



Notice is hereby given according to State Statutes that the VILLAGE BOARD of the Village of Hobart will meet on Tuesday June 6th 2023 at 6:00 P.M. at the Hobart Village Office. NOTICE OF POSTING: Posted this 1st day of June, 2023 at the Hobart Village Office, 2990 S. Pine Tree Rd and on the village website.

MEETING NOTICE – VILLAGE BOARD (Regular)

Date/Time: Tuesday June 6th 2023 (6:00 P.M.)

Location: Village Office, 2990 South Pine Tree Road

ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call.
2. Certification of the open meeting law agenda requirements and approval of the agenda
3. Pledge of Allegiance

4. PUBLIC HEARINGS

5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)

A. Payment of Invoices (Page 4); B. VILLAGE BOARD: Minutes of May 16th 2023 (Regular) (Page 24); C. PUBLIC WORKS AND UTILITIES ADVISORY COMMITTEE: Minutes of April 17th 2023 (Page 27); D. BOARD OF REVIEW: Minutes of June 2nd 2022 (Page 28); E. APPOINTMENT – James Kubalak to the Public Works and Utilities Advisory Committee (Alternate), for a term ending May 1st 2026

6. ITEMS REMOVED FROM CONSENT AGENDA

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS (NOTE: Please limit citizens' comments to no more than three minutes)

A. PRESENTATION – Hillcrest Elementary School Resource Officer Presentation (Page 30)

Police Chief Michael Renkas, after discussions with Pulaski School officials, will present a proposal to place a Hobart-Lawrence Police Department officer in Hillcrest Elementary School, commencing with the 2023-2024 school year. This officer will provide limited services to Lannoye Elementary School, located in the Town of Pittsfield. The officer will provide an estimated 40 hours per week of service, while school is in session, after January 1st 2024. Final action on the proposal will be placed on the June 20th agenda.

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

A. INFORMATION – April 2023 Hobart-Lawrence Police Department Monthly Report (Page 31)

9. COMMITTEE REPORTS AND ACTIONS

A. DISCUSSION AND ACTION – Little Free Library Form (Park and Rec Commission) (Page 46)

The Park and Recreation Commission asked staff to create a form for residents to fill out requesting permission to place a free little library on their property. The form, as presented, was recommended to the Board by the Commission at its most recent meeting.

10. OLD BUSINESS

11. NEW BUSINESS

A. DISCUSSION AND ACTION – CTH EE-21 Municipal Agreements (Page 47)

In early May 2021 the Highway Department discussed applying for STBG funding for a proposed roundabout at CTH EE and CTH EB (Grant & Packerland) with the Village of Ashwaubenon Public Works Director. It was agreed to share the municipal costs 50/50 between the County and Village of Ashwaubenon due to the unique municipal boundary line at that intersection location (see attached map). The discussion centered around the relatively minimal costs the Village of Hobart and Town of Lawrence would have, and that Ashwaubenon would be willing to split those costs with the County. In late May 2021 the Highway Department submitted the application for funding to the MPO. In January 2023 Brown County sent the Village of Ashwaubenon the municipal agreement for the project. However, the Village

of Ashwaubenon Board is now requesting that the Village of Hobart and the Town of Lawrence participate in the costs for the project. Staff would recommend approval of the agreement, with Hobart's share being \$20,479, with the motion superseding the previously passed motion of May 2nd: "To approve Hobart's participation in the Intergovernmental Agreement, with a ceiling of \$62,057.00 being the Village's financial contribution to the project."

B. DISCUSSION AND ACTION – Request for Donation to Discover Green Bay Hospitality Center (Page 66)

C. DISCUSSION AND ACTION – Memorandum of Agreement – Weights and Measures (Wisconsin Department of Agriculture, Trade and Consumer Protection) (Page 67)

D. DISCUSSION AND ACTION – Policy 2023-04 (Background Check Policy) (Page 69)

The purpose of this policy is to establish consistent standards for criminal background checks.

E. DISCUSSION AND ACTION – Policy 2023-05 (Four Seasons Park Shelter Key Policy) (Page 73)

The purpose of this policy is to provide clear instructions for all departments to follow in the event a park shelter renter fails to pick up the key at the Village office.

F. DISCUSSION AND ACTION – Policy 2023-06 (Social Media Policy) (Page 75)

The purpose of this policy is to establish guidelines for the establishment and use of Village social media sites.

