



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

AGENDA
VILLAGE BOARD
VILLAGE OF SUSSEX
6:00 PM TUESDAY, NOVEMBER 28, 2023
SUSSEX CIVIC CENTER – BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

The Village Board may convene in closed session(s) to discuss the matter(s) listed on this agenda and under Wis. Stats. 19.85(2) hereby provides notice that the Village Board will reconvene in open sessions after said closed session(s) and may take action on items as listed on the agenda.

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes of the Village Board meetings held on October 24, 2023.
4. Communications and Public Hearings
 - A. Village President Report. Report on meetings attended/up-coming, communications, and recognitions including Successfully Sussex Awards.
 - B. 2024 Village Budget Public Hearing
5. Committee Reports
 - A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - C. Finance and Personnel Committee. Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 1. Recommendation and possible action on October check register and p-card.
 2. Recommendation and possible action on Ace Hardware purchases.
 3. Recommendation and possible action on Class “A” License for the sale of Fermented Malt Beverages November 28, 2023 to June 30, 2024 to 7-Eleven, Inc., 24925 Silver Spring Dr., Sussex, 53089 for 7-Eleven, Agent: Daniel J. Stachnik.
 4. Recommendation and possible action on Resolution No. 23-29 amending Building Inspection Fees.
 - D. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - E. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - F. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 - G. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 1. Recommendation and possible action on 2024-2028 Sheriff’s Contract.

2. Recommendation and possible action on Resolution 23-30 Updating Certain Bond Amounts.
 3. Recommendation and possible action on 9-11 Joint Powers Agreement (2024).
 4. Recommendation and possible action on Resolution 23-31 Approving the Municipal Court Budget
- H. Public Works Committee. Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
1. Recommendation and possible action on Public Works bills for payment.
 2. Recommendation and possible action on Ordinance No. 892 to Repeal and Recreate Chapter 13, The Sewer Service Code.
6. Staff Reports on upcoming events, projects, future agendas and scheduled meetings
 7. Comments from citizens present.
 8. Old Business.
 - A. Recommendation and possible action on Resolution 23-32 Adopting the 2024 Budget of the Village of Sussex, its Utilities and special funds, and levying property taxes, and directing implementation for the same including directing the Clerk to not place certain debt on the tax levy, and the Administrator to implement the personnel, policy, and programs of the budget.
 - B. Recommendation and possible action on Resolution 23-33 implementing the various fee changes for 2024 included as part of the 2024 budget.
 9. New Business.
 10. Consideration and possible action on resignations and appointments.
 11. Consideration and possible action on a motion to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to a potential contract amendment, compensation, and review process with the Village Administrator.
 12. Convene back in open session.
 13. Consideration and possible action on Contract amendment, compensation, and review policy with Village Administrator.
 14. Adjournment

Anthony LeDonne
Village President

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.

**DISCLAIMER-THE FOLLOWING ARE DRAFT MINUTES FROM
THE VILLAGE BOARD AND ARE
SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD
VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
October 24, 2023**

1. Roll Call

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

Members present: Stacy Riedel, Greg Zoellick, Lee Uecker, Scott Adkins, Benjamin Jarvis, and President Anthony LeDonne

Members excused: Ron Wells

Also present: Assistant Village Administrator Kelsey McElroy-Anderson, Administrator Jeremy Smith, Village Attorney John Macy, Clerk Jennifer Moore, and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by Jarvis, seconded by Adkins to approve the September 26, 2023 Village Board meeting minutes.
Motion carried 6-0.

4. Communications and Public Hearings

A. Village President Report

The Village President listed several upcoming meetings and events in the Village of Sussex including:

11/7 – Public Works and Finance Committee meetings

11/9 – Veterans Day lunch

11/14 – Parks & Open Space Plan open house

11/15 – Library Board meeting

11/18 – Yard waste site closes

11/21 – Plan Commission and Park & Recreation Board meetings

11/28 – 2024 Budget Public Hearing

B. Public Hearings

The WE Energies Above Ground Right of Way Permit Public Hearing originally considered at the August 22, 2023 Village Board meeting, adjourned to the September 26, 2023 meeting and adjourned to the October 24, 2023 meeting is further adjourned to the December 12, 2023 Village Board meeting at the request of the petitioner, WE Energies.

5. Committee Reports

A. Board of Fire Commissioners Report

Did not meet in October.

B. Community Development Authority

Did not meet in October.

C. Finance and Personnel Committee Report

1. Motion by Jarvis, seconded by Adkins to approve the September Check Register and P-card Statement in the amount of \$2,321,504.49
Motion carried 6-0

2. Motion by Jarvis, seconded by Riedel to approve the September Ace Hardware purchases in the amount of \$1,478.05. (LeDonne Abstained) Motion carried 5-0
3. Motion by Jarvis, seconded by LeDonne to approve the Operator's License for Nicole Balistreri. Motion carried 6-0

D. Park & Recreation Board Report

No report

E. Pauline Haass Library Board Report

Trustee Zoellick presented an update from the Library Board.

F. Plan Commission Report

Motion by Zoellick, seconded by Uecker to approve the final plat for the Golden Fields of Sussex development located at N74W24659 Lauren Drive, Tax Key No 203999001 subject to the standard conditions of approval for Final Plats, reconciliation of the comments and conditions by the Village Engineer in the memo dated September 21, 2023, compliance with conditions from Waukesha County and the Wisconsin DOA, and the standard conditions of Exhibit A. Motion Carried 6-0

G. Public Safety and Welfare Report

Did not meet in October

H. Public Works Committee Report

1. Motion by Adkins, seconded by Jarvis to approve the September invoices in the amount of \$956,851.35. Motion carried 6-0
2. Motion by Adkins seconded by Zoellick to approve the Quit Claim Deed for Stormwater Pond/Outlot 1 in Highlands Business Park. Motion carried 6-0
3. Motion by Adkins seconded by LeDonne to approve the Hometown Hero's Banner Program as shown. Banners will be hung for Veteran's Day and from the 4th of July to Lions Daze. Banners are guaranteed to hang for two years and will follow design option D445 that includes Name, Branch, and photo. Motion carried 6-0

6. Staff Reports Semiannual Strategic Plan Progress Report

Ms. McElroy-Anderson: Thank you for helping with Spooky Sussex. ERP software implementation continues.

Mr. Smith: Thank you to the school district for their help with Spooky Sussex. Lannon Stone made another payment to special assessments – payments are on track and Lannon Stone is a great corporate partner. November 21 there will be a public safety meeting, November 28 is the budget public hearing.

Mr. Macy: No new cases, but many new bills.

Ms. Moore: It's time to start thinking about the 2024 election cycle. Trustees Riedel and Jarvis terms are expiring in April 2024. If the incumbents do not plan to run for reelection, please file a notification of noncandidacy in the Clerk's office by December 22. For anyone running for trustee positions, nomination papers can be circulated beginning December 1 and must be filed in the Clerk's office by January 2. Packets will be available tomorrow at the Civic Center with all the forms and detailed instructions. Feel free to contact anyone in the clerk's office with questions.

7. Comments from Citizens Present

None

8. Old Business

None

9. New Business

None

10. Consideration on resignation and appointments

None

11. Closed Session

President LeDonne announced the closed session as required for Consideration and possible action on a motion to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to a potential contract amendment with the Village Administrator.

Motion by LeDonne, seconded by Adkins to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to a potential contract amendment with the Village Administrator.

On roll call, all voted Aye; Motion Carried

Motion by LeDonne, seconded by Jarvis to adjourn the executive session at 8:15pm.

Motion Carried 6-0

12. Adjournment

A motion by Jarvis, seconded by Uecker to adjourn at 8:15PM.

Motion carried 6-0

Respectfully submitted,
Jennifer Moore
Village Clerk

DRAFT



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AFFIDAVIT

I, Jennifer Moore, Clerk/Treasurer of the Village of Sussex, being first duly sworn on oath do hereby certify that the Public Hearing Notice was posted on Friday, October 27 in the following places:

Sussex Civic Center
Village of Sussex Public Safety Building
Pauline Haass Public Library
Village of Sussex Website

Jennifer Moore
Clerk/Treasurer
Village of Sussex

VILLAGE OF SUSSEX
NOTICE OF PUBLIC HEARING REGARDING 2024 BUDGET

On November 28, 2023 at 6:00 P.M., the Village Board of the Village of Sussex will hold a public hearing for the purpose of hearing the comments of any citizens related to the proposed Village budget for 2024. A summary of the proposed budget is published herewith. The detailed proposed budget is available for inspection at the Civic Center, N64W23760 Main Street between 8:00 A.M. and 5:00 P.M., Monday through Friday and on the Village website (www.villagesussex.org). This public hearing will be held in the Village Board room on the second floor of the Civic Center.

GENERAL FUND BUDGET SUMMARY	BUDGET 2023	2024 PROPOSAL	PERCENTAGE CHANGE
REVENUES:			
Taxes - Property	8,959,733	9,577,155	6.89%
Taxes - Other	565,207	581,444	2.87%
Intergovernmental Revenues	1,399,487	1,693,968	21.04%
Licenses & Permits	279,125	309,025	10.71%
Fines, Forfeitures & Penalty	293,000	301,000	2.73%
Public Charges for Services	861,440	1,095,240	27.14%
Special Charges - Garbage	532,058	602,955	13.33%
Commercial Revenues	206,623	222,136	7.51%
Miscellaneous/Other Revenues	<u>67,375</u>	<u>82,215</u>	22.03%
Total Revenues:	13,164,048	14,465,138	9.88%
Transfers from Other Funds:	553,500	407,000	-26.47%
Use of Surplus/Designated Funds	<u>367,658</u>	<u>1,351,299</u>	267.54%
TOTAL REVENUES:	<u>14,085,206</u>	<u>16,223,437</u>	15.18%
EXPENDITURES:			
General Government	925,790	910,507	-1.65%
Public Safety	4,084,990	4,391,199	7.50%
Health & Sanitation	624,123	676,857	8.45%
Operations (streets and engineering)	909,189	1,395,272	53.46%
Library	786,460	803,399	2.15%
Parks, Recreation & Cultural Services	1,659,698	1,587,117	-4.37%
Capital Outlay	<u>2,377,332</u>	<u>3,528,736</u>	48.43%
Total Expenditures:	11,367,582	13,293,087	16.94%
Transfers to Other Funds:	<u>2,717,624</u>	<u>2,930,350</u>	7.83%
TOTAL EXPENDITURES:	<u>14,085,206</u>	<u>16,223,437</u>	15.18%

Projected Fund Balances - Estimates for Informational Purposes Only

	Estimated Fund Balance 1/1/24	2024 Revenues	2024 Expenditures	Estimated Fund Balance 12/31/24	Property Taxes
General Fund	2,138,272	15,947,469	16,223,437	1,862,304	6,666,805
Library Impact Fees	455,400	136,350	50,000	541,750	-
Park Impact Fees Fund	906,952	148,750	-	1,055,702	-
Recreation Scholarship Fund	36,447	4,000	3,500	36,947	-
Cemetery Fund	22,012	12,960	14,919	20,053	-
Debt Service Funds	91,957	4,078,694	4,077,494	93,157	2,910,350
Capital Projects Fund	1,170,885	-	299,669	871,216	-
Tax Incremental Financing District	(3,354,348)	1,695,696	1,285,060	(2,943,712)	1,640,675 ^A
Water Utility	26,564,084	3,349,394	3,424,192	26,489,286	-
Sewer Utility	38,771,923	3,344,529	3,348,767	38,767,685	-
Community Development Authority*	201,793	55,817	50,000	207,610	-
Stormwater Utility	<u>19,144,393</u>	<u>784,345</u>	<u>860,035</u>	<u>19,068,703</u>	<u>-</u>
Totals	<u>86,149,770</u>	<u>29,558,004</u>	<u>29,637,073</u>	<u>86,070,701</u>	<u>11,217,830</u>

*Net cash, not net assets (fund balance)

^ASubject to final budgets by school districts & county

The Village's outstanding general obligation debt at December 31, 2023 is projected to be \$40,265,000.

The balance in the Village's Designated General Fund at December 31, 2023 is projected to be \$6,230,391.

The public is encouraged to provide written and/or oral comments and questions on the proposed budget.

Please take notice that the annual payment for Refuse and Recycling for 2024 is established at \$175.84 per single family unit. It is imposed on single family homes, duplexes and four family homes. The total charge is intended to defray the cost of providing garbage service to those Village residences for 2024. This charge will be automatically added as a line item on your 2023 property tax bill as a "special charge" for services unless paid prior to 11/15/2023.

Published by order of the Village Board of the Village of Sussex.

Jennifer A. Moore

Clerk-Treasurer

Post: Village of Sussex website and three public places



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MEMORANDUM

To: Village Board
From: Jennifer Moore, Clerk/Treasurer
Re: Village Board Meeting- November 28, 2023
Date: November 22, 2023

4.A. Village President Report- report on meetings, communications, and recognitions.

4.B. Open and hold the Public Hearing on proposed 2024 Budget. Staff will have a brief presentation.

5.C.1. The Finance and Personnel Committee recommends approval of the October Check Register and P-card Statement in the amount of \$2,445,390.24. Please see the disbursement summary and registers for additional information.

5.C.2. The Finance and Personnel Committee recommends approval of the September Ace Hardware purchases in the amount of \$683.64. Please see the disbursement summary for additional information.

5.C.3. The Finance and Personnel Committee recommends approval of a Class "A" License for the sale of Fermented Malt Beverages from November 28, 2023 to June 30, 2024 to 7-Eleven, Inc. 24925 Silver Spring Drive, Sussex, WI 53089 for 7-Eleven, Agent: Daniel J. Stachnik. 7-Eleven is changing from a franchise owner to a corporate ownership and this requires new liquor licensing.

5.C.4. The Community Development Department reviewed the Village's fee schedule to keep consistent with peer communities and reflect the cost of performing the services. The Finance and Personnel Committee recommends approval of Resolution No 23-29 implementing fee adjustments for building inspections services provided by the Village. Please see the memo from Community Development Director Gabe Gilbertson and the resolution for more information.

5.G.1. Public Safety and Welfare Committee recommends approval of the 2024-2028 Sheriff's contract. This contract includes the additional officer shift added in 2023 and slowly fades in the large union contract pay increase from 2022 over the entirety of the contract. Please see the contract for more information.

5.G.2. The cost of police services has risen significantly and should be reflected in the cost of various police fines. The Public Safety and Welfare Committee recommends approval of Resolution 23-30 updating certain bond amounts. Please see the attached resolution for more information.

5.G.3. If an emergency services vehicle is dispatched through the Waukesha County 911 system, the vehicle will respond regardless of jurisdictional boundaries. The Public Safety and Welfare Committee recommends approval of the 2024 9-11 Joint Powers Agreement.

5.G.4. Public Safety and Welfare Committee recommends approval of Resolution 23-31 approving the Municipal Court Budget. Court costs are covered by fees collected from those partaking in court actions. The Village of Sussex is the second largest member of the Court. Please see the Resolution for more information.

5.H.1. The Public Works Committee recommends approval of the October invoices in the amount of \$69,528.12. Please see the bills list for more information.

5.H.2. The Public Works Committee recommends approval of Ordinance No. 892 to Repeal and Recreate Chapter 13, The Sewer Service Code. The Village is making several changes to adjust the timing of the summer sewer credit to reflect when folks are watering their lawns, to remove the Lisbon Sanitary District from the code as the entity no longer exists, and to require usage-based water softeners among other minor adjustments including updated State Statute references. Please see the Ordinance for more information.

8.A. Staff recommends approval of Resolution 23-32 Adopting the 2024 Budget of the Village of Sussex, its Utilities and special funds, and levying property taxes, and directing implementation for the same including directing the Clerk to not place certain debt on the tax levy, and the Administrator to implement the personnel, policy, and programs of the budget. Please see the budget, Resolution, and Exhibits for more information.

8.B. Staff recommends approval of Resolution 23-33 implementing the various fee changes for 2024 included as part of the 2024 budget. This resolution implements those fee adjustments for various services provided by the Village in keeping with the just approved 2024 Village Board adopted budget and are related to the cost of providing service and are equal to or in most cases less than the actual cost of providing said service. Please see the resolution for more information.

11. The Village Board will go into executive session to talk about the amendment of the Contract with the Village Administrator.

12. The Village Board will convene into open session to act on the Contract extension with the Village Administrator.

**Village of Sussex
Village Board Payment Approvals
Oct-2023**

Payroll Registers

First Pay Period - Regular	\$	137,326.88	
Second Pay Period - Regular + Board	\$	138,281.02	
Third Pay Period - Regular	\$	-	
	\$	-	
Total Payroll	\$	<u>275,607.90</u>	
P-Card Purchases (October 10 Statement Date)	\$	<u>131,323.60</u>	
Check Register (10/01/23 - 10/31/23)	\$	<u>2,038,458.74</u>	(less Ace Hardware)
Grand Total	\$	<u><u>2,445,390.24</u></u>	

Report Criteria:

Report type: GL detail
 Vendor.Vendor number = {<->} 2
 Check.Type = {<->} "Adjustment"

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
10/06/2023	20324	ASSOCIATED APPRAISAL CONSULT	ASSESSOR FEES - OCT 2023	4,280.01	100-21100	Assessor--Fees
10/06/2023	20325	DAN PLAUTZ CLEANING SERVICE	THE GROVE - MAPLE & OAK ROOMS	435.00	100-21100	Maint--Bldg & Facilities
10/06/2023	20326	E.H. WOLF & SONS INC.-SLINGER	NO-LEAD GAS	542.36	100-21100	Inventory
10/06/2023	20326	E.H. WOLF & SONS INC.-SLINGER	DIESEL FUEL	579.41	100-21100	Diesel Inventory
10/06/2023	20326	E.H. WOLF & SONS INC.-SLINGER	DIESEL EXHAUST FLUID - STREETS	477.50	100-21100	Gasoline & Diesel
10/06/2023	20327	GRGIC, MARKO	PICKLEBALL INSTRUCTION 09/11 - 09/25/23	720.00	100-21100	Program Instructors
10/06/2023	20328	JASTER, JOEL	REIMBURSEMENT-MILEAGE-INSPECTIONS-SEP	117.25	100-21100	Expenses
10/06/2023	20329	REINDERS	BLACKSTICK MOUND CLAY, TURFACE MOUNDM	472.32	100-21100	Baseball Diamonds
10/06/2023	20330	RUEKERT & MIELKE	REDFORD HILLS S/D - PROF. SERV. 7/15-8/11/20	206.00	100-21100	Engineering
10/06/2023	20331	SMITH, JEREMY	REIMBURSEMENT - ICMA EXPENSES	139.45	620-21100	Supplies
10/06/2023	20331	SMITH, JEREMY	REIMBURSEMENT - ICMA EXPENSES	278.91	100-21100	Expenses
10/06/2023	20331	SMITH, JEREMY	REIMBURSEMENT - ICMA EXPENSES	139.45	610-21100	Misc General Expenses
10/06/2023	20332	WCTC REGISTRATION	AED PRO CARDS	75.00	100-21100	Schooling & Dues
10/06/2023	20333	WOLF PAVING CO., INC	2023 ROAD PROGRAM	914,440.76	410-21100	Contractual Fees
10/13/2023	20334	E.H. WOLF & SONS INC.-SLINGER	DIESEL FUEL - MOWERS	442.02	100-21100	Gasoline & Diesel
10/13/2023	20334	E.H. WOLF & SONS INC.-SLINGER	NO LEAD GASOLINE	314.87	100-21100	Inventory
10/13/2023	20334	E.H. WOLF & SONS INC.-SLINGER	DIESEL FUEL	1,164.65	100-21100	Diesel Inventory
10/13/2023	20335	GOVOS INC	SEAMLESS DOCS RENEWAL	3,471.28	100-21100	Licensing Costs
10/13/2023	20335	GOVOS INC	SEAMLESS DOCS RENEWAL	1,007.24	610-21100	Outside Services Employed
10/13/2023	20335	GOVOS INC	SEAMLESS DOCS RENEWAL	967.41	620-21100	Outside Services
10/13/2023	20335	GOVOS INC	SEAMLESS DOCS RENEWAL	244.70	640-21100	Data Processing Services
10/13/2023	20336	HAWKINS, INC.	CHEMICALS	7,555.46	610-21100	Treatment-Chemicals
10/13/2023	20336	HAWKINS, INC.	AQUA HAWK - WWTP	3,255.00	620-21100	Phosphorus Removal Chemical
10/13/2023	20337	NORTH SHORE BANK, FSB	DEFERRED COMPENSATION	1,711.23	100-21100	North Shore Withheld
10/13/2023	20338	PROFESSIONAL FIRE FIGHTERS OF	UNION DUES - OCTOBER 2023	574.81	100-21100	Union Dues Withheld
10/13/2023	20339	SCENIC VIEW MAINTENANCE	LAWN MOWING, TRIMMING & BLOWING	3,480.00	100-21100	Horticulture
10/13/2023	20340	WAUKESHA STATE & ROSECKY	H.S.A. - 2ND HALF 2023 P/R	366.67	100-21100	Employee Insurance
10/20/2023	20341	AMERIGRAPHICS	DAILY DISPOSAL RECORDS	315.00	620-21100	Office Supplies
10/20/2023	20342	BADGER STATE WASTE LLC	BIO SOLID HAULING TO FIELDS	41,670.72	620-21100	Sludge Hauling Expenses
10/20/2023	20343	HAWKINS, INC.	BALL VALVE	582.35	610-21100	Pumping-Maint of Equipment
10/20/2023	20344	LA FORCE INC. - GREEN BAY	INSTALLATON OF MATERIAL	1,629.69	100-21100	Maint--Bldg & Facilities
10/20/2023	20344	LA FORCE INC. - GREEN BAY	HARDWARE CREDIT - INV #1233059	513.34-	100-21100	Maint--Bldg & Facilities
10/20/2023	20345	NASSCO INC.	CAN LINERS, GLOVES	400.70	100-21100	Contract--Misc Sanitation
10/20/2023	20346	PAULINE HAASS LIBRARY	3RD QTR 2023 LIBRARY PAYMENT	184,115.00	100-21100	Library Payment
10/20/2023	20346	PAULINE HAASS LIBRARY	CAPITAL ITEMS	12,500.00	100-21100	Improvements

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
10/20/2023	20347	REINDERS	GROUNDMASTER 4000-D MOWER, SUNSHADE,	88,529.40	100-21100	Equipment
10/20/2023	20348	RUEKERT & MIELKE	2022 GIS SERVICES - 10/4-12/10/2022	409.75	100-21100	Expenses
10/20/2023	20348	RUEKERT & MIELKE	2022 GIS SERVICES - PROF. SERV. 10/07-12/10/2	33.00	100-21100	Engineering
10/27/2023	20510	BADGER STATE WASTE LLC	BIOSOLID HAULING TO FIELDS	12,888.72	620-21100	Sludge Hauling Expenses
10/27/2023	20511	DOBBECK, HALIE	REIMBURSEMENT - SPOOKY SUSSEX WRAP UP	199.03	100-21100	Special Events
10/27/2023	20512	E.H. WOLF & SONS INC.-SLINGER	NO LEAD GASOLINE	572.34	100-21100	Inventory
10/27/2023	20512	E.H. WOLF & SONS INC.-SLINGER	DIESEL FUEL	889.01	100-21100	Diesel Inventory
10/27/2023	20513	FAMILY STRONG SUSSEX	SKILLZ MARTIAL ARTS 09/26-10/24/2023	859.92	100-21100	Program Instructors
10/27/2023	20514	GRGIC, MARKO	BEGINNERS/SKILLS PICKLEBALL 10/6-10/23/202	720.00	100-21100	Program Instructors
10/27/2023	20515	HOOPER HANDS	LITTLE HOOPER FITNESS - 9/23-10/14/2023	1,872.00	100-21100	Program Instructors
10/27/2023	20516	NORTH SHORE BANK, FSB	DEFERRED COMPENSATION	1,711.23	100-21100	North Shore Withheld
10/27/2023	20517	REINDERS	SEED MIX	117.00	100-21100	Horticulture
10/27/2023	20518	RIVER RUN COMPUTERS INC.	CLOUD SERVICES - OCTOBER 2023	1,924.42	100-21100	Licensing Costs
10/27/2023	20518	RIVER RUN COMPUTERS INC.	CLOUD SERVICES - OCTOBER 2023	558.40	610-21100	Outside Services Employed
10/27/2023	20518	RIVER RUN COMPUTERS INC.	CLOUD SERVICES - OCTOBER 2023	536.31	620-21100	Outside Services
10/27/2023	20518	RIVER RUN COMPUTERS INC.	CLOUD SERVICES - OCTOBER 2023	135.66	640-21100	Data Processing Services
10/27/2023	20518	RIVER RUN COMPUTERS INC.	R-MIT AGREEMENT - OCTOBER 2023	6,590.81	100-21100	Data Processing Services
10/27/2023	20518	RIVER RUN COMPUTERS INC.	R-MIT AGREEMENT - OCTOBER 2023	1,912.42	610-21100	Outside Services Employed
10/27/2023	20518	RIVER RUN COMPUTERS INC.	R-MIT AGREEMENT - OCTOBER 2023	1,836.79	620-21100	Outside Services
10/27/2023	20518	RIVER RUN COMPUTERS INC.	R-MIT AGREEMENT - OCTOBER 2023	464.60	640-21100	Data Processing Services
10/27/2023	20518	RIVER RUN COMPUTERS INC.	R-MIT AGREEMENT - OCTOBER 2023	3,295.38	100-21100	Data Processing Services
10/27/2023	20519	ZORN COMPRESSOR & EQUIPMENT	EQUIPMENT MAINTENANCE	301.76	610-21100	Pumping-Maint of Equipment
10/19/2023	66888	SIGMA GROUP - MAIL	DRAWS 6 & 7 HIGHLANDS	1,120.00-	470-21100	Vouchers Payable
10/19/2023	66888	SIGMA GROUP - MAIL	DRAWS 6 & 7 HIGHLANDS	1,360.00-	470-21100	Vouchers Payable
10/06/2023	67359	CEDAR CORPORATION	MELINDA WEAVER PARK IMP - PROF SERV THR	22,806.68	100-21100	Engineering
10/06/2023	67360	DOUSMAN TRANSPORT CO., INC.	CAMP FIELD TRIPS - MARCUS, SHALOM, LITTLE	3,102.50	100-21100	Expenses
10/06/2023	67361	FORCE AMERICA DISTRIBUTING LLC	VALVE ENCLOSURE - UNIT #41	531.28	100-21100	Maint--Vehicle
10/06/2023	67362	HARBOR HOMES	OCC BD REF:W227N7796 WOODLAND CT, SUSS	100.00	100-21100	Occupancy Deposits
10/06/2023	67363	INSIGHT FS	TURFACE MVP	7,470.00	100-21100	Baseball Diamonds
10/06/2023	67364	MACQUEEN EQUIPMENT	GAS CYLINDER	364.00	100-21100	Maint--Equipment
10/06/2023	67365	PIGGLY WIGGLY	EMPLOYEE LUNCH SUPPLIES	32.33	100-21100	Human Resources Expense
10/06/2023	67365	PIGGLY WIGGLY	EMPLOYEE LUNCH - ICE & LEMONS	16.28	100-21100	Human Resources Expense
10/06/2023	67366	THUNDER ROAD LLC	2023 CRACKFILL ROADS	24,800.00	100-21100	Maint--Equipment
10/06/2023	67367	TIM O BRIEN HOMES	OCC BD REF: W254N6543 ASPEN COURT	100.00	100-21100	Occupancy Deposits
10/06/2023	67367	TIM O BRIEN HOMES	OCC BD REF: N66W25569 ALPINE DRIVE	100.00	100-21100	Occupancy Deposits
10/06/2023	67367	TIM O BRIEN HOMES	OCC BD REF: N66W25562 BEAVER CREEK LANE	100.00	100-21100	Occupancy Deposits
10/06/2023	67368	TRILOGY CONSULTING, LLC	SEWER RATE UPDATE 2023	2,850.00	620-21100	Outside Services
10/06/2023	67369	WI DEPT OF JUSTICE	BACKGROUND CHECKS	63.00	100-21100	Operator s Licenses
10/06/2023	67369	WI DEPT OF JUSTICE	BACKGROUND CHECKS	7.00	100-21100	Human Resources Expense
10/06/2023	67369	WI DEPT OF JUSTICE	BACKGROUND CHECKS	100.00	100-21100	Human Resources Expense

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10/06/2023	67370	WILLIAM REID-MAIL	STAR GRIP SCREWS	38.57	610-21100	Trtmt-Maint of Equipment
10/06/2023	67371	WILLIAM RYAN HOMES	OCC BD REF: W242N5623 PEPPERTREE DR S	100.00	100-21100	Occupancy Deposits
10/06/2023	67371	WILLIAM RYAN HOMES	OCC BD REF: N55W24212 PEPPERTREE DR S	100.00	100-21100	Occupancy Deposits
10/06/2023	67372	WISCONSIN DNR	WWOP CERT EXAM - EH	25.00	620-21100	Supplies
10/12/2023	67373	AMJ SPECTACULAR EVENTS	BALANCE DUE - SPOOKY SUSSEX INFLATABLE	2,016.19	100-21100	Special Events
10/12/2023	67374	BOB FUCHS	BALANCE DUE - SPOOKY SUSSEX - DJ	300.00	100-21100	Special Events
10/12/2023	67375	ESPIRE HOMES, INC.	OCC BD REF:W254N5565 CRESCENT HILL DR, S	100.00	100-21100	Occupancy Deposits
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	AIR PRESSURE VALVE - UT #41	53.99	100-21100	Maint--Vehicle
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	BLSTR PK MINIATURES	3.14	100-21100	Maint--Vehicle
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	NAPA 10W40	41.94	620-21100	Maint--General Plant
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	OIL FILTERS, BATTERY, CORE DEPOSIT	313.04	620-21100	Maint--General Plant
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	FUEL FILTERS, 10W40 OIL	138.40	620-21100	Maint--General Plant
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	CREDIT - CORE DEPOSIT	20.00-	620-21100	Maint--General Plant
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	BATTERY, CORE DEPOSIT	155.98	610-21100	Transportation Expenses
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	CREDIT - CORE DEPOSIT	10.00-	610-21100	Transportation Expenses
10/12/2023	67376	FALLS AUTO PARTS & SUPPLIES	WIPERS	32.20	100-21100	Maint--Vehicle
10/12/2023	67377	FERGUSON WATERWORKS #1476	MANHOLE FRAME REPLACEMENT	993.40	620-21100	Maint--Collection System
10/12/2023	67377	FERGUSON WATERWORKS #1476	NIP GBL	102.84	610-21100	Maint of Meters
10/12/2023	67378	GUETZKE & ASSOCIATES, INC.	ANNUAL MONITORING FIRE ALARM SYSTEM - P	217.50	100-21100	Maint--Bldg & Facilities
10/12/2023	67378	GUETZKE & ASSOCIATES, INC.	ANNUAL MONITORING FIRE ALARM SYSTEM - P	217.50	100-21100	Maint--Bldg & Facilities
10/12/2023	67379	HARBOR HOMES	OCC BD REF:N67W25374 ASPEN LN, SUSSEX	100.00	100-21100	Occupancy Deposits
10/12/2023	67379	HARBOR HOMES	OCC BD REF:W228N7607 WOODLAND CT, SUSS	100.00	100-21100	Occupancy Deposits
10/12/2023	67380	KILLER B S TOTAL PEST CONTROL	BOX ELDER BUG SERVICE	95.00	100-21100	Maint--Bldg & Facilities
10/12/2023	67381	MICHAEL WALDORF	EXPENSE REIMBURSEMENT - 2023 ROAD PRO	150.00	470-21100	Expenses
10/12/2023	67382	MID CITY CORPORATION	FIRE HYDRANT RELOCATION	14,773.00	610-21100	Maint of Mains
10/12/2023	67383	MISSION SQUARE	DEFERRED COMPENSATION #302052 VILLAGE	1,907.87	100-21100	ICMA Withheld
10/12/2023	67383	MISSION SQUARE	DEFERRED COMPENSATION #302052 VILLAGE	308.41	100-21100	Due from Haass Library
10/12/2023	67384	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES	4,064.50	100-21100	Legal Fees--Opinions
10/12/2023	67384	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES	3,452.50	100-21100	Legal Fees--Traffic
10/12/2023	67385	NICK BUERGER	REFUND DEPOSIT	150.00	100-21100	Rent Deposits
10/12/2023	67386	RITTER TECHNOLOGY LLC	MALE SWIVEL NUT	41.89	100-21100	Maint--Equipment
10/12/2023	67387	SERWE IMPLEMENT MUNICIPAL SALES	FLAIR MOWER PACKAGE	56,630.00	640-21100	Other General Equipment
10/12/2023	67388	TRACY JESTER	SPOOKY SUSSEX - BALLOON TWISTERS	1,490.00	100-21100	Special Events
10/12/2023	67389	VERIZON WIRELESS	HOT SPOT - ARMORY PARK	40.01	100-21100	Utilities--Telephone
10/12/2023	67389	VERIZON WIRELESS	HOT SPOT - MADELINE PARK	40.03	100-21100	Utilities--Telephone
10/12/2023	67389	VERIZON WIRELESS	HOT SPOT - PARK GARAGE	40.01	100-21100	Utilities--Telephone
10/12/2023	67390	WALDSCHMIDTS TOWN &	PUMP DRIVE BELT	25.13	100-21100	Maint--Equipment
10/19/2023	67391	A. B. DATA LTD	2023 TAX BILL POSTAGE	2,835.00	100-21100	Real Estate Tax Expense
10/19/2023	67393	AL MOROS LAWN CUTTING	LAWN CUTTING - SEPT 2023	680.00	280-21100	Contractual Fees
10/19/2023	67394	CRAIG D CHILDS PHD S.C.	PSYCH EVALUATOIN - AC	500.00	100-21100	Expenses

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10/19/2023	67395	CTW CORPORATION	WELL 6 - SET PUMP DEEPER	3,000.00	610-21100	Pumping-Maint of Equipment
10/19/2023	67396	GUETZKE & ASSOCIATES INC	ANNUAL TEST, INSPECTION & 50% SENSITIVITY	165.00	610-21100	Pumping-Maint of Equipment
10/19/2023	67397	HALEN HOMES LLC	L/S BD REF:N67W25382&W25384 BRECKENRID	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67397	HALEN HOMES LLC	ST BD REF:N67W25382&W25384 BRECKENRIDG	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67398	HARBOR HOMES	L/S BD REF:N78W22809 TIMBERLAND DR, SUSS	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67398	HARBOR HOMES	ST BD REF:N78W22809 TIMBERLAND DR, SUSS	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67398	HARBOR HOMES	OCC BD REF:N67W25376&25378 BRECKENRIDG	500.00	100-21100	Occupancy Deposits
10/19/2023	67398	HARBOR HOMES	L/S BD REF:W227N7856 TIMBERLAND DR, SUSS	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67398	HARBOR HOMES	ST BD REF:W227N7856 TIMBERLAND DR, SUSS	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67398	HARBOR HOMES	L/S BD REF:W228N7823 TIMBERLAND DR, SUSS	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67398	HARBOR HOMES	ST BD REF:W228N7823 TIMBERLAND DR, SUSS	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67398	HARBOR HOMES	L/S BD REF:W253N6689 ASPEN LN, SUSSEX	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67398	HARBOR HOMES	ST BD REF:W253N6689 ASPEN LN, SUSSEX	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67398	HARBOR HOMES	L/S BD REF:W253N6695 ASPEN LN, SUSSEX	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67398	HARBOR HOMES	ST BD REF:W253N6695 ASPEN LN, SUSSEX	2,000.00	100-21100	Road Cleaning Deposits
10/19/2023	67399	LANE TANK COMPANY INC	WOODSIDE TOWER RISER PIPE REPLACEMENT	57,850.00	610-21100	Towers - Contributed
10/19/2023	67400	MACQUEEN EQUIPMENT	SPRAY BOTTLES	75.00	100-21100	Maint--Equipment
10/19/2023	67401	NEUMANN DEVELOPMENT INC	PARTIAL REFUND - TREE MIGRATION - WOODL	35,800.00	410-21100	Special Deposits
10/19/2023	67402	NORTH SHORE ANALYTICAL	EFFLUENT & INFLUENT	250.00	620-21100	Outside Services
10/19/2023	67403	PATULSKI CONCRETE & MASONRY	NEW CONCRETEWALK, ADD 20 LF SIDEWALK -	4,027.50	100-21100	Improvements
10/19/2023	67404	REXNORD INDUSTRIES LLC	REPAIR GEARBOX OXIDATION DITCH	10,698.78	620-21100	Maint--Trmt & Disposal Equip
10/19/2023	67405	RICHARD KLEBA	REFUND UB OVERPAYMENT @ N61W23771 SU	91.35	610-21100	Customer Accounts Receivable
10/19/2023	67406	SECURITAS TECHNOLOGY CORPORATION	WWTP MAINTENANCE & MONITORING 10/1/2023	464.16	620-21100	Maint--General Plant
10/19/2023	67407	THE SIGMA GROUP INC	REISSUE - CHECK LOST - DRAWS 6 & 7 - HIGHL	1,120.00	470-21100	Vouchers Payable
10/19/2023	67407	THE SIGMA GROUP INC	REISSUE - CHECK LOST - DRAWS 6 & 7 - HIGHL	1,360.00	470-21100	Vouchers Payable
10/19/2023	67408	TIM O BRIEN HOMES	OCC BD REF:N66W25583 ALPINE DR, SUSSEX	100.00	100-21100	Occupancy Deposits
10/19/2023	67409	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT - COUPON #12763144	34.39	100-21100	Unemployment Compensation
10/19/2023	67410	VS WATER BLASTING LLC	VACUUM TRUCK, VACUUM TRUCK WITH ONE W	3,207.50	620-21100	Maint--Collection System
10/19/2023	67411	WAUKESHA CTY TREAS-RM148	NOV 2023 POLICE SERVICES	162,711.38	100-21100	Contractual Fees
10/19/2023	67412	WILLIAM RYAN HOMES	L/S BD REF:N55W24212 PEPPERTREE DR S, SU	400.00	100-21100	Landscaping/Erosion Deposits
10/19/2023	67412	WILLIAM RYAN HOMES	ST BD REF:N55W24212 PEPPERTREE DR S, SU	2,000.00	100-21100	Road Cleaning Deposits
10/27/2023	67413	A TIME FOR ME	MUSIC MAKERS & MORE - 9/8-10/13/2023	252.00	100-21100	Program Instructors
10/27/2023	67414	ALLAN BUILDERS	OCC BD REF:W252N5578 CRESCENT HILL DR, S	100.00	100-21100	Occupancy Deposits
10/27/2023	67415	BURKE TRUCK & EQUIPMENT	CAB SHIELD REPAIR & MATERIALS	5,012.47	100-21100	Maint--Equipment
10/27/2023	67416	COLORADO DEPARTMENT OF REVENUE	GARN - LETTER L1172934928	392.51	100-21100	Child Support
10/27/2023	67417	FERGUSON WATERWORKS #1476	GASKET	61.07	610-21100	Maint of Meters
10/27/2023	67417	FERGUSON WATERWORKS #1476	CLAMP, COUPLERS	964.65	610-21100	Maint of Mains
10/27/2023	67418	HARBOR HOMES	OCC BD REF:W228N7667 WOODLAND CT, SUSS	100.00	100-21100	Occupancy Deposits
10/27/2023	67418	HARBOR HOMES	OCC BD REF:W253N6663 ASPEN LN, SUSSEX	100.00	100-21100	Occupancy Deposits
10/27/2023	67418	HARBOR HOMES	OCC BD REF:W254N6666 ASPEN LN, SUSSEX	100.00	100-21100	Occupancy Deposits

