prepare and prime all raw wood in accordance with manufacturers recommendations. Exterior Wood Scheduled to Receive Paint Finish: Remove dust, grit, and foreign matter. Seal knots, pitch streaks, and sappy sections. Fill nail holes with tinted paintable exterior caulking compound after prime coat has been applied.
- D. Paint, primers, sealers, block filler: Sherwin Williams, Pratt & Lambert, Mautz Paints, Pittsburgh Paints, or Diamond Vogel.
- E. Wood - Trim (except trim scheduled to receive stain, water repellent, or varnish finish):
 - Test Patch: If wood is redwood or cedar, apply 4 sq. ft. of acrylic primer. After 4 hours, check for stains from tannin bleed. If no staining is evident, proceed using acrylic primer. If tannin staining is evident, proceed with alternate alkyd primer.
 - 1st Coat: 100% acrylic exterior wood primer
 - Min. DFT: 1.4 mils
 - Min. Volume Solids: 34%

1. S-W A-100 Exterior Latex Wood Primer B42W41
 2. PPG Speedhide Exterior Latex Wood Primer 6-609.
- or alternate 1st Coat: Alkyd wood primer
 Min. DFT: 2.3 mils
 Min. Volume Solids: 56%
1. S-W A-100 Exterior Alkyd Wood Primer Y24W20
 2. PPG Speedhide Exterior Alkyd Wood Primer - Southern Version 6-809.
- 2nd Coat: Non-blocking, 100% acrylic gloss coating
 3rd Coat: Non-blocking, 100% acrylic gloss coating
 Min. DFT: 1.3 mils per coat
 Min. Volume Solids: 31%
 Sheen: 70-90 units @ 60 degrees
1. S-W Super Paint Exterior High Gloss Door & Trim Enamel A85 series
 2. PPG Manor Hall Int/Ext Gloss Acrylic Latex 52-110 Series

F. Wood - Smooth Finish Siding:

Test Patch: If wood is redwood or cedar, apply 4 sq. ft. of acrylic primer. After 4 hours, check for stains from tannin bleed. If no staining is evident, proceed using acrylic primer. If tannin staining is evident, proceed with alternate alkyd primer.

1st Coat: 100% acrylic exterior wood primer

Min. DFT: 1.4 mils
 Min. Volume Solids: 34%

1. S-W A-100 Exterior Latex Wood Primer B42W41
2. PPG Speedhide Exterior Latex Wood Primer 6-609.

or alternate 1st Coat: Alkyd exterior wood primer

Min. DFT: 2.3 mils
 Min. Volume Solids: 56%

1. S-W A-100 Exterior Alkyd Wood Primer Y24W20
2. PPG Speedhide Exterior Alkyd Wood Primer - Southern Version 6-809.

2nd Coat: 100% acrylic satin coating

3rd Coat: 100% acrylic satin coating

Min DFT: 1.3 mils per coat
 Min. Volume Solids: 32%
 Sheen: 10-20 units @ 60 degrees

1. S-W A-100 Exterior Latex Satin House & Trim A82 series
2. PPG Speedhide Exterior Satin Acrylic Latex 6-2045 Series.

G. Other items as called out on the drawings with a paint system recommended by the paint manufacturer.

BID FORM

PROJECT IDENTIFICATION:
**PROJECT MANUAL FOR
VILLAGE OF BELLEVILLE
FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS
BELLEVILLE, WISCONSIN
Project 00177008**

THIS BID IS SUBMITTED TO:
**Village of Belleville
24 West Main Street
Belleville, WI 53508**
(hereinafter referred to as the Owner)

Submitted by:

(full name)

(full address)

(hereinafter referred to as the Bidder)

1. The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form referenced in the Contract Documents, and to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Advertisement to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security.
3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
 - a. BIDDER has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Addendum # _____ Date: _____
Addendum # _____ Date: _____
 - b. BIDDER has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, all local conditions, and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

Unit Prices

The nature of this work may require reduced or additional work according to conditions encountered and better understood in the field, accordingly unit prices are needed to adjust the quantities encountered.

Lath or Sheathing Replacement
(4'x4' area) ADD or DEDUCT: \$ _____ EA

Repointing masonry joints ADD or DEDUCT: \$ _____ LF

5. ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date. If this Bid is accepted by the Owner within the time period stated above, we will:

- A. Execute the Agreement within seven (7) days of receipt of Notice of Award.
- B. Furnish the required bonds within seven (7) days of receipt of Notice of Award in the form referenced in Supplementary Instructions to Bidders.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this Bid and the Bid upon which the Contract is signed.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

6. CONTRACT TIME:

Owner will award a contract by March 15, 2012.

BIDDER agrees that the Work will be substantially complete by June 15, 2012. The work shall be completed and ready for final completion by July 15, 2012.

BIDDER accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time. Liquidated damages are identified in Section XXXX.

7. SUBCONTRACTOR LIST (MANDATORY REQUIREMENT)

Important: Failure to list Subcontractors as requested will be considered by Owner as an irregularity and may result in rejection of the BID.

If awarded the Single Prime Contract on the basis of our BID, we intend to award subcontracts as follows:

For Subcontractor

Masonry _____

Carpentry _____

Roofing _____

Painting _____

8. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions.

GENERAL NOTES:
 A. PREPARE AND REPAINT ALL WOOD, SOFFIT FASCIA AND TRIM.
 B. FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO BIDDING.

PLAN NOTES:
 1 REMOVE AND DEMO EXISTING SHAKE SHINGLES, UNDERLAMENT AND DRIP EDGE ON MAIN AND ROOF. INSTALL LEAK BARRIER OVER TYPICAL 1/2" OSB SHEATHING. REPAIR AND REFINISH ROOF. REPAIR AND REFINISH ROOF. REPAIR AND REFINISH ROOF.
 2 REPLACE DAMAGED/MISSING SECTION OF WOOD FASCIA AT THIS LOCATION. MATCH EXISTING PROFILES.
 3 SAND, TRIM AND PAINT ROOF FASCIA, SOFFIT TRIM, BRACKETS, SAND, TRIM AND PAINT WOOD FASCIA, SOFFIT, GABLE, POSTS, RAILING, ETC. AT ENTRY CANOPY.
 4 REMOVE EXISTING SEALANT AT WINDOW AND DOOR FRAMES. REPAIR AND REPAINT. REPAIR AND REPAINT. REPAIR AND REPAINT.
 5 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.
 6 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.
 7 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.
 8 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.