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10/27/2023	67418	HARBOR HOMES	OCC BD REF:W228N7859 TIMBERLAND DR, SUS	100.00	100-21100	Occupancy Deposits
10/27/2023	67419	HOPKINS SPORTS CAMPS LLC	FLAG FOOTBALL	1,643.20	100-21100	Program Instructors
10/27/2023	67420	KRYSTAL LEITZKE	COFFEE - SPOOKY SUSSEX VOLUNTEER/STAF	126.00	100-21100	Special Events
10/27/2023	67420	KRYSTAL LEITZKE	BAKERY - SPOOKY SUSSEX - VOLUNTEER/STAF	18.00	100-21100	Special Events
10/27/2023	67421	L F GEORGE INC	TOOTH, BOLTS, WASHERS	1,000.54	100-21100	Maint--Equipment
10/27/2023	67422	M & M OFFICE INTERIORS	PANELS - ONE STOP - DEPOSIT 50%	4,879.78	100-21100	Equipment
10/27/2023	67423	MISSION SQUARE	DEFERRED COMPENSATION #302052 VILLAGE	308.41	100-21100	Due from Haass Library
10/27/2023	67423	MISSION SQUARE	DEFERRED COMPENSATION #302052 VILLAGE	1,907.87	100-21100	ICMA Withheld
10/27/2023	67424	PAUL S CERTIFIED AUTO REPAIR	INNER TUBE INSTALLED	24.00	100-21100	Maint--Equipment
10/27/2023	67424	PAUL S CERTIFIED AUTO REPAIR	REPLACE INTERMEDIATE STEERING SHAFT, ALI	607.31	100-21100	Maint--Vehicle
10/27/2023	67425	SJE RHOMBUS	SCREEN - WELL 4 - SCADA	8,860.00	610-21100	SCADA - CIAC
10/27/2023	67426	STRAND ASSOCIATES, INC.	SCADA ONGOING MAINT - SEPT 2023	87.23	610-21100	Outside Services Employed
10/27/2023	67426	STRAND ASSOCIATES, INC.	SCADA ONGOING MAINT - SEPT 2023	87.22	620-21100	Outside Services
10/27/2023	67427	STRYKER SALES LLC	HOSE ASSEMBLY	233.00	100-21100	Maint--Equipment
10/27/2023	67427	STRYKER SALES LLC	MTS POWER LOAD	422.50	100-21100	Maint--Equipment
10/27/2023	67428	TIM O BRIEN HOMES	OCC BD REF:N66W25528 BEAVER CEEK LN, SU	100.00	100-21100	Occupancy Deposits
10/27/2023	67429	WAUKESHA CTY TREAS-RM148	LEARN TO SKATE 9/12-10/10/2023	650.00	100-21100	Program Instructors
10/27/2023	67430	WENDY IVERSON	HIP HOP/JAZZ COMBO - 9/12-10/24/2023	420.00	100-21100	Program Instructors
10/27/2023	67431	WI DEPT OF JUSTICE - TIME	4TH QTR 2023 - TIME ACCESS	180.00	100-21100	Expenses
10/27/2023	67432	WILLIAM RYAN HOMES	OCC BD REF:W240N5647 NINA CT, SUSSEX	100.00	100-21100	Occupancy Deposits
10/27/2023	67432	WILLIAM RYAN HOMES	OCC BD REF:W241N5606 SABRINA CT, SUSSEX	100.00	100-21100	Occupancy Deposits
10/31/2023	800079	AFLAC	EMPLOYEE INSURANCE	130.86	100-21100	AFLAC INS
10/31/2023	800079	AFLAC	EMPLOYEE INSURANCE	87.24	100-21100	AFLAC INS
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	341.40	100-21100	Due from Haass Library
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	270.18	610-21100	Employee Pension & Benefits
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	296.63	620-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	101.24	640-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	28.25	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	13.85	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	56.56	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	41.13	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	88.36	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	12.60	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	26.21	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	136.22	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	26.39	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	87.64	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	20.80	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	112.95	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	611.04	100-21100	Employee Insurance

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10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	88.11	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	113.44	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	80.24	100-21100	Employee Insurance
10/31/2023	800080	DELTA DENTAL	DENTAL INSURANCE	34.63	100-21100	Other Receivables
10/31/2023	800080	DELTA DENTAL	VISION INSURANCE	173.18	100-21100	Vision Insurance
10/31/2023	800080	DELTA DENTAL	VISION INSURANCE	18.01	100-21100	Due from Haass Library
10/31/2023	800081	EFTPS	Federal Taxes	31,756.84	100-21100	Federal Taxes Withheld
10/31/2023	800081	EFTPS	Federal Taxes	32,080.97	100-21100	Federal Taxes Withheld
10/31/2023	800082	EMPLOYEE TRUST FUNDS	WI Retirement	44,239.62	100-21100	WI Retirement Payable
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	70.72	100-21100	Due from Haass Library
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	65.06	610-21100	Employee Pension & Benefits
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	71.33	620-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	5.82	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	21.96	640-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	12.81	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	10.98	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	10.47	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	29.94	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	5.01	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	2.90	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	12.50	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	2.32	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	13.97	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	29.14	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	9.06	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	99.25	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	4.56	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	2.42	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	7.84	100-21100	Employee Insurance
10/31/2023	800083	RELIANCE STANDARD LIFE INS CO	LIFE INSURANCE	7.03	100-21100	Employee Insurance
10/31/2023	800084	RHYME BUSINESS PRODUCTS	Finance Copier	45.63	100-21100	Maint--Equipment
10/31/2023	800084	RHYME BUSINESS PRODUCTS	Finance Copier	32.60	610-21100	Office Supplies & Expenses
10/31/2023	800084	RHYME BUSINESS PRODUCTS	Finance Copier	32.60	620-21100	Office Supplies
10/31/2023	800084	RHYME BUSINESS PRODUCTS	Finance Copier	19.55	640-21100	Office Supplies
10/31/2023	800084	RHYME BUSINESS PRODUCTS	PSB/Police copier	262.36	100-21100	Expenses
10/31/2023	800084	RHYME BUSINESS PRODUCTS	One Stop Copier	225.78	100-21100	Maint--Equipment
10/31/2023	800084	RHYME BUSINESS PRODUCTS	One Stop Copier	193.31	100-21100	Office Supplies
10/31/2023	800084	RHYME BUSINESS PRODUCTS	PSB/Fire copier	112.51	100-21100	Supplies
10/31/2023	800084	RHYME BUSINESS PRODUCTS	3rd Floor copier	32.47	100-21100	Maint--Equipment
10/31/2023	800084	RHYME BUSINESS PRODUCTS	3rd Floor copier	97.40	100-21100	Expenses

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
10/31/2023	800084	RHYME BUSINESS PRODUCTS	3rd Floor copier	162.36	100-21100	Expenses
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	7,481.60	100-21100	Due from Haass Library
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	5,474.07	610-21100	Employee Pension & Benefits
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	6,031.67	620-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	2,029.24	640-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	613.49	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	1,275.62	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	927.72	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	2,667.19	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	224.45	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	635.94	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	2,723.31	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	505.01	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	1,503.80	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	479.20	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	2,253.45	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	11,283.00	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	3,104.86	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	2,020.03	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	1,586.47	100-21100	Employee Insurance
10/31/2023	800085	UNITED HEALTHCARE	HEALTH INSURANCE	748.16	100-21100	Other Receivables
10/31/2023	800086	VANDEN, HEUVEL & DINEEN	Utility Billing Invoice	368.28	610-21100	Accounting Supplies & Expenses
10/31/2023	800086	VANDEN, HEUVEL & DINEEN	Utility Billing Invoice	368.28	620-21100	Office Supplies
10/31/2023	800086	VANDEN, HEUVEL & DINEEN	Utility Billing Invoice	368.29	640-21100	Data Processing Services
10/31/2023	800087	WE ENERGIES	Sewer other govt electric	21.42	620-21100	Sewer--Other Governments
10/31/2023	800087	WE ENERGIES	Fire electric	1,189.15	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Civic Center electric	5,540.83	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Civic Center heat	547.32	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Lions club meter	15.75	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	The Grove electric	855.86	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	The Grove gas	56.83	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Parks Electric	1,672.36	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Parks gas	23.47	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Sewer collection electric	419.29	620-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Sewer treatment electric	15,257.63	620-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Sewer treatment gas	498.24	620-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Sewer collection gas	13.62	620-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Storm electric	2,295.02	640-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Traffic signals	173.67	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	PSB gas	34.91	100-21100	Utilities--Heat

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
10/31/2023	800087	WE ENERGIES	PSB gas	34.90	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Emergency Govt electric	66.39	100-21100	Emergency Government
10/31/2023	800087	WE ENERGIES	Police electric	740.91	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Garage electric	270.48	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Garage electric	132.59	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Garage electric	42.43	610-21100	Office Supplies & Expenses
10/31/2023	800087	WE ENERGIES	Garage electric	42.43	620-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Garage electric	42.43	640-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Garage gas	67.17	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Garage gas	32.93	100-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Garage gas	10.54	610-21100	Office Supplies & Expenses
10/31/2023	800087	WE ENERGIES	Garage gas	10.54	620-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Garage gas	10.54	640-21100	Utilities--Heat
10/31/2023	800087	WE ENERGIES	Street Lighting Electric	13,284.71	100-21100	Utilities--Electric
10/31/2023	800087	WE ENERGIES	Water - electric	28.54	610-21100	Operation Supplies & Expenses
10/31/2023	800087	WE ENERGIES	Water - electric for pumping	20,712.22	610-21100	Pumping-Power Purchases
10/31/2023	800087	WE ENERGIES	Water - gas	21.28	610-21100	Office Supplies & Expenses
10/31/2023	800087	WE ENERGIES	Water - Gas	46.07	610-21100	Pumping-Supplies & Expenses
10/31/2023	800088	WI DEPARTMENT OF REVENUE	State Taxes	5,162.48	100-21100	State Taxes Withheld
10/31/2023	800088	WI DEPARTMENT OF REVENUE	State Taxes	5,247.90	100-21100	State Taxes Withheld
10/31/2023	800088	WI DEPARTMENT OF REVENUE	Monthly Sales Tax	516.36	100-21100	Expenses
10/31/2023	800088	WI DEPARTMENT OF REVENUE	Monthly Sales Tax	206.14	100-21100	Expenses
10/31/2023	800088	WI DEPARTMENT OF REVENUE	Monthly Sales Tax	111.69	100-21100	Sales Tax Remitted
10/31/2023	800088	WI DEPARTMENT OF REVENUE	Monthly Sales Tax	856.16	100-21100	Special Events
10/31/2023	800088	WI DEPARTMENT OF REVENUE	Monthly Sales Tax	567.40	100-21100	Sales Tax Remitted
10/31/2023	800089	WI DEPT. OF TRANSP. TV&RP	Suspensions	3.00	100-21100	Fines & Tickets
Grand Totals:				2,038,458.74		

Report Criteria:

Report type: GL detail
 Vendor.Vendor number = {<->} 2
 Check.Type = {<->} "Adjustment"
 Check.Created by = "twalls"

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
11/02/2023	800001	911EmergencySupply - PCARD	Radio Wiring Harness	63.16	100-21100	Maint--Radio
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	14.91	100-21100	Due from Haass Library
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	9.94	640-21100	Office Supplies
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	9.94	620-21100	Office Supplies
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	9.94	610-21100	Office Supplies & Expenses
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	14.91	100-21100	Expenses
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	24.85	100-21100	Office Supplies
11/02/2023	800002	A/E GRAPHICS, INC.	PLOTTER MAINT. & COPIES	14.92	100-21100	Office Supplies
11/02/2023	800003	AERIAL WORK PLATFORMS, I	TRAILER - TREE WORK	310.00	100-21100	Forestry Efforts
11/02/2023	800004	AIRGAS - NORTH	OXYGEN	41.96	100-21100	Medical Supplies
11/02/2023	800004	AIRGAS - NORTH	PROPANE CYLINDER	69.28	100-21100	Supplies
11/02/2023	800004	AIRGAS - NORTH	CARBON DIOXIDE CYL	23.42	610-21100	Maint of Meters
11/02/2023	800005	AMAZON.COM	Civic Build Maint Cleaning Supplies	42.52	100-21100	Maint--Bldg & Facilities
11/02/2023	800005	AMAZON.COM	Civic Build Maint	7.07	100-21100	Maint--Bldg & Facilities
11/02/2023	800005	AMAZON.COM	Civic Build Maint Cleaning Supplies	14.17	100-21100	Maint--Bldg & Facilities
11/02/2023	800005	AMAZON.COM	Civic Build Maint Cleaning Supplies	78.10	100-21100	Maint--Bldg & Facilities
11/02/2023	800005	AMAZON.COM	Batteries for equipment	25.83	100-21100	Maint--Equipment
11/02/2023	800005	AMAZON.COM	camp supplies	4.13	100-21100	Expenses
11/02/2023	800005	AMAZON.COM	fitness equipment	68.99	100-21100	Expenses
11/02/2023	800005	AMAZON.COM	chainsaw chain	41.55	100-21100	Forestry Efforts
11/02/2023	800005	AMAZON.COM	stapler	15.99	100-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.19	640-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.64	620-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.64	610-21100	Office Supplies & Expenses
11/02/2023	800005	AMAZON.COM	office supplies	11.89	100-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.49	100-21100	Expenses
11/02/2023	800005	AMAZON.COM	office supplies	11.88	100-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	Glove Box Holder	62.09	100-21100	Supplies
11/02/2023	800005	AMAZON.COM	Thermostat Guard	37.42	100-21100	Maint--Bldg & Facilities
11/02/2023	800005	AMAZON.COM	office supplies	1.20	640-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.65	620-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.65	610-21100	Office Supplies & Expenses
11/02/2023	800005	AMAZON.COM	OFFICE SUPPLIES	11.97	100-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	office supplies	1.50	100-21100	Expenses

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
11/02/2023	800005	AMAZON.COM	office supplies	11.97	100-21100	Office Supplies
11/02/2023	800005	AMAZON.COM	case for projector: spooky Sussex	69.29	100-21100	Fire Prevention
11/02/2023	800005	AMAZON.COM	SIGNS FOR MELINDA WEAVER-WINTER	25.65	100-21100	Contract--Misc Sanitation
11/02/2023	800006	AMZN MKTP US	Sewer Office Supplies	41.80	620-21100	Maint--General Plant
11/02/2023	800006	AMZN MKTP US	Civic Build Maint Cleaning Supplies	24.94	100-21100	Maint--Bldg & Facilities
11/02/2023	800006	AMZN MKTP US	Monitor Cable Secret	7.16	620-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Monitor Cable Secret	7.16	610-21100	Office Supplies & Expenses
11/02/2023	800006	AMZN MKTP US	Monitor Cable Secret	21.49	100-21100	Equipment
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	2.86	640-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	9.36	620-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	9.36	610-21100	Office Supplies & Expenses
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	14.40	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	1.80	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	2.52	100-21100	Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	5.40	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	1.44	100-21100	Supplies
11/02/2023	800006	AMZN MKTP US	Civic Build Maint Cleaning Supplies	300.54	100-21100	Maint--Bldg & Facilities
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	2.52	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	5.40	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	14.40	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	Civic Cafe Supplies	2.52	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	FORKS FOR WINE TASTING	12.99	100-21100	Program Expenses
11/02/2023	800006	AMZN MKTP US	SPOOKY SPRINKLES	39.78	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	dance supplies	5.99	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	HOLIDAY DINNER & WINE TASTING	21.99	100-21100	Program Expenses
11/02/2023	800006	AMZN MKTP US	youth sports equipment	11.99	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	;PCLS FPR GAGA BALL	12.74	100-21100	Contract--Misc Sanitation
11/02/2023	800006	AMZN MKTP US	replacement tube for inside acid feed pump	50.63	100-21100	Splashpad Operations
11/02/2023	800006	AMZN MKTP US	LARGE HOLE PUNCH	7.58	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	.86	640-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.18	620-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.18	610-21100	Office Supplies & Expenses
11/02/2023	800006	AMZN MKTP US	office supplies	8.56	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.07	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	office supplies	8.54	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	SPOOKY PKG WANDS AND BATTERIES	74.06	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	camp supplies	22.99	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	Cable Sleeve, phone case, auto wire,Led face cap	78.45	100-21100	Maint--Equipment
11/02/2023	800006	AMZN MKTP US	PARKING FLAGS FOR ALL EVENTS	49.00	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	grave building bird spikes	109.99	100-21100	Maint--Bldg & Facilities

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
11/02/2023	800006	AMZN MKTP US	Bed Frame for Lt sleep quarters	99.49	100-21100	Maint--Bldg & Facilities
11/02/2023	800006	AMZN MKTP US	dance supplies	19.98	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	License Plate Blanks, Nylon Webbing	26.66	100-21100	Maint--Equipment
11/02/2023	800006	AMZN MKTP US	Magnetic Mic	39.95	100-21100	Maint--Vehicle
11/02/2023	800006	AMZN MKTP US	office supplies	.86	640-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.20	620-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.20	610-21100	Office Supplies & Expenses
11/02/2023	800006	AMZN MKTP US		8.70	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	1.09	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	office supplies	8.70	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	GLASSES FOR WINE TASTING	52.44	100-21100	Program Expenses
11/02/2023	800006	AMZN MKTP US	fitness supplies	59.99	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	WOOD FOR CRAFT CLASSES FOR NOV & DEC	86.97	100-21100	Program Expenses
11/02/2023	800006	AMZN MKTP US	Sticky Notes	13.59	100-21100	Supplies
11/02/2023	800006	AMZN MKTP US	desk supplies	80.65	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	spooky arch replacement lights	23.99	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	tire inner tube	25.36	100-21100	Maint--Equipment
11/02/2023	800006	AMZN MKTP US	straps	39.58	100-21100	Contract--Misc Sanitation
11/02/2023	800006	AMZN MKTP US	Fuse Holders	11.89	100-21100	Maint--Vehicle
11/02/2023	800006	AMZN MKTP US	SPRINKLES FOR SPOOKY	43.78	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	desk supplies	11.89	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	Spooky Sussex	58.31	100-21100	Fire Prevention
11/02/2023	800006	AMZN MKTP US	office supplies	2.54	640-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	3.49	620-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	3.49	610-21100	Office Supplies & Expenses
11/02/2023	800006	AMZN MKTP US	office supplies	25.40	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	office supplies	3.17	100-21100	Expenses
11/02/2023	800006	AMZN MKTP US	office supplies	25.40	100-21100	Office Supplies
11/02/2023	800006	AMZN MKTP US	POOKY FOG JUICE AND SPIDER WEBBS	263.80	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	FD Spooky Sussex	556.51	100-21100	Fire Prevention
11/02/2023	800006	AMZN MKTP US	SPOOKY RETRACTABLE MARKERS	29.86	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	SPOOKY PLASTIC GOLF BALLS FOR GAMES	5.89	100-21100	Special Events
11/02/2023	800006	AMZN MKTP US	SPOOKY OPEN AIR DECOR	105.06	100-21100	Special Events
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	52.75	640-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	161.27	620-21100	Office Supplies
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	36.04	610-21100	Pumping-Supplies & Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES - MTR RD PH	24.07	610-21100	Maint--Genl Plant & Equip
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	121.40	610-21100	Office Supplies & Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES - PRO 2	69.14	610-21100	Maint of Mains
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	35.95	610-21100	Maint of Distribution System

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	38.71	100-21100	Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	182.44	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	242.34	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	90.63	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	33.50	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	25.02	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	15.20	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	21.74	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	62.93	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	53.73	640-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	170.77	620-21100	Office Supplies
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	33.66	610-21100	Pumping-Supplies & Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES - MTR RD PH	24.73	610-21100	Maint--Genl Plant & Equip
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	125.84	610-21100	Office Supplies & Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES - PRO 2	69.12	610-21100	Maint of Mains
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	33.57	610-21100	Maint of Distribution System
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	53.97	100-21100	Expenses
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	135.30	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	231.94	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	88.67	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	33.50	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	22.18	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	18.10	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	23.80	100-21100	Utilities--Telephone
11/02/2023	800007	ATT* BILL PAYMENT	CELL PHONES	76.53	100-21100	Utilities--Telephone
11/02/2023	800008	B&H PHOTO	AV Adaptor for Spooky Sussex	43.50	100-21100	Fire Prevention
11/02/2023	800009	BIG JIMS SMALL ENGINE SVC	Generator Service	140.64	100-21100	Maint--Equipment
11/02/2023	800010	BROOKFIELD RENTAL	TOUCH A TRUCK TENT - SPECIAL EVENTS	1,117.00	100-21100	Special Events
11/02/2023	800011	BURKE TRUCK & EQUIP	SEAL KIT, ROD, PARTS	861.57	100-21100	Maint--Equipment
11/02/2023	800011	BURKE TRUCK & EQUIP	HUB	43.64	100-21100	Maint--Vehicle
11/02/2023	800011	BURKE TRUCK & EQUIP	FITTING	30.48	100-21100	Maint--Vehicle
11/02/2023	800012	CASEYS #3710	TOUCH A TRUCK DEBRIEF LUNCH	74.93	100-21100	Special Events
11/02/2023	800013	CDW GOVT	ADOBE RENEWAL	144.48	640-21100	Data Processing Services
11/02/2023	800013	CDW GOVT	ADOBE RENEWAL	571.21	620-21100	Outside Services
11/02/2023	800013	CDW GOVT	ADOBE RENEWAL	594.73	610-21100	Outside Services Employed
11/02/2023	800013	CDW GOVT	ADOBE RENEWAL	2,049.64	100-21100	Licensing Costs
11/02/2023	800014	COMPLETE OFFICE OF WISCON	Sheriff dept. cleaning supplies	507.95	100-21100	Maint--Bldg & Facilities
11/02/2023	800014	COMPLETE OFFICE OF WISCON	reorder Paper towel rolls	65.12	100-21100	Maint--Bldg & Facilities
11/02/2023	800014	COMPLETE OFFICE OF WISCON	Returned item- wrong one sent	65.12-	100-21100	Maint--Bldg & Facilities
11/02/2023	800014	COMPLETE OFFICE OF WISCON	Multi Fold towels Sheriff bathrooms	65.10	100-21100	Maint--Bldg & Facilities

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11/02/2023	800015	COURTYARD BY MARRIOTT	Jeremy ICMA Hotel	351.96	620-21100	Supplies
11/02/2023	800015	COURTYARD BY MARRIOTT	Jeremy ICMA Hotel	351.96	610-21100	Misc General Expenses
11/02/2023	800015	COURTYARD BY MARRIOTT	Jeremy ICMA Hotel	703.92	100-21100	Expenses
11/02/2023	800016	DAVE JONES INC	ANNUAL FIRE SPRINKLER INSP - PSB	110.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800016	DAVE JONES INC	ANNUAL FIRE SPRINKLER INSP - PSB	110.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800016	DAVE JONES INC	REPLACED 2" BALL VALVE ON MAIN DRAIN- \$60	415.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800016	DAVE JONES INC	LOW AIR ALARM-REPAIRED SMALL LEAK	518.00	100-21100	Due from Haass Library
11/02/2023	800016	DAVE JONES INC	WALL HYDRANT LEAKING - ADJUSTMENT MADE	385.95	620-21100	Maint--General Plant
11/02/2023	800017	DOMINOS	VOLUNTEER DINNER FOR WINE PARTY	54.55	100-21100	Program Expenses
11/02/2023	800018	DSPS E SERVICE FEE COM	Civic Elevator Permit Fee	1.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800019	DSPS EPAY ISE	Civic Elevator Permit Fee	50.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800020	EAGLE MEDIA INC.	Department T-Shirts	621.50	100-21100	Uniforms & Protective Clothes
11/02/2023	800021	EL JIMADOR MEXICAN GRILL	RICE/CHURROS FOR WINE TASTING	443.49	100-21100	Program Expenses
11/02/2023	800022	EMERGENCY MEDICAL PRODUC	MEDICAL SUPPLIES	626.35	100-21100	Medical Supplies
11/02/2023	800023	EUROFINS SF ANALYTICAL LA	FINAL EFFLUENT	344.58	620-21100	Outside Services
11/02/2023	800023	EUROFINS SF ANALYTICAL LA	FINAL EFFLUENT	362.80	620-21100	Outside Services
11/02/2023	800023	EUROFINS SF ANALYTICAL LA	FINAL EFFLUENT	182.45	620-21100	Outside Services
11/02/2023	800024	FIREPENNY	Fire Helmet Parts	57.58	100-21100	Maint--Equipment
11/02/2023	800025	FROGGY'S FOG - PCARD	spooky fog machines	188.98	100-21100	Special Events
11/02/2023	800026	GALLS	UNIFORM - KW	178.23	100-21100	Uniforms & Protective Clothes
11/02/2023	800026	GALLS	BOOTS - AH	172.05	100-21100	Uniforms & Protective Clothes
11/02/2023	800026	GALLS	PANTS - KW	101.94	100-21100	Uniforms & Protective Clothes
11/02/2023	800026	GALLS	PANTS & CR PANTS #025604474 - KW	84.07	100-21100	Uniforms & Protective Clothes
11/02/2023	800026	GALLS	PANTS - KW	67.72	100-21100	Uniforms & Protective Clothes
11/02/2023	800027	HARTLAND OVHD DOOR INC	REPAIR WEST DOOR FRAME	1,293.00	100-21100	Maint--Bldg & Facilities
11/02/2023	800028	HOBBY LOBBY	RAFFLE PRIZES FOR HOLIDAY BINGO SWAG	77.92	100-21100	Program Expenses
11/02/2023	800029	HOMEDEPOT.COM	Window Blinds	75.97	100-21100	Maint--Bldg & Facilities
11/02/2023	800030	IN *COMPETITOR AWARDS & E	BUTCH HART MEMORIAL PLAQUE - BILLED	155.00	100-21100	Horticulture
11/02/2023	800031	IN *SEAMLESSDOCS	SPOOKY SUSSEX CARAMEL AND PUMP	107.00	100-21100	Special Events
11/02/2023	800032	IN *WISCONSIN LAKE & POND	POND MAINTENANCE	607.00	640-21100	Maint--Bldg & Facilities
11/02/2023	800033	INSIGHT FS JEFFERSON	SOIL TESTING	20.00	100-21100	Horticulture
11/02/2023	800034	INTERSTATE PUMP & TANK IN	MAG STRIPE CARD ENCODED	67.50	620-21100	Transportation
11/02/2023	800034	INTERSTATE PUMP & TANK IN	MAG STRIPE CARD ENCODED	67.50	610-21100	Outside Services Employed
11/02/2023	800034	INTERSTATE PUMP & TANK IN	MAG STRIPE CARD ENCODED	67.50	100-21100	Gasoline & Diesel
11/02/2023	800034	INTERSTATE PUMP & TANK IN	MAG STRIPE CARD ENCODED	67.50	100-21100	Gasoline & Diesel
11/02/2023	800034	INTERSTATE PUMP & TANK IN	MAG STRIPE CARD ENCODED	67.50	100-21100	Gasoline & Diesel
11/02/2023	800035	KONNECTION ELECTRONICS - PCARD	Radio connector	26.00	100-21100	Maint--Radio
11/02/2023	800036	LAKESHORE RECYCLING SYST	RECYCLING SERVICE - SEPT 2023	13,624.20	100-21100	Contractual Fees
11/02/2023	800036	LAKESHORE RECYCLING SYST	RUBBISH SERVICE - SEPT 2023	33,135.40	100-21100	Contractual Fees
11/02/2023	800037	LEXISNEXIS RISK MNGMT	SOFTWARE FOR UNPAID CITATIONS - MONTHLY	150.00	100-21100	NEED TITLE - USED 2023

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11/02/2023	800037	LEXISNEXIS RISK MNGMT	UNPAID CITATION LOOK UP - SEPT 2023	150.00	100-21100	NEED TITLE - USED 2023
11/02/2023	800038	LOCA LATTE	Training Lunch	67.32	100-21100	Human Resources Expense
11/02/2023	800039	LOCAL GOVERNMENT EDUCATIO	clerk/elec	89.50	620-21100	Supplies
11/02/2023	800039	LOCAL GOVERNMENT EDUCATIO	clerk/elec	89.50	610-21100	Misc General Expenses
11/02/2023	800039	LOCAL GOVERNMENT EDUCATIO	clerk/elec	179.00	100-21100	Expenses
11/02/2023	800040	MEIJER	BINGO, RAFFLE BASKETS FOR WINE TASTING	112.12	100-21100	Program Expenses
11/02/2023	800040	MEIJER	CHICKEN FOR WINE TASTING	80.50	100-21100	Program Expenses
11/02/2023	800041	MENARDS PEWAUKEE WI	WATER, CUPS, FREEZE BARS	42.18	100-21100	Contract--Misc Sanitation
11/02/2023	800041	MENARDS PEWAUKEE WI	DRILL PUMP KIT	9.98	100-21100	Splashpad Operations
11/02/2023	800041	MENARDS PEWAUKEE WI	ADAPTER, RUST/SEDIMENT PLEATED PK	50.51	620-21100	Maint--General Plant
11/02/2023	800041	MENARDS PEWAUKEE WI	FAN, TAPE	104.96	610-21100	Pumping-Maint of Equipment
11/02/2023	800041	MENARDS PEWAUKEE WI	CLEANER	8.96	610-21100	Maint--Genl Plant & Equip
11/02/2023	800041	MENARDS PEWAUKEE WI	FOLDING KNIFE	12.99	100-21100	Due from Haass Library
11/02/2023	800041	MENARDS PEWAUKEE WI	LATCH BOX, VINEGAR	22.73	610-21100	Pumping-Maint of Equipment
11/02/2023	800041	MENARDS PEWAUKEE WI	4" HAMMERED BRONZE, GREEN TREATED WOO	69.73	100-21100	Contract--Misc Sanitation
11/02/2023	800041	MENARDS PEWAUKEE WI	CONCRETE	15.98	100-21100	Street Signs
11/02/2023	800041	MENARDS PEWAUKEE WI	POST HOLE DIGGER	49.99	100-21100	Tools
11/02/2023	800041	MENARDS PEWAUKEE WI	CASTERS, NOZZLE	50.95	100-21100	Supplies
11/02/2023	800041	MENARDS PEWAUKEE WI	POTHOLE PATCH	23.94	100-21100	Maint--Street Materials
11/02/2023	800041	MENARDS PEWAUKEE WI	NIPPLES, STAR	190.90	610-21100	Maint of Meters
11/02/2023	800041	MENARDS PEWAUKEE WI	Cabinet for LT. bedroom	689.97	100-21100	Maint--Bldg & Facilities
11/02/2023	800041	MENARDS PEWAUKEE WI	Vehicle Cleaner	63.73	100-21100	Maint--Vehicle
11/02/2023	800041	MENARDS PEWAUKEE WI	Electrical Zip Ties	36.65	100-21100	Maint--Vehicle
11/02/2023	800041	MENARDS PEWAUKEE WI	Spooky Sussex	131.38	100-21100	Fire Prevention
11/02/2023	800041	MENARDS PEWAUKEE WI	AIR FTR, CLAMP, CABLE TIES, UBOLT, STRAP, BI	187.18	610-21100	Pumping-Maint of Equipment
11/02/2023	800042	MID-AMERICAN RESEARCH CHE	ENERGIZER LIFT ST DEG AID	495.60	620-21100	Maint--General Plant
11/02/2023	800042	MID-AMERICAN RESEARCH CHE	WAX, DOOMSDAY, TI-5A-GROUNDS & MAINT.	630.07	620-21100	Maint--General Plant
11/02/2023	800042	MID-AMERICAN RESEARCH CHE	WEED KILLER - NON CONTRACT	1,475.54	100-21100	Horticulture
11/02/2023	800042	MID-AMERICAN RESEARCH CHE	NEW MAGNETIC LOCATOR	1,115.00	610-21100	Maint of Other Plant/Equ
11/02/2023	800043	MILWAUKEE JOURNAL	Journal Digital	19.99	100-21100	Human Resources Expense
11/02/2023	800044	MKE SMARTPARK	Jeremy ICMA	14.00	620-21100	Supplies
11/02/2023	800044	MKE SMARTPARK	Jeremy ICMA	14.00	610-21100	Misc General Expenses
11/02/2023	800044	MKE SMARTPARK	Jeremy ICMA	28.00	100-21100	Expenses
11/02/2023	800045	NBS CALIBRATIONS	CALIB/CLEAN/ADJ SCALE/BALANCE	260.00	620-21100	Lab Supplies--Treatment
11/02/2023	800046	NCL OF WISCONSIN INC	LAB SUPPLIES	725.35	620-21100	Lab Supplies--Treatment
11/02/2023	800046	NCL OF WISCONSIN INC	SPECTROPHOTOMETER W/RFID	6,851.87	620-21100	Other General Equipment
11/02/2023	800047	NEUS BUILDING CENTER	BRISTLE ATTACHMENT, WORK LIGHTS, RADIO	489.97	100-21100	Tools
11/02/2023	800048	NEVCO INC	Parts for Village Park Sign Repair	157.02	100-21100	Contract--Misc Sanitation
11/02/2023	800049	NOODLES & CO	Budget Dinner	208.95	100-21100	Expenses
11/02/2023	800050	NORTHERN LAKE SERVICE- IN	TOTAL COLIFORM BACTERIA	79.20	610-21100	Treatment-Supplies & Expenses

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11/02/2023	800050	NORTHERN LAKE SERVICE- IN	RADIOACTIVITY SDWA	1,288.80	610-21100	Treatment-Supplies & Expenses
11/02/2023	800050	NORTHERN LAKE SERVICE- IN	TOTAL COLIFORM BACTERIA	132.00	610-21100	Treatment-Supplies & Expenses
11/02/2023	800050	NORTHERN LAKE SERVICE- IN	TOTAL COLIFORM BACTERIA	132.00	610-21100	Treatment-Supplies & Expenses
11/02/2023	800050	NORTHERN LAKE SERVICE- IN	TOTAL COLIFORM BACTERIA	26.40	610-21100	Treatment-Supplies & Expenses
11/02/2023	800050	NORTHERN LAKE SERVICE- IN	TOTAL COLIFORM BACTERIA	26.40	610-21100	Treatment-Supplies & Expenses
11/02/2023	800051	NRPA OPERATING	NRPA membership	180.00	100-21100	Schooling & Dues
11/02/2023	800051	NRPA OPERATING	cprp exam	455.00	100-21100	Schooling & Dues
11/02/2023	800051	NRPA OPERATING	DOBBECK CPRP CERTIFICATION	455.00	100-21100	Schooling & Dues
11/02/2023	800052	PAGEFREEZER.COM	Social Media Archiving Service/Annual 2023/YouTub	14.19	640-21100	Data Processing Services
11/02/2023	800052	PAGEFREEZER.COM	Social Media Archiving Service/Annual 2023/YouTub	56.10	620-21100	Outside Services
11/02/2023	800052	PAGEFREEZER.COM	Social Media Archiving Service/Annual 2023/YouTub	58.41	610-21100	Outside Services Employed
11/02/2023	800052	PAGEFREEZER.COM	Social Media Archiving Service/Annual 2023/YouTub	201.30	100-21100	Licensing Costs
11/02/2023	800053	PIGGLY WIGGLY	PINTS IN THE PARK BEER FOR THE BAND	40.39	100-21100	Special Events
11/02/2023	800054	PORT-A-JOHN -CLV	SEASONAL RR - YARD WASTE SITE	90.00	100-21100	Contract--Misc Sanitation
11/02/2023	800054	PORT-A-JOHN -CLV	SEASONAL RR - WWTP	100.00	620-21100	Maint--General Plant
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	RANDOM DOT - SA, JC HEP B - 3RD JB, EH	94.57	620-21100	Supplies
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	RANDOM DOT - SA, JC HEP B - 3RD JB, EH	94.57	610-21100	Misc General Expenses
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	PREEMPLOYMENT TEST - EL	110.00	100-21100	Human Resources Expense
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	RANDOM DOT - SA, JC HEP B - 3RD JB, EH	94.86	100-21100	Expenses
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	HEP B - 3RD - AP	71.00	100-21100	Expenses
11/02/2023	800055	PROHEALTH WORKS (SEEGER)	PREEMPLOYMENT TESTS - JL, CK, RH	1,684.00	100-21100	Contract--Medical Fees
11/02/2023	800056	PSI SERVICES	EXAM CERTIFICATION - EH	80.00	620-21100	Supplies
11/02/2023	800057	QDOBA MEXICAN GRILLQPS	SALSA/CHIPS FOR WINE TASTING	207.50	100-21100	Program Expenses
11/02/2023	800058	R A SMITH NATIONAL INC	WOODLAND TRAILS PHASE 2 - PROF. SERV. JUL	677.03	100-21100	Engineering
11/02/2023	800058	R A SMITH NATIONAL INC	VISTA RUN PHASE 1 - PROF. SERV. JULY 2023	1,093.94	100-21100	Engineering
11/02/2023	800058	R A SMITH NATIONAL INC	VISTA RUN PHASE 2 - PROF. SERV. JULY 2023	1,354.72	100-21100	Engineering
11/02/2023	800058	R A SMITH NATIONAL INC	2023 ROAD PROGRAM - PROF. SERV. JULY 2023	16,272.22	410-21100	Engineering
11/02/2023	800059	RADISSON HOTELS	FOND-DU-LAC HOTEL	128.31	100-21100	Schooling & Dues
11/02/2023	800060	RHYME BUSINESS PRODUCTS L	SHARP MAINT. & COPIES - GARAGE & WWTP	1.15	640-21100	Office Supplies
11/02/2023	800060	RHYME BUSINESS PRODUCTS L	SHARP MAINT. & COPIES - GARAGE & WWTP	11.50	620-21100	Office Supplies
11/02/2023	800060	RHYME BUSINESS PRODUCTS L	SHARP MAINT. & COPIES - GARAGE & WWTP	3.45	610-21100	Office Supplies & Expenses
11/02/2023	800060	RHYME BUSINESS PRODUCTS L	SHARP MAINT. & COPIES - GARAGE & WWTP	3.45	100-21100	Expenses
11/02/2023	800060	RHYME BUSINESS PRODUCTS L	SHARP MAINT. & COPIES - GARAGE & WWTP	3.45	100-21100	Maint--Equipment
11/02/2023	800061	SALAMONE SUPPLIES INC	TISSUE	39.15	100-21100	Maint--Bldg & Facilities
11/02/2023	800061	SALAMONE SUPPLIES INC	TOWELS	34.46	100-21100	Maint--Bldg & Facilities
11/02/2023	800062	SERVICE SANITATION WI	PORT A JOHN - SPECIAL EVENTS - TOUCH A TR	330.00	100-21100	Special Events
11/02/2023	800062	SERVICE SANITATION WI	PORT A JOHN - VP	324.45	100-21100	Contract--Misc Sanitation
11/02/2023	800063	SOCIALPILOT	AI Package for Social Media Posts	.21	640-21100	Data Processing Services
11/02/2023	800063	SOCIALPILOT	AI Package for Social Media Posts	.85	620-21100	Outside Services
11/02/2023	800063	SOCIALPILOT	AI Package for Social Media Posts	.89	610-21100	Outside Services Employed

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11/02/2023	800063	SOCIALPILOT	AI Package for Social Media Posts	3.05	100-21100	Licensing Costs
11/02/2023	800064	SOERENS FORD OF BROOKFIEL	#2957 FRONT END ALIGNMENT	141.66	100-21100	Maint--Vehicle
11/02/2023	800065	SP HEIMAN FIRE EQUIP	Radio Bracket	44.98	100-21100	Maint--Radio
11/02/2023	800066	SPECTRUM	DIGITAL ADAPTERS	6.00	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	DIGITAL ADAPTERS	6.00	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	TV SERVICE - CIVIC CENTER	97.74	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	DIGITAL ADAPTERS	196.82	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	DIGITAL ADAPTERS	43.20	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	ROADRUNNER	65.00	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	ROADRUNNER	64.99	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	ROADRUNNER	74.99	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	ROADRUNNER	75.00	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	ROADRUNNER	149.98	620-21100	Office Supplies
11/02/2023	800066	SPECTRUM	PRI & INTERNET - SEPT 2023	49.32	100-21100	Due from Haass Library
11/02/2023	800066	SPECTRUM	PRI & INTERNET - SEPT 2023	42.26	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	PRI & INTERNET - SEPT 2023	42.26	100-21100	Utilities--Telephone
11/02/2023	800066	SPECTRUM	PRI & INTERNET - SEPT 2023	1,302.08	100-21100	Utilities--Telephone
11/02/2023	800067	SQ *JOHNSON ELECTRIC INC.	CHECKED PEDESTAL & CONTROL BOX	65.00	100-21100	Maint--Equipment
11/02/2023	800068	TARGET	BINGO FOR OCT/NOV	78.33	100-21100	Program Expenses
11/02/2023	800069	TLF*SUSSEX COUNTRY FLORAL	Flower for DE Mother	61.50	100-21100	Human Resources Expense
11/02/2023	800070	TST* LA MASA EMPANADA BAR - PCARD	WINE TASTING	362.25	100-21100	Program Expenses
11/02/2023	800071	TST* RUMORS SPORTS BAR &	Training Lunch	45.85	100-21100	Human Resources Expense
11/02/2023	800072	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WOODSIDE TOWER	78.52	610-21100	Maint of Distribution System
11/02/2023	800072	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 5	83.73	610-21100	Pumping-Maint of Equipment
11/02/2023	800072	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 5	83.74	610-21100	Maint of Distribution System
11/02/2023	800072	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 4	98.84	610-21100	Pumping-Maint of Equipment
11/02/2023	800072	TYCOINTEGRATEDSECURITY	SECURITY ALARM - WELL 6 & 7	136.98	610-21100	Pumping-Maint of Equipment
11/02/2023	800073	USA BLUE BOOK	LAB SUPPLIES - \$1392.03 - CR \$1204.41 #INV005	187.62	610-21100	Treatment-Supplies & Expenses
11/02/2023	800073	USA BLUE BOOK	LAB SUPPLIES	225.32	610-21100	Treatment-Supplies & Expenses
11/02/2023	800073	USA BLUE BOOK	TOTAL CHLORINE SWIFTEST	200.54	610-21100	Treatment-Supplies & Expenses
11/02/2023	800074	UWM SCE	Judy Training Cert	30.00	100-21100	Expenses
11/02/2023	800075	WISCONSIN WASTEWATER OPER	Secret WWOA Conf	250.00	100-21100	Expenses
11/02/2023	800075	WISCONSIN WASTEWATER OPER	WWOA REGISTRATION - CONFERENCE - DW	220.00	620-21100	Supplies
11/02/2023	800075	WISCONSIN WASTEWATER OPER	WWOA Conference	460.00	620-21100	Supplies
11/02/2023	800076	WMH RETAIL PHARMACY	MEDICAL SUPPLIES - AUGUST 2023	918.76	100-21100	Medical Supplies
11/02/2023	800077	WRISTBANDEXPRESSCOM	SPOOKY WRISTBANDS	126.12	100-21100	Special Events
11/02/2023	800078	ZORO TOOLS INC	TUBING CUTTER	148.88	610-21100	Maint of Meters
11/02/2023	800078	ZORO TOOLS INC	LAMINATING MACHINE POUCHES	139.14	610-21100	Pumping-Maint of Equipment

Posting Date	Merchant Name	Transaction Amount	Name
9/13/2023	AMZN MKTP US*TR8WB67H0	\$11.99	CHARLOTTE ABT
9/14/2023	AMAZON.COM*TR8FK80Z1	\$68.99	CHARLOTTE ABT
9/14/2023	AMAZON.COM*TR7G85YM2	\$4.13	CHARLOTTE ABT
9/20/2023	AMZN MKTP US*TX54B26U0	\$22.99	CHARLOTTE ABT
9/25/2023	AMZN MKTP US*T11I63JH0	\$19.98	CHARLOTTE ABT
9/27/2023	AMZN MKTP US*T93092F02	\$5.99	CHARLOTTE ABT
9/28/2023	NRPA OPERATING	\$180.00	CHARLOTTE ABT
9/28/2023	AMZN MKTP US*T13J54AX1	\$59.99	CHARLOTTE ABT
9/29/2023	NRPA OPERATING	\$455.00	CHARLOTTE ABT
10/2/2023	AMZN MKTP US*T94NQ0TV0	\$80.65	CHARLOTTE ABT
10/5/2023	AMZN MKTP US*T90DZ6IZ0	\$11.89	CHARLOTTE ABT
9/18/2023	AMZN MKTP US*TX24L6LO0	\$13.99	JENNIFER BAHNAMAN
9/21/2023	WHOLEFDS WAW #10586	\$8.99	JENNIFER BAHNAMAN
9/22/2023	AMZN MKTP US*TX5CS7G81	\$56.42	JENNIFER BAHNAMAN
9/22/2023	AMZN MKTP US*TX5DF1IE0	\$5.29	JENNIFER BAHNAMAN
9/25/2023	AMZN MKTP US*T16X07TQ0	\$17.89	JENNIFER BAHNAMAN
9/27/2023	DOMINO'S 2025	\$29.36	JENNIFER BAHNAMAN
9/28/2023	WAL-MART #3322	\$26.96	JENNIFER BAHNAMAN
9/28/2023	PIGGLY WIGGLY	\$21.47	JENNIFER BAHNAMAN
9/28/2023	AMZN MKTP US*T14EH6DJ0	\$29.98	JENNIFER BAHNAMAN
10/2/2023	AMZN MKTP US*T950J96V2	\$26.89	JENNIFER BAHNAMAN
10/2/2023	AMZN MKTP US*T95CP7A00	\$63.92	JENNIFER BAHNAMAN
10/3/2023	AMAZON.COM*T98OY6MV0	\$24.01	JENNIFER BAHNAMAN
10/4/2023	AMZN MKTP US*TE6G62OP2	\$18.62	JENNIFER BAHNAMAN
10/9/2023	WISCONSIN LIBRARY ASSOCIA	\$229.00	JENNIFER BAHNAMAN
9/14/2023	PSI SERVICES INC	\$80.00	JONATHAN S BAUMANN
10/3/2023	ZORO TOOLS INC	\$139.14	JONATHAN S BAUMANN
10/9/2023	ZORO TOOLS INC	\$148.88	JONATHAN S BAUMANN
9/15/2023	AMZN MKTP US*TX3AU44B2	\$50.63	THOMAS A BERRER
10/3/2023	AMZN MKTP US*T14G81WF1	\$23.99	THOMAS A BERRER
10/3/2023	AMZN MKTP US*T927X9UO2	\$25.36	THOMAS A BERRER
10/4/2023	AMZN MKTP US*T92043LE1	\$39.58	THOMAS A BERRER
10/10/2023	FROGGY'S FOG	\$188.98	THOMAS A BERRER
9/25/2023	BAKER & TAYLOR - BOOKS	\$1,795.50	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$2,252.19	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$2,432.52	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$1,352.42	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$504.46	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$1,072.88	PHPL BOOKS
9/25/2023	BAKER & TAYLOR - BOOKS	\$361.70	PHPL BOOKS
9/14/2023	AMZN MKTP US*TR7Q669Y0	\$12.74	HALIE DOBBECK
9/18/2023	AMZN MKTP US*TX1CN5J10	\$7.58	HALIE DOBBECK
10/5/2023	NRPA OPERATING	\$455.00	HALIE DOBBECK
10/6/2023	DOMINO'S 2025	\$54.55	HALIE DOBBECK
9/29/2023	MENARDS PEWAUKEE WI	\$557.95	JEFFREY GOODYEAR
9/12/2023	EAGLE MEDIA INC.	\$621.50	KRISTOPHER GROD
9/19/2023	SP HALOIDRADIOS.COM	\$44.98	KRISTOPHER GROD
9/19/2023	911EMERGENCYSUPPLY	\$63.16	KRISTOPHER GROD
9/20/2023	MENARDS PEWAUKEE WI	\$689.97	KRISTOPHER GROD
9/20/2023	CULVERS OF SUSSEX	(\$14.04)	KRISTOPHER GROD
9/20/2023	CULVERS OF SUSSEX	\$14.04	KRISTOPHER GROD
9/21/2023	MENARDS PEWAUKEE WI	\$63.73	KRISTOPHER GROD
9/22/2023	KONNECTION ELECTRONICS	\$26.00	KRISTOPHER GROD

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9/29/2023	HOMEDEPOT.COM	\$75.97	KRISTOPHER GROD
10/5/2023	MENARDS PEWAUKEE WI	\$36.65	KRISTOPHER GROD
10/5/2023	FIREPENNY	\$57.58	KRISTOPHER GROD
10/9/2023	BIG JIMS SMALL ENGINE SER	\$140.64	KRISTOPHER GROD
10/9/2023	MENARDS PEWAUKEE WI	\$131.38	KRISTOPHER GROD
10/10/2023	B&H PHOTO 800-606-6969	\$43.50	KRISTOPHER GROD
9/19/2023	AMZN MKTP US	(\$41.98)	VALERIE JOHNSON
9/25/2023	JOANN STORES #324	\$24.45	VALERIE JOHNSON
9/28/2023	WISCONSIN LIBRARY ASSOCIA	\$405.00	VALERIE JOHNSON
10/2/2023	SP TONIES US	(\$27.69)	VALERIE JOHNSON
10/2/2023	SP TONIES US	\$579.65	VALERIE JOHNSON
10/2/2023	AMZN MKTP US*T16XR8861	\$54.68	VALERIE JOHNSON
10/2/2023	AMZN MKTP US*T91DT27D2	\$51.96	VALERIE JOHNSON
10/4/2023	AMZN MKTP US*T94VB1S20	\$169.20	VALERIE JOHNSON
10/5/2023	AMZN MKTP US*T97SV2NN1	\$15.94	VALERIE JOHNSON
9/20/2023	AMAZON.COM*TX6XC0Z21	\$15.99	ERIK LEITZKE
9/20/2023	AMAZON.COM*TX6AY3WY2	\$41.55	ERIK LEITZKE
9/21/2023	AMZN MKTP US*T14RY9CD2	\$109.99	ERIK LEITZKE
9/14/2023	WRISTBANDEXPRESSCOM	\$126.12	CHRIS LIEDTKE
9/15/2023	PIGGLY WIGGLY	\$40.39	CHRIS LIEDTKE
9/18/2023	CASEYS PIZZA 3710	\$74.93	CHRIS LIEDTKE
9/20/2023	AMZN MKTP US*TX1YF27M2	\$74.06	CHRIS LIEDTKE
9/20/2023	AMZN MKTP US*TX6OF79O2	\$49.00	CHRIS LIEDTKE
9/27/2023	AMZN MKTP US*T171E8YF2	\$39.78	CHRIS LIEDTKE
10/4/2023	AMZN MKTP US*T949H3QB0	\$43.78	CHRIS LIEDTKE
10/5/2023	AMAZON.COM*T979I52Z0	\$25.65	CHRIS LIEDTKE
10/9/2023	IN *RIM'S EDGE ORCHARD	\$107.00	CHRIS LIEDTKE
10/9/2023	AMZN MKTP US*TE32P4842	\$263.80	CHRIS LIEDTKE
10/10/2023	AMZN MKTP US*TE3BM3OF1	\$29.86	CHRIS LIEDTKE
10/10/2023	AMZN MKTP US*TE5I84FF1	\$5.89	CHRIS LIEDTKE
10/10/2023	AMZN MKTP US*TE9MD14W1	\$105.06	CHRIS LIEDTKE
9/22/2023	SQ *LOCA LATTE	\$67.32	K MCELROY ANDERSON
10/9/2023	TST* RUMORS SPORTS BAR &	\$45.85	K MCELROY ANDERSON
9/13/2023	BROOKFIELD RENTAL	\$1,117.00	SANDRA A MEYER
9/13/2023	LEXISNEXIS EPIC	\$150.00	SANDRA A MEYER
9/13/2023	IN *COMPETITOR AWARDS & E	\$155.00	SANDRA A MEYER
9/13/2023	LERNER LPG MBB	\$652.92	SANDRA A MEYER
9/14/2023	DAVE JONES INC	\$415.00	SANDRA A MEYER
9/14/2023	INTERSTATE PUMP & TANK	\$337.50	SANDRA A MEYER
9/14/2023	LAKESHORE RECYCLING SYST	\$46,759.60	SANDRA A MEYER
9/14/2023	ATT* BILL PAYMENT	\$1,213.13	SANDRA A MEYER
9/14/2023	PORT-A-JOHN -CLV	\$90.00	SANDRA A MEYER
9/14/2023	SPECTRUM	\$1,435.92	SANDRA A MEYER
9/14/2023	PROHEALTH WORKS (SEEGER)	\$465.00	SANDRA A MEYER
9/14/2023	WMH RETAIL PHARMACY	\$918.76	SANDRA A MEYER
9/14/2023	NEU'S BUILDING CENTER IN	\$489.97	SANDRA A MEYER
9/15/2023	EMERGENCY MEDICAL PRODUC	\$626.35	SANDRA A MEYER
9/15/2023	MENARDS PEWAUKEE WI	\$279.87	SANDRA A MEYER
9/15/2023	A/E GRAPHICS, INC.	\$99.41	SANDRA A MEYER
9/15/2023	EUROFINS SF ANALYTICAL LA	\$344.58	SANDRA A MEYER
9/18/2023	AERIAL WORKS PLATFORM	\$310.00	SANDRA A MEYER
9/15/2023	AIRGAS - NORTH	\$23.42	SANDRA A MEYER
9/15/2023	AIRGAS - NORTH	\$41.96	SANDRA A MEYER

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9/15/2023	NORTHERN LAKE SERVICE- IN	\$79.20	SANDRA A MEYER
9/15/2023	GALLS	\$172.05	SANDRA A MEYER
9/21/2023	DAVE JONES INC	\$518.00	SANDRA A MEYER
9/22/2023	BURKE TRUCK & EQUIP	\$861.57	SANDRA A MEYER
9/22/2023	EUROFINS SF ANALYTICAL LA	\$545.25	SANDRA A MEYER
9/22/2023	SOERENS FORD OF BROOKF	\$141.66	SANDRA A MEYER
9/22/2023	AIRGAS - NORTH	\$69.28	SANDRA A MEYER
9/22/2023	NORTHERN LAKE SERVICE- IN	\$1,420.80	SANDRA A MEYER
9/22/2023	SPECTRUM	\$240.02	SANDRA A MEYER
9/22/2023	SPECTRUM	\$149.99	SANDRA A MEYER
9/22/2023	SPECTRUM	\$12.00	SANDRA A MEYER
9/22/2023	SPECTRUM	\$129.99	SANDRA A MEYER
9/22/2023	PROHEALTH WORKS (SEEGER)	\$1,684.00	SANDRA A MEYER
9/22/2023	USABLUBOOK	\$412.94	SANDRA A MEYER
9/25/2023	MENARDS PEWAUKEE WI	\$31.93	SANDRA A MEYER
9/25/2023	NBS CALIBRATIONS	\$260.00	SANDRA A MEYER
9/25/2023	SERVICE SANITATION WI	\$324.45	SANDRA A MEYER
9/25/2023	SERVICE SANITATION WI	\$330.00	SANDRA A MEYER
9/22/2023	SQ *THOMAS PRESS INC.	\$122.25	SANDRA A MEYER
9/25/2023	DEMCO	\$117.22	SANDRA A MEYER
9/25/2023	DEMCO	\$86.75	SANDRA A MEYER
9/25/2023	JAMES IMAGING SYSTEMS, IN	\$230.92	SANDRA A MEYER
9/25/2023	GALLS	\$178.23	SANDRA A MEYER
9/25/2023	SALAMONE SUPPLIES INC	\$98.34	SANDRA A MEYER
9/28/2023	DAVE JONES INC	\$605.95	SANDRA A MEYER
9/28/2023	PORT-A-JOHN -CLV	\$100.00	SANDRA A MEYER
9/28/2023	NORTHERN LAKE SERVICE- IN	\$132.00	SANDRA A MEYER
9/28/2023	CDW GOVT #LW46433	\$3,360.06	SANDRA A MEYER
9/28/2023	SPECTRUM	\$149.98	SANDRA A MEYER
9/28/2023	SPECTRUM	\$97.74	SANDRA A MEYER
9/28/2023	SQ *JOHNSON ELECTRIC INC.	\$65.00	SANDRA A MEYER
9/28/2023	SALAMONE SUPPLIES INC	\$73.61	SANDRA A MEYER
9/29/2023	INSIGHT FS JEFFERSON	\$20.00	SANDRA A MEYER
9/29/2023	MENARDS PEWAUKEE WI	\$233.32	SANDRA A MEYER
9/29/2023	BURKE TRUCK & EQUIP	\$74.12	SANDRA A MEYER
9/29/2023	MID-AMERICAN RESEARCH CHE	\$495.60	SANDRA A MEYER
9/28/2023	NCL OF WISCONSIN INC	\$7,577.22	SANDRA A MEYER
9/29/2023	MIDAMERICAN TECHNOLOGY, I	\$1,115.00	SANDRA A MEYER
10/3/2023	TYCOINTEGRATEDSECURITY	\$78.52	SANDRA A MEYER
10/3/2023	TYCOINTEGRATEDSECURITY	\$167.47	SANDRA A MEYER
10/3/2023	TYCOINTEGRATEDSECURITY	\$98.84	SANDRA A MEYER
10/3/2023	TYCOINTEGRATEDSECURITY	\$136.98	SANDRA A MEYER
10/4/2023	RHYME BUSINESS PRODUCTS L	\$23.00	SANDRA A MEYER
10/4/2023	MID-AMERICAN RESEARCH CHE	\$630.07	SANDRA A MEYER
10/4/2023	HARTLAND OVHD DOOR INC	\$1,293.00	SANDRA A MEYER
10/5/2023	NORTHERN LAKE SERVICE- IN	\$52.80	SANDRA A MEYER
10/5/2023	R A SMITH NATIONAL INC	\$19,397.91	SANDRA A MEYER
10/5/2023	IN *WISCONSIN LAKE & POND	\$607.00	SANDRA A MEYER
10/5/2023	USABLUBOOK	\$200.54	SANDRA A MEYER
10/6/2023	MENARDS PEWAUKEE WI	\$295.86	SANDRA A MEYER
10/6/2023	MID-AMERICAN RESEARCH CHE	\$1,475.54	SANDRA A MEYER
10/6/2023	ATT* BILL PAYMENT	\$1,195.41	SANDRA A MEYER
10/6/2023	GALLS	\$253.73	SANDRA A MEYER

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10/6/2023	LEXISNEXIS EPIC	\$150.00	SANDRA A MEYER
9/20/2023	AMAZON.COM*TX7T35TP1	\$29.73	JENNIFER A MOORE
9/20/2023	AMZN MKTP US*TX0P68TO1	\$21.39	JENNIFER A MOORE
9/25/2023	AMZN MKTP US*TX1OW47C1	\$21.75	JENNIFER A MOORE
9/27/2023	LOCAL GOVERNMENT EDUCATIO	\$358.00	JENNIFER A MOORE
10/4/2023	AMAZON.COM*T991O3HP0	\$29.94	JENNIFER A MOORE
10/6/2023	AMZN MKTP US*T97Z09RN0	\$63.49	JENNIFER A MOORE
9/20/2023	SOCIALPILOT	\$5.00	LORI NISWONGER
9/28/2023	NEVCO INC	\$157.02	LORI NISWONGER
9/29/2023	PAGEFREEZER.COM	\$330.00	LORI NISWONGER
9/12/2023	AMAZON.COM*TR0WD84P1 AMZN	\$74.49	ANNA OLESZCZAK
9/13/2023	AMAZON.COM*TR0CT63L1	\$29.95	ANNA OLESZCZAK
9/14/2023	AMAZON.COM	(\$1.99)	ANNA OLESZCZAK
9/18/2023	AMZN MKTP US*TR2UN3YE1	\$44.13	ANNA OLESZCZAK
9/18/2023	AMAZON.COM*TR8MY2Y51	\$9.89	ANNA OLESZCZAK
9/19/2023	AMAZON.COM*TX3NV4KR2	\$29.94	ANNA OLESZCZAK
9/20/2023	USPS PO 5681000089	\$3.72	ANNA OLESZCZAK
9/21/2023	AMAZON.COM*TX0RE0PV1	\$59.88	ANNA OLESZCZAK
9/22/2023	AMAZON.COM*T14QH4TY2	\$28.12	ANNA OLESZCZAK
9/26/2023	AMAZON.COM*T176N2GY0	\$45.92	ANNA OLESZCZAK
9/26/2023	AMAZON.COM*TX7091RO1	\$24.08	ANNA OLESZCZAK
9/27/2023	AMAZON.COM*T185P1MC0	\$47.21	ANNA OLESZCZAK
9/27/2023	AMZN MKTP US*T18M82YE2	\$29.58	ANNA OLESZCZAK
9/27/2023	AMAZON.COM*T18KY0HN0	\$55.47	ANNA OLESZCZAK
9/28/2023	AMAZON.COM	(\$0.33)	ANNA OLESZCZAK
9/28/2023	AMAZON.COM	(\$1.10)	ANNA OLESZCZAK
10/4/2023	AMAZON.COM*T90SB54G1	\$47.00	ANNA OLESZCZAK
10/4/2023	AMAZON.COM*T94EH7C11	\$41.95	ANNA OLESZCZAK
10/5/2023	AMAZON.COM*T97HH1NF1	\$12.49	ANNA OLESZCZAK
9/12/2023	TECHSOUP	\$60.00	LISA PONTO
9/13/2023	AMZN MKTP US	(\$9.49)	LISA PONTO
9/13/2023	COSTCO WHSE #1101	\$10.07	LISA PONTO
9/15/2023	AMZN MKTP US*TX1NW7ZX2	\$9.94	LISA PONTO
9/15/2023	AMZN MKTP US*TX43L5LE0	\$51.16	LISA PONTO
9/18/2023	AMAZON.COM*TX88Y8322	\$17.99	LISA PONTO
9/18/2023	AMAZON.COM*TR4QX78P1	\$49.26	LISA PONTO
9/18/2023	AMZN MKTP US*TX38K63D2	\$36.75	LISA PONTO
9/18/2023	FACEBK 3DVTBUPUH2	\$30.00	LISA PONTO
9/20/2023	SP RAYMOND GEDDES CO.	\$158.71	LISA PONTO
9/20/2023	AMZN MKTP US*TX4FA1850	\$18.80	LISA PONTO
9/20/2023	AMZN MKTP US*TX0Z65U32	\$119.48	LISA PONTO
9/21/2023	AMZN MKTP US*TX7S831V1	\$30.39	LISA PONTO
9/22/2023	AMZN MKTP US*TX07Q9G11	\$32.99	LISA PONTO
9/25/2023	BANK OF FLOWERS	\$64.03	LISA PONTO
9/25/2023	AMAZON.COM*T13VN21Z2	\$119.74	LISA PONTO
9/27/2023	COSTCO WHSE #1101	\$36.62	LISA PONTO
9/28/2023	PIGGLY WIGGLY	\$3.49	LISA PONTO
9/29/2023	AMAZON.COM*T13CZ67R0	\$39.98	LISA PONTO
10/2/2023	BANK OF FLOWERS	(\$3.20)	LISA PONTO
10/2/2023	AMZN MKTP US*T99FD9EC0	\$9.99	LISA PONTO
10/5/2023	WISCONSIN LIBRARY ASSOCIA	\$236.00	LISA PONTO
10/10/2023	AMZN MKTP US*TE5OB2Q62	\$8.49	LISA PONTO
10/10/2023	AMZN MKTP US*T91QE6R11	\$36.02	LISA PONTO

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10/10/2023	AMZN MKTP US*TE3HE65W0	\$18.89	LISA PONTO
9/12/2023	WISCONSIN WASTEWATER OPER	\$460.00	ANNE PULVERMACHER
9/13/2023	ORDER.NOODLES.COM	\$208.95	ANNE PULVERMACHER
9/13/2023	AMAZON.COM*TR6X47TD1	\$42.52	ANNE PULVERMACHER
9/15/2023	DSPS E SERVICE FEE COM	\$1.00	ANNE PULVERMACHER
9/15/2023	DSPS EPAY ISE	\$50.00	ANNE PULVERMACHER
9/14/2023	MILWAUKEE JOURNAL	\$19.99	ANNE PULVERMACHER
9/18/2023	AMZN MKTP US*TX5E23J22	\$24.94	ANNE PULVERMACHER
9/19/2023	AMZN MKTP US*TX7XN9CP1	\$372.52	ANNE PULVERMACHER
9/19/2023	AMAZON.COM*TX7RE4CN1	\$14.17	ANNE PULVERMACHER
9/28/2023	AMAZON.COM*T19KC28J0	\$7.07	ANNE PULVERMACHER
10/2/2023	TLF*SUSSEX COUNTRY FLORAL	\$61.50	ANNE PULVERMACHER
10/2/2023	AMZN MKTP US*T91ZT7H02	\$41.80	ANNE PULVERMACHER
10/2/2023	AMZN MKTP US*T99CW97Y2	\$35.81	ANNE PULVERMACHER
10/9/2023	WISCONSIN WASTEWATER OPER	\$250.00	ANNE PULVERMACHER
10/10/2023	AMAZON.COM*TE4243QX2	\$78.10	ANNE PULVERMACHER
10/10/2023	UWM SCE	\$30.00	ANNE PULVERMACHER
10/6/2023	COURTYARD BY MARRIOTT	\$1,407.84	JEREMY J SMITH
10/5/2023	MKE SMARTPARK	\$56.00	JEREMY J SMITH
9/14/2023	COMPLETE OFFICE OF WISCON	\$507.95	BRENDA TENNYSON
9/15/2023	COMPLETE OFFICE OF WISCON	\$65.12	BRENDA TENNYSON
9/18/2023	COMPLETE OFFICE OF WISCON	(\$65.12)	BRENDA TENNYSON
9/20/2023	AMZN MKTP US*TX5U788H0	\$78.45	BRENDA TENNYSON
9/22/2023	AMZN MKTP US*TX9V66WV0	\$99.49	BRENDA TENNYSON
9/25/2023	AMZN MKTP US*T11J90Z70	\$26.66	BRENDA TENNYSON
9/25/2023	AMZN MKTP US*T17FH45X2	\$39.95	BRENDA TENNYSON
9/26/2023	AMAZON.COM*T17T07X70	\$25.83	BRENDA TENNYSON
9/27/2023	AMAZON.COM*T99B59CI2	\$62.09	BRENDA TENNYSON
9/28/2023	AMZN MKTP US*T16WE11L1	\$13.59	BRENDA TENNYSON
10/4/2023	AMAZON.COM*T944T2CA1	\$37.42	BRENDA TENNYSON
10/4/2023	AMZN MKTP US*T93JX5WJ2	\$11.89	BRENDA TENNYSON
10/5/2023	AMAZON.COM*T95NI3TZ1	\$69.29	BRENDA TENNYSON
10/5/2023	AMZN MKTP US*T92R19AI1	\$58.31	BRENDA TENNYSON
10/6/2023	COMPLETE OFFICE OF WISCON	\$65.10	BRENDA TENNYSON
10/9/2023	AMZN MKTP US*TE7CS50I0	\$556.51	BRENDA TENNYSON
9/22/2023	TARGET 00008631	\$78.33	LYDIA VANDERPOEL
9/25/2023	HOBBY LOBBY #621	\$77.92	LYDIA VANDERPOEL
9/27/2023	AMZN MKTP US*T108J4VA0	\$12.99	LYDIA VANDERPOEL
9/27/2023	AMZN MKTP US*T95723OR2	\$21.99	LYDIA VANDERPOEL
9/28/2023	MEIJER # 275	\$112.12	LYDIA VANDERPOEL
9/28/2023	AMZN MKTP US*T13ZA0Q60	\$86.97	LYDIA VANDERPOEL
9/28/2023	AMZN MKTP US*T12UN4JZ1	\$52.44	LYDIA VANDERPOEL
10/2/2023	RADISSON HOTEL & CONFE	\$128.31	LYDIA VANDERPOEL
10/5/2023	TST* LA MASA EMPANADA BAR	\$362.25	LYDIA VANDERPOEL
10/5/2023	MEIJER # 275	\$80.50	LYDIA VANDERPOEL
10/6/2023	EL JIMADOR MEXICAN GRILL	\$443.49	LYDIA VANDERPOEL
10/6/2023	QDOBA 2344 CATERING	\$207.50	LYDIA VANDERPOEL
9/18/2023	WISCONSIN WASTEWATER OPER	\$220.00	DENNIS WOLF
TOTAL P-CARD PURCHASES		\$131,323.60	

Report Criteria:

Including employee hash and count

Pay Date 10/13/23
Regular

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	70,394.66 ✓
15-02	FIRE TRAINING	29.00 ✓
2-00	OVERTIME	4,725.75 ✓
29-00	HSA DEPOSIT FOR	1,368.06
41-01	MISSION SQUARE	1,907.87-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	86.62-
50-01	WRS GENERAL	6,605.92-
74-00	SOCIAL SECURITY	8,255.95-
77-00	STATE WITHHOLDI	5,162.48-

PC	Pay Code Title	Amount
1-02	SALARY	53,645.00 ✓
15-06	FIRE OVERTIME	298.16 ✓
21-00	INSURANCE OPT O	2,086.38 ✓
4-00	VACATION	2,103.07 ✓
41-02	NORTH SHORE	1,711.23-
42-03	DISABILITY	24.84-
49-00	IAFF LOCAL 5241 U	574.81-
50-02	WRS PROTECTIVE	2,063.01-
75-00	MEDICARE	1,930.84-
85-00	NET PAY	269.67-

PC	Pay Code Title	Amount
15-01	FIRE RUNS	29.00 ✓
15-08	FIRE STIPEND	581.24 ✓
23-00	DEFERRED COMP	362.67 ✓
40-00	HSA	1,368.06-
42-01	ACCIDENT INSURA	14.91-
43-00	HEALTH INSURANC	2,696.88-
5-00	SICK	2,520.64 ✓
6-00	COMP TIME	551.31 ✓
76-00	FEDERAL WITHHOL	11,383.26-
86-00	DIRECT DEPOSIT	94,634.72-

Gross
✓ \$ 137,326.88

Report Criteria:

Including employee hash and count

Pay Date 10/27/23
Regular + Board

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	75,569.34 ✓
15-01	FIRE RUNS	116.01 ✓
2-00	OVERTIME	1,416.59 ✓
23-00	DEFERRED COMP	362.67 ✓
40-00	HSA	1,368.06-
42-01	ACCIDENT INSURA	14.91-
43-00	HEALTH INSURANC	2,696.88-
50-01	WRS GENERAL	6,674.71-
75-00	MEDICARE	1,946.88-
80-00	GARNISHMENT	392.51-

PC	Pay Code Title	Amount
1-02	SALARY	53,645.00 ✓
15-02	FIRE TRAINING	126.89 ✓
20-00	TAXABLE LIFE INSU	150.41
29-00	HSA DEPOSIT FOR	1,368.06
41-01	MISSION SQUARE	1,907.87-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	86.62-
50-02	WRS PROTECTIVE	1,759.35-
76-00	FEDERAL WITHHOL	11,538.29-
85-00	NET PAY	103.44-

PC	Pay Code Title	Amount
1-03	VILLAGE BOARD	2,861.69 ✓
15-08	FIRE STIPEND	581.24 ✓
21-00	INSURANCE OPT O	2,086.38 ✓
4-00	VACATION	592.31 ✓
41-02	NORTH SHORE	1,711.23-
42-03	DISABILITY	24.84-
5-00	SICK	922.90 ✓
74-00	SOCIAL SECURITY	8,324.46-
77-00	STATE WITHHOLDI	5,247.90-
86-00	DIRECT DEPOSIT	95,847.26-

Gross
✓ \$ 138,281.02

Report Criteria:
 Report type: GL detail
 Vendor.Vendor number = 2
 Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
10/19/2023	67392	ACE HARDWARE	CLAMP HOSES, COUPLE	7.89	100-21100	Maint--Bldg & Facilities
10/19/2023	67392	ACE HARDWARE	PAINT - SPOOKY SUSSEX WAGONS	72.49	100-21100	Special Events
10/19/2023	67392	ACE HARDWARE	FLOOR CLEANER	7.19	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	SALT HAND SPREADER	12.59	100-21100	Horticulture
10/19/2023	67392	ACE HARDWARE	CAUTION TAPE, TAPE CARCODE - TOUCH A TR	113.32	100-21100	Special Events
10/19/2023	67392	ACE HARDWARE	WD40, H/W	6.78	610-21100	Trtmt-Maint of Equipment
10/19/2023	67392	ACE HARDWARE	CABLE CAT - JOHANSSSEN L/S	8.26	620-21100	Maint--Collection Pump Equip
10/19/2023	67392	ACE HARDWARE	TRASH CANS	72.87	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	BROOM/DUSTPAN	8.99	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	C+K EXT SAT UWB	89.98	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	SPRAYPAINT	5.39	100-21100	Supplies
10/19/2023	67392	ACE HARDWARE	FLATGRAB, PL 500 LANDSCAPE	38.84	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	INSECT KILLER	10.79	100-21100	Maint--Bldg & Facilities
10/19/2023	67392	ACE HARDWARE	ANCHORS	7.18	620-21100	Maint--General Plant
10/19/2023	67392	ACE HARDWARE	TAPE MEASURE	34.99	610-21100	Pumping-Maint of Equipment
10/19/2023	67392	ACE HARDWARE	H/W	28.80	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	MENDERHOSE, HAND SKIMMER	14.01	620-21100	Maint--General Plant
10/19/2023	67392	ACE HARDWARE	H/W	6.00	100-21100	Maint--Bldg & Facilities
10/19/2023	67392	ACE HARDWARE	TAPE, CABLE TIES, CAT CABLE, DAWN	52.31	620-21100	Maint--General Plant
10/19/2023	67392	ACE HARDWARE	CABLE TIES, CLEANING CLOTH-AUTO	38.67	100-21100	Contract--Misc Sanitation
10/19/2023	67392	ACE HARDWARE	8 PORT CONNECTOR	3.59	620-21100	Maint--General Plant
10/19/2023	67392	ACE HARDWARE	HAND SANITIZER, CAULK	42.71	620-21100	Maint--General Plant
Grand Totals:				683.64		



MEMORANDUM

To: Finance Committee
From: Gabe Gilbertson, Community Development Director
Re: 2024 Fee Schedule Adjustments
Date: November 1, 2023

The Community Development Department annually reviews the fee schedule to ensure the Village's fees are consistent with its peer community's and reflects the costs of performing the welfare and safety services. Based upon that review I'm recommending to increase the following inspection fees::

- Residential new construction and alterations
- Commercial new construction and alterations
- Industrial construction
- Roofing, Gutters, Windows permit fees
- Plan Review

The recommended fee increase for new residential structures and alterations would go from \$.30/sf to \$.34/sf. The average price per square foot of the peer communities is \$.336/sf . The proposed increase for new commercial structures and alterations from \$.28/sf to \$.30/sf and industrial from \$.26 to \$.30 is consistent with the average of the peer communities of \$.319/sf. These changes would allow the Village to account for the increased cost of inspection services from the contract and from the increased inspection time that new home and commercial inspections are taking.