9 INSTALL KICK-OUT FLASHING AT THIS LOCATION
 10 REPLACE FLASHING AROUND CHIMNEY
 11 INSTALL TRIM AND MOLDINGS AROUND WINDOW AND ON DORMER
 12 REMOVE EXISTING WOOD RAMP AND PROVIDE AND INSTALL A NEW INTERLOCKING ALUMINUM RAMP WITH RETURN CLOSED ENDS.
 13 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.
 14 TYPICAL AT ALL WINDOW SILLS. REMOVE ALL LOOSE MORTAR AND REPAIR. REPAIR AND REPAINT. REPAIR AND REPAINT.
 15 PREPARE AND REPAINT THE ENTIRE STEEL UNTEL
 16 REMOVE LOOSE CAULK AT DORMER WINDOWS AND REPAIR. ALL DORMER WINDOWS

WEST EXTERIOR ELEVATION
 NOT TO SCALE

SOUTH EXTERIOR ELEVATION
 NOT TO SCALE

EAST EXTERIOR ELEVATION
 NOT TO SCALE

NORTH EXTERIOR ELEVATION
 NOT TO SCALE

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1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

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January 13, 2012

Ms. April Little
Village of Belleville Administrator
24 W. Main Street
Belleville, WI 53508

Re: Asbestos Inspection for Belleville Public Library and Police Station

Dear Ms. Little:

Detailed below is the proposal to conduct an inspection for asbestos containing materials for the two properties listed above. The purpose of the asbestos inspection is to identify accessible suspect asbestos containing materials (ACM) prior to remodeling of the buildings, in accordance with Wisconsin Administrative Code NR 447. ACM is defined as materials containing at least one percent asbestos fibers.

Affected parts of a facility being *renovated* or *demolished* must be inspected for the presence of asbestos-containing materials (ACM) prior to beginning the renovation or demolition project. The asbestos-containing building materials can generally be grouped into three major types:

- Thermal system insulation
- Surfacing materials
- Miscellaneous materials

Thermal system insulation includes insulating materials on pipes, pipe fittings (valves, tees, etc.), tanks, boiler jacketing, flue and stack insulation, turbine jackets, and similar applications. Surfacing materials include spray or trowel-applied fireproofing and acoustical finishes. Miscellaneous materials include items such as gasket materials, vinyl asbestos floor tile, ceiling tile, adhesive, mastics, and small amounts of packing or caulking material and roof shingles.

ACM is classified into the following categories.

- Category I Nonfriable Asbestos-Containing Material: Means asbestos containing packings, gaskets, resilient floor covering and asphalt roofing products containing more than 1% asbestos.
- Category II Nonfriable Asbestos-Containing Material: Means any material, excluding Category I nonfriable material, containing more than 1% asbestos that when dry cannot be crumbled, pulverized, or reduced to powder by hand pressure or by mechanical forces expected to act on the material.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

1230 SOUTH BOULEVARD • BARABOO, WI 53913-2791
608.356.2771 • 1.800.362.4505 • FAX: 608.356.2770

www.msa-ps.com
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Ms. April Little
Belleville Library and Police Station ACM Inspection
January 13, 2012

- Friable Asbestos Material: Means any material containing more than 1% asbestos that when dry, can be crumbled, pulverized, or reduced to powder by hand pressure.

Regulated Asbestos-Containing Material: Means (a) friable asbestos material, (b) Category I nonfriable asbestos-containing material that has become friable, or has been or will be subjected to sanding, grinding, cutting or abrading, (c) Category II nonfriable asbestos-containing material that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operation.

The scope of services will include the identification, collection, and laboratory analysis of suspect asbestos containing materials (ACM). Specific tasks to be completed include:

- Collection of bulk samples of suspect ACM containing materials. From one to five samples are required to be collected from each suspect ACM to determine their respective asbestos content.
- Analysis of samples by polarized light microscopy using Environmental Protection Agency (EPA) PLM Method 600/M4-82-020. In addition, results that are less than 1% asbestos or “trace” will be point counted to confirm that concentrations of asbestos are less than 1%. Additional point counting of low concentrations may be done to confirm asbestos content.
- An asbestos inspection report will be prepared for the properties.

COST ESTIMATE

MSA’s cost estimate is broken down into a lump sum charge for the assessment and unit prices for the laboratory analysis. Estimated quantities of samples are provided for budgeting purposes; the Village of Belleville will be billed for the actual quantity of samples required by the inspection. Several options for the inspections are outlined below, primarily distinguishing between an inspection of just the proposed remodeling areas for the current project compared to an inspection of the entire building which would provide information for future remodeling or demolition projects at these facilities.

Option 1 – Includes an inspection of the materials involved in the current entryway and restroom remodeling project at the library, plus the wall materials involved in the remodeling project at the police station.

Asbestos Assessment (field and report) @ lump sum	\$600.00
Asbestos PLM Analysis @ \$10.00 each, estimated 20 samples	\$200.00
Asbestos Point Count Analysis @ \$25.00 each, estimated 2 samples	<u>\$50.00</u>
Total Estimated Cost	\$850.00

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Ms. April Little
Belleville Library and Police Station ACM Inspection
January 13, 2012

Option 2 – Includes the areas described in Option 1 above, plus a complete inspection of the entire library building.

Asbestos Assessment (field and report) @ lump sum	\$800.00
Asbestos PLM Analysis @ \$10.00 each, estimated 35 samples	\$350.00
Asbestos Point Count Analysis @ \$25.00 each, estimated 2 samples	\$50.00
Total Estimated Cost	\$1,200.00

Option 3 – Includes the areas described in Option 2 above, plus a complete inspection of the police station building (the older two story section on the west end of the fire department building, not including the two fire department sections of the building).

Asbestos Assessment (field and report) @ lump sum	\$1,100.00
Asbestos PLM Analysis @ \$10.00 each, estimated 50 samples	\$500.00
Asbestos Point Count Analysis @ \$25.00 each, estimated 2 samples	\$50.00
Total Estimated Cost	\$1,650.00

Option 4 – Includes the areas described in Option 3 above, plus a complete inspection of the fire department building.

Asbestos Assessment (field and report) @ lump sum	\$1,300.00
Asbestos PLM Analysis @ \$10.00 each, estimated 60 samples	\$600.00
Asbestos Point Count Analysis @ \$25.00 each, estimated 2 samples	\$50.00
Total Estimated Cost	\$1,950.00

Please indicate the desired option on the attached agreement.

The report will be completed within 45 days of notice to proceed. Returning one copy of a signed agreement is authorization for MSA to proceed with the inspection.

LIMITATIONS TO MSA'S SCOPE OF WORK

The proposed study is conditioned upon the following limitations:

- MSA services will be performed in a manner consistent with the level of skill or care ordinarily exercised by those practicing in this locality under similar conditions. Information provided to MSA by individuals familiar with and/or associated with the properties has been accepted in good faith and is assumed to be accurate.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

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Ms. April Little
Belleville Library and Police Station ACM Inspection
January 13, 2012

- MSA's scope is based on the assumption that appropriate access will be provided to the buildings.
- MSA will not attempt to determine compliance by present or former owners or occupants of the Subject Property with federal, state, or local environmental or land use laws or regulations.
- The compiled final report submitted at the conclusion of our investigation will be limited to observations made during the assessment of the facilities as well as information supplied by the present owner of the property and others. MSA will make no certification with respect to the validity of the data collected.