The increased fee would be about \$120 for a new home (0.66%) increase on the typical permit cost. The fee change would add \$6,000 to a large industrial building permit cost (10%) increase on a typical permit cost. This would result in about \$15,000 in revenue, which again is offset by inspection contract costs.

The fee schedule for roofing, gutters, windows, and doors is \$10 per \$1,000 of valuation. The proposal is to cap residential fees at \$250 and non-residential fees to \$1,000 for this service area. The average permit for these types of projects range from \$180 - \$220 and this change would likely not have an impact on permit revenue, but would more accurately reflect our costs for those larger projects, where our costs don't keep increasing after a certain point of review.

Staff is proposing to increase the plan review fee from \$50 to \$75 for 1&2 Family Residential alterations to be consistent with the plan review fee for 1&2 Family Residential additions. And Staff is proposing to increase the plan review fee for decks and swimming pools from \$35 to \$60 to be consistent with other accessory structure plan review fees. This will generate about \$3,000 in revenue that is offset by increasing contract costs.

The last two changes to the Fee Schedule is adding a separate line item for roof-mounted solar panels under the Electrical Fees. The fee will remain the same at \$50. Address tiles

are currently \$25 for a set and the cost of tiles have gradually increased and the proposed increase to \$27 is to offset that increase. This will net no additional revenue as the costs are offset by the purchase cost of the tiles.

RESOLUTION NO. 23-29

WHEREAS: The Village Board reviews Fees for various services to ensure proper cost recovery for said services, and

WHEREAS: Building Inspection service costs have increased and the manner and time of inspections has changed due to construction industry practices that have led to higher costs, and

WHEREAS: This resolution implements fee adjustments for building inspections services provided by the Village in keeping with the Village Board’s financial policies, and

WHEREAS: These fee adjustments are related to the cost of providing service and are equal to or in most cases less than the actual cost of providing said service.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The following inspection and permit fees are hereby established as follows:

- Residential new construction and alterations \$0.34 per square foot
- Commercial new construction and alterations \$0.30 per square foot
- Industrial construction \$0.30 per square foot
- Roofing, Gutters, Windows permit fees
 - \$10 per \$1,000 of valuation
 - Residential fees capped at \$250
 - Non-residential fees capped at \$1,000
- Plan Reviews
 - 1 & 2 family residential \$75
 - Decks and swimming pools \$60
- Electrical fees - Roof mounted solar panels \$50
- Address tiles \$27 per set

2. The above rates shall remain in effect until superceded by a new resolution and unless otherwise stated are effective January 1, 2024.

3. The Village Clerk is hereby authorized and directed to administratively implement these changes in all fee schedules, and for billing, collection, and financial record keeping purposes.

Adopted:

Village President

ATTEST: _____
Clerk-Treasurer

Community	Residential New Structure	Residential Remodel	Commercial New	Commercial Remodel	Industrial	Roofing/Gutters/Windows	Plan Review - 1 and 2 Family Addition	Plan Review - Decks and Swimming Pools
Sussex Proposed	\$.34/sf	\$.34/sf	\$.30/sf	\$.30/sf	\$.30/sf	\$10/\$1,000 valuation. \$250 Residential Max, \$1,000 Non-Res Max	\$75	\$60
Sussex Current	\$.30/sf	\$.30/sf	\$.28/sf	\$.28/sf	\$.26/sf	\$10/\$1,000 valuation	\$50	\$35
Oconomowoc	\$.30/sf	\$8/\$1,000 valuation	\$.30/sf	\$8/\$1,000 valuation	\$.15/sf	\$8/\$1,000 valuation	\$50-100	\$50-100
Delafield	\$.30/sf	\$8/\$1,000 valuation	\$.30/sf	\$8/\$1M valuation	\$.30/sf	NA	NA	NA
Germantown	\$.40/sf	\$.40/sf	\$.40/sf	\$.35/sf	\$.40/sf	\$65-\$75	\$75	\$40
Grafton	\$.39/sf	\$12.50/\$1,000 valuation	\$.37/sf	\$12.50/\$1,000 valuation	\$.37/sf	\$12.50/\$1000 valuation, \$280 maximum	\$85	\$55
Hartland	\$.30/sf	\$.30/sf	\$.30/sf	\$8/\$1,000 valuation	\$.30/sf	\$8/\$1,000 valuation	\$75	\$50
Hartford	\$.35/sf	\$.35/sf	\$.30/sf	\$.30/sf	\$.30/sf	\$12/\$1,000 valuation	\$200	\$200
Elm Grove	\$.32/sf	\$.32/sf	\$.34/sf	\$14/\$1,000 valuation	\$.30/sf	\$11.50/\$1,000 valuation	\$100	\$50
City of Pewaukee	\$.35/sf	\$.30/sf	\$.25-.35/sf	\$.30/sf	\$.25-.35/sf	\$60	\$275	\$200
Village of Pewaukee	\$.35/sf	\$.30/sf	\$.25-.35/sf	\$.30/sf	\$.25-.35/sf	\$60	\$275	\$200



MINIMUM PERMIT FEE: \$50

BUILDING FEES

(ADD \$5 TECHNOLOGY FEE TO ALL BUILDING PERMIT REQUESTS)

Residences:

One- and Two-Family, Accessory Buildings/Garages, Additions and Alterations	34¢/sq. ft. or fraction thereof
Roofing/gutters/siding/doors/windows/trim/repairs where cubic contents cannot be calculated	\$10 per \$1,000 (\$50 minimum)
.....	\$250 maximum for 1 & 2 family / \$1,000 maximum for multi-family, commercial, and industrial.
Three-Family and over, Row Housing, Multiple Family Dwellings and Institutional	30¢/sq. ft. or fraction thereof

WI Building Permit Seal..... \$40

Local Business, Office Buildings or additions thereto..... 30¢/sq. ft. or fraction thereof

Tenant Move—same building..... \$50

Manufacturing or Industrial (Office areas included above)..... 30¢/sq. ft. or fraction thereof

Permit To Start Construction of Footings & Foundation:

Multi-family & Ind./Com..... \$225

One & Two family..... \$175

Agricultural Buildings..... 26¢/sq. ft. or fraction thereof

Wrecking or Razing Building (inspector may waive fee if structure is condemned \$50 minimum plus 6¢/sq. ft. with \$500 maximum fee

Moving Buildings Over Public Ways..... \$175, plus 6¢/sq. ft. with \$500 maximum fee

Occupancy Permit

Residential (addition, alteration, accessory use)..... \$75/unit

Residential – 30-day temporary..... \$75

Commercial/Industrial (New Tenant)..... \$150

Multi-Family (per unit)..... \$50

Re-inspections..... \$60

Pre Occupancy inspection..... \$100

Special Inspections..... \$150

Signs..... \$75 (For new construction, not to exceed \$500)

Temporary Signs (Banners)..... \$30

Fireplace..... \$50

Curb Cuts/Driveway..... \$50

Culvert Fee..... \$900

All other buildings, structures, alterations, re-siding, repairs where cubic contents can't be calculated...\$10 per \$1,000 (\$50 minimum)

ACCESSORY STRUCTURES

Sheds \$50

Fence \$50

Other Accessory Structure Permit..... \$50

Pools – In-ground/Above-ground/Spas..... \$10 per \$1,000/value
(\$50 minimum)

Decks..... \$10 per \$1,000/value (\$50 minimum)

PLAN EXAMINATION

One/Two Family Residence..... \$200

Additions to 1 & 2 family..... \$75

Alterations to 1 & 2 family..... **\$75**

Apartment, Three-Family residence, Row Housing, Multiple Family Building..... \$200

Commercial-Industrial Alteration & Addition..... \$250

Accessory Buildings 150 sq. ft. or larger..... \$60

Decks and swimming pools..... **\$60**

Heating Plans submitted separately..... \$60

EROSION CONTROL FEES

New Single Family or Duplex..... \$160/dwelling unit

Multi Units (3 units or more)..... \$290/building
plus \$5 per 1,000. sq. ft. of disturbed lot area (\$2,000 max)

Commercial, Industrial and Institutional..... \$290/building
plus \$5 per 1,000. sq. ft. of disturbed lot area (\$2,000 max)

PLANNING & DEVELOPMENT FEES

Plan of Operation..... \$175

Conditional Use..... \$210

Conditional Use Renewal Fee..... \$100

Plan Review..... \$250

Rezoning request or appeal..... \$1,500

Amendment to Ordinance..... \$450

Modification to Ordinance..... \$450

Architectural Review Board..... \$125

Zoning Letter..... \$25

Plat review..... \$50 plus \$10 per lot

CSM review..... \$100 plus \$ 5 per lot

Mowing administrative fee 1st invoice \$50, 2nd \$100, 3rd and
Additional \$200

IMPACT FEES

Single Family Home

RCA Sewer..... \$6,010.00

RCA Water 5/8inch meter..... \$3,440.00

Park..... \$2,975.69

Library..... \$2,727.03

PLUMBING FEES

Fixtures, or each trapped outlet.....	\$9
Extension of Building drain where fixtures are already installed (4 fixtures allowed).....	\$12
Water Heater/Electric, Gas, Oil	\$12
Water Softeners	\$12
Pumps and ejectors.....	\$9
Each inside connector pipe or roof drain.....	\$9
Failure to call for inspection.....	\$50

WATER AND SEWER

Sanitary or storm sewer lateral.....	\$60
Water Service Lateral.....	\$60
Replacement sewer/water laterals	\$35
Underground water, service and branches within building . \$60/100'	
Every foot over 100'	12¢
Building Sewers, Sanitary or Storm.....	\$60 per 100'
Every foot over 100'	12¢
Garage catch basins – yard catch basins	\$9
Sampling manhole.....	\$9
Building drains, sanitary, or storm	\$60 per 100'
Every foot over 100'	12¢

FIRE PROTECTION SYSTEMS

Plan Review	\$100
Sprinklers Heads	50¢ each (minimum \$50)
Fire Hose Rack.....	\$10 each
Fire Dept. Connections.....	\$30
Hydrant.....	\$40 each
Fire Suppressions Systems (Restaurants stoves, fryers, broilers)	\$30
Standpipes	\$40 each
Sprinkler Tests	\$75

HVAC FEES

Heating, Incinerator Units, and Gas & Wood burning Appliances.....	\$50/unit up to and including 150,000 BTU
Each additional ton or 50,000 BTU's or fraction thereof	\$16
Commercial/Industrial Exhaust Hoods & Exhaust systems .	\$60/unit
Heating/Air Conditioning Distribution Systems ...	\$1.50/100 sq. ft. of conditioned area (\$50 minimum)
Air Conditioning (other than wall units).....	\$50/unit up to 3 tons or 36,000 BTU's
Each additional ton or 12,000 BTU's or fraction thereof	\$16
Permanently installed Wall Units.....	\$15/unit

ELECTRICAL FEES

New Construction.....	Minimum fee plus 5¢/Sq. Ft.
All other permits	Minimum fee plus applicable fees below
Switches, outlets and lighting fixtures	65¢/ea.
Range, Clothes Dryer, water heater Electric 5 kw or less.....	\$7.50/ea.
Garbage Disposal, Dishwasher	\$4.50/ea.
Gas or Oil Fired Furnace	\$6.25/ea.
All Refrigerating, A/C under 5 hp	\$6.25/min.
All others.....	40¢ per hp
Feeders – No. 6 A.W.G. or larger	\$9/ea.
Temporary service (90 days unless on construction site	\$9/ea.
Service:	
Single-Family Residential	\$50
All others.....	\$100
Each additional 400 amps or fraction..	\$12/ea.
Motor over ¼ HP	50¢/HP
Fuel dispensing pump.....	\$8/ea.
Transformers, alternators, generators And rectifiers	60¢/KW
Space heating, per unit or branch circuit (15 – 30 amp)	\$5/ea.
Power receptacles – 240-480 v. thru 30 amps	\$6/ea.
Com./Ind. Application over 30 amps	\$7/ea.
Wireways, busways, under floor raceways & auxiliary gutters ...	40¢/ft
Strip lighting, plug-in strips or similar systems	40¢/ft
Gaseous fixtures (other than fluorescent or tubular	\$4/ea.
X-ray Machines	\$8/ea.
Com./Ind. Parking area, Street lighting (Fixture & standards).....	\$8/ea.
Outside Security or General lighting Fixtures (wall packs)	\$7/ea.
Signs (.12 each socket .60 each transformer)	\$8/min.
Swimming pool wiring: In-ground.....	\$40
Above-ground	\$25
Failure to call for inspection/Re-Inspection	\$60

OTHER FEES

Assessor's Fee	\$80
House Numbers	\$27
Engineer Grading Plan Review	\$90
Road Bond – Residential.....	\$2,000
Commercial/Industrial	\$1,500
Occupancy Bond –Single Unit	\$100
Duplex Unit	\$500
Three or more units	\$200 per unit
Commercial/Industrial	\$1,000 per 10,000 sq. ft. or fraction thereof (\$3,000 max)
Landscape/Grading Bond – Residential	\$400
Commercial/Industrial	\$1,200
Failure to take out any permit prior to starting work.....	Double Fee
Outdoor Establishment Permits: First time application	\$100
Renewal application.....	\$75
Blasting	\$50

Village of Sussex
Building Inspection Department
N64 W23760 Main Street, Sussex, WI 53089
Phone: (262) 246-5212 • Fax: (262) 246-5222
Email: building@villagesussex.org

Contract for Police Patrol Services
Between Waukesha County and the Village of Sussex

This contract is hereby entered into between WAUKESHA COUNTY, a municipal corporation, hereinafter referred to as "COUNTY" and the VILLAGE OF SUSSEX, a municipal corporation, hereinafter referred to as "MUNICIPALITY" as follows:

1. The COUNTY shall furnish to the MUNICIPALITY police patrol services to be rendered by deputies with all necessary equipment for the following periods:
 - Two (2) deputies from 7:00 am to 3:00 pm seven (7) days a week.
 - Two (2) deputies from 3:00 pm to 11:00 pm seven (7) days a week.
 - Two (2) deputies from 11:00 pm to 7:00 am seven (7) days a week.
 - One (1) deputy from 3:00 pm to 11:00 pm on a rotating schedule consisting of five days on, followed by two days off, then four days on, followed by two days off, which will continue rotating in the same fashion thereafter. This position will not be backfilled if the deputy assigned is out for any reason including benefit time, training, or other extended leaves of absence.
2. The COUNTY will provide one captain position for dedicated contract supervision provided that the Village of Merton and the Village of Lisbon enter contracts to proportionately share in the cost of this position. The captain position will not be backfilled with a deputy when he/she is on benefit time. The captain position will be shared by the Village of Merton (2 hours per week) and the Village of Lisbon (4 hours per week) and the costs for the captain position will be shared proportionately across the three contracting communities.
3. The COUNTY will provide one lieutenant position for dedicated contract supervision. The lieutenant position will not be backfilled with a deputy position when he/she is on benefit time. The lieutenant position will primarily work second shift. The cost of the lieutenant position will be the responsibility of the MUNICIPALITY. The MUNICIPALITY shall have the right to change this schedule of days per week, hours or supervision upon thirty (30) days written notice to the Sheriff of Waukesha County provided that the hours within a shift always remain consecutive and that the changes are acceptable to the Sheriff.
2. The Sheriff shall have supervisory control over the personnel providing these services. The Sheriff shall retain the final authority to make decisions as to the manner in which services shall be rendered.
3. The Sheriff will provide patrol functions as follows:
 - (a) During patrol hours, the patrol unit will provide continual patrol in the MUNICIPALITY. The unit will be first responder to all dispatched events in the MUNICIPALITY. The unit will begin and end its patrol tour from a location

mutually agreed upon by the MUNICIPALITY and the COUNTY. It may leave the boundaries of the MUNICIPALITY in those situations that would require mutual aid assistance by the COUNTY or neighboring municipality.

- (b) Every effort will be made to respond to MUNICIPALITY needs and desires. The MUNICIPALITY will designate a liaison person(s) to provide the Sheriff with any information as to concentration of patrol efforts, special assignments, etc. the MUNICIPALITY desires.
 - (c) To ensure continuity, the Sheriff will assign officers to the MUNICIPALITY patrol on an annual basis whenever possible. The Sheriff will consider requests by the MUNICIPALITY for changes in assignment but retains final authority in those assignments.
 - (d) The MUNICIPALITY will be provided with two vehicles with a two-year use life and one vehicle with a five-year useful life for use by the deputies assigned to the MUNICIPALITY'S contract and one vehicle with a six-year use life for the captain and lieutenant to use jointly. Each year, the MUNICIPALITY will be responsible for paying one-half of the cost of the two-year use life vehicle, one-fifth of the cost of the five-year use life vehicle, and one-sixth of the cost of a six year vehicle. Equipment installed in the vehicle will be assessed to the MUNICIPALITY through a yearly charge based on the average use life of the equipment and the acquisition cost of the equipment. All vehicles furnished by the COUNTY under this contract shall carry the identifying marks of the Sheriff's Department and will also bear the name of the MUNICIPALITY. However, the Waukesha County Sheriff reserves the right under this contract to use any vehicle or equipment as he deems necessary under the circumstances. All vehicles shall remain the property of the COUNTY.
 - (e) The MUNICIPALITY will be assessed a yearly charge for equipment (other than the equipment installed in the vehicle and referred to in the section above) used by the COUNTY to perform the duties outlined in the contract. The equipment shall remain the property of the COUNTY.
4. Payment terms are:
- (a) The MUNICIPALITY shall pay the COUNTY a sum of \$175,087.21 per month for 12 months. The COUNTY will issue the bills in the following manner: two monthly bills will be issued in January and one bill will be issued February-November so the MUNICIPALITY will pay for the services prior to it being delivered. Payment will be made monthly, no later than thirty days after the bill is issued. In addition to this monthly charge, the MUNICIPALITY shall reimburse the COUNTY on a quarterly basis for overtime expenditures as

calculated by the COUNTY thereunder for overtime hours arising from MUNICIPALITY patrol functions, including overtime spent in court in connection with the prosecution of MUNICIPAL ordinances.

- (b) Costs for this contract are based on Attachment One (1) which is incorporated herein by reference. These costs will be recalculated annually and provided to the MUNICIPALITY and considered an attachment to this contract when provided. Costs in Tables 1-7 are based on the budgeted costs for the contract year pending collective bargaining contract negotiations; costs in Table 8, Facility Usage Charges are based on COUNTY indirect cost studies for the most recently available year, adjusted for inflation to reflect current year estimated costs. Costs in Table 9, County-wide Indirect Costs will be calculated as a percentage of the total contract costs for tables 1-8. The County-wide Indirect Costs will be 3.5% of the cost of the contract.
 - i. Full costs per shift from Tables 1-7 and Table 9 of Attachment one (1) are charged in each contract year.
 - ii. Costs for Table 8, Facilities Usage Charge, are only charged once per year regardless of number of shifts contracted.
 - (c) MUNICIPALITY currently has an outstanding principal balance of \$78,758.40 due and owing to the COUNTY pursuant to the terms of the Municipal Patrol Contract Amendment #3 for the 2023 calendar year. In order to pay back the smoothed contract amount from the 2023 calendar year, the MUNICIPALITY shall pay the COUNTY an additional \$1,312.64 per month for sixty (60) months and until the balance of \$78,758.40 is fully repaid, whichever occurs first. This amount will be listed as a separate line-item and invoiced in the manner as set forth in Section 4(a) of this contract. If the contract is terminated for any reason by either party, the entire remaining amount shall at once become immediately due and payable to the COUNTY.
5. The MUNICIPALITY shall continue to provide a workspace location with security in compliance with Criminal Justice Security Information (CJIS) requirements and a parking location for any vehicles.
 6. Any records generated as a result of the service provided under this contract are considered the records of the COUNTY and will be managed in accordance with COUNTY records retention schedules.
 7. The deputies will enforce all local ordinances. The MUNICIPAL ATTORNEY will handle the prosecution of those matters in any proceedings. It is further agreed that the fines or forfeitures for State charges shall be turned over to the COUNTY and the fines

and forfeitures for those offenses that are violations of MUNICIPALITY ordinances will be turned over to the MUNICIPALITY.

8. Any violation by the MUNICIPALITY of any portion of this contract shall constitute a breach of this Contract by the MUNICIPALITY. In the event of such breach, the MUNICIPALITY shall be given notice of the breach and shall have forty-five days from the date of notice to remedy the breach in a manner that is acceptable to the COUNTY. If the breach is not remedied, the COUNTY shall have the option of declaring this Contract immediately terminated by giving written notice of the termination. If this Contract is declared terminated by the COUNTY, the MUNICIPALITY shall pay the COUNTY for such police service rendered through the date of termination, prorated on the basis of the monthly charge set forth above.
9. Any violation by the COUNTY of any portion of this contract shall constitute a breach of this Contract by the COUNTY. In the event of such breach, the COUNTY shall be given notice of the breach and shall have forty-five days to remedy the breach in a manner that is acceptable to the MUNICIPALITY. If the breach is not remedied, the MUNICIPALITY shall have the option of declaring this Contract immediately terminated by giving written notice of the termination. If this Contract is declared terminated by the MUNICIPALITY pursuant to this paragraph, the MUNICIPALITY is not liable for any charges for police services rendered after receipt of written notice of termination by the COUNTY, with payment for services rendered prior to receipt of that notice to be prorated on the basis of the monthly charge set forth above.
10. It is the intent of the parties that the relationship of COUNTY and MUNICIPALITY is that of an independent contractor. The COUNTY is not the employee or agent of the MUNICIPALITY and the MUNICIPALITY is not the employee or agent of the COUNTY. Each party will therefore be responsible for its own acts or omissions and neither party will be obligated to defend or indemnify the other for any claim, loss or liability that results from the other's acts or omissions. Nothing in this paragraph is intended to preclude or foreclose the right of either party to bring a cross claim or third-party claim against the other for contribution as a joint tortfeasor.

Nothing in this Contract or the acts of Waukesha County shall in any way constitute a waiver by Waukesha County, its agents, officers and employees of any immunity, liability limitation, limitation on the amount recoverable, or other protections available to Waukesha County under Chapter 893, Wisconsin Statutes, any other applicable statute or law.

11. Additional Terms:
 - (a) The term of this Contract shall be from January 1, 2024, through December 31, 2028, regardless of the dates of the signatures set forth below.

- (b) The MUNICIPALITY shall provide written notice to the COUNTY no later than April 1st of the fifth year of the contract to notify COUNTY that it will renew the contract for an additional five-year period or it will not renew the contract at the end of the fifth year. The MUNICIPALITY may request to negotiate a contract amendment by notifying the COUNTY in writing of the desired amendment by June 1st of the year preceding the amendment.
 - (c) Should the MUNICIPALITY terminate the contract under paragraph 11(b) of this Contract, the COUNTY shall make every effort to reassign personnel within law enforcement functions. In the event the COUNTY is unable to reassign personnel and is required to lay off COUNTY law enforcement personnel, the MUNICIPALITY shall pay the COUNTY the costs of unemployment for the COUNTY personnel until such time that the personnel are rehired or no longer receiving unemployment compensation. The costs associated with the personnel laid off are the responsibility of the MUNICIPALITY, even if the laid off personnel is not necessarily the specific contracted personnel. Such costs will be billed to the MUNICIPALITY on a monthly basis on 30 days net terms.
 - (d) MUNICIPALITY understands and agrees that the COUNTY'S ability to fill the captain position under Section 2 is contingent upon the Village of Merton and the Village of Lisbon entering contracts to continue to share in this service. If circumstances arise wherein one of these municipalities no longer wish to continue this service, the COUNTY has the option to terminate the captain position under this contract. The COUNTY will make every reasonable effort to continue this service but any such failure to do so under these circumstances will not be considered a breach of this contract.
12. This Contract constitutes and contains the entire agreement of the parties, and supersedes any and all other contracts, agreements or understandings between the parties, whether oral or written. Any amendments shall be by mutual agreement of the parties and must be in writing signed by both parties.
13. Approval of the Contract: This Contract is subject to the approval of the Waukesha County Board of Supervisors prior to the execution by the Sheriff.
14. Notice required under this contract shall be sent to:
- MUNICIPALITY:
Village of Sussex
Attn. Jeremy Smith, Village Administrator
N64 W23760 Main Street
Sussex, WI 53089

Police Services Contract – Waukesha Sheriff and Village of Sussex
2024-2028

Page 6 of 6

Fax: 262-246-5222

COUNTY:

Waukesha County Sheriff's Department,

Attn: Joshua Joost, Business Manager

515 W. Moreland Blvd.

Waukesha, WI 53188

Phone: 262-548-7164

E-Mail: jjoost@waukeshacounty.gov

Attachments: Attachment One

Dated this day of , 2023 .

WAUKESHA COUNTY

VILLAGE OF SUSSEX

Eric Severson
Sheriff

Date

By:

Date

By:

Date

Table 1 - Deputy Direct Salary Costs

	2024 Budget	
Salary	\$	10,359,147
Education Incentive	\$	66,972
Retirement	\$	1,424,398
Health Insurance	\$	1,481,358
Dental Insurance	\$	80,986
Life Insurance	\$	29,850
FICA	\$	792,484
Vision Insurance	\$	7,737
Uniform Allowance	\$	82,500
Post Employment Health Insurance	\$	49,200
Workers Compensation	\$	380,640
Total Cost for Deputy Sheriffs	\$	14,755,272
Number of Deputy Sheriff Positions		123
Average Cost Per Deputy	\$	119,962
Average Hourly Charge (1,744 hours)	\$	69
Cost for 5 day a week coverage	\$	143,073
Cost for 7 day a week coverage	\$	200,853

Municipality	# Shifts	Coverage	Cost
Village of Sussex	6	1.67 \$	1,205,118.46
Village of Sussex	1	1.00 \$	119,961.56

Table 2 - Direct Supervision

Lieutenant Allocation

	# of Lieut.	Ave. Cost Per Supervisor	Total Cost	% Alloc to Patrol	\$ Alloc to Patrol	% Alloc to Contracts	\$ Alloc to Contracts
Lieutenant	8	\$157,853	\$1,262,827	0.67	\$846,094	28.1%	\$237,462
Sussex Captain/LT	2	\$167,748	\$335,496	1	\$335,496		
City of Pewaukee	2	\$157,853	\$315,707	1	\$315,707		

Lieutenant Allocation

	Adj Deputies	Sft 1	Sft 2	Sft 3	Total	Adj Alloc	% of Contracts	Lieut Allocation	Shared Capt/ Sussex LT Pewaukee Lts	Total Lieutenant
Village of Sussex		1.71	1.75	3.35	6.81	7.6%	25.9%	\$61,429	\$303,716	\$365,144
Town of Delafield		0.00	1.19	0.00	1.19	1.3%	4.5%	\$10,764	\$0	\$10,764
Village of Merton		0.00	1.15	0.00	1.15	1.3%	4.4%	\$10,381	\$10,593	\$20,974
Town of Merton		0.00	0.00	0.00	0.00	0.0%	0.0%	\$0	0	\$0
Town of Lisbon		1.56	1.67	1.67	4.90	5.5%	18.6%	\$44,256	\$21,187	\$65,443
Town of Waukesha		0.00	1.19	0.00	1.19	1.3%	4.5%	\$10,764	0	\$10,764
City of Pewaukee		2.43	2.91	4.54	9.87	11.0%	37.5%	\$89,105	\$315,707	\$404,811
					26.31	29.4%	100.0%	\$237,462	\$651,202	\$888,664
Adj Contract Deputies		5.69	9.87	9.56	25.12	28.1%				
Non Contract Dep		24.95	21.99	17.44	64.38	71.9%				

* The V. of Sussex, V. of Merton, T. of Lisbon and C. of Pewaukee deputy counts are adjusted downward to account for supervision that the municipality is purchasing.

Captain Allocation

Deputies	Deputies	% Alloc	Lieutenants	% Alloc	Total	% Alloc	\$ Alloc
Village of Sussex	11.05	10.6%	1.61	15%	12.65	11%	\$45,357
Town of Delafield	1.19	1.1%	0.11	1%	1.30	1%	\$4,657
Village of Merton	1.19	1.1%	0.10	1%	1.30	1%	\$4,643
Town of Merton	0.00	0.0%	0.00	0%	0.00	0%	\$0
Town of Lisbon	5.02	4.8%	0.44	4%	5.46	5%	\$19,575
Town of Waukesha	1.19	1.1%	0.11	1%	1.30	1%	\$4,657
City of Pewaukee	17.78	17.1%	2.88	26%	20.66	18%	\$74,060
Non-Contract	65.38	62.9%	3.65	33%	69.03	61%	\$247,419
	104.00	100.0%	11	0%	113.00	0%	\$405,024
Deputies/P. Detective	104						
Lieutenants	11						
Captains	5						
		Cost/Capt.	Total Capt.				
Captain	4	\$177,642	\$710,569	57%			
Lieutenant	\$13	\$157,853	\$2,209,947				

Village of Sussex Supervision Costs

\$410,501

Table 3 - Department Level Supervision/Administration

Position	2020 Bud. Amt	% Alloc to patrol	\$ Alloc. to patrol	\$ Alloc. per position	% Alloc to Contract	\$ Per 1.67 Cont. Pos	\$ Per 1.19 Cont. Pos	\$ Per 1.00 Cont. Pos
Inspector	\$234,456	33%	\$77,370	\$757	25%	\$317	\$226	\$189
Deputy Inspector	\$207,039	90%	\$186,335	\$1,824	30%	\$916	\$653	\$547
Business Manager	\$161,387	50%	\$80,693	\$790	100%	\$1,323	\$942	\$790
Administrative Captain	\$163,316	90%	\$146,984	\$1,439	30%	\$723	\$515	\$432
Office Service Coordinator	\$86,170	50%	\$43,085	\$422	25%	\$177	\$126	\$105
Fiscal Specialist (Payroll)	\$82,734	50%	\$41,367	\$405	50%	\$339	\$242	\$203
Programs and Projects Analyst	\$98,066	100%	\$98,066	\$960	30%	\$482	\$344	\$288
Fiscal Specialist (AP)	\$80,165	35%	\$28,058	\$275	60%	\$276	\$197	\$165
Admin Specialist (Acc & Trng)	\$73,222	100%	\$73,222	\$717	20%	\$240	\$171	\$143
Financial Analyst	\$100,349	50%	\$50,175	\$491	100%	\$822	\$586	\$491
Total	\$1,286,904		\$825,356	\$8,081		\$5,615	\$4,000	\$3,354

	# Shifts	Coverage	Cost
Village of Sussex Supervision Costs Deputies	6	1.67	\$33,692
Village of Sussex Supervision Costs Deputies	1	1.00	\$3,354
Village of Sussex Supervision Costs Captain & Lieutenant	2	1.82	\$6,108
Total Village of Sussex Supervision Costs			\$43,154

Table 4 - Operational Costs

	Operating Costs	# Employees	\$ per 1.00 Pos.	\$ per 1.67 Pos.	\$ per 1.19 Pos.
Ammunition	\$47,563	118.14	\$403	\$674	\$480
Medical Supplies	\$19,678	118.14	\$167	\$279	\$199
Small Tools/Equip	\$43,591	118.14	\$369	\$618	\$440
Spillman Maintenance	\$78,031	118.14	\$660	\$1,106	\$788
TYME System Access	\$16,679	118.14	\$141	\$236	\$168
Phone Costs	\$56,921	118.14	\$482	\$807	\$575
Radio Charges	\$191,318	118.14	\$1,619	\$2,711	\$1,931
Operational Comp Costs	\$418,629	118.14	\$3,543	\$5,933	\$4,226
Annual Training	\$43,944	118.14	\$372	\$623	\$444
Total Operational Costs			\$7,757	\$12,987	\$9,251

	# Shifts	Coverage	Cost
Village of Sussex Operating Costs Deputies	6	1.67	\$77,920.90
Village of Sussex Operating Costs Deputies	1	1.00	\$7,756.51
Village of Sussex Operating Costs Captain & Lieutenant	2	1.82	\$14,125.39
Total Village of Sussex Operating Costs			\$99,803

Table 5 - Initial Equipment Purchases - Annual Cost

	2020 Bud Amt	Assumed Life	Annual Chrg	Charge for 1.67 FTE	Charge for 1.19 FTE
Weapon (Hand Gun)	\$500	8	\$63	\$104	\$74
Badges	\$300	10	\$30	\$50	\$36
Body Armor	\$500	5	\$100	\$167	\$119
Pre-employment psych eval	\$300	20	\$15	\$25	\$18
Collapsible Baton w/ holder	\$115	8	\$14	\$24	\$17
Taser	\$1,500	7	\$214	\$358	\$255
Hand Cuffs	\$50	8	\$6	\$10	\$7
Total Equipment Purchases			\$442	\$739	\$526

	# Shifts	Coverage	Cost
Village of Sussex Equipment Purchases Deputies	6	1.67	\$4,433
Village of Sussex Equipment Purchases Deputies	1	1.00	\$442
Village of Sussex Equipment Purchases Captain & Lieutenant		1.82	\$806
Total Village of Sussex Equipment Purchases			\$5,681

Table 6 - Risk Management Costs

	1.00 FTE
Property Insurance Per FTE	\$266
General Liability Per FTE	\$751
Auto Liability per FTE	\$406
Auto Liability per Vehicle	\$715
Self Insured Collision Per Vehicle	\$450

	<u># Shifts</u>	<u>Coverage</u>	<u>Cost</u>
Village of Sussex Risk Mangmt Costs Deputies	6	1.67	
Village of Sussex Risk Mangmt Costs Deputies	1	1.00	
Village of Sussex Risk Mangmt Costs Captain & Lieutenant		1.82	
Village of Sussex Risk Mangmt Costs Vehicles	3		
Total Village of Sussex Risk Mangmt Costs			\$22,760

Table 7 - Vehicle Costs

<u>Vehicle Fixed Costs</u>	2020 Budget	2-Yr Useful Life		6-Yr Useful Life		5-Yr Useful Life	
		Assumed Useful Life	Annual Cost	Assumed Useful Life	Annual Cost	Assumed Useful Life	Annual Cost
Vehicle Purchase*	\$45,000	2	\$22,500	6	\$7,500	5	\$9,000
Residual Value	-\$14,000	2	-\$7,000	6	-\$2,333	5	-\$2,800
Sirens/Lights/etc.	\$4,000	5	\$800	5	\$800	5	\$800
Install Lights/Siren	\$900	2	\$450	6	\$150	5	\$180
Poly Seat	\$1,100	8	\$138	8	\$138	8	\$138
Push Bumper	\$345	5	\$69	5	\$69	5	\$69
MDC Repl Charge**	\$5,500	5	\$1,100	5	\$1,100	5	\$1,100
AED Replacemnt	\$1,500	8	\$188	8	\$188	8	\$188
Trunk Kit	\$700	5	\$140	5	\$140	5	\$140
Radar	\$1,500	8	\$188	8	\$188	8	\$188
Rifle	\$900	15	\$60	15	\$60	15	\$60
Benellii Shotgun	\$600	10	\$60	10	\$60	10	\$60
Total			\$18,692		\$8,058		\$9,122

<u>Village of Sussex Fixed Costs</u>	<u>Useful Life</u>	<u>Fixed Costs</u>
Village of Sussex Contract Cars (2)	2	\$37,383.00
Village of Sussex Contract Cars	5	\$9,121.50
Village of Sussex Contract Car - Supervisor	6	\$6,616.57
		\$53,121

Vehicle Variable Costs

Miles:	55 Per Day	365 Days per Year	30 Per Day	218 Days per Year
Total Miles	20,075		6,540	
Price/Gallon	\$3.71		\$3.71	
MPG	12.5		12.5	
Gasoline	\$5,958		\$1,941	
Repair/Maintenance	\$4,015		\$1,308	

<u>Village of Sussex Variable Costs</u>	<u># Shifts</u>	<u>Coverage</u>	<u>Mileage</u>	<u>Gasoline</u>	<u>Repair</u>	<u>Total</u>
Village of Sussex Contract Car Deputies	6	1.67	60	\$35,750	\$24,090	\$59,840
Village of Sussex Contract Car Deputies	1	1.00	30	\$1,941	\$1,308	
Village of Sussex Contract Car Captain & Lieutenant	2	1.82	30	\$3,535	\$2,382.00	\$5,917
Total Village of Sussex Contract Car Costs				\$41,226	\$27,780	\$69,006

Village of Sussex Vehicle Costs **\$122,127**

Table 8 - Department Level Facilities Charges

	Space Alloc	% of Adm Building	\$ Alloc to Pos	% Effort for Patrol	# of Pos	\$ Alloc for Patrol	\$ per Deputy	1.67 FTE
Sheriff	250	1.22%	\$2,692	40%	1.00	\$1,077	\$11	\$18
Inspector	160	0.78%	\$1,723	25%	1.00	\$431	\$4	\$7
Deputy Inspector	150	0.73%	\$1,615	60%	1.00	\$969	\$9	\$16
Captain	150	0.73%	\$1,615	90%	4.00	\$5,814	\$57	\$95
Lieutenant	145	0.71%	\$1,561	90%	9.00	\$12,645	\$124	\$207
Business Manager	150	0.73%	\$1,615	50%	1.00	\$807	\$8	\$13
Financial Analyst	150	0.73%	\$1,615	50%	1.00	\$807	\$8	\$13
Deputy II (Training Officer)	130	0.64%	\$1,400	50%	1.00	\$700	\$7	\$11
Office Service Coordinator	130	0.64%	\$1,400	35%	1.00	\$490	\$5	\$8
Account Clerk II	100	0.49%	\$1,077	35%	1.00	\$377	\$4	\$6
Account Clerk I	100	0.49%	\$1,077	35%	1.00	\$377	\$4	\$6
Programs and Projects Analyst	100	0.49%	\$1,077	50%	1.00	\$538	\$5	\$9
Property Storage Room	2272	11.12%	\$24,460	60%	2.00	\$29,353	\$287	\$481
Square feet of sheriff admin	20436	100.00%	\$42,924			\$54,384	\$532	\$891
Village of Sussex Facility Charge	\$891							

Table 9 - County Wide Indirect Costs

3.5% of total Contract

Total for Village Of Sussex

\$71,050

Table 11 - Summary

Village of Sussex	
Contract Summary	
	Total
Table 1: Deputy Salary and Benefit Cost:	\$1,325,080
Table 2: Direct Supervision Costs:	\$410,501
Table 3: Departmental Administrative Costs	\$43,154
Table 4: Operational Costs:	\$99,803
Table 5: One time Equip-Annual Costs	\$5,681
Table 6: Risk Management Costs	\$22,760
Table 7: Vehicle Costs:	\$122,127
Table 8: Facilities usage charge:	\$891
Table 9: County-wide Indirect Costs:	\$71,050
Total 2020 Contract Amount	\$2,101,047
2020 Monthly Charge	\$175,087.21

**Village of Sussex
Proposed Bond Amount Increases**

SUSSEX MUNICIPAL CODE	§§	OFFENSE	PROPOSED Deposit Amount & Total Bond	CURRENT SUSSEX TOTAL BOND
7.04(1)		NO PARKING ZONE	\$25.00	\$20.00
7.04(2)		OVER TIME LIMIT	\$25.00	\$20.00
7.04(3)		OVERNIGHT	\$25.00	\$20.00
7.04(5)		VILLAGE OWNED / LEASED PROPERTY	\$25.00	\$10.00
7.04(8)	346.505 (2)(a-c)	HANDICAP	\$250.00	\$100.00
9.09(8)	938.34	TRUANCY	\$124.00	\$92.50
9.09(7)		ON SCHOOL PROPERTY WITHOUT PERMISSION	\$187.00	\$124.00
9.09(7)(D)	101.123(4m)	SMOKING ON SCHOOL PROPERTY	\$187.00	\$124.00
9.11	943.21(1m)(a)-(c)	FRAUD ON INKEEPER, TAXI, REC ATTRACTIONS	\$376.00	\$250.00
9.11	943.21(1m)(d)	FRAUD ON GAS STATION	\$376.00	\$250.00
4.06(9)		BARKING OR HOWLING	\$124.00	\$87.20
	In Tracs 4.09	DOGS NUISANCE		
4.06(3)		DOG AND CAT AT LARGE	\$124.00	\$87.20

Comparison study completed August 31, 2023

RESOLUTION NO. 23-30

WHEREAS: The Village Board reviews Fees for various services to ensure proper cost recovery for said services, and

WHEREAS: The cost of police services has gone up significantly due to inflationary pressures; and

WHEREAS: This should be reflected in the cost of various fines for violations that lead to police services, and

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The bond amounts on Exhibit A be implemented.
2. The bond amounts shall remain in effect until superseded by a new resolution and unless otherwise stated are effective January 1, 2024.
3. The Village Clerk is hereby authorized and directed to administratively implement these changes in all fee schedules, and for billing, collection, and financial record keeping purposes.

Adopted:

Village President

ATTEST: _____
Clerk-Treasurer

Paul Farrow
County Executive

Gary A. Bell
Director of Emergency Preparedness

Waukesha County
Department of Emergency Preparedness
Waukesha County Communications

JOINT POWERS AGREEMENT
COUNTY 9-1-1 EMERGENCY SYSTEM

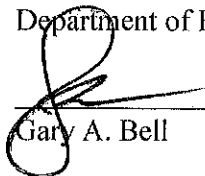
WHEREAS, Waukesha County and the municipalities located within the boundaries of Waukesha County have implemented an Emergency 9-1-1 System for the purposes of providing emergency services to residents and visitors of these municipalities, including the fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec 256.35(9), Wis. Stats, "Joint Powers Agreement," requires that in implementing a 911 system as has been done in Waukesha County, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Waukesha County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements and conditions contained herein, it is hereby jointly agreed between Waukesha County and the Village of Sussex, as follows:

1. That effective January 1, 2024 this Agreement shall, thereafter, be applicable on a daily basis from said date through December 31, 2024.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Waukesha County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 256.35(9)(c), Wis. Stats.

Waukesha County
Department of Emergency Preparedness



Gary A. Bell

10/25/23

Date

Village of Sussex

BY: _____
Anthony J. LeDonne, President Date

BY: _____
Jennifer Moore, Clerk/Treasurer Date

TO: City, Village and Town Clerks

RE: Lake Country Municipal Court
Court 2024 Budget Approval

Dear Clerks:

I enclose herewith a proposed Municipal Court budget for 2024. Note the projected surplus for 2023 is \$20,848.00. This is only a "Year End Estimate." If you have any questions, feel free to contact me.

Also enclosed is a resolution approving the budget. It would be appreciated if you would take this resolution to your governing body and have it approved, returning a signed copy to the Municipal Court. Thank you for your cooperation.

Sincerely,

Donald G. Wiemer, Chairman
Administrative Committee
LAKE COUNTRY MUNICIPAL COURT

Enclosures cc:
Municipal Court Representatives (letter only)
Municipal Court Clerk
Judge Timothy Kay
Lake Country Municipal Court

RESOLUTION No. 23-31

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 15th day of November and approval of said budget by governing bodies of member municipalities; and

WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2024 which has estimated revenues of \$437,767 and anticipated expenditures of \$437,767.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the attached Municipal Court budget for 2024 be approved.

Adopted this ____ day of _____, 2023.

Village of Sussex

By:

Anthony LeDonne - Village President

ATTEST:

ADOPTED: _____

POSTED: _____

PUBLISHED: _____

2024 Lake Country Municipal Court Budget

9 Months = 75.00%

2024 Budget 11-8-2023 Final

Acct #: Account Description:	2022 Actual	2023 YTD Nine Months	2023 Budget	2023 Year End Estimate	2024 Budget	2024 Budget VS 2023 Budget
Revenues:						
4000 Court Fees	433,361	306,438	392,123	392,123	434,367	110.77%
4900 Interest Income	1,347	494	500	600	500	100.00%
4300 Court Assessment		0	600	0	600	100.00%
Transfer from Designated Fund			0		0	
4800 Miscellaneous	440	304	700	350	700	100.00%
Municipal Subsidies		0	1,600	0	1,600	100.00%
Total Revenues	435,148	307,236	395,523	393,073	437,767	110.68%
Total Assets	1,300,461	642,405	0	0	0	
Total Liabilities	693,960	170,448	0	0	0	
Deferred outflows of Resources	154,413	0				
Deferred Inflow of Resources (Stark)	195,663	0	0	0	0	
Total Fund Balance	565,251	471,957	0	0	0	
Expenditures:						
Wages & Benefits	222,847	176,608	278,436	259,196	309,176	111.04%
Purchased Services	44,375	41,245	47,406	47,406	51,840	109.35%
Operating Supplies & Expenses	20,015	7,800	13,300	11,800	18,050	135.71%
Fixed Charges	53,568	42,148	55,181	56,115	55,701	100.94%
Capital Outlay	0	680	1,200	0	3,000	
Restitution	0	0	0	0	0	
Bad Debt	0	0	0	0	0	
Total Expenditures:	340,805	268,480	395,523	374,517	437,767	110.68%
Total Surplus/Deficit	94,343	38,755	0	18,556	0	

Acct #: Account Description:	2022 Actual	2023 YTD Nine Months	2023 Budget	2023 Year End Estimate	2024 Budget	2024 Budget VS 2023 Budget
5000 Full Time Salaries Clerk of Courts & Deputy Clerk of Courts	62,010	80,769	110,529	110,529	120,477	109.00%
5010 Assistant Clerks Clerk Salaries - Overtime	58,282	21,337	41,638	40,000	44,660	107.26%
5015 Part Time Judge	46,667	34,834	47,667	47,667	50,050	105.00%
Bailiff/Deputy Services	13,272	9,784	15,000	15,000	20,000	133.33%
5030 Employer FICA	11,892	10,136	15,287	15,300	16,462	107.68%
5040 Retirement EE-ER	8,680	7,861	10,283	10,300	13,489	131.17%
5050 Health	21,852	11,688	37,432	20,000	43,539	116.32%
5060 Long Term Disability Ins.			0	0	0	
5070 Life Insurance	192	200	600	400	500	83.33%
Unemployment Benefits			0		0	
Substitute Judge	0		0		0	
TOTAL:	222,847	176,608	278,436	259,196	309,176	111.04%

Acct #: Account Description:	2022 Actual	2023 YTD Nine Months	2023 Budget	2023 Year End Estimate	2024 Budget	2024 Budget VS 2023 Budget
PURCHASED SERVICES:						
5400 Professional/Outside Services	325	125	1,500	1,500	1,500	100.00%
5405 Accounting	10,108	8,020	10,000	10,000	11,040	110.40%
5410 Auditor	9,900	10,300	10,300	10,300	11,300	109.71%
5415 Professional Services						
5415 Legal Services	0	0	1,000	0	1,000	100.00%
5420 Computer Consultant Advertising		2,162	3,000	3,000	3,000	100.00%
5425 Court Software Support	18,950	15,306	15,306	15,306	15,800	103.23%
5550 Telephone	3,173	2,213	4,000	3,800	4,000	100.00%
Internet/Web	1,856	1,169	800	1,000	1,200	150.00%
5500 Repair/Maint. Contracts Equip.	63	1,949	1,500	2,500	3,000	200.00%
5540 Substitute Judge	0	0	0	0	0	
Total:	44,375	41,245	47,406	47,406	51,840	109.35%

OPERATING SUPPLIES & EQUIPMENT

5250 Office Supplies/Printing	11,711	3,907	6,000	6,000	6,000	100.00%
5300 Postage	6,341	2,021	5,000	5,000	8,700	174.00%
5350 Newspaper Publishing	0	0	50	0	0	0.00%
5200 Memberships	850	800	900	800	900	100.00%
5160 Books & Publications	132		150	0	150	100.00%
Shredding	310	625	500	0	600	120.00%
Printing	0	0	0			
Non Capital Equipment Purchases						
Miscellaneous	0	0	200	0	200	100.00%
5600 Training & Travel	671	448	500	0	1,500	300.00%
Total:	20,015	7,800	13,300	11,800	18,050	135.71%

FIXED CHARGES

5100 Insurance and Bonds	0	0	0	0	0	0.00%
5105 Workman's Comp		0	0	0	0	0.00%
5120 Public Officials Ins.	0	0	0	0	0	0.00%
Property Insurance Coverage	0	0	0	0	0	0.00%
5130 G Liability Ins./ Hired & non-owned MV	4,644	6,402	5,200	6,434	7,000	134.62%
5140 Bonds	0	0	0	0	0	0.00%
5150 Bank Charges	236	168	300	0	300	100.00%
5125 Facility Expenses (utilities, plowing)	14,188	9,703	15,181	15,181	13,901	91.57%
5475 Equipment Lease	0	0	0	0	0	0.00%
5450 Rent	34,500	25,875	34,500	34,500	34,500	100.00%
Total:	53,568	42,148	55,181	56,115	55,701	100.94%

CAPITAL OUTLAY

8000 Capital Equipment		680	1,200	0	0	0
Total:	0	680	1,200	0	3,000	0

2023 Salary:	2022 Salary	2023 Salary		2023	2023	Retirement	Retirement
		-		<u>Salary</u>	<u>FICA</u>	<u>Employee 6.8</u>	<u>Employer 6.8</u>
		Per Hour					
Terri	63,014.00	31.51	Full Time	65,535	5,013	4,260	4,260
Tracy	25,958.00	21.63	40 Hrs.WK	44,995	3,442	2,925	2,925
Kathy	22,013.00	18.35	22 Hrs/Wk	20,987	1,606	0	0
Elaine	<u>19,858.00</u>	<u>16.55</u>	<u>24 Hrs/Wk</u>	<u>20,650</u>	<u>1,580</u>	<u>0</u>	<u>0</u>
Judge	44,454	46,667		<u>47,667</u>	<u>3,647</u>	<u>3,098</u>	<u>3,098</u>
				199,833	15,287	10,283	10,283

2023		2023	Employee	Employer
Health Insurance:			<u>Contribution 12%</u>	<u>Contribution</u>
Terri Health	single	9,603.36	1,152.40 12%	8,450.96
Terri Dental	single	439.80	52.78 12%	387.02
Judge Health	single	9,603.36	4,801.68 50%	4,801.68
Judge Dental	single	439.80	219.90 50%	219.90
Tracy Health	family	23,613.12	2,833.57 12%	20,779.55
Tracy Dental	family	1,185.24	142.23 12%	1,043.01
Deductible Cost:		1000, 500, 250		<u>1,750.00</u>
Employer Total Cost:				37,432.12

2024 Salary:	2023 Salary	2024 Hourly		2024	2024	Retirement	Retirement
		-		<u>Salary</u>	<u>FICA</u>	<u>Employee 6.9</u>	<u>Employer 6.9</u>
Terri	65,534.56	34.34	Full Time	71,433	5,465	4,929	4,929
Tracy	44,994.56	23.58	Full Time	49,044	3,752	3,384	3,384
Deborah	20,987.37	20.00	24 Hrs/Wk	24,960	1,909	1,722	1,722
Elaine	<u>20,649.91</u>	<u>18.04</u>	<u>21 Hrs/Wk</u>	<u>19,700</u>	<u>1,507</u>	<u>0</u>	<u>0</u>
Judge	<u>47,667.00</u>			<u>50,050</u>	<u>3,829</u>	<u>3,453</u>	<u>3,453</u>
Total:	199,833.39			215,187	16,462	13,489	13,489

(Starting on 5/24)

2024		2024	Employee	Employer
Health Insurance:			<u>Contribution 12%</u>	<u>Contribution</u>
Terri Health	single	11,320.80	1,358.50 12%	9,962.30
Terri Dental	single	440.00	52.80 12%	387.20
Judge Health	single	11,320.80	5,660.40 50%	5,660.40
Judge Dental	single	440.00	220.00 50%	220.00
Tracy Health	family	27,854.64	3,342.56 12%	24,512.08
Tracy Dental	family	1,190.00	142.80 12%	1,047.20
Deductible Cost:		1000, 500, 250		<u>1,750.00</u>
Employer Total Cost:				43,539.19

VILLAGE OF SUSSEX

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

PW DATE: 11/7/2023

VENDOR	AMOUNT		%COMPLETED	NOTES
AYRES ASSOCIATES INC.	\$ 1,850.00	2023 WISLR PCR - PROF. SERV. THRU 8/26/2023	50.0%	
CEDAR CORPORATION	\$ 20,916.65	GOLDEN FIELDS - PROF. SERV. THRU 9/16/2023	ONGOING	BILL TO DEVELOPER: KAEREK
LANE TANK COMPANY INC.	\$ 14,400.00	WOODSIDE TOWER RISER REPLACEMENT - FINAL	91.0%	
R A SMITH	\$ 551.03	VISTA RUN PHASE 2 - PROF. SERV. AUGUST 2023	ONGOING	BILL TO DEVELOPER: NEUMANN
R A SMITH	\$ 93.00	VISTA RUN PHASE 1 - PROF. SERV. AUGUST 2023	ONGOING	BILL TO DEVELOPER: NEUMANN
R A SMITH	\$ 21,222.66	2023 ROAD PROGRAM - PROF. SERV. AUGUST 2023	98.4%	
R A SMITH	\$ 6,285.25	WOODLAND TRAILS PHASE 2 - PROF. SERV. AUGUST 2023	ONGOING	BILL TO DEVELOPER: NEUMANN
RUEKERT & MIELKE, INC.	\$ 1,936.78	THE HIGHLANDS PHASE 2B - PROF. SERV. 7/15-8/11/2023	ONGOING	BILL TO DEVELOPER: WANGARD PARTNERS
RUEKERT & MIELKE, INC.	\$ 1,830.00	2023 GIS SERVICES - PROF. SERV. 7/15-8/11/2023	100.0%	
RUEKERT & MIELKE, INC.	\$ 442.75	2022 GIS ANNUAL SERVICES - PROF. SERV. 10/07-12/10/2022	100.0%	BILL MISPLACED - PREPAID PAST DUE DATE
TOTAL	\$ 69,528.12			

STATE OF WISCONSIN VILLAGE OF SUSSEX WAUKESHA COUNTY

ORDINANCE NO. 892

ORDINANCE TO REPEAL AND RECREATE CHAPTER 13 “SEWER SERVICE CODE” OF THE VILLAGE OF SUSSEX, TO REMOVE REFERENCE TO LISBON SANITARY DISTRICT #1, ADD A REQUIREMENT FOR USE OF ON-DEMAND WATER SOFTENERS, ADJUST THE TIME PERIOD FOR SUMMER SPRINKLING CREDIT, AND CORRECT STATUTORY REFERENCES

WHEREAS, The Village of Sussex Public Works Committee recommended updating the “Sewer Service Code”; and

WHEREAS, the Village Board Members are committed to aligning the Village of Sussex Code to accurately reflect the intent of the code and best practices without jeopardizing public safety or welfare; and

WHEREAS, the Village of Lisbon has taken action to terminate Lisbon Sanitary District #1 and operate a municipal utility; and.

WHEREAS, the Village Board Members are committed to aligning the Village of Sussex Code to meet permit requirements for the Wastewater Treatment Facilities and to be good stewards of the environment; and

NOW THEREFORE, The Village Board of the Village of Sussex, Waukesha County, Wisconsin, does hereby ordain as follows:

SECTION 1: Chapter 13 “Sewer Service Code” of the Village Ordinances of the Village of Sussex is hereby repealed and recreated as follows:

CHAPTER 13 SEWER SERVICE CODE

- 13.01 Creation
- 13.02 Management
- 13.03 Application
- 13.04 Definition of Terms
- 13.05 Rules and Regulations
- 13.06 Sewer Service Charges
- 13.07 Annual Budget and Method of Payment of Charges
- 13.08 Accounts and Funds
- 13.09 Prohibited Discharges
- 13.10 Accidental Discharges
- 13.11 Pretreatment Facilities
- 13.12 Sand and Grease Trap Installations
- 13.13 Wastewater Measurement and Sampling
- 13.14 Industrial Waste Analysis, Measurement and Sampling
- 13.15 Wastewater Discharge Permit System
- 13.16 Admission to Property
- 13.17 Confidentiality of Critical Information
- 13.18 Violations
- 13.19 Residential Equivalent Connection Table and Unmetered Flow Assignments

does hereby declare that the Sewerage System of the Village of Sussex consisting of the collection system (as hereinafter defined), waste collection and disposal operations, sewerage system and all other appurtenances and equipment used for such purposes, or Wastewater Treatment Facility (as hereinafter defined) shall be designated the Sewerage System Utility. This public utility is not a public service subject to regulation by the Wisconsin Public Service Commission for the purposes defined above.

13.02 MANAGEMENT.

(1) The operation, management and control of the Sewerage System Utility is vested in the Village Board of the Village of Sussex acting as the Public Works Committee under the provision of Section 66.0621(1) of the Wisconsin Statutes and is hereinafter referred to as the "Approving Authority". All records of the Sewerage System Utility shall be kept by the Village Administrator in the Village Hall or other officially designated place.

(2) The rules, regulations and rates hereinafter set forth shall be considered part of the regulations applicable to every individual or entity connected to the Sewerage System and all persons discharging wastes to the Sewerage System. Said rules, regulations and rates may be changed from time to time as determined by the Village Board and the right is reserved to make special rates and contracts in all proper cases.

(3) The Village Board shall cause an annual audit of the books of the Sewerage System Utility to be made and shall make the books and records relating to the Sewerage System Utility available for inspection during regular business hours.

(4) A proportionate distribution of operation, maintenance and replacement costs shall be maintained among user classes. Users shall be notified annually of the sewer service charges associated with the sewerage system.

13.03 APPLICATION. The application of this Chapter, its rules, regulations and rates shall apply to all individuals, firms, corporations and institutions residing within the corporate limits of the Village of Sussex and any person, firm or corporation, by attachment to the Sewerage System or otherwise by contract or agreement coming within the Village of Sussex sewer service area subsequent to the effective date hereof and all entities hauling wastes or trucking wastes and discharging to the Sewerage System.

13.04 DEFINITION OF TERMS. The meaning of terms used in this Ordinance shall be as follows:

(1) ACT. The Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended by the Federal Water Pollution Control Act Amendments of 1972 (Pub.L. 92-500) and Pub.L. 93-243, or as modified by Chapter 147, Statutes of the State of Wisconsin or appropriate sections of the Wisconsin Administrative Code adopted pursuant to Chapter 283.

(2) APPROVING AUTHORITY. The Village Board of the Village of Sussex or its duly authorized deputy, agent or representative.

(3) BOD. The quantity of oxygen expressed in milligrams per liter (mg/l), utilized in the bio-chemical oxidation of organic matter under standard laboratory conditions for five days at a temperature of 20 degrees centigrade. The laboratory determinations shall be made in accordance with procedures set forth in "Standard Methods".

(4) BUILDING SEWER, LATERAL OR SERVICE PIPE. A sewer which carries only Sewage or Industrial Wastes from the building plumbing to the Public Sanitary Sewer.

(5) COLLECTION SYSTEM. The system of sewers and appurtenances for the collection, transportation and pumping of domestic wastewater and industrial waste.

(6) CONNECTION. Each physical connection to the collection system or private sewer system which connects to the municipal collection system.

(7) COMMERCIAL USER (CLASS II). Any property occupied by a nonresidential establishment not within the definition of an "Industrial User (Class III)", and which is connected to the wastewater facilities.

(8) DEBT RETIREMENT. All annual principal and interest requirements and obligations of the Approving Authority for the Wastewater Treatment Facilities.

(9) DISCHARGE MONITORING STATION. A sampling and metering station required to be installed through a Discharge Monitoring Agreement signed by an Industrial User with the Village in order to obtain information on a users discharge to the system and to establish sewer user and debt charges.

(10) DOMESTIC WASTEWATER. Water-borne wastes normally being discharged from the sanitary conveniences of dwellings, apartment houses, hotels, office buildings, factories and institutions, free of industrial wastes and in which the average concentration do not exceed:

- (A) A five-day 20 degree C., BOD of not more than 200 parts per million;
- (B) A Total Suspended Solids concentration of not more than 250 parts per million;
- (C) A Nitrogen concentration of not more than 45 parts per million;
- (D) A Phosphorous concentration of not more than 5 parts per million.

(11) FLOW PROPORTIONAL COMPOSITE SAMPLE. A sample consisting of portions of waste taken in proportion to the volume of flow of said wastes.

(12) INDIRECT DISCHARGE OR DISCHARGE. The introduction of pollutants into the Wastewater Treatment Facility from any nondomestic source regulated under Section 307(b), (c), or (d) of the Act.

(13) INDUSTRIAL USER. Any nonresidential user identified in Division A, B, D, E, or I of the Standard Industrial Classification Manual. Class III also shall include any user that discharges wastewater containing toxic or poisonous substances as defined in Section 307 or Section 502 of the Clean Water Act, or any substance(s) causing interference in the wastewater facilities. Class III shall include any nonresidential user who: 1) is subject to national categorical pretreatment standards, 2) has a nondomestic flow of 25,000 gallons or more per average work day, 3) contributes more than 5% of the average dry weather capacity of the wastewater facility, or 4) is determined by the Approving Authority or Superintendent to have the potential to adversely affect the wastewater facility.

(14) INDUSTRIAL WASTE. Any water-borne solids, liquids or gaseous wastes other than domestic wastewater, resulting from discharging from, flowing from or escaping from any industrial, manufacturing or food processing operation or process or from the development of any natural resource, or any mixture of these with water or domestic wastewater.

(15) INTERCEPTING SEWER. A sewer constructed to receive the dry weather flow of untreated or inadequately treated sewage from one or more existing sanitary sewer system terminals other than from a dwelling or building that presently discharges or formerly discharged flow directly into any waters of the state, and convey the flow to a Wastewater Treatment Facility or is to serve in lieu of an existing or proposed Wastewater Treatment Facility.

(16) INTERFERENCE. Inhibition or disruption of any sewer system, wastewater treatment process, sludge disposal system, or their operation, which substantially contributes to a violation or applicable discharge permits.

(17) NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.

(18) NITROGEN. Total Kjeldahl Nitrogen as determined by procedures set forth in "Standard Methods".

(19) NORMAL SEWAGE. Sanitary sewage in which BOD, Total Suspended Solids, Nitrogen and Phosphorous concentrations do not exceed normal concentrations of:

- (A) A five-day 20 degree C., BOD of not more than 200 parts per million;
- (B) A Total Suspended Solids concentration of not more than 250 parts per million;
- (C) A Nitrogen concentration of not more than 45 parts per million;
- (D) A Phosphorous concentration of not more than 5 parts per million.

(20) OPERATION AND MAINTENANCE COST. The actual sums spent by the Village in the operation and maintenance of its Sewerage System consisting of but not limited to, each and all of the following purposes:

- (A) Wages and salaries and employees related expenses of operation, maintenance, clerical, laboratory and supervisory personnel, together with fringe benefits and premiums paid on such wages and salaries for the State of Wisconsin Workmen's Compensation coverage.
- (B) Electrical power and other utility services.
- (C) Chemicals, fuel and other operating supplies.
- (D) Repairs to and maintenance of associated equipment.
- (E) Premiums for hazard insurance.
- (F) Premiums for insurance providing coverage against liability for the injury to persons and/or property.
- (G) Rents and leasing costs.
- (H) Operation, licensing and maintenance costs for trucks and heavy equipment.
- (I) Consultant and legal fees.
- (J) Training & Educational Expenses.
- (K) Funding an equipment repair reserve.

(21) PERSONS. Any and all persons, natural or artificial, including any individual, firm, company, municipal or private corporation, association, governmental agency or other entity and agents, servants or employees.

(22) Ph. The logarithm (base 10) of the reciprocal of the hydrogen concentration expressed in moles per liter. It shall be determined by one of the procedures outlined in the "Standard Methods".

- (23) PHOSPHOROUS. The Total Phosphorous as determined by procedures set forth in "Standard Methods".
- (24) PRETREATMENT. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater before discharge to the Village of Sussex wastewater facilities.
- (25) PRIVATE SEWER. A privately owned sewer serving 2 or more buildings and not directly controlled by a public authority.
- (26) PUBLIC SEWER. A sewer or lateral in a public right-of-way or easement abutting properties and is controlled or owned by the public authority.
- (27) REPLACEMENT FUND. Expenditures for obtaining and installing equipment, accessories and appurtenances which are necessary during the useful life of the treatment works to maintain the capacity and performance for which such works were designed and constructed.
- (28) RESERVE CAPACITY ASSESSMENT (RCA). A charge levied on all new or enlarged capacity users of the sewerage system for reserve capacity costs of the sewerage system. The charge shall be based on the assigned Residential Equivalent Connection as established under Section 13.19 and multiplied by the rate established by the Village.
- (29) RESIDENTIAL EQUIVALENCY CHARGE. A charge levied on nonmetered users of the sewerage system based on the allocated number of residential equivalent connections as determined by this Ordinance to recover their proportional contribution to the system for operation, maintenance, replacement and capital costs.
- (30) RESIDENTIAL EQUIVALENT CONNECTION (REC). The wastewater flow and loadings to the sewerage system equivalent to that contributed by an average residential family equivalent. An average residential family equivalent shall be calculated yearly by the Village based upon the residential water used divided by the total number of residential customers.
- (31) RESIDENTIAL USER (CLASS I). All premises used only for human residency and that are connected to the sewerage system.
- (32) SANITARY SEWER. A sewer that conveys domestic wastewater or industrial waste or a combination of both, and into which storm, surface and ground waters or unpolluted industrial wastewater are not intentionally contributed.
- (33) SEPTAGE. Scum, liquid, sludge or other waste from a septic tank, soil absorption field, holding tank, vault toilet or privy. This does not include the waste from a grease trap.
- (34) SERVICE CHARGE. A charge levied on users annually for each lateral connected to the Public Sanitary Sewer, also may be referred to as an Infiltration/Inflow charge. The revenues generated by the service charge shall be used to cover expenditures relating to customer costs and costs relating to infiltration/inflow.
- (35) SEWERAGE SYSTEM. All facilities for collecting, transporting, pumping, treating, and disposing of domestic wastewater, industrial wastes and septage. Also may be referred to as sewer system.
- (36) SLUG. Any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period longer than fifteen (15) minutes at more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation and which adversely affects the collection system and/or performance of the Wastewater Treatment Facility.
- (37) STANDARD METHODS. The examination and analytical procedures set forth in the latest edition of "Standard Methods for the Examination of Water and Wastewater" as prepared, approved and published jointly by the American Public Health Association and the Water Pollution Control Federation.
- (38) STORM SEWER. A sewer which carries storm and surface drainage but excludes domestic wastewater and industrial wastes.
- (39) SUPERINTENDENT. The position within the Village with direct supervision and responsibility for the operations of the wastewater treatment and conveyance facilities who shall be in charge of and supervise the operations and functions of the wastewater treatment and conveyance facilities.
- (40) SURCHARGE USER. A user of the Sewerage System who discharges wastes which have higher concentrations than Domestic Wastewater and is assessed an additional charge (surcharge) for the constituents higher in concentration than Domestic Wastewater.
- (41) TOTAL SUSPENDED SOLIDS. Solids that either float on the surface of, or are in suspension in water, sewage or other liquids, and which are removable by a laboratory filtration device. Quantitative determination of total suspended solids shall be made in accordance with procedures set forth in "Standard Methods". Also referred to as Suspended Solids.

(42) UNPOLLUTED WATER. Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharging to the sanitary sewers and wastewater treatment facilities provided.

(43) USER. Any person discharging domestic wastewater or industrial wastes into the collection system or entity discharging septage or other waste hauled or trucked to the sewerage system.

(44) USE FACTORS. Flow, BOD, Total Suspended Solids, Nitrogen, Phosphorus and Infiltration/Inflow or the quantity of these factors as determined by the Village by sampling and monitoring the Wastewater Treatment Facility influent and surcharge users and from the Water Utility Records.

(45) USER CHARGE. A charge levied on users for Debt Retirement, Operation and Maintenance Costs and Replacement Fund. The charge shall be based on the total gallons of water used as determined by the Water Utility, and multiplied by the cost per 1000 gallons for operation and maintenance costs, debt, and replacement fund.

(46) WASTE. Any solids, liquid or gaseous material or combination thereof discharged from any residences, business buildings, institutions, industrial establishments and septage haulers into the collection system, sanitary sewer or septage receiving station.

(47) WASTEWATER. A combination of the water-carried waste discharged into the collection system from residences, business buildings, institutions and industrial establishments, together with such ground, surface and storm water as may be present.

(48) WASTEWATER PUMPING STATION. A pumping facility utilized to pump wastewater within the collection system.

(49) WASTEWATER TREATMENT FACILITIES. Any Village owned facility, devices and structures used for receiving and treating wastewater from the Village collection system or other municipal sewerage systems. Also referred to as WWTF.

(50) WATER UTILITY. Is the Sussex Water Utility.

(51) WPDES PERMIT. A permit to discharge pollutants obtained under the Wisconsin Pollutant Discharge Elimination System (WPDES) pursuant to Chapter 147 of the State of Wisconsin Statutes.

13.05 RULES AND REGULATIONS.

(1) DECLARATION OF POLICY. The Village Board of the Village of Sussex finds and declares that the public health, comfort and safety is preserved and enhanced by the provision of the Sewerage system in the promotion of a clean and healthful environment and that the failure to connect to the Sewerage System is contrary to minimum health standards.

(2) CONNECTION.

(A) To assure preservation of public health, comfort and safety, the owner of any house, building, or property used for human occupancy, employment, recreation, or other habitation, situated within the Village and adjacent to a Public Sewer or in a block through which a Public Sewer extends, is hereby required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper Public Sewer in accordance with the provisions of this Ordinance, within Twelve (12) months after the Public Sewer first becomes operational or if an immediate health hazard exists within 30 days upon receipt of notice from the County Health Officer or the Village Building Inspector.

(B) In the event that Owner shall not cause the aforesaid connections to be made within the required time, the Village Administrator shall send by Certified Mail a notice instructing the Owner to connect. If the aforesaid connections are not made within ten (10) days after receipt of the notice, the Village may:

1. Cause such connection to be made and bill the property owner for such costs. If such costs are not paid within 30 days, such costs shall be assessed as a special tax lien against the property, unless the owner within 30 days after the completion of the work, files a sworn affidavit with the Village Clerk stating that he cannot pay such amount in one sum and asking that it be levied in not to exceed 10 equal annual installments, and the amount shall be so collected with interest at a rate which is sufficient to recover the Village's costs of borrowed funds or interest lost plus 1 percentage point per annum from the completion of the work, the unpaid balance to be a special tax lien; and/or

2. Impose a standby charge, for the period of time in excess of Twelve (12) months that such failure continues after the date the Public Sewer first becomes operational, after 10 days written notice to any owner failing to make a connection to the Sewerage System, for an amount equal to 150% of the Service Charge as defined in Section 13.06(3) of this Ordinance, payable monthly for the period in which the failure to connect continues. Upon failure to make such payment, said charge shall be levied as a tax against the lot or parcel to which sewer service was furnished; and/or

3. Collect from the Owner a forfeiture of not more than \$100 for each day thereafter the aforesaid

connections are not made.