Please contact me if you have any questions regarding our proposal.

Sincerely,

MSA Professional Services



Jayne Englebert, P.G.
Project Manager

JAE:bkm



Environmental Consulting Services Agreement

This AGREEMENT ("Agreement") is made on January 13, 2012, by and between VILLAGE OF BELLEVILLE (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Belleville Public Library and Police Station Asbestos Inspection

Indicate Selected Option: _____

Scope of Services: MSA shall provide the scope of professional environmental consulting services for the OWNER, directly or indirectly, indicated in the letter proposal dated January 13, 2012 ("Services"). Any changes or additions to the Scope of Services shall be made by written amendment to this Agreement by MSA and OWNER.

Terms and Conditions: All Services performed by MSA pursuant to this Agreement shall be performed in accordance with, and MSA's and OWNER's obligations shall be governed by, the General Terms and Conditions attached hereto and incorporated herein by this reference. Any attachments or exhibits referenced in this Agreement are made part of this Agreement.

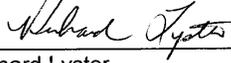
Authorization: MSA will commence performance of the Services on this project upon OWNER's written authorization. OWNER's written authorization is provided and acknowledged by the signatures of MSA's and OWNER's authorized representatives below. By signing this Agreement below, each of the undersigned parties represent and warrant that he or she has full right, power and authority to execute this Agreement and bind his or her respective party to the terms and conditions hereof. A copy of this fully-executed Agreement shall be returned for MSA's files.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement and intend to be bound thereby.

VILLAGE OF BELLEVILLE

MSA PROFESSIONAL SERVICES, INC.

April Little
Village Administrator



Richard Lyster
Team Leader

Date: _____

Date: 1-13-2012

24 W. Main Street
Belleville, WI 53508
Phone: (608) 424-1655
Fax: (608) 424-3423

1230 South Boulevard
Baraboo, WI 53913
Phone: (800) 362-4505
Fax: (608) 356-2770

MSA PROFESSIONAL SERVICES, INC. (MSA) – GENERAL TERMS AND CONDITIONS OF SERVICES (ENVIRONMENTAL)

1. The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

5. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

6. In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

7. MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to and representation at the site will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and, in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor will conform in general

to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

8. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

9. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project.

10. If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

11. OWNER acknowledges and agrees that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

12. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will

provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

13. Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

14. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

15. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim,

counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

16. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

17. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

18. OWNER ACKNOWLEDGES AND AGREES THAT THE INFORMATION DEVELOPED OR IDENTIFIED BY MSA PURSUANT TO THIS AGREEMENT MAY TRIGGER FOR THE OWNER OBLIGATIONS UNDER LOCAL, STATE OR FEDERAL ORDINANCES, LAWS, RULES OR REGULATIONS TO REPORT THE DISCOVERY OF CONDITIONS TO LOCAL, STATE OR FEDERAL REGULATORY OR GOVERNMENTAL AUTHORITIES. OWNER ACKNOWLEDGES THAT MSA DOES NOT PROVIDE ANY ADVICE, RECOMMENDATION OR CONCLUSION REGARDING THE REPORTABLE NATURE OF ANY OF THE FINDINGS OR OBSERVATIONS RESULTING FROM THE PERFORMANCE OF SERVICES HEREUNDER. THE DETERMINATION OF THE OWNER'S REPORTING REQUIREMENTS OR OBLIGATIONS UNDER LAW IS A LEGAL CONCLUSION FOR WHICH MSA ASSUMES NO RESPONSIBILITY AND ABOUT WHICH MSA PROVIDES NO OPINION, CONCLUSION, FINDING OR CERTIFICATION. OWNER ACKNOWLEDGES AND AGREES THAT OWNER MUST SEEK THE ADVICE OF LEGAL COUNSEL TO DETERMINE OWNER'S OBLIGATIONS SHOULD ENVIRONMENTAL RELEASES OR CONDITIONS BE IDENTIFIED.

19. MSA shall perform its Services under this Agreement in accordance with laws and regulations in effect at the time of execution of this Agreement. OWNER shall retain responsibility for compliance with all laws and regulations applicable to its property, employees, and operations, including but not limited to: the reporting of any hazardous substance releases, disclosing information to protect employees and public health, applying for and obtaining required permits or licenses, submitting reports, providing a safe work place, and providing the proper management of wastes and hazardous substances and materials.

20. All data, documents, reports and other information relating directly or indirectly to the Services shall be supplied by MSA to the OWNER for the OWNER's sole and exclusive use in connection with the evaluation of property. All such data, reports, and other information shall be held in confidence for the aforementioned use only to the extent allowable by law. Data, documents and reports prepared by MSA pursuant to this Agreement are prepared for the exclusive use of the OWNER and not for use or reliance upon by any third-party. Any third-party necessarily has different interests, purposes, concerns, and motives than the OWNER with regard to such documents and reports. Therefore, use of such documents by any third-party is expressly prohibited without the joint written authorization of the OWNER and MSA, which shall necessarily include the precondition that the third-party agree to accept the terms and conditions of this Agreement, including the limitation of liability and indemnification protections. Data, documents and reports prepared by MSA pursuant to this Agreement are intended to be presented and reproduced only in their entirety, complete with all supporting data, assumptions, limitations, and, if applicable, recommendations. Such documents shall not be used by OWNER or any party in any form other than in their entirety and all abridged or altered versions are prohibited.

21. OWNER shall assist MSA in performance of the Services hereunder by placing at MSA's disposal all available documents and information pertinent to the Services, including, but not limited to, those that relate to the identity, location, quantity, nature, or characteristics of any hazardous substance or waste at, on, or under the site. In addition, OWNER shall furnish or cause to be furnished such other reports, data, studies, plans, specifications, documents, and other information on surface and subsurface site conditions required by MSA for performance of its Services.

The OWNER shall furnish information identifying utility types and locations, and other manmade objects beneath the surface. MSA shall take reasonable precautions to avoid damaging the utilities and objects

in conjunction with activities performed with its Services. OWNER shall approve the work plan and Scope of Services. OWNER agrees to waive any claim against MSA and to indemnify, defend, (by counsel of MSA's choice) and hold harmless MSA and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss, cost, fee or expense arising from damaged utilities or other objects that were not called to MSA's attention or which were not properly located on plans and information furnished to MSA. OWNER shall continue to supply to Consultant all material information and documents in its possession, custody or control known to OWNER and material to the Site and the Services, including the location of subterranean structures and conditions such as, but not limited to, pipes, tanks and telephone cables. OWNER will give prompt notice to Consultant whenever it becomes actually aware of any development that materially and adversely affects the scope or timing of the Services.

22. The OWNER will furnish right-of-entry and complete access for MSA, its subcontractors, consultants, agents, officers, directors and employees to such property as may be necessary for MSA to perform the Services under this Agreement. MSA will take reasonable precautions to minimize damage to the property caused by MSA's equipment, but has not included in MSA's fee the cost of restoration of damage which may result from MSA's operations. If the OWNER requires MSA to restore property to its former condition, the costs associated with restoration will be added to MSA's fee.