(3) ALTERNATIVE DISPOSAL PROHIBITED.

(A) No person shall construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended to be used for the disposal of domestic wastewater, if a Public Sewer is available.

(B) No person shall discharge to any Natural Outlet within the Village in any area under the jurisdiction of the Village, sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this Ordinance.

(4) PLUMBERS. No plumber or other person will be permitted to engage in or work at any plumbing in connection with the Sewerage System without first receiving a license from the State of Wisconsin, Bureau of Plumbing.

(5) MAINTENANCE OF SERVICES.

(A) All sewer services within the limits of the Village at the point of connection to the street main and all street mains, shall be maintained and repaired by the Village without expenses to the property owner, except when they are damaged as a result of negligence on the part of the property owner or occupant, in which case they will be repaired at the expense of the property owner.

(B) All Building Sewers and laterals located in the public right of way or easement from the point of connection to the sewer main and all facilities throughout the premises served must be maintained free of defective conditions, by and at the expense of the owner or occupant of the property served.

(C) The property owner shall be responsible to investigate the cause of the sewer lateral failure. If the failure is determined to be located between the sewer main and the property line, the Village shall be responsible for repair of the service, if:

1. The failure is caused by external forces generated by street traffic, or;
2. The installation, maintenance, or repair of other utilities contributed to the sewer service failure.

(D) All blockages, collapse due to age, or failures due to causes not set forth above, shall be responsibility of the property owner regardless of whether the blockage or failure occurs in the right- of-way or on private property.

(6) USERS.

(A) Application for Service. Every person requesting connection to the Sewerage System shall file an application in writing to the Village, in such form as is prescribed for that purpose. Blanks for such applications will be furnished at the office of the Building Inspector. The application must state fully and truly all the use which will be presently made. If any change in use from that set forth in this application is contemplated, the user must obtain further application and permission from the Village Administrator. If the applicant is not the owner of the premises, the written consent of the owner must accompany the application.

The application may be for service to more than one building, or more than one unit of service through one service connection; and, in such case, charges shall be made accordingly.

If it appears that the service applied for will not provide adequate service for the contemplated use, the Village Engineer may reject the application. If the Village Engineer approves the application, the Village Engineer shall authorize the Building Inspector to issue a permit for services as shown on the application.

All expenses relating to the connection to the Sewerage System shall be paid by the applicant or owner at the time of permit issuance.

(B) Tap Permits. After sewer connections have been installed into any building or upon any premises no plumber shall make any alterations, extensions, or attachments, unless the party ordering such tapping or other work shall obtain and exhibit the proper permit for the same from the Village Engineer.

(C) User to Keep in Repair. All users shall keep their own service pipes in good repair and protected from frost, at their own risk and expense; and shall prevent any unnecessary overburdening of the Sewerage System. The user is responsible for their service pipe from the street main through their facility served.

(D) User Use Only. No user shall allow other persons to connect to, or permit other uses to be made of, the Sewerage System through his lateral.

(E) User to Permit Inspection. Every user shall permit the Village or its duly authorized agent, at all reasonable hours of the day, to enter their premises or building to examine the pipes and fixtures, and the manner in which the drains and

sewer connections operate; and they must at all times, frankly and without concealment, answer all questions put to them relative to its use. Should the owner or occupant of the premises refuse voluntary access to the premise, the Plumbing Inspector is authorized to seek a special inspection warrant under Wisconsin Statute 66.0119.

(F) Responsibility. No claim shall be made against the Village or its agents or employees by reason of the breaking, clogging, stoppage, or freezing of any service pipe; nor from any damage arising from repairing mains, making connections or extensions or any other work that may be deemed necessary by the Village absent of gross negligence of the Village, its agents or employees. The Village may cut off the service at any time for the purpose of repairs or any other necessary purpose, any permit granted or regulation to the contrary notwithstanding. Whenever it shall become necessary to shut off the sewer service within an area of the Village, the Village shall, if practicable, give notice to each affected user.

(7) EXCAVATIONS.

(A) Excavation requirements in any easement or public right-of-way shall be as specified and required by the authority having jurisdiction over said easement or right-of-way. In all cases, a permit is required and construction methods and protection of the public shall conform to Chapter 7.53 of the Municipal Code.

(B) All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the Village Engineer. Pipe laying and backfill shall be performed in accordance with Section 7.53 of the Municipal Code, except that no backfill shall be replaced until the work has been inspected and any backfill placed before inspection shall be removed for inspection.

(8) LATERALS.

(A) All laterals on private property will be installed in accordance with State of Wisconsin Administrative Code as from time to time amended.

(B) The Building Sewer shall be inspected by the Plumbing Inspector or his designee upon completion of placement of the pipe and before backfilling and tested before and after backfilling. The Plumbing Inspector or his designee may order any building sewer exposed and removed if said building sewer is covered before inspection.

(C) In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by approved artificial means and discharged to the building sewer at the expense of the building owner.

(D) All sanitary sewer laterals shall be water or air tested before the floor drains are connected and before the permanent floor is constructed in the basement.

(9) TAPPING THE MAINS.

(A) No persons, except those having special permission from the Village or persons in their service and approved by them, will be permitted under any circumstances to tap the Public Sanitary Sewers. The kind and size of the connection to the Public Sanitary Sewers shall be that specified in the permit or order from the Village. A minimum of 48 hours notice shall be given to the Village prior to tapping any main.

(B) Pipes should always be tapped at the top, and not within six inches of the joint, or within 24 inches of another lateral connection.

(C) When any Building Sewer service is to be relayed and there are two or more buildings on such service, each building shall be disconnected from such service and a new Building Sewer shall be installed for each building.

(10) SEPTAGE DISPOSAL.

(A) All septage disposers shall be licensed disposers in accordance with Wisconsin State Statutes Section 281.48(3).

(B) All septage disposers wishing to discharge to the Village of Sussex wastewater treatment facility (WWTF) shall possess a septage disposers discharge permit prior to disposing of any wastes at the WWTF.

Every licensed disposer wishing to discharge septage shall file a non refundable filing fee and an application in writing to the Village Engineer in such a form as is prescribed for that purpose. Forms for such application will be furnished by the Village Engineer. The Village Engineer will evaluate the applications and make a determination as to the amount and conditions of septage disposal at the WWTF.

Every sewage disposer shall file a certificate of insurance with the Village prior to the Village issuing a discharge permit. The insurable amount shall be equal to \$1,000,000 for general liability, \$1,000,000 for automobile liability and the statutory limit for worker's compensation.

(C) Each truck of a permitted septage disposers discharging to the WWTF shall be registered with the Village.

Registered trucks will be issued identification stickers and numbers which shall be clearly displayed on the rear end and both sides of the truck. Any unregistered truck or registered truck without identification stickers and numbers will not be allowed to discharge until properly registered with identification stickers exhibited.

(D) Each septage disposal permit shall be issued subject to the conditions that if, at any time, the WWTF has operational problems, maintenance problems or threat of a WPDES permit violation that are indirectly or directly related to septage disposal, the Village may immediately restrict septage waste disposal until such time as correction action of mitigative measures has been taken. Restriction may include prohibition of disposal of septage waste.

(E) The WWTF will accept only hauled septage waste from domestic origin and permitted industrial or commercial septage waste. Septage disposers must characterize the septage they haul to the WWTF. Hauled industrial and/or commercial septage will not be accepted unless the industry or commercial establishment has received a wastewater discharge permit, as specified under Section 13.15 of this chapter, or has received permission from the Village. Any new industrial or commercial septage must be reported to the Village by the septage disposer.

(F) The designated septage receiving stations are located at the WWTF. All septage shall be discharged at the WWTF unless approval is obtained from the Village Engineer and WWTF Superintendent for discharge of septage to other locations in the sewer system.

(G) Specific hours of discharge and conditions shall be set by the WWTF Superintendent. No special exceptions to the septage receiving stations hours of operation will be allowed.

(H) Septage disposers must complete and submit written documentation of the discharge to the septage receiving stations. If septage discharge is allowed at other locations in the sewer system, written documentation must be submitted to the WWTF Superintendent within one working day of the discharge to the sewer system. Forms for documentation of the discharge will be furnished at the WWTF.

(I) Each driver/pumper working for a permitted septage disposer shall be familiar with all rules and regulations of the WWTF.

(J) Septage disposers shall clean up all spills or deposits resulting from their activity at the WWTF. Additional expenses shall be charged to the septage disposer for cleanup of any spills, deposits or damage occurring as the result of the disposer's activity at the WWTF.

(K) Each truck load will be considered maximum capacity for the purpose of calculating disposal charges. The maximum capacity will be based on the capacity of the registered truck.

(L) Charges for disposal of hauled septage will be established on an annual basis by the Village Board, in accordance with Section 13.06(6) of this chapter.

(M) The septage disposers' discharge permit fee and truck registration fee shall be set on an annual basis by the Village Board.

(N) Failure to fulfill any of the above requirements by any septage disposer may result in the suspension or revocation of their septage discharge permit.

(11) **WATER SOFTENER SYSTEMS.**

(A) When installing new water softener systems, the "soft water" line of the water distribution piping shall not be connected to any hose bib or lawn sprinkler irrigation systems.

(B) When at the time of a replacement of a water softener, any soft water distribution piping connected to a hose bibb or lawn sprinkler irrigation system, it is encouraged to be removed from the softened piping but not required.

(C) All new or replacement water softener systems shall be on-demand regeneration system water softeners. No new or replacement timer-based water softener systems shall be installed.

13.06 SEWER SERVICE CHARGES.

(1) **BASIS FOR SEWER SERVICE CHARGES.** All elements of the Sewer Utility annual budget for operation, maintenance, replacement and capital costs shall be allocated to the parameters of; infiltration/inflow, billable flow, BOD, TSS, phosphorus and nitrogen. The costs shall be further allocated to the Wastewater Treatment Facility, collection system and interceptor system. The cost per each use factor shall be divided by the total estimated use of each parameter to determine the unit cost (\$/1000 gallons, \$/#). The use factors and the infiltration/inflow use factor will be determined by the Village Administrator, considering actual data for the previous 12 month period from the Wastewater Treatment Facility and surcharge user data. Using the definition of domestic wastewater from Section 13.04(10), a cost per 1000 gallons of domestic wastewater, including infiltration and inflow, shall be calculated.

(2) **SEWER USER CHARGE.** A charge to each municipality receiving service shall be computed based on each municipality's total flow times the computed rate per 1,000 gallons of flow plus any surcharge according to Section 13.04. The rate applied to each municipality, or portion thereof, may vary depending on what portion of the Village's system, if any, the

municipality uses to get sewage from their municipality to the treatment plant, and how that municipality pays for the debt related to the treatment plant or other infrastructure. The rates shall be established by resolution of the Village Board, which may be amended from time to time by the Village Board. Said rates may be based off of intermunicipal agreements, rate studies, and other financial data to reflect the cost of service provision.

(3) VILLAGE OF SUSSEX CHARGES.

- (A) The wholesale charge as determined in Section 13.06(2) shall be divided into a billable flow charge and an infiltration/inflow charge. The billable flow charge shall be based on corrected water consumption records from the Water Utility. The residential water consumption for sprinkling as determined by the Water Utility and any water credit meters for any refrigeration, air conditioning system or industrial cooling water not entering the sewer system shall not be used in computing the Sewer Use Charge.

A summer sprinkling credit shall apply to all single family and duplex units for the months of June through September by comparing the May usage plus 10% to the specific monthly usage. In the event that the June, July, August, or September usage exceeds the May usage plus 10%, the customer shall be billed for the smaller usage amount. If the May usage is zero, or below the average household usage, due to new construction, vacancy, or the like, the June, July, August, and September billings will be based on actual usage.

Users discharging domestic wastewater and connected to the sewer system who derive all or part of their water discharged to the sewer system from other sources than the Water Utility and who do not have these other water sources metered will be charged for operation, maintenance and replacement costs based upon their assigned number of residential equivalent connections. The flow per residential equivalent connection will be computed by the Water Utility or the Village Engineer on or before the first Village Board meeting in October of every year and shall equal the water used by residential customers minus sprinkling credits divided by the number of residential water customers.

- (B) In addition to the billable flow charge, a service charge for infiltration/inflow and fixed customer costs shall be established. On or before the first Village Board meeting in October of every year, the Village Engineer shall compute the number of connections to the sewerage system from the Village. The Service charge per connection shall be the wholesale charge for infiltration/inflow and the fixed customer costs divided by the total number of connections from the Village. The service charges to other Municipalities or areas outside of the Village may be added to their volume rate if implemented as a result of a rate study.

(4) INDUSTRIAL AND COMMERCIAL CHARGES FOR OTHER THAN DOMESTIC WASTEWATER.

Charges for Wastewater other than Domestic Wastewater shall be based on Flow, BOD, TSS, Nitrogen, Phosphorous and such other constituents which affect the cost of the collection and treatment process. All persons discharging wastes into the Sewerage System are subject to a surcharge, in addition to any other wastewater service charge, if their wastewater has a concentration greater than Domestic Wastewater concentrations. The volume of flow used for computing waste surcharges shall be the metered water consumption, or the actual volume of waste as determined by a sampling and metering manhole or a discharge monitoring station. The amount of surcharge shall reflect the cost incurred by the Village in removing BOD, TSS, Nitrogen, Phosphorous and other pertinent constituents. The surcharge shall be computed on the basis of Model No. 2 contained on page 5270 of the Federal Register, Volume 39, No. 29, February 11, 1974.

$$\text{Surcharge} = [B_c (B) + S_c (S) + P_c (P) + N_c (N)]V_u$$

B_c = Operation, maintenance, replacement and (unless covered by an intermunicipal agreement), capital costs for treatment of a unit of biochemical oxygen demand (BOD)

B = Concentration of BOD from a user above the base level V_u = Volume

contribution from a user per unit of time

S_c, S, P_c, P, N_c, N = Same definition as above for the parameters suspended solids, phosphorus and nitrogen.

- (5) READY-TO-SERVE CHARGE. The owner of each premise to which sewer service has been made available by the Village but not connected to the Sewerage System for sewer service shall pay for the availability thereof a "ready-to-serve charge" provided by Section 13.06(3). Any "ready-to-serve charge" becoming effective during any year shall be charged on a pro rata basis for that year in which such charge becomes effective. This charge shall begin from date of notice by the Village that the facility is ready to use. By Section 13.05(2)(a) of this Ordinance, connection shall be made to the Public Sewer within 12 months.

- (6) SEPTAGE CHARGE. Charges for septage discharges shall be based on Flow, BOD, TSS, Nitrogen, Phosphorous and such other constituents which affect the cost of treatment and disposal. The volume of flow used for computing the septage charge will be the volume of septage discharged. All persons discharging septage which has concentrations greater than

Domestic Wastewater, as defined in Section 13.04 of this chapter, shall be subject to a surcharge. The amount of the surcharge shall reflect the costs incurred by the Village for removing BOD, TSS, Nitrogen, Phosphorous and other pertinent constituents. The surcharge shall be computed in the same manner as described in Section 13.06(4) of this chapter, and will vary as to the capital costs depending, on existing intermunicipal agreements.

The following waste strength parameters shall serve as the basis for computing the surcharge to be applied unless the septage discharge is sampled and analyzed:

	<u>Septic Tank</u>	<u>Holding Tank</u>
BOD	5,900 mg/l	350 mg/l
TSS	11,600 mg/l	500 mg/l
Nitrogen	150 mg/l	100 mg/l
Phosphorous	250 mg/l	15 mg/l

All costs associated with administrating the discharge of septage to the WWTF, sample collection, laboratory analysis and billing will be paid by the septage or holding tank hauler.

On or before the first Village Board meeting in October of every year, the Village Administrator shall, in conjunction with determining sewer service charges, determine the septage charge and related fees, and submit recommendations to the Village Board. The Board shall establish the charges and fees by resolution.

(7) **RETAINED PLANT CHARGE, INTERCEPTOR CAPACITY CHARGE, AND WWTF CAPACITY CHARGE.**

(A) A retained plant charge, interceptor capacity charge, and WWTF capacity charge will be collected by the Village from all new connections to the sewerage system or for enlarged capacity use of said system. These charges shall be collected prior to receiving a building permit or plumbing permit. The Village shall not consider enlarged use for residential units where they maintain the same number of residential units.

B) The retained plant charge shall recover the net asset value of the existing treatment facility which will be retained for future use. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village.

(C) The interceptor capacity charge shall recover the costs for providing excess capacity for future growth in the Sussex interceptor system. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village. This charge shall not be applicable to property outside of the Village limits unless it is addressed by a 66.0301 Wisconsin Statutes intermunicipal agreement.

(D) The WWTF capacity charge shall recover the costs for providing excess capacity in the Sussex wastewater treatment facility. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village. This charge shall also be applicable to property outside the Village limits unless it is addressed by a 66.0301 Wisconsin Statutes intermunicipal agreement.

(E) The Village shall review the appropriateness of these charges periodically and may charge for said items in the form and manner described above or as alternatively detailed by a Reserve Capacity Assessment or an Impact Fee or other alternative form(s) as determined by the Village. The Village may enlarge, adjust, terminate or limit any changes to these charges and or their purpose and breadth at its discretion as allowed by law.

(8) **SPECIAL RATES.** It is understood that the approving authority may at any time hereafter, set special rates for any large commercial service, industrial use, extraterritorial areas, contract users, or any other unique user that does not readily fit into other categories of users. Any user discharging any toxic pollutants, wastewater, or other wastes to the sewerage system shall pay for the increased operation, maintenance, and replacement costs caused by their discharge.

(9) **EXTRATERRITORIAL SERVICES.** The Village Board hereby resolves, adopts, and reaffirms the existing policy of the Village that no sewer service will be provided to any property owners or customers outside the Village limits and it is further resolved that any persons desiring or requesting sewer service will be requested to annex to the Village of Sussex before sewer service is provided. The Village may waive this requirement in the event a formal intermunicipal agreement is implemented to provide sewer service.

13.07 ANNUAL BUDGET AND METHOD OF PAYMENT OF CHARGES.

(1) Annually before the first Village Board meeting in October, the Village Administrator shall prepare a budget for the following fiscal year which shall be separated into sections, the first for operation, maintenance and replacement and the second for debt service. The budget shall then be further divided into infiltration and inflow related costs and use related costs.

(2) The budget shall be further separated into sections, the first for the local collection system, the second for the interceptor

system, and the third for the Wastewater Treatment Facility. Separate rates shall be completed for each section and shall be applied to each applicable customer class.

(3) Revenues for the operation, maintenance and replacement budget shall include any projected year-end balance (excluding replacement funds), operating fund investment income, contract revenues, permit fees, special rates, and sewer user charges.

(4) Expenditures for the operation and maintenance budget shall include all costs defined in Section 13.04(20) plus any projected year end deficit.

(5) The operation, maintenance and replacement budget shall balance with the sewer use charge so that projected revenues equal projected expenditures plus replacement funds.

(6) Any excess revenues collected from a user class for operation, maintenance, and replacement costs will be attributable to that class for future charge computations within two years.

(7) Revenues for the debt service budget can include any projected year-end balances in the special assessments funds, projected retained plant charges and interceptor capacity charges, sinking fund interest income, and property taxes.

(8) Expenditures for the debt service budget shall include principal, interest, direct capital costs, premiums, paying agency fees and other expenses related to debt.

(9) Sewer Service charges may be billed in a similar fashion to other Village Utility bills and shall be payable at the Village Treasurer's office or at any other officially designated location. Statements for such charges and assessments levied and assessed in accordance with this Ordinance shall become due and payable within 20 days from and after the date of the statement. In the event that any such statement or statements are not paid within 20 days of issuance, a charge of 1% will be added to the current billing charge. This charge is applicable to all customers.

(10) BILLING. The property owner is held responsible for all sewer bills on premises that he owns. All sewer bills and notices of any nature, relative to the sewer service, will be addressed to the owner and/or occupant and delivered to the addressee by bulk mail.

(11) FAILURE TO RECEIVE BILL NO PENALTY EXEMPTION. Every reasonable care will be exercised in the proper delivery of sewer bills. Failure to receive a sewer bill, however, shall not relieve any person of the responsibility for payment of sewer rates within the prescribed period, nor exempt any person from any penalty imposed for delinquency in the payment thereof.

(12) DELINQUENT ACCOUNTS. Pursuant to the authority granted under Sections 66.0703 and 66.0809 of the Wisconsin State Statutes, the following procedure shall apply to the collection of delinquent accounts for sewer service.

(A) Notice of Payment Due. On October 15 of each year, notice shall be given to the owner or occupant of all lots or parcels of real estate within the Village to which sewer service has been furnished prior to October 1, by the Sewerage System Utility and payment for which is owing and in arrears at the time of giving such notice. The Village Treasurer shall furnish the Clerk with a list of all such lots or parcels of real estate, and a notice shall be given by the Clerk. Such notice shall be in writing and shall state the amount of such arrears, including any penalty assessed pursuant to the rules of the Sewerage System Utility; that unless the same is paid by November 1 thereafter a penalty of 10% of the amount of such arrears will be added thereto; unless such arrears, with any such added penalty, shall be paid by November 15 thereafter, the same will be levied as a tax against the lot or parcel of real estate to which water, sewer or electric service was furnished and for which payment is delinquent. Such notice may be served by delivery to either such owner or occupant personally, or by letter addressed to such owner or occupant at the post office addresses of such lot or parcel of real estate.

(B) Failure to Pay. On November 16 the Treasurer shall certify and file with the Clerk a list of all lots or parcels of real estate, giving the legal description thereof, to the owners or occupants of which notice of arrears and payment were given as above specified and which arrears still remain unpaid, and stating the amount of such arrears together with the added penalty thereon as herein provided. Each delinquent amount, including such penalty shall thereupon become a lien upon the lot or parcel of real estate to which the water, sewer or electric service was furnished and payment for which is delinquent, and the Clerk shall insert the same as a tax against such lot or parcel of real estate. All proceedings in relation to the collection of general property taxes and to the return and sale of property for delinquent taxes shall apply to such tax if the same is not paid within the time required by law for payment of taxes upon real estate.

(C) Request for Hearing. The owner or occupant may within 10 days of the date such notice is sent, request a hearing on any charge disputed. Such a request for hearing shall be in writing and shall be filed with the Village Clerk. No such charge shall be placed upon the rate bill if a properly filed request for hearing is pending. All hearings shall be held by the Village Public Works Committee within 30 days.

13.08 **ACCOUNTS AND FUNDS.**

- (1) The operation, maintenance and replacement portion of the sewer user charge shall be used for payment of any items defined in 13.04(20) and 13.04(27).
- (2) The debt service fund shall contain all revenues transferred from special assessments, retained plant charges, WWTF capacity charges, interceptor capacity charges, property taxes, Residential Equivalency Charges, debt portion of the sewer user charge and other sources intended for debt or capital expenditures. This fund shall be used only for the payment of principal and interest and fees directly related to debt payment, or for direct capital expenditures.
- (3) The funds received from the operation of the sewer utility shall be deposited at regular intervals in depositories to be designated by the Village Board and shall be set aside into separate and special funds provided for by the Board for the reasonable and proper operation and maintenance of the sewer utility.
- (4) A separate and segregated replacement fund shall be established and this fund shall be used only for equipment replacement in accordance with DNR requirements.

13.09 **PROHIBITED DISCHARGES.**

- (1) No person shall discharge or cause to be discharged any unpolluted waters such as storm water, ground water, roof runoff, subsurface drainage, or cooling water to any sanitary sewer, except storm water runoff from limited areas, which storm water may be polluted at times, may be discharged to the sanitary sewer by permission of the Village Engineer.

Storm water other than that exempted above and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the Village Engineer. Unpolluted industrial cooling water or process water may be discharged upon approval of the Village Engineer to a storm sewer or natural outlet.

- (2) No person shall discharge or cause to be discharged to the collection system either directly or indirectly any of the following described wastes or wastewater:
 - (A) Any liquid having a temperature higher than 150 degrees Fahrenheit (65 degrees Centigrade).
 - (B) Any wax, grease, or oil, plastic or any other substance that will solidify or become discernibly viscous at temperatures between 32 degrees to 150 degrees Fahrenheit (0 degrees to 65 degrees Centigrade).
 - (C) Any pollutants which result in the presence of toxic gases, vapors, or fumes within the WWTF or sewerage system in a quantity that may cause acute worker health and safety problems.
 - (D) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewer system such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, ungrounded garbage, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.
 - (E) Any garbage that has not been properly comminuted or shredded to such a degree that all particles will be carried freely in suspension in the municipal sewers. (100% passing 1/2" screen, 90% passing 1/4" screen).
 - (F) Any noxious or malodorous substance, which either singly or by interaction with other substances is capable of causing odors objectionable to persons of ordinary sensitivity.
 - (G) Any wastes or wastewater having a pH lower than 5.5 or higher than 9.0 or having any corrosive property capable of causing damage or hazards to the Sewerage System.
 - (H) Any wastes or wastewater of such character and quantity that unusual attention or expense is required to handle them in the Sewer System.
 - (I) Any wastewater or wastes containing a toxic or poisonous substance such as plating or heat treating wastes in sufficient quantity to injure or interfere with the wastewater treatment process, to constitute a hazard to humans or animals, to create any hazard in the Sewerage System, or which would cause the Village wastewater treatment facilities to discharge any of the following pollutants in quantities in excess of the limitations established in the Wisconsin Administrative Code or WPDES Permit: cyanide, hexavalent chromium, trivalent chromium, copper, nickel, cadmium, zinc, phenols, iron and tin.
 - (J) Any radioactive wastes greater than allowable releases as specified by the current United States Bureau of Standards Handbooks dealing with the handling and release of radio-activity.

(K) Free or emulsified oil and grease exceeding on analysis of 100 mg/l of either, or combinations of 100 mg/l of both free or emulsified oil and grease.

(L) Any cyanides or cyanogen compounds capable of liberating hydrocyanic gas or acidification in excess of one-half (0.5) mg/l by weight as cyanide in the wastes.

(M) Wastes or wastewater which:

1. Cause unusual concentrations of solids or composition; as for example, in total suspended solids of inert nature (such as Fuller's Earth) and/or in total dissolved solids (such as sodium chloride, or sodium sulfate).
2. Cause excessive discoloration in the wastewater treatment facilities discharge.
3. Has a total BOD, suspended solids, nitrogen, or phosphorous loading in excess of the wastewater discharge permit described in Section 13.15.
4. Is discharged without application for a wastewater discharge permit or contractual agreement as required under Section 13.15.
5. Cause damage to the collection system or impair the treatment process.
6. Any pollutants which create a fire or explosion hazard in the WWTF or sewerage system, including, but not limited to, waste streams with a closed cup flash point of less than 140 degrees F or 60 degrees C using the test methods specified in 40 CFR 261.21.
7. Petroleum oil, non biodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.

(3) No person shall allow the discharge of slugs of water or wastes to the collection system which may be harmful to the operation of the Sewerage System. Where, in the opinion of the Superintendent, slugging does occur, each person producing such a discharge into the collection system shall construct and maintain at his own expense, a storage reservoir of sufficient capacity with flow control equipment to insure an equalized discharge over a 24-hour period.

(4) No person shall discharge any waste or wastewater which would cause the wastewater treatment facilities to be in violation of any of the requirements of their WPDES permit.

(5) No person shall connect to and discharge to the collection system, unless there is capacity available in all downstream components of the Sewerage System as determined by the Village Engineer.

13.10 ACCIDENTAL DISCHARGES. Any person who accidentally discharges wastes or wastewater prohibited under Section 13.09 to the sanitary sewer shall immediately report such discharge to the Superintendent.

13.11 PRETREATMENT FACILITIES.

(1) The Village may require pretreatment facilities of any person discharging or planning to discharge industrial waste, if the waste or wastewater:

- (A) Could cause damage to the collection system.
- (B) Impairs the treatment process.
- (C) Cause the Village to incur treatment costs exceeding those of domestic wastewater.
- (D) Have any of the characteristics of the "Prohibited Discharges" described in Section 13.09 of this Ordinance.
- (E) Cause the wastewater treatment facilities to exceed its total design loading for volume BOD, suspended solids or any other pollutant.
- (F) Cause a particular industry to exceed its design allocation for volume, BOD, suspended solids or any other pollutant.

(2) Construction, operation and maintenance of pretreatment facilities shall be at the expense of the person discharging the industrial waste.

(3) Plans, specifications and any other pertinent information relating to proposed pretreatment facilities shall be submitted for review to the Superintendent and Village prior to the start of construction.

(4) In accordance with Wisconsin Administrative Code NR 114, all pretreatment facilities shall be operated by qualified personnel holding certificate of the proper class issued by the Wisconsin Department of Natural Resources.

13.12 SAND AND GREASE TRAP INSTALLATIONS. Grease, oil and sand interceptors shall be provided at restaurants, repair garages, gasoline stations, car washes and other industrial or commercial establishments for the proper handling of liquid wastes containing grease in excessive amounts, oil, flammable wastes, sand and other harmful ingredients. All interceptors shall be constructed in accordance with the Wisconsin Plumbing Code and shall be located as to be readily and easily accessible for easy cleaning and inspection. All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuous, efficient operation at all times.

13.13

WASTEWATER MEASUREMENT AND SAMPLING

- (1) Wastewater flows from users who do not obtain their water from the Water Utility shall be assigned a Residential Equivalent Connection as determined from Section 13.19 unless:
 - (A) Village requires the installation of a meter to measure the water amount.
 - (B) Any lot, parcel of land, building or premises discharging domestic wastewater or industrial waste into the collection system, the owner or occupant of such property shall cause to be installed necessary metering equipment as approved by the Village Engineer to measure the quantity of water pumped or discharged to the collection system. The user charge shall be based on the quantity of water so measured. Whenever the person fails to install such metering equipment, or where it is not practicable to measure the water consumed on any premises by a meter or meters, the Village Engineer shall determine the estimated volume of water discharged into the Sewer System.
 - (C) The Village Engineer may require the installation of devices for metering the volume of waste discharged if those volumes cannot otherwise be determined or if the user discharges over 5,000 gallons on any day. The metering devices shall be owned and maintained by the property owner or user and may not be removed without consent of the Village Engineer.
 - (D) Metering requirements for municipalities served by Section 66.0301 Wisconsin Statutes intermunicipal agreements shall be established by the Village Engineer as part of the intermunicipal agreement.

13.14

INDUSTRIAL WASTE ANALYSIS, MEASUREMENT, AND SAMPLING.

- (1) **SAMPLING AND METERING MANHOLES.** All persons discharging industrial wastes into the Sewer System shall, at their expense, construct and maintain sampling and metering manholes in suitable and accessible positions on public property or easement to facilitate the observation, measurement and sampling of all wastes or wastewater. These manholes shall be located and constructed in a manner approved by the Village Engineer. Plans and specifications shall be submitted to the Village Engineer prior to construction.
- (2) The Village or its designee will monitor flow, collect samples and perform laboratory tests on industrial waste discharges and septage discharges as necessary to verify quantity of flow and/or character and concentration of an industrial waste or septage. The Village test results shall be used to determine the applicable surcharge. The costs incurred for the monitoring, collection and samples and laboratory tests by the Village from outside designees shall be billed to and paid by the industrial waste discharger.
- (3) Waste or wastewater discharge may be sampled manually or by the use of mechanical equipment as necessary to obtain a representative 24-hour flow proportional sample. Samples shall be taken at intervals to be established by contractual agreement under Section 13.15 or at intervals as determined by the Superintendent and the Village Engineer.
- (4) When Wisconsin Administrative Code Sections NR 101 or NR 202 require the submittal of the character, and concentration of wastes, waste volume and production information to the District or Wisconsin Department of Natural Resources (DNR), the user shall, at their expense, have the waste character and concentration determined by a DNR certified testing laboratory. A copy of the test results and DNR reports shall be submitted to the Superintendent and the Village Engineer.
- (5) All measurements and test analysis of the characteristics of industrial wastes shall be determined in accordance with 40 CFR 136 methods approved by the Superintendent and shall comply with state and federal law.

13.15

WASTEWATER DISCHARGE PERMIT SYSTEM.

- (1) **WASTEWATER DISCHARGE PERMIT.** A wastewater discharge permit is required under this section if a person's discharge into the Village's Sewerage System has any of the following:
 - (A) A BOD greater than 200 mg/l.
 - (B) A suspended solids concentration greater than 250 mg/l.
 - (C) A nitrogen concentration greater than 45 mg/l.
 - (D) A phosphorous concentration greater than 5 mg/l.
 - (E) A volume of 5,000 gallons per day or greater is discharged by any user at one or more points of discharge.
 - (F) Any of the characteristics listed under Section 13.09.
 - (G) Any such persons planning to discharge, changing the characteristics of their discharge or whose discharge permit has expired shall make application to the Village within 60 days prior to the discharge. All persons currently discharging shall make application to the Village within 60 days after passage of this Ordinance and must have an executed permit within 60 days of application to discharge or discontinue discharging. A discharge permit will be required for each separate point of discharge into the Village's sewer system. No person shall discharge waste or wastewater into the Village sewer system without a wastewater discharge permit, if required by the section.

- (2) **PERMIT APPLICATION.** Users seeking a wastewater discharge permit shall complete and file with the Village an application on the form prescribed by the Village. In support of this application, the user shall submit the following information:
- (A) Name, address, and standard industrial classification number of applicant.
 - (B) Average daily volume of wastewater to be discharged.
 - (C) Wastewater constituents and characteristics as determined by a method approved by the Village Engineer.
 - (D) Time and duration of discharge.
 - (E) Average and peak wastewater flow rates, including daily, monthly and seasonal variations, if any.
 - (F) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.
 - (G) Description of activities, facilities and plant processes on the premises including all materials and types of materials which are, or could be, discharged.
 - (H) Each product produced by type, amount and rate of production.
 - (I) Number and type of employees, and hours of work.
 - (J) Any other information as may be deemed by the Village to be necessary to evaluate the permit application.
- (3) **PERMIT CONDITIONS.** Wastewater discharge permits shall be expressly subject to all provisions of this Ordinance and all other regulations, user charges and fees established by the Approving Authority. The conditions of wastewater discharge permits shall be uniformly enforced by the Village in accordance with this Ordinance, and applicable State and Federal regulations. Permit conditions will include the following:
- (A) The Residential Equivalency Charge, Sewer Use Charge and Schedule for Surcharge fees for the wastewater to be discharged to the sewer system.
 - (B) The average and maximum wastewater constituents and characteristics.
 - (C) Limits on rate and time of discharge or requirements for flow regulations and equalization.
 - (D) Requirements for installation of sampling and metering manholes or discharging monitoring stations.
 - (E) Pretreatment requirements.
 - (F) Requirements for maintaining plant records relating to wastewater discharges as specified by the Superintendent, and affording the Village access thereto.
 - (G) Average and maximum pollutant concentrations and total daily average and maximum pollutant discharges for all pollutants subject to limitations and prohibitions which are present in the user's wastewater discharge.
 - (H) All persons required to make application for a wastewater discharge permit, shall before issuance of the permit, enter into a contractual agreement with the Village. The contractual agreement shall contain the conditions set forth in the discharge permit, requirements for industrial cost recovery charges and other items deemed necessary by the Village.
 - (I) Other conditions as deemed appropriate by the Village to insure compliance with this Ordinance.
- (4) **DURATION OF PERMITS.** A permit shall be issued for one (1) year and shall be automatically renewed on a year to year basis, thereafter, unless the person is notified by the Village within 60 days prior to the expiration of the permit or any renewal thereof or unless the discharger has signed a discharge monitoring agreement with the Village which specifies a different duration period. After such notification by the Village the permit shall expire on the end of that year. The terms and conditions of the permit shall be subject to modification and change by the Village during the life of the permit, if so required because of any Ordinances, statutes or rules and regulations of the Approving Authority of any applicable state or federal body. The person shall be informed of any proposed changes in his permit at least 60 days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.
- (5) **TRANSFER OF A PERMIT.** Wastewater discharge permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation.
- (6) **REVOCATION OF PERMIT.** Any user who violates any of the conditions of his permit contractual agreement, or this Ordinance; or of applicable State and Federal regulations, is subject to having his permit revoked.
- (7) **DISCHARGE MONITORING AGREEMENT.** The Village may require an industry or any high volume or high strength waste discharger to enter into a Discharge Monitoring Agreement if in the judgment of the Village such an agreement is necessary to properly evaluate the users discharge to the Sewerage System and/or to obtain adequate information to properly assess a surcharge. In the absence of a Discharge Monitoring Agreement, the Village may assign a surcharge to a user which in the Village's judgment is appropriate of the users discharge. The Village may assess a surcharge to a user even though the Village does not require the user to enter into a Discharge Monitoring Agreement. A sample of a Discharge Monitoring Agreement is on file with the Village.