23. The Scope of Services may not be adequate to identify environmental hazards or problems, even if performed in accordance with "current professional standards", and, therefore, MSA cannot guarantee the accuracy of results or conclusions relating thereto.

Information provided to MSA by individuals familiar and/or associated with the property and/or facility, or adjacent land parcels and/or facilities, that is the subject of this Agreement has been accepted by MSA in good faith and is assumed to be accurate. Similarly, information provided to MSA by database search services or via governmental or regulatory records or databases, has been accepted by MSA in good faith and is assumed to be accurate. OWNER has neither requested nor paid MSA to independently verify the truthfulness, accuracy or completeness of the information provided to MSA by database search services, governmental or regulatory records or databases, or by individuals. MSA assumes no responsibility for and provides no certification, warranty or guarantee of the truthfulness, validity, accuracy or completeness of governmental or regulatory records or databases, database search services, or information provided by others to MSA.

MSA's findings, opinions, conclusions and recommendations are based on the actually observed conditions and operations at the property or facility on the specific date or dates of the site tour. OWNER acknowledges that conditions that limit visual observation, such as the presence of snow, thick vegetation, pavement, or structures may interfere with the identification of possible environmental factors or conditions. Hidden or concealed conditions, subsurface conditions, subsequent changes to those conditions actually observed, or incomplete disclosure by others to MSA of past or present activities at, upon or beneath the property or facility, may alter MSA's findings, opinions, conclusions and recommendations. MSA does not accept, and specifically disavows any responsibility or liability for environmental conditions at the property or facility which currently exist, formerly existed, or may exist in the future.

OWNER acknowledges that the OWNER has approved the scope of services and the level of effort for MSA to undertake and, therefore, has determined the corresponding degree of uncertainty as acceptable for the OWNER's purposes. The scope of any sampling or assessment performed by MSA hereunder is limited to the sampling and laboratory analysis of soil and/or groundwater only in certain selected locations. This sampling is intended to investigate the potential for the presence of contaminants in the immediate vicinity of the sampling point or location. Laboratory analysis is only performed for those parameters identified as potential contaminants prior to conducting the sampling or assessment. MSA assumes no responsibility for and expresses no opinion, finding, conclusion or recommendation regarding the presence or absence of any compounds or contaminants for which no such sampling or laboratory analysis was requested or performed. OWNER acknowledges that OWNER has neither requested nor paid MSA to sample and test for compounds or contaminants other than those identified herein.

24. Neither party shall assign this Agreement or any part hereof without the prior written consent of the other party. Any assignment not made in accordance with this Agreement shall be void.

25. AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, MSA PROFESSIONAL SERVICES, INC. HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON THAT LAND AND ON THE BUILDINGS ON THAT LAND IF THEY ARE NOT PAID FOR SUCH LABOR OR MATERIALS. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO MSA PROFESSIONAL SERVICES, INC., ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY, MSA PROFESSIONAL SERVICES, INC. AGREES TO COOPERATE WITH THE OWNER AND THE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

26. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

ATTACHMENT A: Payment and Compensation

Payment for MSA's services will be on a lump sum basis in accordance with the proposal letter. Additional services will be charged at the unit rates set forth below. The rate schedule is subject to annual rate adjustments not to exceed 10% per year.

MSA will submit invoices to the client monthly or after completion of the scope of services. Invoices will show charges based on the proposal and, if appropriate, the unit costs on MSA's rate schedule or the unit cost on the appropriate competitive bid obtained for subcontracted services. Bills are due and payable on receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day.

There will be charges for any changes, alterations, or extras deviating from the original scope of services.

RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>RATE</u>
Non-technical Support Staff	\$40-71/hour
Technical Support Staff	\$45-99/hour
Environmental Specialist	\$45-99/hour
Hydrogeologist/Engineer/Scientist	\$89-123/hour
Senior Hydrogeologist/Engineer/Scientist	\$89-123/hour
Project Manager	\$59-160/hour
Principal	\$116-180/hour
 <u>EXPENSES</u>	
Mileage	\$0.555/mile
Miscellaneous Field Equipment	Current Unit Rate Schedule
 <u>SUBCONTRACTED SERVICES</u>	
Cost + 10%	

April Little

From: B Seniors Support [bseniors_support@frontier.com]
Sent: Thursday, January 05, 2012 2:35 PM
To: April Little
Subject: Quotes for new carpeting for Senior Center
Follow Up Flag: Follow up
Flag Status: Blue

Hi April,

Karen requested I get a few quotes for new carpeting for our office. I have three to compare, and they are all very similar. We estimate our space to be approximately 14 X 34 (60 square yards, or 500 square feet).

Hughes Flooring in Verona: Estimate Prices - middle range \$1800 plus labor \$360

Carpets Plus - Madison Estimate Prices - middle range \$2000 includes labor

 Sergenians - Madison Estimate Prices - middle range \$1600 plus labor \$200

If any further information is needed, please let us know.

Thanks,
Judy

2/1/2012



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

J.B. VAN HOLLEN
ATTORNEY GENERAL

Kevin M. St. John
Deputy Attorney General

Steven P. Means
Executive Assistant

17 W. Main Street
P.O. Box 7857
Madison, WI 53707-7857
www.doj.state.wi.us

Bruce A. Olsen
Assistant Attorney General
608/266-2580
olsenba@doj.state.wi.us
FAX 608/267-2223

January 25, 2012

Ms. April Little
Administrator/Clerk/Treasurer
Village of Belleville
Post Office Box 79
Belleville, WI 53508-0079

Dear Ms. Little:

I am writing in response to your November 16, 2011, letter that asked me to review correspondence from Dane County District Attorney Ismael Ozanne, dated September 13, 2011. The district attorney's correspondence enclosed a complaint from Paul Ziehli ("Mr. Ziehli"), who alleged that the Village of Belleville ("Village") violated the open meetings law by failing to publish the meeting notice for the Wednesday, April 25, 2011, Village board meeting, and enclosed the investigator's report relating to Mr. Ziehli's complaint. Specifically, you have asked me to review the last sentence of the district attorney's letter. That sentence provides: "I write to ask you to please publish meeting agendas in your local newspapers, so as to not violate the Open Meetings Law." Your letter stated that it is the position of the Village that the Village has met its obligations under the open meetings law to provide public notice of the Village board's meetings if the Village notifies its official newspaper of the meeting and posts its notices of Village board meetings in three places.

Section 19.98 of the Wisconsin Statutes authorizes the Attorney General to provide interpretations of the open meetings law to members of the public. The Attorney General is not authorized to give legal opinions or advice to members of the public about the interpretation of local ordinances. That limitation on the Attorney General's authority restricts my ability to fully respond to your concerns, since at least part of the analysis turns on whether the April 25, 2011, meeting was a "regular" or "special" meeting of the Village board, as defined by Village ordinances, whether the Village's ordinances require publication of all meeting notices for "regular" Village board meetings, and whether the Village's ordinances require publication of any meeting notices for "special" meetings of the Village board.

Since receiving your letter and its enclosures, I have obtained additional information from you about the Village's open meetings notice practices, the Village's ordinances relating to public notices for Village board meetings, and the circumstances surrounding the notice of the

Ms. April Little
January 25, 2012
Page 2

April 25, 2011, Village board meeting. The analysis and conclusions in this letter are based solely on the information you have provided, and assumes the factual accuracy of that information.

The Village has designated the Post Messenger Recorder as its official newspaper. The Post Messenger Recorder is published once each week, on Thursdays. The deadline for submission of meeting notices for publication is generally 4:00 p.m. on the Thursday preceding the date of publication, though earlier submission is required during holiday periods. When the Village requests publication of a meeting notice, the village clerk emails a copy of the meeting notice to the newspaper with the words "please publish in the next issue."

Title 2-2 of the Village ordinances appears to define two categories of Village board meetings: "regular" meetings and "special" meetings. Section 2-2-9 provides, in relevant part:

- a) **Regular Meetings.** Regular meetings of the Village Board shall be held on the first Monday of each calendar month at 7:00 p.m., except when the day so designated falls on a legal holiday, in which case the regular meeting shall be held on the following non-holiday day. When the Village Board designates a date and time for the regular Village Board Meeting, notice thereof shall be posted at the Belleville Village Hall and in the official Village newspaper prior to such rescheduled meeting date. All meetings of the Village Board shall be held at the Belleville Village Hall, unless specified otherwise in the minutes of the preceding meeting or by written notice posted at the regular meeting place at least three (3) hours prior to any meeting.
- b) **Annual Organizational Meeting.** The Village Board shall hold an annual organizational meeting no sooner than the third Tuesday of April or no later than the first Monday of May following the spring election for the purpose of organization.

The April 25, 2011, Village board meeting was the board's annual organizational meeting. In 2011, the third Tuesday of April was Tuesday, April 19, 2011. The first Monday of May was Monday, May 2, 2011.

Section 2-2-10 of the Village ordinances, entitled "Special Meetings," provides:

- a) Special meetings of the Village Board may be called by the Village President, or by two (2) Trustees filing a request with the Village Clerk-Treasurer at least forty-eight (48) hours prior to the time specified for such meeting. The Village Clerk-Treasurer shall select the day for the

special meeting and immediately notify each Trustee of the time and purpose of such meeting. The notice shall be delivered or mailed to each Trustee personally or left at his or her usual place of abode, or the Trustee shall be notified by telephone to obtain a copy of the meeting notice from the Village office, a minimum of twenty-four (24) hours prior to the meeting time. However, an emergency meeting, as defined in Ch. 19, Wis. Stats., may be held upon two (2) hours legal notice. The Village Clerk-Treasurer shall cause a record of such notice to be filed in his or her office prior to the time fixed for such special meeting. No business shall be transacted at a special meeting except for the purpose stated in the notice thereof. Notice to the public of special meetings shall conform to the open meeting requirements of Sec. 61.32 and Ch. 19, Subch. IV, Wis. Stats. The Village Clerk-Treasurer shall give notice immediately upon the call for such meeting being filed with him or her.

- b) The request for any special meeting shall state the purpose for which the meeting is to be called and no business shall be transacted but that for which the meeting has been called.

The minutes for the Village board's 2011 meetings are available on the Village's website, www.bellevillewi.org/pages/vbcurrent.cfm. The minutes for the April 18, 2011, meeting reflect that the Village board noted future meeting dates at the April 18, 2011, meeting and you have confirmed that the April 25, 2011, Village board meeting was specifically noted on the audiotape of the April 18 meeting. The only edition of the Post Messenger Recorder to be published after April 18 and prior to April 25, 2011, was the Thursday, April 21 edition. Pursuant to the newspaper's deadlines, a request to publish the meeting notice in the April 21 edition would have been due on Thursday, April 14, 2011. By April 18, 2011, that submission deadline had already passed.

It is not clear from the information provided to me who created the meeting notice for the April 25, 2011, meeting, or when that meeting notice was prepared. In the absence of contravening information, I presume that the meeting notice for the April 25 meeting—a "special" meeting as defined by Village ordinances, since the date was not the first Monday of the month—was prepared in accordance with the requirements of section 2-2-10 of the Village ordinances. *State ex rel. Wasilewski v. Bd. of School Directors of City of Milwaukee*, 14 Wis. 2d 243, 266, 111 N.W.2d 198 (1961) ("There is a presumption that public officials discharge their duties or perform acts required by law in accordance with the law and the authority conferred upon them, and that they act fairly, impartially, and in good faith."). The meeting notice for the April 25, 2011, meeting was transmitted to the reporter for the Post Messenger Recorder who is assigned to cover Village meetings, and to your assistant with directions for posting the meeting notice at 2:34 p.m. on April 21, 2011. Each public notice of

Ms. April Little
January 25, 2012
Page 4

Village board meetings, including the public notice for the April 25 meeting, states that the final agenda for the meeting will be “posted by 4 p.m. Friday preceding the meeting at these locations: Bank of Belleville, Sugar River Bank, Village Hall, Library, Village of Belleville Web site.” You have informed me that the public notice for the April 25 meeting was posted as described at the foot of the meeting notice.

The report of the Dane County District Attorney investigator includes a statement from the parent company of the Post Messenger Recorder summarizing the ads that were scheduled by the Village between January 1 and May 19, 2011. It appears from that statement that the Village paid for the publication of the agendas of the Village board’s “regular” meetings for February, March, April, and May. It also appears from that statement that the Village paid for the publication of all of the meeting notices for the Village board’s “special” meetings from January 17 through May 16, with the exception of the April 25 meeting.

Section 19.84(1)(b) requires every governmental body to provide advance public notice of the body’s meetings, by communication to (1) the public; (2) the members of the news media who have submitted a written request for notice; and (3) the official newspaper designated by the body, or if none exists, a news medium likely to give notice in the area. The subject of the district attorney’s letter is the Village’s notice to the public. The district attorney’s letter does not appear to express concerns about the Village’s practices in providing notice of Village board meetings to the Village’s official newspaper or to any news medium that has requested notice of the Village board’s meetings.