13.16 ADMISSION TO PROPERTY.

- (1) The Village, its agents and employees shall be permitted to gain access to such properties as may be necessary for the purpose of inspection, observation, measurement, sampling and testing, in accordance with provisions of this Ordinance,

pursuant to Section 66.0119, 66.0121, and 66.0417 of the Wisconsin Statutes. The Village, its agents and employees shall have no authority to inquire into any process beyond that point having a direct bearing on the kind and source of discharge to the sewerage system.

(2) While performing the necessary work on private property referred to above, the Village, its agents and employees shall observe all safety rules applicable to the premises established by the company; and the Village shall indemnify the company against loss or damage for personal injury or property damage caused by the Village, except as such may be caused by negligence or failure of the company to maintain safe conditions.

(3) The Village, its agents and employees shall be permitted to enter all private properties through which the Village holds a duly negotiated easement for the purpose of, but not limited to, observation, inspection, measurement, sampling, repair and maintenance of any portion of the sewerage system lying within said easement, all subject to the terms, if any, of the easement agreement.

13.17 CONFIDENTIALITY OF CRITICAL INFORMATION. When requested by the user furnishing a report or permit application or questionnaire, the portions of the report, or other document, which might disclose trade secrets or secret processes shall not be made available for use by the Village or any State agency in judicial review or enforcement proceedings involving the person furnishing the report.

13.18 VIOLATIONS.

(1) Any person who fails to comply with any of the provisions of this Ordinance or with an order of the Village, issued in pursuance of this Ordinance, or tampers with metering or sampling, shall be liable to the Village for any expense, loss or damage occasioned by such violation including reasonable attorney's fees and other expenses of litigation and upon conviction of any violation of this Ordinance, shall be fined not less than \$500.00 nor more than \$10,000.00 per violation, plus damages. Each day a condition is allowed to exist which is contrary to all or any part of this Ordinance shall constitute a new violation. Change of ownership or occupancy of premises delinquent under the provisions of this Ordinance shall not be cause for reducing or eliminating charges due and penalties for violations.

(2) If any user discharges a waste or wastewater including septage that is inhibiting to the sewer system or wastewater treatment facility, said user shall pay a penalty of up to \$500.00 per violation upon conviction. Each day a violation occurs shall constitute a separate violation. Said penalty shall be added to the monthly or quarterly billing statement, if not paid within 30 days of conviction or such other time as set by the court.

(3) In addition to the Court proceedings and penalties described in the foregoing sections of this Ordinance, whenever a person violates any provision of this Ordinance or fails to comply with any order of the Village, the Village may order that an action be commenced on behalf of the Village in the Circuit Court for Waukesha County for the purpose of obtaining an injunction restraining the person violating the Ordinance or failing to comply with the Order, from making any further discharges into the Sewer System of the Village.

(4) Any licensed disposer discharging to the wastewater treatment facility or to a public sewer found to be violating a provision of this Ordinance or of any conditions of the approval for septage disposal, may have their approval immediately revoked. This revocation shall be done in writing and state the reason for revoking the septage disposal approval.

13.19 RESIDENTIAL EQUIVALENT CONNECTION TABLE AND UNMETERED WASTEWATER FLOW

ASSIGNMENTS. This section shall be used to help determine the appropriate REC's for any charges under Section 13.06 as maybe appropriate. For unmetered users of the sewerage system the following table shall be used to determine the Residential Equivalent Connection (REC) or estimated gallons of wastewater discharged to the sewerage system except as provided for in Section 13.13.

<u>RESIDENTIAL USERS</u>	<u>REC</u>
Condominium	1.0
Single family home	1.0
Duplex	2.0
Multiple Family (2 bedrooms or less)	0.75/unit

For unmetered commercial and industrial users of the sewerage system their wastewater flow shall be determined by the Village Engineer based upon evidence of usage from a previous location when relocating to Sussex, similar uses in the Village of Sussex or surrounding communities, previous usage in Sussex, expected increased usage based upon expansion, or any other information to determine the actual flow likely to be used by the operation. The REC may be determined by dividing the wastewater flow obtained from the table by the flow of the average residential user. The minimum REC for any account shall not be less than 1.00 REC (outside of a multiple family with less than 2 bedrooms where each unit is separately billed). Upon completion of the REC computations all REC's will be rounded to the nearest 0.25 REC.

SECTION 2: SEVERABILITY.

The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance, which shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 3: ADMINISTRATIVE IMPLEMENTATION AND EFFECTIVE DATE.

The Village Clerk is hereby directed to take any administrative action necessary to enable this Ordinance to go into effect including clerical corrections to code numbers, cross references, etc. This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Passed this _____, 2023 by the Sussex Village Board.

Anthony J. LeDonne, Village President

ATTEST:

Jennifer Moore, Village Clerk

CHAPTER 13
SEWER SERVICE CODE

- 13.01 Creation
- 13.02 Management
- 13.03 Application
- 13.04 Definition of Terms
- 13.05 Rules and Regulations
- 13.06 Sewer Service Charges
- 13.07 Annual Budget and Method of Payment of Charges
- 13.08 Accounts and Funds
- 13.09 Prohibited Discharges
- 13.10 Accidental Discharges
- 13.11 Pretreatment Facilities
- 13.12 Sand and Grease Trap Installations
- 13.13 Wastewater Measurement and Sampling
- 13.14 Industrial Waste Analysis, Measurement and Sampling
- 13.15 Wastewater Discharge Permit System
- 13.16 Admission to Property
- 13.17 Confidentiality of Critical Information
- 13.18 Violations
- 13.19 Residential Equivalent Connection Table and Unmetered Flow Assignments

13.01 CREATION. The Village Board of the Village of Sussex pursuant to the provisions of Section ~~66.06766.0621~~ of the Wisconsin Statutes does hereby declare that the Sewerage System of the Village of Sussex consisting of the collection system (as hereinafter defined), waste collection and disposal operations, sewerage system and all other appurtenances and equipment used for such purposes, or Wastewater Treatment Facility (as hereinafter defined) shall be designated the Sewerage System Utility. This public utility is not a public service subject to regulation by the Wisconsin Public Service Commission for the purposes defined above.

13.02 MANAGEMENT.

(1) The operation, management and control of the Sewerage System Utility is vested in the Village Board of the Village of Sussex acting as the Public Works Committee under the provision of Section ~~66.066(1)66.0621(1)~~ of the Wisconsin Statutes and is hereinafter referred to as the "Approving Authority". All records of the Sewerage System Utility shall be kept by the Village Administrator in the Village Hall or other officially designated place.

(2) The rules, regulations and rates hereinafter set forth shall be considered part of the regulations applicable to every individual or entity connected to the Sewerage System and all persons discharging wastes to the Sewerage System. Said rules, regulations and rates may be changed from time to time as determined by the Village Board and the right is reserved to make special rates and contracts in all proper cases.

(3) The Village Board shall cause an annual audit of the books of the Sewerage System Utility to be made and shall make the books and records relating to the Sewerage System Utility available for inspection during regular business hours.

(4) A proportionate distribution of operation, maintenance and replacement costs shall be maintained among user classes. Users shall be notified annually of the sewer service charges associated with the sewerage system.

13.03 APPLICATION. The application of this Chapter, its rules, regulations and rates shall apply to all individuals, firms, corporations and institutions residing within the corporate limits of the Village of Sussex and any person, firm or corporation, by attachment to the Sewerage System or otherwise by contract or agreement coming within the Village of Sussex sewer service area subsequent to the effective date hereof and all entities hauling wastes or trucking wastes and discharging to the Sewerage System.

13.04 DEFINITION OF TERMS. The meaning of terms used in this Ordinance shall be as follows:

(1) ACT. The Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended by the Federal Water Pollution Control Act Amendments of 1972 (Pub.L. 92-500) and Pub.L. 93-243, or as modified by Chapter 147, Statutes of the State of Wisconsin or appropriate sections of the Wisconsin Administrative Code adopted pursuant to Chapter- ~~283147~~.

(2) APPROVING AUTHORITY. The Village Board of the Village of Sussex or its duly authorized deputy, agent or representative.

(3) BOD. The quantity of oxygen expressed in milligrams per liter (mg/l), utilized in the bio-chemical oxidation of organic matter under standard laboratory conditions for five days at a temperature of 20 degrees centigrade. The laboratory determinations shall be made in accordance with procedures set forth in "Standard Methods".

- (4) **BUILDING SEWER, LATERAL OR SERVICE PIPE.** A sewer which carries only Sewage or Industrial Wastes from the building plumbing to the Public Sanitary Sewer.
- (5) **COLLECTION SYSTEM.** The system of sewers and appurtenances for the collection, transportation and pumping of domestic wastewater and industrial waste.
- (6) **CONNECTION.** Each physical connection to the collection system or private sewer system which connects to the municipal collection system.
- (7) **COMMERCIAL USER (CLASS II).** Any property occupied by a nonresidential establishment not within the definition of an "Industrial User (Class III)", and which is connected to the wastewater facilities.
- (8) **DEBT RETIREMENT.** All annual principal and interest requirements and obligations of the Approving Authority for the Wastewater Treatment Facilities.
- (9) **DISCHARGE MONITORING STATION.** A sampling and metering station required to be installed through a Discharge Monitoring Agreement signed by an Industrial User with the Village in order to obtain information on a users discharge to the system and to establish sewer user and debt charges.
- (10) **DOMESTIC WASTEWATER.** Water-borne wastes normally being discharged from the sanitary conveniences of dwellings, apartment houses, hotels, office buildings, factories and institutions, free of industrial wastes and in which the average concentration do not exceed:
- (A) A five-day 20 degree C., BOD of not more than 200 parts per million;
 - (B) A Total Suspended Solids concentration of not more than 250 parts per million;
 - (C) A Nitrogen concentration of not more than 45 parts per million;
 - (D) A Phosphorous concentration of not more than 5 parts per million.
- (11) **FLOW PROPORTIONAL COMPOSITE SAMPLE.** A sample consisting of portions of waste taken in proportion to the volume of flow of said wastes.
- (12) **INDIRECT DISCHARGE OR DISCHARGE.** The introduction of pollutants into the Wastewater Treatment Facility from any nondomestic source regulated under Section 307(b), (c), or (d) of the Act.
- (13) **INDUSTRIAL USER.** Any nonresidential user identified in Division A, B, D, E, or I of the Standard Industrial Classification Manual. Class III also shall include any user that discharges wastewater containing toxic or poisonous substances as defined in Section 307 or Section 502 of the Clean Water Act, or any substance(s) causing interference in the wastewater facilities. Class III shall include any nonresidential user who: 1) is subject to national categorical pretreatment standards, 2) has a nondomestic flow of 25,000 gallons or more per average work day, 3) contributes more than 5% of the average dry weather capacity of the wastewater facility, or 4) is determined by the Approving Authority or Superintendent to have the potential to adversely affect the wastewater facility.
- (14) **INDUSTRIAL WASTE.** Any water-borne solids, liquids or gaseous wastes other than domestic wastewater, resulting from discharging from, flowing from or escaping from any industrial, manufacturing or food processing operation or process or from the development of any natural resource, or any mixture of

these with water or domestic wastewater.

(15) INTERCEPTING SEWER. A sewer constructed to receive the dry weather flow of untreated or inadequately treated sewage from one or more existing sanitary sewer system terminals other than from a dwelling or building that presently discharges or formerly discharged flow directly into any waters of the state, and convey the flow to a Wastewater Treatment Facility or is to serve in lieu of an existing or proposed Wastewater Treatment Facility.

(16) INTERFERENCE. Inhibition or disruption of any sewer system, wastewater treatment process, sludge disposal system, or their operation, which substantially contributes to a violation or applicable discharge permits.

(17) NATURAL OUTLET. Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.

(18) NITROGEN. Total Kjeldahl Nitrogen as determined by procedures set forth in "Standard Methods".

(19) NORMAL SEWAGE. Sanitary sewage in which BOD, Total Suspended Solids, Nitrogen and Phosphorous concentrations do not exceed normal concentrations of:

(A) A five-day 20 degree C., BOD of not more than 200 parts per million;

(B) A Total Suspended Solids concentration of not more than 250 parts per million;

(C) A Nitrogen concentration of not more than 45 parts per million;

(D) A Phosphorous concentration of not more than 5 parts per million.

(20) OPERATION AND MAINTENANCE COST. The actual sums spent by the Village in the operation and maintenance of its Sewerage System consisting of but not limited to, each and all of the following purposes:

(A) Wages and salaries and employees related expenses of operation, maintenance, clerical, laboratory and supervisory personnel, together with fringe benefits and premiums paid on such wages and salaries for the State of Wisconsin Workmen's Compensation coverage.

(B) Electrical power and other utility services.

(C) Chemicals, fuel and other operating supplies.

(D) Repairs to and maintenance of associated equipment.

(E) Premiums for hazard insurance.

(F) Premiums for insurance providing coverage against liability for the injury to persons and/or property.

(G) Rents and leasing costs.

(H) Operation, licensing and maintenance costs for trucks and heavy equipment.

- (I) Consultant and legal fees.
- (J) Training & Educational Expenses.
- (K) Funding an equipment repair reserve.

(21) PERSONS. Any and all persons, natural or artificial, including any individual, firm, company, municipal or private corporation, association, governmental agency or other entity and agents, servants or employees.

(22) Ph. The logarithm (base 10) of the reciprocal of the hydrogen concentration expressed in moles per liter. It shall be determined by one of the procedures outlined in the "Standard Methods".

(23) PHOSPHOROUS. The Total Phosphorous as determined by procedures set forth in "Standard Methods".

(24) PRETREATMENT. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater before discharge to the Village of Sussex wastewater facilities.

(25) PRIVATE SEWER. A privately owned sewer serving 2 or more buildings and not directly controlled by a public authority.

(26) PUBLIC SEWER. A sewer or lateral in a public right-of-way or easement abutting properties and is controlled or owned by the public authority.

(27) REPLACEMENT FUND. Expenditures for obtaining and installing equipment, accessories and appurtenances which are necessary during the useful life of the treatment works to maintain the capacity and performance for which such works were designed and constructed.

(28) RESERVE CAPACITY ASSESSMENT (RCA). A charge levied on all new or enlarged capacity users of the sewerage system for reserve capacity costs of the sewerage system. The charge shall be based on the assigned Residential Equivalent Connection as established under Section 13.19 and multiplied by the rate established by the Village.

(29) RESIDENTIAL EQUIVALENCY CHARGE. A charge levied on nonmetered users of the sewerage system based on the allocated number of residential equivalent connections as determined by this Ordinance to recover their proportional contribution to the system for operation, maintenance, replacement and capital costs.

(30) RESIDENTIAL EQUIVALENT CONNECTION (REC). The wastewater flow and loadings to the sewerage system equivalent to that contributed by an average residential family equivalent. An average residential family equivalent shall be calculated yearly by the Village based upon the residential water used divided by the total number of residential customers.

(31) RESIDENTIAL USER (CLASS I). All premises used only for human residency and that are connected to the sewerage system.

- (32) **SANITARY SEWER.** A sewer that conveys domestic wastewater or industrial waste or a combination of both, and into which storm, surface and ground waters or unpolluted industrial wastewater are not intentionally contributed.
- (33) **SEPTAGE.** Scum, liquid, sludge or other waste from a septic tank, soil absorption field, holding tank, vault toilet or privy. This does not include the waste from a grease trap.
- (34) **SERVICE CHARGE.** A charge levied on users annually for each lateral connected to the Public Sanitary Sewer, also may be referred to as an Infiltration/Inflow charge. The revenues generated by the service charge shall be used to cover expenditures relating to customer costs and costs relating to infiltration/inflow.
- (35) **SEWERAGE SYSTEM.** All facilities for collecting, transporting, pumping, treating, and disposing of domestic wastewater, industrial wastes and septage. Also may be referred to as sewer system.
- (36) **SLUG.** Any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period longer than fifteen (15) minutes at more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation and which adversely affects the collection system and/or performance of the Wastewater Treatment Facility.
- (37) **STANDARD METHODS.** The examination and analytical procedures set forth in the latest edition of "Standard Methods for the Examination of Water and Wastewater" as prepared, approved and published jointly by the American Public Health Association and the Water Pollution Control Federation.
- (38) **STORM SEWER.** A sewer which carries storm and surface drainage but excludes domestic wastewater and industrial wastes.
- (39) **SUPERINTENDENT.** The position within the Village with direct supervision and responsibility for the operations of the wastewater treatment and conveyance facilities who shall be in charge of and supervise the operations and functions of the wastewater treatment and conveyance facilities.
- (40) **SURCHARGE USER.** A user of the Sewerage System who discharges wastes which have higher concentrations than Domestic Wastewater and is assessed an additional charge (surcharge) for the constituents higher in concentration than Domestic Wastewater.
- (41) **TOTAL SUSPENDED SOLIDS.** Solids that either float on the surface of, or are in suspension in water, sewage or other liquids, and which are removable by a laboratory filtration device. Quantitative determination of total suspended solids shall be made in accordance with procedures set forth in "Standard Methods". Also referred to as Suspended Solids.
- (42) **UNPOLLUTED WATER.** Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharging to the sanitary sewers and wastewater treatment facilities provided.
- (43) **USER.** Any person discharging domestic wastewater or industrial wastes into the collection system or entity discharging septage or other waste hauled or trucked to the sewerage system.
- (44) **USE FACTORS.** Flow, BOD, Total Suspended Solids, Nitrogen, Phosphorus and Infiltration/Inflow or the quantity of these factors as determined by the Village by sampling and monitoring the Wastewater

Treatment Facility influent and surcharge users and from the Water Utility Records.

(45) **USER CHARGE.** A charge levied on users for Debt Retirement, Operation and Maintenance Costs and Replacement Fund. The charge shall be based on the total gallons of water used as determined by the Water Utility, and multiplied by the cost per 1000 gallons for operation and maintenance costs, debt, and replacement fund.

(46) **WASTE.** Any solids, liquid or gaseous material or combination thereof discharged from any residences, business buildings, institutions, industrial establishments and septage haulers into the collection system, sanitary sewer or septage receiving station.

(47) **WASTEWATER.** A combination of the water-carried waste discharged into the collection system from residences, business buildings, institutions and industrial establishments, together with such ground, surface and storm water as may be present.

(48) **WASTEWATER PUMPING STATION.** A pumping facility utilized to pump ~~wastewater~~wastewater within the collection system.

(49) **WASTEWATER TREATMENT FACILITIES.** Any Village owned facility, devices and structures used for receiving and treating wastewater from the Village collection system or other municipal sewerage systems. Also referred to as WWTF.

(50) **WATER UTILITY.** Is the Sussex Water Utility.

(51) **WPDES PERMIT.** A permit to discharge pollutants obtained under the Wisconsin Pollutant Discharge Elimination System (WPDES) pursuant to Chapter 147 of the State of Wisconsin Statutes.

13.05 RULES AND REGULATIONS.

(1) **DECLARATION OF POLICY.** The Village Board of the Village of Sussex finds and declares that the public health, comfort and safety is preserved and enhanced by the provision of the Sewerage system in the promotion of a clean and healthful environment and that the failure to connect to the Sewerage System is contrary to minimum health standards.

(2) **CONNECTION.**

(A) To assure preservation of public health, comfort and safety, the owner of any house, building, or property used for human occupancy, employment, recreation, or other habitation, situated within the Village and adjacent to a Public Sewer or in a block through which a Public Sewer extends, is hereby required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper Public Sewer in accordance with the provisions of this Ordinance, within Twelve (12) months after the Public Sewer first becomes operational or if an immediate health hazard exists within 30 days upon receipt of notice from the County Health Officer or the Village Building Inspector.

(B) In the event that Owner shall not cause the aforesaid connections to be made within the required time, the Village Administrator shall send by Certified Mail a notice instructing the Owner to connect. If the aforesaid connections are not made within ten (10) days after receipt of the notice, the Village may:

1. Cause such connection to be made and bill the property owner for such costs. If

such costs are not paid within 30 days, such costs shall be assessed as a special tax lien against the property, unless the owner within 30 days after the completion of the work, files a sworn affidavit with the Village Clerk stating that he cannot pay such amount in one sum and asking that it be levied in not to exceed ~~5-10~~ equal annual installments, and the amount shall be so collected with interest at a rate which is sufficient to recover the Village's costs of borrowed funds or interest lost plus 1 percentage point per annum from the completion of the work, the unpaid balance to be a special tax lien; and/or

2. Impose a standby charge, for the period of time in excess of Twelve (12) months that such failure continues after the date the Public Sewer first becomes operational, after 10 days written notice to any owner failing to make a connection to the Sewerage System, for an amount equal to 150% of the Service Charge as defined in Section 13.06(3) of this Ordinance, payable monthly for the period in which the failure to connect continues. Upon failure to make such payment, said charge shall be levied as a tax against the lot or parcel to which sewer service was furnished; and/or
3. Collect from the Owner a forfeiture of not more than \$100 for each day thereafter the aforesaid connections are not made.

(3) ALTERNATIVE DISPOSAL PROHIBITED.

(A) No person shall construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended to be used for the disposal of domestic wastewater, if a Public Sewer is available.

(B) No person shall discharge to any Natural Outlet within the Village in any area under the jurisdiction of the Village, sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this Ordinance.

(4) PLUMBERS. No plumber or other person will be permitted to engage in or work at any plumbing in connection with the Sewerage System without first receiving a license from the State of Wisconsin, Bureau of Plumbing.

(5) MAINTENANCE OF SERVICES.

(A) All sewer services within the limits of the Village at the point of connection to the street main and all street mains, shall be maintained and repaired by the Village without expenses to the property owner, except when they are damaged as a result of negligence on the part of the property owner or occupant, in which case they will be repaired at the expense of the property owner.

(B) All Building Sewers and laterals located in the public right of way or easement from the point of connection to the sewer main and all facilities throughout the premises served must be maintained free of defective conditions, by and at the expense of the owner or occupant of the property served.

(C) The property owner shall be responsible to investigate the cause of the sewer lateral failure. If the failure is determined to be located between the sewer main and the property line, the Village shall be responsible for repair of the service, if:

1. The failure is caused by external forces generated by street traffic, or;
2. The installation, maintenance, or repair of other utilities contributed to the sewer service failure.

(D) All blockages, collapse due to age, or failures due to causes not set forth above, shall be

responsibility of the property owner regardless of whether the blockage or failure occurs in the right-of-way or on private property.

(6) USERS.

(A) Application for Service. Every person requesting connection to the Sewerage System shall file an application in writing to the Village, in such form as is prescribed for that purpose. Blanks for such applications will be furnished at the office of the Building Inspector. The application must state fully and truly all the use which will be presently made. If any change in use from that set forth in this application is contemplated, the user must obtain further application and permission from the Village Administrator. If the applicant is not the owner of the premises, the written consent of the owner must accompany the application.

The application may be for service to more than one building, or more than one unit of service through one service connection; and, in such case, charges shall be made accordingly.

If it appears that the service applied for will not provide adequate service for the contemplated use, the Village Engineer may reject the application. If the Village Engineer approves the application, the Village Engineer shall authorize the Building Inspector to issue a permit for services as shown on the application.

All expenses relating to the connection to the Sewerage System shall be paid by the applicant or owner at the time of permit issuance.

(B) Tap Permits. After sewer connections have been installed into any building or upon any premises no plumber shall make any alterations, extensions, or attachments, unless the party ordering such tapping or other work shall obtain and exhibit the proper permit for the same from the Village Engineer.

(C) User to Keep in Repair. All users shall keep their own service pipes in good repair and protected from frost, at their own risk and expense; and shall prevent any unnecessary overburdening of the Sewerage System. The user is responsible for their service pipe from the street main through their facility served.

(D) User Use Only. No user shall allow other persons to connect to, or permit other uses to be made of, the Sewerage System through his lateral.

(E) User to Permit Inspection. Every user shall permit the Village or its duly authorized agent, at all reasonable hours of the day, to enter their premises or building to examine the pipes and fixtures, and the manner in which the drains and sewer connections operate; and they must at all times, frankly and without concealment, answer all questions put to them relative to its use. Should the owner or occupant of the premises refuse voluntary access to the premise, the Plumbing Inspector is authorized to seek a special inspection warrant under Wisconsin Statute [66.12266.0119](#).

(F) Responsibility. No claim shall be made against the Village or its agents or employees by reason of the breaking, clogging, stoppage, or freezing of any service pipe; nor from any damage arising from repairing mains, making connections or extensions or any other work that may be deemed necessary by the Village absent of gross negligence of the Village, its agents or employees. The Village may cut off the service at any time for the purpose of repairs or any other necessary purpose, any permit granted or regulation to the contrary notwithstanding. Whenever it shall become

necessary to shut off the sewer service within an area of the Village, the Village shall, if practicable, give notice to each affected user.

(7) EXCAVATIONS.

(A) Excavation requirements in any easement or public right-of-way shall be as specified and required by the authority having jurisdiction over said easement or right-of-way. In all cases, a permit is required and construction methods and protection of the public shall conform to Chapter ~~8-057.53~~ of the Municipal Code.

(B) All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the Village Engineer. Pipe laying and backfill shall be performed in accordance with Section ~~8-057.53~~ of the Municipal Code, except that no backfill shall be replaced until the work has been inspected and any backfill placed before inspection shall be removed for inspection.

(8) LATERALS.

(A) All laterals on private property will be installed in accordance with State of Wisconsin Administrative Code as from time to time amended.

(B) The Building Sewer shall be inspected by the Plumbing Inspector or his designee upon completion of placement of the pipe and before backfilling and tested before and after backfilling. The Plumbing Inspector or his designee may order any building sewer exposed and removed if said building sewer is covered before inspection.

(C) In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such drain shall be lifted by approved artificial means and discharged to the building sewer at the expense of the building owner.

(D) All sanitary sewer laterals shall be water or air tested before the floor drains are connected and before the permanent floor is constructed in the basement.

(9) TAPPING THE MAINS.

(A) No persons, except those having special permission from the Village or persons in their service and approved by them, will be permitted under any circumstances to tap the Public Sanitary Sewers. The kind and size of the connection to the Public Sanitary Sewers shall be that specified in the permit or order from the Village. A minimum of 48 hours notice shall be given to the Village prior to tapping any main.

(B) Pipes should always be tapped at the top, and not within six inches of the joint, or within 24 inches of another lateral connection.

(C) When any Building Sewer service is to be relayed and there are two or more buildings on such service, each building shall be disconnected from such service and a new Building Sewer shall be installed for each building.

(10) SEPTAGE DISPOSAL.

(A) All septage disposers shall be licensed disposers in accordance with Wisconsin State Statutes Section ~~46.20(3)-281.48(3)~~.

(B) All septage disposers wishing to discharge to the Village of Sussex wastewater treatment facility (~~WTFWWTF~~) shall possess a septage disposers discharge permit prior to disposing of any wastes at the ~~WTFWWTF~~.

Every licensed disposer wishing to discharge septage shall file a non refundable filing fee and an application in writing to the Village Engineer in such a form as is prescribed for that purpose. Forms for such application will be furnished by the Village Engineer. The Village Engineer will evaluate the applications and make a determination as to the amount and conditions of septage disposal at the ~~WTFWWTF~~.

Every sewage disposer shall file a certificate of insurance with the Village prior to the Village issuing a discharge permit. The insurable amount shall be equal to \$1,000,000 for general liability, \$1,000,000 for automobile liability and the statutory limit for worker's compensation.

(C) Each truck of a permitted septage disposers discharging to the ~~WTFWWTF~~ shall be registered with the Village. Registered trucks will be issued identification stickers and numbers which shall be clearly displayed on the rear end and both sides of the truck. Any unregistered truck or registered truck without identification stickers and numbers will not be allowed to discharge until properly registered with identification stickers exhibited.

(D) Each septage disposal permit shall be issued subject to the conditions that if, at any time, the ~~WTFWWTF~~ has operational problems, maintenance problems or threat of a WPDES permit violation that are indirectly or directly related to septage disposal, the Village may immediately restrict septage waste disposal until such time as correction action of mitigative measures has been taken. Restriction may include prohibition of disposal of septage waste.

(E) The ~~WTFWWTF~~ will accept only hauled septage waste from domestic origin and permitted industrial or commercial septage waste. Septage disposers must characterize the septage they haul to the ~~WTFWWTF~~. Hauled industrial and/or commercial septage will not be accepted unless the industry or commercial establishment has received a wastewater discharge permit, as specified under Section 13.15 of this chapter, or has received permission from the Village. Any new industrial or commercial septage must be reported to the Village by the septage disposer.

(F) The designated septage receiving stations are located at the ~~WTFWWTF~~. All septage shall be discharged at the ~~WTFWWTF~~ unless approval is obtained from the Village Engineer and ~~WTFWWTF~~ Superintendent for discharge of septage to other locations in the sewer system.

(G) Specific hours of discharge and conditions shall be set by the ~~WTFWWTF~~ Superintendent. No special exceptions to the septage receiving stations hours of operation will be allowed.

(H) Septage disposers must complete and submit written documentation of the discharge to the septage receiving stations. If septage discharge is allowed at other locations in the sewer system, written documentation must be submitted to the ~~WTFWWTF~~ Superintendent within one working day of the discharge to the sewer system. Forms for documentation of the discharge will be furnished at the ~~WTFWWTF~~.

(I) Each driver/pumper working for a permitted septage disposer shall be familiar with all rules and regulations of the ~~WTFWWTF~~.

(J) Septage disposers shall clean up all spills or deposits resulting from their activity at the ~~WTF~~WWTF. Additional expenses shall be charged to the septage disposer for cleanup of any spills, deposits or damage occurring as the result of the disposer's activity at the ~~WTF~~WWTF.

(K) Each truck load will be considered maximum capacity for the purpose of calculating disposal charges. The maximum capacity will be based on the capacity of the registered truck.

(L) Charges for disposal of hauled septage will be established on an annual basis by the Village Board, in accordance with Section 13.06(6) of this chapter.

(M) The septage disposers' discharge permit fee and truck registration fee shall be set on an annual basis by the Village Board.

(N) Failure to fulfill any of the above requirements by any septage disposer may result in the suspension or revocation of their septage discharge permit.

(11) WATER SOFTENER SYSTEMS.

(A) When installing new water softener systems, the "soft water" line of the water distribution piping shall not be connected to any hose bib or lawn sprinkler irrigation systems.

(B) When at the time of a replacement of a water softener, any soft water distribution piping connected to a hose bibb or lawn sprinkler irrigation system, it is encouraged to be removed from the softened piping but not required.

~~(C)~~(C) All new or replacement water softener systems shall be on-demand regeneration system water softeners. No new or replacement timer-based water softener systems shall be installed.

13.06 SEWER SERVICE CHARGES.

(1) BASIS FOR SEWER SERVICE CHARGES. All elements of the Sewer Utility annual budget for operation, maintenance, replacement and capital costs shall be allocated to the parameters of; infiltration/inflow, billable flow, BOD, TSS, phosphorus and nitrogen. The costs shall be further allocated to the Wastewater Treatment Facility, collection system and interceptor system. The cost per each use factor shall be divided by the total estimated use of each parameter to determine the unit cost (\$/1000 gallons, \$/#). The use factors and the infiltration/inflow use factor will be determined by the Village Administrator, considering actual data for the previous 12 month period from the Wastewater Treatment Facility and surcharge user data. Using the definition of domestic wastewater from Section 13.04(10), a cost per 1000 gallons of domestic wastewater, including infiltration and inflow, shall be calculated.

(2) SEWER USER CHARGE. A charge to each municipality receiving service shall be computed based on each municipality's total flow times the computed rate per 1,000 gallons of flow plus any surcharge according to Section 13.04. The rate applied to each municipality, or portion thereof, may vary depending on what portion of the Village's system, if any, the municipality uses to get sewage from their municipality to the treatment plant, and how that municipality pays for the debt related to the treatment plant or other infrastructure. The rates shall be established by resolution of the Village Board, which may be amended from time to time by the Village Board. Said rates may be based off of intermunicipal agreements, rate studies, and other financial data to reflect the cost of service provision.

(3) VILLAGE OF SUSSEX ~~AND LISBON SANITARY DISTRICT NO. 1~~ CHARGES.

(A) The wholesale charge as determined in Section 13.06(2) shall be divided into a billable flow charge and an infiltration/inflow charge. The billable flow charge shall be based on corrected water consumption records from the Water Utility. The residential water consumption for sprinkling as determined by the Water Utility and any water credit meters for any refrigeration, air conditioning system or industrial cooling water not entering the sewer system shall not be used in computing the

Sewer Use Charge.

A summer sprinkling credit shall apply to all single family and duplex units for the months of ~~May-June~~ through ~~August-September~~ by comparing the ~~May-April~~ usage plus 10% to the specific monthly usage. In the event that the ~~May, June, July, or August~~ July, August, or September usage exceeds the ~~May-April~~ usage plus 10%, the customer shall be billed for the smaller usage amount. If the ~~May-April~~ usage is zero, or below the average household usage, due to new construction, vacancy, or the like, the ~~May, June, July, and August~~ July, August, and September billings will be based on actual usage.

Users discharging domestic wastewater and connected to the sewer system who derive all or part of their water discharged to the sewer system from other sources than the Water Utility and who do not have these other water sources metered will be charged for operation, maintenance and replacement costs based upon their assigned number of residential equivalent connections. The flow per residential equivalent connection will be computed by the Water Utility or the Village Engineer on or before the first Village Board meeting in October of every year and shall equal the water used by residential customers minus sprinkling credits divided by the number of residential water customers.

(B) In addition, to the billable flow charge, a service charge for infiltration/inflow and fixed customer costs shall be established. On or before the first Village Board meeting in October of every year, the Village Engineer shall compute the number of connections to the sewerage system from ~~both the Village and the Lisbon Sanitary District No. 1.~~ The Service charge per connection shall be the wholesale charge for infiltration/inflow and the fixed customer costs divided by the total number of connections from the Village ~~and Lisbon Sanitary District No. 1.~~ The service charges to ~~the LSD #4~~ other Municipalities or areas outside of the Village may be added to their volume rate if implemented as a result of a rate study.

- (4) **INDUSTRIAL AND COMMERCIAL CHARGES FOR OTHER THAN DOMESTIC WASTEWATER.** Charges for Wastewater other than Domestic Wastewater shall be based on Flow, BOD, TSS, Nitrogen, Phosphorous and such other constituents which affect the cost of the collection and treatment process. All persons discharging wastes into the Sewerage System are subject to a surcharge, in addition to any other wastewater service charge, if their wastewater has a concentration greater than Domestic Wastewater concentrations. The volume of flow used for computing waste surcharges shall be the metered water consumption, or the actual volume of waste as determined by a sampling and metering manhole or a discharge monitoring station. The amount of surcharge shall reflect the cost incurred by the Village in removing BOD, TSS, Nitrogen, Phosphorous and other pertinent constituents. The surcharge shall be computed on the basis of Model No. 2 contained on page 5270 of the Federal Register, Volume 39, No. 29, February 11, 1974.

$$\text{Surcharge} = [B_c (B) + S_c (S) + P_c (P) + N_c (N)]V_u$$

B_c = Operation, maintenance, replacement and (unless covered by an intermunicipal agreement), capital costs for treatment of a unit of biochemical oxygen demand (BOD)

B = Concentration of BOD from a user above the base level

V_u = Volume contribution from a user per unit of time

S_c, S, P_c, P, N_c, N = Same definition as above for the parameters suspended solids, phosphorus and nitrogen.

(5) **READY-TO-SERVE CHARGE.** The owner of each premise to which sewer service has been made available by the Village but not connected to the Sewerage System for sewer service shall pay for the availability thereof a "ready-to-serve charge" provided by Section 13.06(3). Any "ready-to-serve charge" becoming effective during any year shall be charged on a pro rata basis for that year in which such charge becomes effective. This charge shall begin from date of notice by the Village that the facility is ready to use. By Section 13.05(2)(a) of this Ordinance, connection shall be made to the Public Sewer within 12 months.

(6) **SEPTAGE CHARGE.** Charges for septage discharges shall be based on Flow, BOD, TSS, Nitrogen, Phosphorous and such other constituents which affect the cost of treatment and disposal. The volume of flow used for computing the septage charge will be the volume of septage discharged. All persons discharging septage which has concentrations greater than Domestic Wastewater, as defined in Section 13.04 of this chapter, shall be subject to a surcharge. The amount of the surcharge shall reflect the costs incurred by the Village for removing BOD, TSS, Nitrogen, Phosphorous and other pertinent constituents. The surcharge shall be computed in the same manner as described in Section 13.06(4) of this chapter, and will vary as to the capital costs depending, on existing intermunicipal agreements.

The following waste strength parameters shall serve as the basis for computing the surcharge to be applied unless the septage discharge is sampled and analyzed:

	<u>Septic Tank</u>	<u>Holding Tank</u>
BOD	5,900 mg/l	350 mg/l
TSS	11,600 mg/l	500 mg/l
Nitrogen	150 mg/l	100 mg/l
Phosphorous	250 mg/l	15 mg/l

All costs associated with administrating the discharge of septage to the ~~WTFWWTF~~, sample collection, laboratory analysis and billing will be paid by the septage or holding tank hauler.

On or before the first Village Board meeting in October of every year, the Village Administrator shall, in conjunction with determining sewer service charges, determine the septage charge and related fees, and submit recommendations to the Village Board. The Board shall establish the charges and fees by resolution.