The Attorney General has advised that a governmental body may give notice to the public through one of two alternative methods. See *Wisconsin Open Meetings Law: A Compliance Guide*, section III.A.1, available on the Department of Justice website, http://www.doj.state.wi.us/dls/OMPR/2010OMCG-PRO/2010_OML_Compliance_Guide.pdf. One alternative is to provide notice to the public by public posting of the body’s meeting notices in one or more places likely to be seen by the general public. 66 Op. Att’y Gen. 93, 95 (1977) (copy enclosed). Alternatively, the body may choose to give notice to the public by paid publication in a news medium likely to give notice in the jurisdictional area the body serves—provided that the notice is actually published at least 24 hours in advance of the meeting. 63 Op. Att’y Gen. 509, 510-11 (1974) (copy enclosed). Although governmental bodies frequently choose one alternative method or the other, nothing in the open meetings law prevents a governmental body from determining that multiple notice methods are necessary to provide adequate public notice of the body’s meetings. Skindrud Correspondence, March 12, 2009 (town board resolution required meeting notices of a steering committee to be physically posted in multiple locations, published in local newspapers, and posted on the town’s website) (copy enclosed). Nothing in the open meetings law, however, requires a governmental body to give public notice of its meetings through the alternative of paid publication of its meeting notices.

Ms. April Little
January 25, 2012
Page 5

Applying the legal principles just stated to the particular facts of Mr. Ziehli's complaint about the public notice given for the April 25 meeting, I am unable to concur with the district attorney's conclusion that the Village was required to publish the meeting notice for the April 25 Village board meeting in order to comply with the open meetings law. The open meetings law by its terms does not require the Village to publish public notices of Village board meetings. The specific section of the Village ordinances that addresses the Village's annual organizational meeting, section 2-2-9(b), does not require the Village to publish the meeting notice for the annual organizational meeting. The section of the Village ordinances that addresses the meeting notice requirements for Village board meetings that do not take place on the first Monday of each calendar month, section 2-2-10, provides only that public notices for such meetings "shall conform to the open meetings requirements of Sec. 61.32 and Ch. 19, Subch. IV, Wis. Stats." Neither section 61.32 nor chapter 19, subchapter IV, of the Wisconsin Statutes (the open meetings law) requires villages to publish public notices of village board meetings.¹

I hope that you find the discussion in this letter to be helpful. You have asked that I send a copy of this letter to Mr. Ziehli. The opinions contained in this letter do not constitute a formal opinion of the Attorney General or the Department of Justice under section 165.015(1).

Sincerely,



Bruce A. Olsen
Assistant Attorney General

BAO:ajw

Enclosures

c: Paul C. Ziehli

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¹I am unable to determine whether Village ordinance section 2-2-9(a) requires the Village to publish the meeting notices for all of its regular, first-Monday-of-the-month meetings or only those regular meetings that are rescheduled to the next non-holiday, where the first Monday of the month falls on a legal holiday. If section 2-2-9(a) applies to some meetings of the Village board, the Village board would be required to give public notice of the meetings subject to the ordinance in the manner required by the ordinance.



Dane County Executive
Room 421, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
(608) 266-4114

Dane County Board of Supervisors
Room 106B, City-County Building
210 Martin Luther King, Jr. Boulevard
Madison, WI 53703
(608) 266-5758

January 23, 2012

Dear Local Government Partner:

Following several years of productive conversation and compromise, the time has come for us to move forward collaboratively on development of a new countywide radio communications system to be used by our police, fire, emergency medical services, and public works agencies to help keep our communities safe.

For the past several weeks, cities, villages, and towns across our county have given careful consideration to their interest in participating in this public safety partnership known as "DaneCom."

We are pleased to report that all but one of the county's cities and villages and 31 of the 34 towns have approved sharing in annual expenses to operate and maintain this state of the art communications network. This represents over 95% of the population of those communities asked to support the system. The county remains committed to paying all of the capital expenses related to construction and development, a figure totaling about \$18-million. The county also remains committed to annually funding at least thirty percent of the operations and maintenance costs.

Given the budget challenges we all face, making this investment and moving forward on DaneCom is a shared statement of the priority we all place on protecting public safety. We hope you agree, and will continue to support the project.

We remain hopeful and will continue to work toward securing the support of this system from the Village of Cottage Grove along with the Towns of Pleasant Springs, Montrose, and York. Together, they represent about \$5,000 of DaneCom's estimated operating and maintenance expenses in 2012.

Consistent with the intergovernmental agreements approved by the other 54 municipalities across the county and a formula approved by the DaneCom Governing Board, this amount will be shared by Dane County and its municipal partners that have agreed to these terms. Please find enclosed an updated spreadsheet reflecting your community's estimated share of costs for the next three years.

The DaneCom Governing Board is made up of representatives of the Dane County Cities and Villages and the Dane County Towns Associations along with the Dane County Chiefs of Police,



Dane County Fire Chiefs, the Dane County Emergency Medical Services Association, and the county. This independent body will help facilitate the transition to our new radio system and has the important work in the years ahead of reviewing the current formula which determines how operations and maintenance costs are shared.

In the weeks ahead, the County Board will consider a resolution authorizing the County Executive and County Clerk to execute the intergovernmental agreements received to date. We have every reason to believe construction of the new system will begin in the months ahead.

This project has gone through many different iterations and design changes, but we think you will agree that moving forward and constructing this system through this shared, equitable agreement is the best thing for our county's half-million citizens.

Because of our shared efforts, our public safety and public works responders will soon be able to depend upon a state of the art emergency communications network.

In partnership,

Joe Parisi
Dane County Executive

Scott McDonell
Dane County Board Chair

2012 ESTIMATED DANECOM O&M CHARGES

\$111,214 Local O&M
 \$47,663 Dane County O&M
 \$158,877 Total O&M

	Type	COMMUNITY	Estimate
13002	T	ALBION	\$925
13004	T	BERRY	\$668
13006	T	BLACK EARTH	\$269
13008	T	BLOOMING GROVE	\$817
13010	T	BLUE MOUNDS	\$489
13012	T	BRISTOL	\$1,647
13014	T	BURKE	\$1,671
13016	T	CHRISTIANA	\$595
13018	T	COTTAGE GROVE	\$1,763
13020	T	CROSS PLAINS	\$903
13022	T	DANE	\$486
13024	T	DEERFIELD	\$783
13026	T	DUNKIRK	\$882
13028	T	DUNN	\$2,755
13032	T	MADISON	\$2,311
13034	T	MAZOMANIE	\$539
13036	T	MEDINA	\$612
13038	T	MIDDLETON	\$3,513
13042	T	OREGON	\$1,587
13044	T	PERRY	\$338
13048	T	PRIMROSE	\$355
13050	T	ROXBURY	\$849
13052	T	RUTLAND	\$995
13054	T	SPRINGDALE	\$1,065
13056	T	SPRINGFIELD	\$1,461
13058	T	SUN PRAIRIE	\$1,126
13060	T	VERMONT	\$500
13062	T	VERONA	\$1,102
13064	T	VIENNA	\$751
13066	T	WESTPORT	\$2,446
13068	T	WINDSOR	\$2,675
13106	V	BELLEVILLE	\$763
13107	V	BLACK EARTH	\$539
13108	V	BLUE MOUNDS	\$299
13109	V	BROOKLYN	\$322
13111	V	CAMBRIDGE	\$570
13113	V	CROSS PLAINS	\$1,507
13116	V	DANE	\$385
13117	V	DEERFIELD	\$908
13118	V	DEFOREST	\$3,744
13151	V	MAPLE BLUFF	\$1,086
13152	V	MARSHALL	\$1,310
13153	V	MAZOMANIE	\$699
13154	V	MCFARLAND	\$3,359
13157	V	MT HOREB	\$2,831
13165	V	OREGON	\$3,852
13176	V	ROCKDALE	\$78
13181	V	SHOREWOOD HILLS	\$1,444
13191	V	WAUNAKEE	\$5,374
13225	C	FITCHBURG	\$10,793
13255	C	MIDDLETON	\$9,613
13258	C	MONONA	\$1,423
13281	C	STOUGHTON	\$5,051
13282	C	SUN PRAIRIE	\$11,307
13286	C	VERONA	\$5,576





Village of Belleville, WI

CLIENT LIAISON:

Kevin Lord, P.E., R.L.S.
Phone: (800) 446-0679
Cell: (608) 712-2563
klord@msa-ps.com

DATE:

January 17, 2012

SERVICE DATES:

December 18, 2011 – January 14, 2012

R00372008 – BELLEVILLE FAR WEST SIDE SANITARY SEWER INTERCEPTOR CRS

PHASE 500 – PROJECT B CONSTRUCTION SERVICES

Kevin Lord and Marge Dresen completed an infiltration test on the sanitary sewer within the Greenfield prior to final payment. Kevin Lord went down to the site with the contractor on December 19, 2011 and verified a plug was inserted into a manhole located downstream from the wetland crossing within Bakers Woods. Marge Dresen went down on December 20 (24 hours following) and verified measurements with the Contractor of the water infiltrating into the pipe. MSA calculated the approximate amount of infiltration which was under the allowable limits and approved the final release of retainage for Project B.

R00372039 – VILLAGE OF BELLEVILLE 2011 GENERAL ENGINEERING

PHASE 100 – GENERAL MUNICIPAL

Kevin Lord worked with April Little and Lou Rada to make some corrections to the Village maps based on approved subdivisions added and corrections within existing developments. The corrections were road names within Village developments.

Kevin Lord reviewed some questions with regards to the ordinance revisions for the Village.

Marge Dresen was completing the final GASB reports for the Village utilities. MSA has been working to gather the information regarding the costs for the Bell West development due to this project being completed privately and not bid out.

R00372046 – BELLEVILLE GRANT STREET OUTFALL CRS

MSA verified and provided a benchmark as requested by the Contractor and Montgomery Associates for the work near Grant Street. MSA verified the benchmark in relationship to the plans for the west lake dredging.

R00372045 – BELLEVILLE 2012 ACCESSIBILITY IMPROVEMENTS

MSA has completed preliminary drawings and specifications for the accessibility improvement projects located at the library, public works facility, and police station. MSA has submitted the plans and specifications to the Village of Belleville for review at the Public Works meeting in January. The current plan is to release the plans for bidding in February 2012 with a construction completion date of July 2012.

PROJECT UPDATE

R00372047 – BELLEVILLE FORMER LIBRARY 2012 MAINTENANCE IMPROVEMENTS

MSA has completed preliminary drawings and specifications for the maintenance improvement project at the historic building in Library Park. MSA has submitted the plans and specifications to the Village of Belleville for review at the Public Works meeting in January. The current plan is to release the plans for bidding in February 2012 with a construction completion date of July 2012.

R00372049 – VILLAGE OF BELLEVILLE 2012 GENERAL ENGINEERING

Lou Rada completed updates to the Village maps with regards to the property address of the property located at the northwest corner of STH 69 and Bowlavard Avenue. MSA updated the map and provided a pdf copy to the Village.

Kevin Lord worked with April Little on some small issues with the Village GIS website with regards to the information provided and the printouts.

Kevin Lord worked with April Little to develop roadway standards for the revised ordinances. A table was included to correspond with the current roadway classifications. The standards will be reviewed at the next Public Works meeting.

April Little

From: Julie L. Buss [julie.buss@wcgpr.com]
Sent: Thursday, January 19, 2012 11:40 AM
Subject: Still time to apply for Civitas and LGM



CIVITAS | LGM LEADERSHIP
GREATER
MADISON
Great Civic Leadership Starts Here

Citizen involvement strengthens neighborhoods and communities. **Civitas and Leadership Greater Madison (LGM)** — civic leadership education programs offered by the Greater Madison Chamber of Commerce and Wood Communications Group — have empowered and energized hundreds of current and future local leaders. As a local leader you probably know someone who would benefit from an in-depth civic education about community issues and institutions.

Civitas 2012 and LGM19 will soon begin and we encourage you to nominate a colleague or friend. Online application forms and information about possible program topics, dates and available discounts can be found at www.civitaswi.org or www.leadershipgreatermadison.org.



CIVITAS
Great Civic Leadership Starts Here

- Expert presentations about local government operation and funding; K-12 education; public services; economic and work force development; and community engagement
- Enriching tours and small group activities
- Networking opportunities
- Six afternoon sessions held the fourth Tuesday of the month

"I thought Civitas was very exciting and well thought out. I've enjoyed every session and especially like the group activities, role playing from the Municipal Government session and the jail tour. The program did a great job of boosting my civic knowledge, and has piqued my interest in LGM and becoming more involved in my community."

Ben Weismer, CUNA Mutual Group and Civitas 2011 graduate



LGM
Great Civic Leadership Starts Here

- Leadership skill training
- Expert presentations about and in-depth analysis of key community issues
- Participation in a team project that will identify, research and analyze a specific issue and develop meaningful solutions
- Facility tours and hands-on activities
- Networking receptions

1/19/2012

- 10 full-day sessions held the second Tuesday of the month

"I could not be more pleased with my LGM experience, from the standpoints of community and civic education, building my knowledge and skills base to be a more effective participant in my community, as well as facilitating the right local people connections in order to be able to reach out to others as I participate as a community leader. I am more excited than I've ever been to roll up my sleeves, dig in and do just that, and I feel more equipped than ever to be of real value to my community."

Hilary Kleese, First Choice Dental and LGM18 graduate

Take advantage of these great programs today! If you have any questions, please contact Julie Buss at julie.buss@wcgpr.com or 608-280-7502.

We hope to hear from you soon,

Regards,

Lynn Wood
Vice President, Wood Communications Group
Coordinator, Leadership Greater Madison

Julie Buss
Wood Communications Group
Coordinator, Civitas
Julie.buss@wcgpr.com
608-280-7502

1/19/2012

FOCUS

brief 12.30.2011 • No. 27

Every December, the state releases its financial statements for the prior fiscal year in its Comprehensive Annual Financial Report, or CAFR*. The new 2010-11 edition covers July 2010 through June 2011. At the end of that period, state government's general fund deficit was \$2.99 billion (b), and its unrestricted net assets were -\$9.8b. How these figures reconcile with "balanced budget" claims are discussed. *Search "CAFR" at www.doa.state.wi.us.