(7) **RETAINED PLANT CHARGE, INTERCEPTOR CAPACITY CHARGE, AND ~~WTFWWTF~~ CAPACITY CHARGE.**

(A) A retained plant charge, interceptor capacity charge, and ~~WTFWWTF~~ capacity charge will be collected by the Village from all new connections to the sewerage system or for enlarged capacity use of said system. These charges shall be collected prior to receiving a building permit or plumbing permit. The Village shall not consider enlarged use for residential units where they maintain the same number of residential units.

B) The retained plant charge shall recover the net asset value of the existing treatment facility which will be retained for future use. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village.

(C) The interceptor capacity charge shall recover the costs for providing excess capacity for future growth in the Sussex interceptor system. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village. This charge shall not be applicable to property outside of the Village limits unless it is

addressed by a ~~66.030166.30~~ Wisconsin Statutes intermunicipal agreement.

(D) The ~~WTF~~WWTF capacity charge shall recover the costs for providing excess capacity in the Sussex wastewater treatment facility. The amount of the charge shall equal the assigned Residential Equivalent Connection as defined in Section 13.19 multiplied by the rate established by the Village. This charge shall also be applicable to property outside the Village limits unless it is addressed by a ~~66.3066.0301~~ Wisconsin Statutes intermunicipal agreement.

(E) The Village shall review the appropriateness of these charges periodically and may charge for said items in the form and manner described above or as alternatively detailed by a Reserve Capacity Assessment or an Impact Fee or other alternative form(s) as determined by the Village. The Village may enlarge, adjust, terminate or limit any changes to these charges and or their purpose and breadth at its discretion as allowed by law.

(8) SPECIAL RATES. It is understood that the approving authority may at any time hereafter, set special rates for any large commercial service, industrial use, extraterritorial areas, contract users, or any other unique user that does not readily fit into other categories of users. Any user discharging any toxic pollutants, wastewater, or other wastes to the sewerage system shall pay for the increased operation, maintenance, and replacement costs caused by their discharge.

(9) EXTRATERRITORIAL SERVICES. The Village Board hereby resolves, adopts, and reaffirms the existing policy of the Village that no sewer service will be provided to any property owners or customers outside the Village limits and it is further resolved that any persons desiring or requesting sewer service will be requested to annex to the Village of Sussex before sewer service is provided. The Village may waive this requirement in the event a formal intermunicipal agreement is implemented to provide sewer service.

13.07 ANNUAL BUDGET AND METHOD OF PAYMENT OF CHARGES.

(1) Annually before the first Village Board meeting in October, the Village Administrator shall prepare a budget for the following fiscal year which shall be separated into sections, the first for operation, maintenance and replacement and the second for debt service. The budget shall then be further divided into infiltration and inflow related costs and use related costs.

(2) The budget shall be further separated into sections, the first for the local collection system, the second for the interceptor system, and the third for the Wastewater Treatment Facility. Separate rates shall be completed for each section and shall be applied to each applicable customer class.

(3) Revenues for the operation, maintenance and replacement budget shall include any projected year-end balance (excluding replacement funds), operating fund investment income, contract revenues, permit fees, special rates, and sewer user charges.

(4) Expenditures for the operation and maintenance budget shall include all costs defined in Section 13.04(20) plus any projected year end deficit.

(5) The operation, maintenance and replacement budget shall balance with the sewer use charge so that projected revenues equal projected expenditures plus replacement funds.

(6) Any excess revenues collected from a user class for operation, maintenance, and replacement costs will be attributable to that class for future charge computations within two years.

(7) Revenues for the debt service budget can include any projected year-end balances in the special assessments funds, projected retained plant charges and interceptor capacity charges, sinking fund interest income, and property taxes.

(8) Expenditures for the debt service budget shall include principal, interest, direct capital costs, premiums, paying agency fees and other expenses related to debt.

(9) Sewer Service charges may be billed in a similar fashion to other Village Utility bills and shall be payable at the Village Treasurer's office or at any other officially designated location. Statements for such charges and assessments levied and assessed in accordance with this Ordinance shall become due and payable within 20 days from and after the date of the statement. In the event that any such statement or statements are not paid within 20 days of issuance, a charge of 1% will be added to the current billing charge. This charge is applicable to all customers.

(10) BILLING. The property owner is held responsible for all sewer bills on premises that he owns. All sewer bills and notices of any nature, relative to the sewer service, will be addressed to the owner and/or occupant and delivered to the addressee by bulk mail.

(11) FAILURE TO RECEIVE BILL NO PENALTY EXEMPTION. Every reasonable care will be exercised in the proper delivery of sewer bills. Failure to receive a sewer bill, however, shall not relieve any person of the responsibility for payment of sewer rates within the prescribed period, nor exempt any person from any penalty imposed for delinquency in the payment thereof.

(12) DELINQUENT ACCOUNTS. Pursuant to the authority granted under Sections ~~66.60(16)(a)~~66.0703 and ~~66.069(1)~~66.0809 of the Wisconsin State Statutes, the following procedure shall apply to the collection of delinquent accounts for sewer service.

(A) Notice of Payment Due. On October 15 of each year, notice shall be given to the owner or occupant of all lots or parcels of real estate within the Village to which sewer service has been furnished prior to October 1, by the Sewerage System Utility and payment for which is owing and in arrears at the time of giving such notice. The Village Treasurer shall furnish the Clerk with a list of all such lots or parcels of real estate, and a notice shall be given by the Clerk. Such notice shall be in writing and shall state the amount of such arrears, including any penalty assessed pursuant to the rules of the Sewerage System Utility; that unless the same is paid by November 1 thereafter a penalty of 10% of the amount of such arrears will be added thereto; unless such arrears, with any such added penalty, shall be paid by November 15 thereafter, the same will be levied as a tax against the lot or parcel of real estate to which water, sewer or electric service was furnished and for which payment is delinquent. Such notice may be served by delivery to either such owner or occupant personally, or by letter addressed to such owner or occupant at the post office addresses of such lot or parcel of real estate.

(B) Failure to Pay. On November 16 the Treasurer shall certify and file with the Clerk a list of all lots or parcels of real estate, giving the legal description thereof, to the owners or occupants of which notice of arrears and payment were given as above specified and which arrears still remain unpaid, and stating the amount of such arrears together with the added penalty thereon as herein provided. Each delinquent amount, including such penalty shall thereupon become a lien upon the lot or parcel of real estate to which the water, sewer or electric service was furnished and payment for which is delinquent, and the Clerk shall insert the same as a tax against such lot or parcel of real estate. All proceedings in relation to the collection of general property taxes and to the return and sale of

property for delinquent taxes shall apply to such tax if the same is not paid within the time required by law for payment of taxes upon real estate.

(C) Request for Hearing. The owner or occupant may within 10 days of the date such notice is sent, request a hearing on any charge disputed. Such a request for hearing shall be in writing and shall be filed with the Village Clerk. No such charge shall be placed upon the tax roll if a properly filed request for hearing is pending. All hearings shall be held by the Village Public Works Committee within 30 days.

13.08 ACCOUNTS AND FUNDS.

(1) The operation, maintenance and replacement portion of the sewer user charge shall be used for payment of any items defined in 13.04(20) and 13.04(27).

(2) The debt service fund shall contain all revenues transferred from special assessments, retained plant charges, ~~WTF~~~~WWTF~~ capacity charges, interceptor capacity charges, property taxes, Residential Equivalency Charges, debt portion of the sewer user charge and other sources intended for debt or capital expenditures. This fund shall be used only for the payment of principal and interest and fees directly related to debt payment, or for direct capital expenditures.

(3) The funds received from the operation of the sewer utility shall be deposited at regular intervals in depositories to be designated by the Village Board and shall be set aside into separate and special funds provided for by the Board for the reasonable and proper operation and maintenance of the sewer utility.

(4) A separate and segregated replacement fund shall be established and this fund shall be used only for equipment replacement in accordance with DNR requirements.

13.09 PROHIBITED DISCHARGES.

(1) No person shall discharge or cause to be discharged any unpolluted waters such as storm water, ground water, roof runoff, subsurface drainage, or cooling water to any sanitary sewer, except storm water runoff from limited areas, which storm water may be polluted at times, may be discharged to the sanitary sewer by permission of the Village Engineer.

Storm water other than that exempted above and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers or to a natural outlet approved by the Village Engineer. Unpolluted industrial cooling water or process water may be discharged upon approval of the Village Engineer to a storm sewer or natural outlet.

(2) No person shall discharge or cause to be discharged to the collection system either directly or indirectly any of the following described wastes or wastewater:

(A) Any liquid having a temperature higher than 150 degrees Fahrenheit (65 degrees Centigrade).

(B) Any wax, grease, or oil, plastic or any other substance that will solidify or become discernibly viscous at temperatures between 32 degrees to 150 degrees Fahrenheit (0 degrees to 65 degrees Centigrade).

(C) Any pollutants which result in the presence of toxic gases, vapors, or fumes within the ~~WTF~~~~WWTF~~

or sewerage system in a quantity that may cause acute worker health and safety problems.

(D) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewer system such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, ungrounded garbage, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.

(E) Any garbage that has not been properly comminuted or shredded to such a degree that all particles will be carried freely in suspension in the municipal sewers. (100% passing 1/2" screen, 90% passing 1/4" screen).

(F) Any noxious or malodorous substance, which either singly or by interaction with other substances is capable of causing odors objectionable to persons of ordinary sensitivity.

(G) Any wastes or wastewater having a pH lower than 5.5 or higher than 9.0 or having any corrosive property capable of causing damage or hazards to the Sewerage System.

(H) Any wastes or wastewater of such character and quantity that unusual attention or expense is required to handle them in the Sewer System.

(I) Any wastewater or wastes containing a toxic or poisonous substance such as plating or heat treating wastes in sufficient quantity to injure or interfere with the wastewater treatment process, to constitute a hazard to humans or animals, to create any hazard in the Sewerage System, or which would cause the Village wastewater treatment facilities to discharge any of the following pollutants in quantities in excess of the limitations established in the Wisconsin Administrative Code or WPDES Permit: cyanide, hexavalent chromium, trivalent chromium, copper, nickel, cadmium, zinc, phenols, iron and tin.

(J) Any radioactive wastes greater than allowable releases as specified by the current United States Bureau of Standards Handbooks dealing with the handling and release of radio-activity.

(K) Free or emulsified oil and grease exceeding on analysis of 100 mg/l of either, or combinations of 100 mg/l of both free or emulsified oil and grease.

(L) Any cyanides or cyanogen compounds capable of liberating hydrocyanic gas or acidification in excess of one-half (0.5) mg/l by weight as cyanide in the wastes.

(M) Wastes or wastewater which:

1. Cause unusual concentrations of solids or composition; as for example, in total suspended solids of inert nature (such as Fuller's Earth) and/or in total dissolved solids (such as sodium chloride, or sodium sulfate).
2. Cause excessive discoloration in the wastewater treatment facilities discharge.
3. Has a total BOD, suspended solids, nitrogen, or phosphorous loading in excess of the wastewater discharge permit described in Section 13.15.
4. Is discharged without application for a wastewater discharge permit or contractual agreement as required under Section 13.15.
5. Cause damage to the collection system or impair the treatment process.
6. Any pollutants which create a fire or explosion hazard in the ~~WTF~~WWTF or sewerage

system, including, but not limited to, waste streams with a closed cup flash point of less than 140 degrees F or 60 degrees C using the test methods specified in 40 CFR 261.21.

7. Petroleum oil, non biodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.

(3) No person shall allow the discharge of slugs of water or wastes to the collection system which may be harmful to the operation of the Sewerage System. Where, in the opinion of the Superintendent, slugging does occur, each person producing such a discharge into the collection system shall construct and maintain at his own expense, a storage reservoir of sufficient capacity with flow control equipment to insure an equalized discharge over a 24-hour period.

(4) No person shall discharge any waste or wastewater which would cause the wastewater treatment facilities to be in violation of any of the requirements of their WPDES permit.

(5) No person shall connect to and discharge to the collection system, unless there is capacity available in all downstream components of the Sewerage System as determined by the Village Engineer.

13.10 ACCIDENTAL DISCHARGES. Any person who accidentally discharges wastes or wastewater prohibited under Section 13.09 to the sanitary sewer shall immediately report such discharge to the Superintendent.

13.11 PRETREATMENT FACILITIES.

(1) The Village may require pretreatment facilities of any person discharging or planning to discharge industrial waste, if the waste or wastewater:

- (A) Could cause damage to the collection system.
- (B) Impairs the treatment process.
- (C) Cause the Village to incur treatment costs exceeding those of domestic wastewater.
- (D) Have any of the characteristics of the "Prohibited Discharges" described in Section 13.09 of this Ordinance.
- (E) Cause the wastewater treatment facilities to exceed its total design loading for volume BOD, suspended solids or any other pollutant.
- (F) Cause a particular industry to exceed its design allocation for volume, BOD, suspended solids or any other pollutant.

(2) Construction, operation and maintenance of pretreatment facilities shall be at the expense of the person discharging the industrial waste.

(3) Plans, specifications and any other pertinent information relating to proposed pretreatment facilities shall be submitted for review to the Superintendent and Village prior to the start of construction.

(4) In accordance with Wisconsin Administrative Code NR 114, all pretreatment facilities shall be operated by qualified personnel holding certificate of the proper class issued by the Wisconsin Department of

Natural Resources.

13.12 SAND AND GREASE TRAP INSTALLATIONS. Grease, oil and sand interceptors shall be provided at restaurants, repair garages, gasoline stations, car washes and other industrial or commercial establishments for the proper handling of liquid wastes containing grease in excessive amounts, oil, flammable wastes, sand and other harmful ingredients. All interceptors shall be constructed in accordance with the Wisconsin Plumbing Code and shall be located as to be readily and easily accessible for easy cleaning and inspection. All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuous, efficient operation at all times.

13.13 WASTEWATER MEASUREMENT AND SAMPLING

(1) Wastewater flows from users who do not obtain their water from the Water Utility shall be assigned a Residential Equivalent Connection as determined from Section 13.19 unless:

(A) The Village requires the installation of a meter to measure the water amount.

(B) Any lot, parcel of land, building or premises discharging domestic wastewater or industrial waste into the collection system, the owner or occupant of such property shall cause to be installed necessary metering equipment as approved by the Village Engineer to measure the quantity of water pumped or discharged to the collection system. The user charge shall be based on the quantity of water so measured. Whenever the person fails to install such metering equipment, or where it is not practicable to measure the water consumed on any premises by a meter or meters, the Village Engineer shall determine the estimated volume of water discharged into the Sewer System.

(C) The Village Engineer may require the installation of devices for metering the volume of waste discharged if those volumes cannot otherwise be determined or if the user discharges over 5,000 gallons on any day. The metering devices shall be owned and maintained by the property owner or user and may not be removed without consent of the Village Engineer.

(D) Metering requirements for municipalities served by Section ~~66.3066.0301~~ Wisconsin Statutes intermunicipal agreements shall be established by the Village Engineer as part of the intermunicipal agreement.

13.14 INDUSTRIAL WASTE ANALYSIS, MEASUREMENT, AND SAMPLING.

(1) SAMPLING AND METERING MANHOLES. All persons discharging industrial wastes into the Sewer System shall, at their expense, construct and maintain sampling and metering manholes in suitable and accessible positions on public property or easement to facilitate the observation, measurement and sampling of all wastes or wastewater. These manholes shall be located and constructed in a manner approved by the Village Engineer. Plans and specifications shall be submitted to the Village Engineer prior to construction.

(2) The Village or its designee will monitor flow, collect samples and perform laboratory tests on industrial waste discharges and septage discharges as necessary to verify quantity of flow and/or character and concentration of an industrial waste or septage. The Village test results shall be used to determine the applicable surcharge. The costs incurred for the monitoring, collection and samples and laboratory tests by the Village from outside designees shall be billed to and paid by the industrial waste discharger.

(3) Waste or wastewater discharge may be sampled manually or by the use of mechanical equipment as necessary to obtain a representative 24-hour flow proportional sample. Samples shall be taken at

intervals to be established by contractual agreement under Section 13.15 or at intervals as determined by the Superintendent and the Village Engineer.

(4) When Wisconsin Administrative Code Sections NR 101 or NR 202 require the submittal of the character, and concentration of wastes, waste volume and production information to the District or Wisconsin Department of Natural Resources (DNR), the user shall, at their expense, have the waste character and concentration determined by a DNR certified testing laboratory. A copy of the test results and DNR reports shall be submitted to the Superintendent and the Village Engineer.

(5) All measurements and test analysis of the characteristics of industrial wastes shall be determined in accordance with 40 CFR 136 methods approved by the Superintendent and shall comply with state and federal law.

13.15 WASTEWATER DISCHARGE PERMIT SYSTEM.

(1) WASTEWATER DISCHARGE PERMIT. A wastewater discharge permit is required under this section if a person's discharge into the Village's Sewerage System has any of the following:

(A) A BOD greater than 200 mg/l.

(B) A suspended solids concentration greater than 250 mg/l.

(C) A nitrogen concentration greater than 45 mg/l.

(D) A phosphorous concentration greater than 5 mg/l.

(E) A volume of 5,000 gallons per day or greater is discharged by any user at one or more points of discharge.

(F) Any of the characteristics listed under Section 13.09.

(G) Any such persons planning to discharge, changing the characteristics of their discharge or whose discharge permit has expired shall make application to the Village within 60 days prior to the discharge. All persons currently discharging shall make application to the Village within 60 days after passage of this Ordinance and must have an executed permit within 60 days of application to discharge or discontinue discharging. A discharge permit will be required for each separate point of discharge into the Village's sewer system. No person shall discharge waste or wastewater into the Village sewer system without a wastewater discharge permit, if required by the section.

(2) PERMIT APPLICATION. Users seeking a wastewater discharge permit shall complete and file with the Village an application on the form prescribed by the Village. In support of this application, the user shall submit the following information:

(A) Name, address, and standard industrial classification number of applicant.

(B) Average daily volume of wastewater to be discharged.

(C) Wastewater constituents and characteristics as determined by a method approved by the Village Engineer.

(D) Time and duration of discharge.

- (E) Average and peak wastewater flow rates, including daily, monthly and seasonal variations, if any.
 - (F) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.
 - (G) Description of activities, facilities and plant processes on the premises including all materials and types of materials which are, or could be, discharged.
 - (H) Each product produced by type, amount and rate of production.
 - (I) Number and type of employees, and hours of work.
 - (J) Any other information as may be deemed by the Village to be necessary to evaluate the permit application.
- (3) PERMIT CONDITIONS. Wastewater discharge permits shall be expressly subject to all provisions of this Ordinance and all other regulations, user charges and fees established by the Approving Authority. The conditions of wastewater discharge permits shall be uniformly enforced by the Village in accordance with this Ordinance, and applicable State and Federal regulations. Permit conditions will include the following:
- (A) The Residential Equivalency Charge, Sewer Use Charge and Schedule for Surcharge fees for the wastewater to be discharged to the sewer system.
 - (B) The average and maximum wastewater constituents and characteristics.
 - (C) Limits on rate and time of discharge or requirements for flow regulations and equalization.
 - (D) Requirements for installation of sampling and metering manholes or discharging monitoring stations.
 - (E) Pretreatment requirements.
 - (F) Requirements for maintaining plant records relating to wastewater discharges as specified by the Superintendent, and affording the Village access thereto.
 - (G) Average and maximum pollutant concentrations and total daily average and maximum pollutant discharges for all pollutants subject to limitations and prohibitions which are present in the user's wastewater discharge.
 - (H) All persons required to make application for a wastewater discharge permit, shall before issuance of the permit, enter into a contractual agreement with the Village. The contractual agreement shall contain the conditions set forth in the discharge permit, requirements for industrial cost recovery charges and other items deemed necessary by the Village.
 - (I) Other conditions as deemed appropriate by the Village to insure compliance with this Ordinance.
- (4) DURATION OF PERMITS. A permit shall be issued for one (1) year and shall be automatically

renewed on a year to year basis, thereafter, unless the person is notified by the Village within 60 days prior to the expiration of the permit or any renewal thereof or unless the discharger has signed a discharge monitoring agreement with the Village which specifies a different duration period. After such notification by the Village the permit shall expire on the end of that year. The terms and conditions of the permit shall be subject to modification and change by the Village during the life of the permit, if so required because of any Ordinances, statutes or rules and regulations of the Approving Authority of any applicable state or federal body. The person shall be informed of any proposed changes in his permit at least 60 days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

(5) **TRANSFER OF A PERMIT.** Wastewater discharge permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different premises, or a new or changed operation.

(6) **REVOCAION OF PERMIT.** Any user who violates any of the conditions of his permit contractual agreement, or this Ordinance; or of applicable State and Federal regulations, is subject to having his permit revoked.

(7) **DISCHARGE MONITORING AGREEMENT.** The Village may require an industry or any high volume or high strength waste discharger to enter ~~in te~~into a Discharge Monitoring Agreement if in the judgment of the Village such an agreement is necessary to properly evaluate the users discharge to the Sewerage System and/or to obtain adequate information to properly assess a surcharge. In the absence of a Discharge Monitoring Agreement, the Village may assign a surcharge to a user which in the Village's judgment is appropriate of the users discharge. The Village may assess a surcharge to a user even though the Village does not require the user to enter into a Discharge Monitoring Agreement. A sample of a Discharge Monitoring Agreement is on file with the Village.

13.16 ADMISSION TO PROPERTY.

(1) The Village, its agents and employees shall be permitted to gain access to such properties as may be necessary for the purpose of inspection, observation, measurement, sampling and testing, in accordance with provisions of this Ordinance, pursuant to Section ~~66.0119, 66.0121, and 66.0417~~~~§66.122 through 66.125~~ of the Wisconsin Statutes. The Village, its agents and employees shall have no authority to inquire into any process beyond that point having a direct bearing on the kind and source of discharge to the sewerage system.

(2) While performing the necessary work on private property referred to above, the Village, its agents and employees shall observe all safety rules applicable to the premises established by the company; and the Village shall indemnify the company against loss or damage for personal injury or property damage caused by the Village, except as such may be caused by negligence or failure of the company to maintain safe conditions.

(3) The Village, its agents and employees shall be permitted to enter all private properties through which the Village holds a duly negotiated easement for the purpose of, but not limited to, observation, inspection, measurement, sampling, repair and maintenance of any portion of the sewerage system lying within said easement, all subject to the terms, if any, of the easement agreement.

13.17 CONFIDENTIALITY OF CRITICAL INFORMATION. When requested by the user furnishing a report or permit application or questionnaire, the portions of the report, or other document, which might disclose trade secrets or secret processes shall not be made available for use by the Village or any State

agency in judicial review or enforcement proceedings involving the person furnishing the report.

13.18 VIOLATIONS.

(1) Any person who fails to comply with any of the provisions of this Ordinance or with an order of the Village, issued in pursuance of this Ordinance, or tampers with metering or sampling, shall be liable to the Village for any expense, loss or damage occasioned by such violation including reasonable attorney's fees and other expenses of litigation and upon conviction of any violation of this Ordinance, shall be fined not less than \$500.00 nor more than \$10,000.00 per violation, plus damages. Each day a condition is allowed to exist which is contrary to all or any part of this Ordinance shall constitute a new violation. Change of ownership or occupancy of premises delinquent under the provisions of this Ordinance shall not be cause for reducing or eliminating charges due and penalties for violations.

(2) If any user discharges a waste or wastewater including septage that is inhibiting to the sewer system or wastewater treatment facility, said user shall pay a penalty of up to \$500.00 per violation upon conviction. Each day a violation occurs shall constitute a separate violation. Said penalty shall be added to the monthly or quarterly billing statement, if not paid within 30 days of conviction or such other time as set by the court.

(3) In addition to the Court proceedings and penalties described in the foregoing sections of this Ordinance, whenever a person violates any provision of this Ordinance or fails to comply with any order of the Village, the Village may order that an action be commenced on behalf of the Village in the Circuit Court for Waukesha County for the purpose of obtaining an injunction restraining the person violating the Ordinance or failing to comply with the Order, from making any further discharges into the Sewer System of the Village.

(4) Any licensed disposer discharging to the wastewater treatment facility or to a public sewer found to be violating a provision of this Ordinance or of any conditions of the approval for septage disposal, may have their approval immediately revoked. This revocation shall be done in writing and state the reason for revoking the septage disposal approval.

13.19 RESIDENTIAL EQUIVALENT CONNECTION TABLE AND UNMETERED WASTEWATER FLOW ASSIGNMENTS. This section shall be used to help determine the appropriate REC's for any charges under Section 13.06 as maybe appropriate. For unmetered users of the sewerage system the following table shall be used to determine the Residential Equivalent Connection (REC) or estimated gallons of wastewater discharged to the sewerage system except as provided for in Section 13.13.

<u>RESIDENTIAL USERS</u>	<u>REC</u>
Condominium	1.0
Single family home	1.0
Duplex	2.0
Multiple Family (2 bedrooms or less)	0.75/unit

For unmetered commercial and industrial users of the sewerage system their wastewater flow shall be determined by the Village Engineer based upon evidence of usage from a previous location when relocating to Sussex, similar uses in the Village of Sussex or surrounding communities, previous usage in Sussex, expected increased usage based upon expansion, or any other information to determine the actual flow likely to be used by the operation. The REC may be determined by dividing the wastewater flow obtained

from the table by the flow of the average residential user. The minimum REC for any account shall not be less than 1.00 REC (outside of a multiple family with less than 2 bedrooms where each unit is separately billed). Upon completion of the REC computations all REC's will be rounded to the nearest 0.25 REC.

RESOLUTION #23-32

WHEREAS: The Village Administrator, as required by the Village Code, has prepared and submitted to the Village Board a proposed budget for all departments of the Village for fiscal year 2024 and

WHEREAS: The Village Board has, at budget work sessions, amended such budget and authorized a public hearing to be held on such budget, and

WHEREAS: A public hearing was held after proper notice on November 28, 2023 at 6:00 P.M., and

WHEREAS: Following the public hearing the Village Board wishes to adopt a budget for fiscal year 2024; and

WHEREAS: The Village of Sussex has the following General Obligation principal and interest payments due during fiscal year 2024:

1.	2013 General Obligation Community Development Bonds	\$ 149,113
2.	2015 General Obligation Promissory Notes - Series A	\$ 292,275
3.	2015 General Obligation Promissory Notes - Series C	\$ 103,225
4.	2015 General Obligation Refunding Bonds - Series F	\$ 293,038
5.	2016 General Obligation Promissory Notes - Series A	\$ 231,300
6.	2016 General Obligation Street Improvement Bonds - Series B	\$ 314,800
7.	2016 General Obligation Promissory Notes - Series D	\$ 205,763
8.	2017 General Obligation Bonds - Series A	\$ 227,000
9.	2017 General Obligation Corporate Purpose Bonds - Series D	\$ 162,863
10.	2018 General Obligation Refunding Bonds - Series B	\$ 212,994
11.	2018 General Obligation Street Improvement Bonds - Series C	\$ 252,044
12.	2019 General Obligation Corporate Purpose Bonds - Series A	\$ 178,075
13.	2019 General Obligation BAB Refunding Bonds - Series C	\$ 515,500
14.	2020 General Obligation Street Improvement Bonds - Series A	\$ 360,256
15.	2022 General Obligation Promissory Notes - Series B	\$ 84,563
16.	2023 General Obligation Street Improvement Bonds - Series A	\$ 163,888

WHEREAS: The Village has sufficient funds on hand or can reasonably anticipate the receipt of sufficient funds to make the principal and interest payments as required for portions of the above listed debt, and

WHEREAS: The Village Board wants to see its policies, directives, and programs carried out as efficiently as possible so directs the Village Administrator, and Village Clerk to implement the initiatives and services called for within the 2024 budget.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The proposed General Fund, Debt Service Fund, Tax Increment Financing District Fund, CDA, Cemetery, Water, Sewer, and Stormwater Fund budgets for Fiscal Year 2024 as amended at the various work sessions are hereby adopted.
2. The General Fund budget includes funds to be placed into the Cash Capital/Depreciation Fund for future equipment and facility replacement. This fund is part of the Village's strategic financial policy adopted with the intent to minimize borrowing and efficiently replace the Village's equipment and facilities and ensure payment over time by those who receive benefit from the equipment and facilities.
3. The Clerk-Treasurer is hereby authorized and directed to place upon the tax roll of the Village of Sussex a levy in the amount of \$9,577,155 in order to meet the cost of debt service and general operating expense, and the amount of \$1,641,175 for TIF expenses of the Village of Sussex for fiscal year 2024. The Village Clerk is further authorized and directed not to place on the 2023 tax roll a levy to meet the principal and interest payments for debt due in 2024 with other payment sources and the amount of levy necessary for debt without other payment sources is provided for in the general fund budget.
4. The Village Administrator is hereby authorized and directed to implement the personnel changes set forth in the budget. The Village Administrator is further authorized and directed to implement the services, programs, and policies outlined in the budget and as set forth in Exhibit A.

Adopted this 28nd day of November, 2023.

Anthony LeDonne, Village President

ATTEST: _____
Jennifer A. Moore, Clerk-Treasurer

Appendix A - Regular Revision Date 11/2023				
Title	Pay Grade	Min	Mid	Max
Administrator	12	\$108,800	\$131,533	\$154,266
Assistant Village Administrator	11	\$93,500	\$113,036	\$132,572
Finance Director	11			
Public Works Director/Engineer	11			
Fire Chief	11			
Parks and Recreation Director	10	\$80,750	\$97,622	\$114,494
Community Development Director	10			
Assistant Public Works Director	10			
Utility Foreman	9	\$72,250	\$87,346	\$102,442
Assistant Engineer	8	\$65,450	\$79,125	\$92,800
Streets Foreman	8			
Parks Foreman	8			
Clerk/Treasurer	8			
Wastewater Operator*	7	\$59,500	\$71,932	\$84,364
Water Operator**	6	\$55,250	\$66,794	\$78,338
Public Works Employee	6			
Recreation Coordinator	5	\$52,700	\$63,711	\$74,722
Assistant to the Finance Director	5			
Deputy Clerk	4	\$45,050	\$54,463	\$63,876
Communications Coordinator	4			
Information Technology Coordinator	4			
Park Maintenance Technician	4			
Building Maintenance Technician	4			
Special Events Coordinator	3	\$42,500	\$51,380	\$60,260
Program Coordinator-Adults Over 50	3			
Administrative Assistant II	3			
Administrative Assistant	2	\$38,250	\$46,242	\$54,234
Cleaner	1	\$32,300	\$39,049	\$45,798

Appendix A - Regular Notes	
*	Wastewater Operators are paid an additional \$1.00 per hour for completing the Wastewater Operator Certification - Basic. The hourly pay must remain within the authorized pay range even with this additional certification pay.
**	Water Operators are paid an additional \$0.50 per hour for completing the Water Operator Certification - Grade 1 (distribution and groundwater). The pay must remain within the authorized pay range even with this additional certification pay.

Appendix A - Limited Term and Seasonal		
Revision Date 11/2023		
Title	Min	Max
Recreation Instructor III	\$20.00	\$31.00
Seasonal II	\$17.00	\$28.00
Recreation Instructor II	\$14.00	\$25.00
Rental Attendant	\$15.00	\$20.00
Parks Seasonal	\$12.00	\$17.00
Recreation Instructor I	\$10.00	\$15.00
Intern	As appropriate per project and educational background	

Appendix A - Fire Department	
Revision Date 11/2023	
Title	Pay Rate
Deputy Chief (POC)^	\$26.35
Fire Lieutenant (fulltime)	Union Contract
Fire Lieutenant (POC)^	\$20.21
Firefighter/Paramedic (fulltime)	Union Contract
Firefighter/Paramedic*	\$18.00
Firefighter/EMT-A*	\$15.98
Firefighter/EMT-B*	\$15.29
Fire Recruit (POC)	\$7.25

Appendix A - Fire Department Notes	
*	These positions are paid an additional \$.25 per hour for each completed preferred certification, as outlined in the job description. This adjustment is applicable to the fire/rescue runs hourly wage.
^	The following bi-weekly stipends are paid to Paid on Call Fire Officers for those in these roles prior to January 1, 2020. Deputy Chief - \$232.93 Lieutenant - \$115.38

Appendix G – Employee Benefits

The Village of Sussex provides a health, dental, and vision insurance program for all full-time and certain part-time employees, as described in section 9.1 – Eligibility for Benefits of the employee handbook. For the 2024 plan year the Village offers a high deductible, HSA health insurance plan through UHC, a dental plan through Delta Dental of Wisconsin, and a vision plan also through Delta Dental of Wisconsin. This section may be changed at the sole discretion of the Village from time to time as different health care benefits are provided.

1. Health Insurance and Dental Premiums

A. From January 1, 2024 to December 31, 2024 all full-time employees shall pay 11% of their health and dental insurance premiums and the Village will pay 89%. All part-time employees who regularly work at least 30 hours per week shall pay 11% of their health and dental insurance premium plus the percentage difference between their hours and full-time hours. For example, an employee who works 75% of the hours of a full-time employee would pay 38% of health and dental insurance premiums.

B. Health Insurance Monthly Premiums

Plan	Employee (11%)	Village (89%)	Total Cost
Employee	92.17	745.77	837.94
Employee + Spouse	193.56	1,566.11	1,759.68
Employee + Child(ren)	184.35	1,491.53	1,675.88
Family	276.52	2,237.30	2,513.82

C. Dental Insurance Monthly Premiums

Plan	Employee (11%)	Village (89%)	Total Cost
Employee	4.04	32.67	36.71
Employee + Spouse	7.95	64.34	72.29
Employee + Child(ren)	8.52	68.91	77.43
Family	14.70	118.90	133.60

A. Vision Insurance Monthly Premiums

Plan	Employee (100%)
Employee	5.92
Employee + Spouse	11.84
Employee + Child(ren)	12.09
Family	18.01

2. Health Savings Account

The Village utilizes a Health Savings Account Health Care Plan. The Employee will establish a Health Savings Account (HSA) at the bank or credit union identified by the Village. The Village will provide each employee with \$1,300 for single coverage and \$2,500 for family coverage, toward the cost of the deductible. The employee shall be responsible to fund the remainder of the deductible. The Village does not reimburse employees for co-payments.

The Village will contribute the Village HSA contribution twice annually by check issued jointly to the employee and the designated bank or credit union. 50% of the contribution will be issued on July 1 and 50% on December 1, no early disbursements will be issued. For any employee entering the plan after January 1, the Village shall fund the deductible on a prorated manner for the remainder of the plan year.

RESOLUTION NO. 23-33

WHEREAS: The Village Board has adopted the 2024 budgets including the General, Cemetery and CDA Fund Budgets, Water, Sewer, and Stormwater Utility Budgets and

WHEREAS: As part of the 2024 adopted budget the Village Board recommended adjustment of certain fees to reflect the cost increases realized by the Village over the past number of years for providing said services, and

WHEREAS: This resolution implements those fee adjustments for various services provided by the Village in keeping with the Village Board's adopted budget, and

WHEREAS: These fee adjustments are related to the cost of providing service and are equal to or in most cases less than the actual cost of providing said service.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The following garbage charges were announced with the Official Notice of the Budget Public Hearing, and were made part of the 2024 adopted budget, and are established as follows:
 - A. Garbage costs shall be billed at \$175.84 per unit for 2024. Duplexes are considered two units; four family homes are considered four units. The Village does not collect garbage through its contract with the garbage and recycling vendor from residential units larger than four families nor from commercial, institutional, industrial, or other uses. Residences on private roads or in condo developments are also not part of the garbage/recycling contract.

The Village does provide other recycling/garbage services outside of the regular weekly garbage/recycling vendor provided services. Said services are paid for through general fund taxes and/or separate fees and each service has separate rules as it relates to who may participate or who is provided said service (resident, business, etc.) based upon the nature of the service and or service partners.
2. Baseball field preparation fees shall be increased to \$40 per practice and \$60 per game.
3. Building and Planning Fees have been set by Resolution 23-29.
4. Bond Fees for traffic and municipal violations have been updated by Resolution 23-30.
5. Sewer Rates for certain classes and customers are amended as follows: Septage waste \$79.90/1,000 gallons, holding tank waste \$9.44/1,000 gallons, high strength waste surcharge (BOD High Strength \$0.37/lb, BOD Very High Strength \$0.33/lb, TKN \$0.58/lb), Lisbon-Woodland Creek \$4.10/1,000 gallons, Lisbon- Willow Springs/H.S.D. \$3.04/1,000 gallons, Lannon- \$2.24/1,000 gallons, Menomonee Falls- \$2.24/1,000 gallons, Richmond School District/Lisbon Fire- \$6.12/1,000 gallons. Resolution 20-24 will remain in effect for the other sewer and stormwater charges not listed above.
6. The above rates shall remain in effect until superseded by a new resolution and unless otherwise stated are effective January 1, 2024.
7. The Village Clerk is hereby authorized and directed to administratively implement these changes in all fee schedules, and for billing, collection, and financial record keeping purposes.

Adopted: November 28, 2023

ATTEST: _____
Clerk-Treasurer

Village President