Capitol notes

■ A new opinion from Attorney General J.B. Van Hollen (R) finds that a county board member may not serve as a county's administrative coordinator. Board chairs currently serve as administrative coordinator in 18 counties. (Source: Wis. Counties Association)

■ Wis. Gov. Scott Walker (R) has proposed lifting the enrollment cap on the state's FamilyCare program and expanding it to new counties. The program was capped in early 2011.

■ Minnesota's governor and legislative leaders agree a referendum is needed before approving a local sales tax to fund a new stadium for the Vikings.

■ The state Department of Administration (DOA) has submitted its budget lapses to the Joint Committee on Finance. To balance the state budget, DOA is requiring that \$123.3 million be returned ("lapsed") to the general fund in fiscal year 2012.

■ State income tax filers can deduct contributions of up to \$3,000 per child to Wisconsin college savings accounts ("EdVest").

Fiscal year in review: Glass half empty, or . . . ?

To all but a few CPAs, state budget experts, and bond analysts, it is impenetrable. But Wisconsin's inch-thick *Comprehensive Annual Financial Report* (CAFR) containing the state's official financial statements offers arguably the most complete look at Wisconsin's fiscal condition for the year ending the previous June.

The latest edition came out just before Christmas and shows state government ending the 2010-11 fiscal year with a general fund deficit of \$2.99 billion (b). This might confuse those who thought Wisconsin solved its fiscal problems and balanced its books last summer when it enacted the 2011-13 budget.

State budget ≠ State CAFR

Understanding differences between the budget and the CAFR helps clear up the confusion. First, the CAFR is not the same as the state budget. The budget, approved by the legislature and governor, lays out spending and revenues for the coming two years; it relies on estimates and is forward-looking. The CAFR, on the other hand, is prepared by the state controller, who uses actual figures to "close the books" on the prior fiscal year; it is backward-looking.

A second distinction rests on a technical accounting question: When does an expenditure occur—when a credit card is used to make a \$10 purchase, or when the \$10 charge on the credit card bill is paid? Elected state officials would say the latter: No cash transaction occurs until the credit card bill is paid. CPAs who follow generally accepted account-



ing principles (GAAP) in preparing the CAFR would disagree: When an item is charged is key, for it creates an obligation that must be paid. In technical terms, the difference between the two viewpoints is the difference between cash and accrual accounting.

What this means practically is that governors and lawmakers can "balance" a budget—as state law requires—even when the relevant CAFR later shows a deficit for the same period. That's why the final 2010-11 budget showed a surplus of about \$86 million (m), while the CAFR for the same period now reports a \$2.99b deficit (more on the difference in the note below).

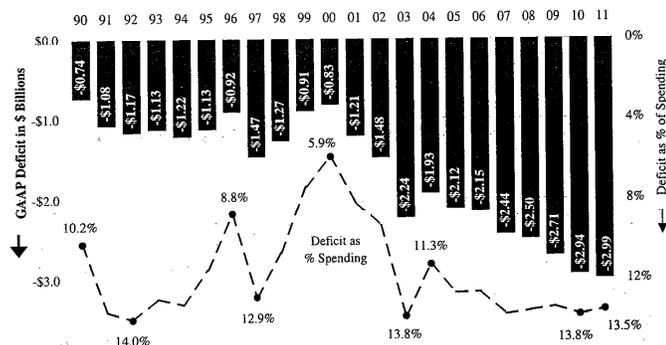
A decade of rising debt

How to think about the \$2.99b "GAAP" deficit in the CAFR is a glass-half-empty, glass-half-full proposition.

Deficit: Now you see it, now you don't

Buried deep in the CAFR are technical notes that reconcile the \$86m "budgeter's surplus" with the \$2.99b "accountant's deficit" reported in official financial statements for 2010-11. A number of these notes relate to timing, the most publicized of which relates to state aids and credits paid to local governments. Localities receive these funds over multiple months, all within one local budget year. However, multiple payments allow the state, for budgeting purposes, to spend the amount over two fiscal years. Thus, state officials can "balance" a budget, in part, by pushing off some expenses from one fiscal year to the next. The CAFR undoes this timing trick. A budget commitment made in one fiscal year is entirely accounted for as an expenditure in that year.

Wisconsin's Little-Known Story: Two Decades of General Fund Deficits
 Deficits (in \$Billions and as Pct. Spending) for Fiscal Years 1989-90 through 2010-11 (FY 2011)



■ *Half empty?* As the graph above shows, Wisconsin has long reported general fund deficits on its financial statements. The bad news is that these gaps have grown over the past decade, from -\$0.83b (5.9% of general fund spending) in 1999-2000 to -\$2.94b (13.8%) in 2009-10 to -\$2.99b (13.5%) in 2010-11.

■ *Half full?* The good news is that the descent into debt slowed. The state added more than \$200m to the GAAP deficit in each of the prior two years but only about \$50m in 2010-11. Moreover, with few, if any, budget-balancing maneuvers used in the new 2011-13 budget, the deficit reported on the CAFR appears to have "bottomed out." Whether the trend can now be reversed is up to the

state's current and future elected officials.

Strapped states

Wisconsin is not the only state reporting a deficit in its CAFR. However, as recently as 2006, only the Badger State (\$2.15b), Illinois (\$2.33b), and Maine (\$0.18b) had deficits. In per capita terms, Wisconsin had the largest deficit of the three.

As the recession took hold, state finances deteriorated. By 2009-10 (the most recent year for which data are available), 13 of the 50 states reported GAAP deficits (see table, upper right). In dollars, Wisconsin's gap was the fifth largest (\$2.94b), behind New Jersey, California,

States with 2009-10 "GAAP" Deficits
 (\$b and Per Capita; Source: State Controller)

State	Deficit \$b	Deficit per cap.	Pop. (m)
N.J.	-28.20	-3,202	8.81
Cal.	-19.61	-525	37.34
Ill.	-9.24	-718	12.86
N.Y.	-3.54	-182	19.42
Wis.	-2.94	-517	5.70
Conn.	-0.98	-274	3.58
Minn.	-0.89	-167	5.31
Ariz.	-0.75	-118	6.41
Va.	-0.67	-84	8.04
Ore.	-0.51	-132	3.85
Maine	-0.31	-231	1.33
Kan.	-0.25	-87	2.86
N.C.	-0.11	-12	9.57

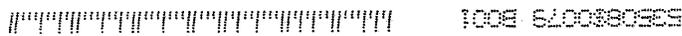
Illinois, and New York. Per capita, it ranked fourth, just behind California.

More than half empty?

With over 250 pages, Wisconsin's CAFR contains far more than surplus/deficit information. One statistic particularly worth mention is state government's unrestricted net assets across all government activities. As the CAFR explains, these are assets that could be "used at the state's discretion." One example might be paying off debt.

Unfortunately, as of mid-2011, the value of these assets was -\$9.8b. The \$3b general fund deficit together with almost \$10b in bond debt explain much of Wisconsin's negative asset position.

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