G. DISCUSSION AND ACTION – Village Office Camera Upgrade (APRA) (Page 79)

Staff is recommending the purchase of thirteen (13) cameras to replace our existing camera system and expand our camera coverage inside and outside of the building. The purchase (\$6,929.03) would be funded by the ARPA account.

H. DISCUSSION AND ACTION – Reallocation of ARPA Funds (Hobart-Lawrence Police Department) (Page 80)

Police Chief Renkas is requesting a reallocation of ARPA funds (\$3,418) that were earlier assigned to certain HLPD expenditures, but those expenditures came in lower than estimated. There is no request for additional ARPA funds for these purchases.

I. DISCUSSION AND ACTION - Miscellaneous Part-Time and Summer Employee Compensation (Page 82)

Staff is requesting a new starting salary of \$18.00 per hour for summer employees and winter snow plowers.

J. DISCUSSION - Items for future agenda consideration or Committee assignment

K. ADJOURN to CLOSED SESSION:

1. Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale of Property/TID Projects/Development Agreements
2. Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation

L. CONVENE into open session

M. ACTION from closed session

12. ADJOURN

Aaron Kramer, Village Administrator

Village Board of Trustees: Richard Heidel (President), Tim Carpenter, David Dillenburg, Vanya Koepke, Tammy Zittlow

UPCOMING BOARD MEETINGS

Tuesday June 20th 2023 (6:00 PM) – Regular Board Meeting at Village Office

* Wednesday July 5th 2023 (6:00 PM) – Regular Board Meeting at Village Office

Tuesday July 18th 2023 (6:00 PM) – Regular Board Meeting at Village Office

* - Moved due to Independence Day falling on Tuesday July 4th.

NOTE: Page numbers refer to the meeting packet. All agendas and minutes of Village meetings are online: www.hobart-wi.org. Any person wishing to attend, who, because of disability requires special accommodations, should contact the Village Clerk-Treasurer's office at 920-869-1011 with as much advanced notice as possible. Notice is hereby given that action by the Board may be considered and taken on any of the items described or listed in this agenda. There may be Board members attending this meeting by telephone if necessary.

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 1

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
58077	6/06/2023	AKC CANINE GOOD CITIZEN	
Arlo - AKC Registration			
006-00-52109-011-000		K-9 - Ed/Conf/Travel	20.00
		Arlo - AKC Registration	05252023
			Total
			20.00
<hr/>			
58078	6/06/2023	ASCENT CONSULTING LLC	
WELLNESS SESSION 4/18/2023			
001-00-52100-006-000		Police - Supplies	170.00
		WELLNESS SESSION 4-18-2023	23-025
			Total
			170.00
<hr/>			
58079	6/06/2023	ASHWAUBENON AUTO REPAIR LLC	
MULTIPLE INVOICES POLICE DEPT			
001-00-52100-021-000		Police - Vehicle Maint	72.91
		LIC E6063 VIN LGB67317 OIL CHG & ROTATE	61071
001-00-52100-021-000		Police - Vehicle Maint	51.96
		LIC F1228 VIN NGA42546 OIL CHANGE	61239
001-00-52100-021-000		Police - Vehicle Maint	51.96
		OIL CHANGE SQUAD 183 E8621 LGB67315	61361
001-00-52100-021-000		Police - Vehicle Maint	51.96
		Squad 180 Oil Change	61393
001-00-52100-021-000		Police - Vehicle Maint	51.96
		Squad 184 Oil Change	61448
001-00-52100-021-000		Police - Vehicle Maint	51.96
		Squad 187 Oil Change	61449
			Total
			332.71
<hr/>			
58080	6/06/2023	ASSESSMENT TECHNOLOGIES OF WISCONSIN LLC	
MARKET DRIVE PROGRAM FOR ASSESSOR 2023			
001-00-51530-014-000		Assessor - Outside Services	1,898.34
		MARKET DRIVE LICENSE RENEWAL FOR 2023	4319321
			Total
			1,898.34
<hr/>			
58081	6/06/2023	ATMOSPHERE COMMERCIAL INTERIORS	
WORKSPACE IMPROVEMENTS			
001-00-59999-000-000		GEN FUND CONTINGENCY	1,997.83
		WORKSPACE IMPROVEMENTS	60296
001-00-59999-000-000		GEN FUND CONTINGENCY	120.00
		Freight	61255

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 2

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			2,117.83
58082	6/06/2023	AURORA HEALTH CARE EVIDENCE DRAW 4-13-2023 ACCT#910001465	
001-00-52100-008-000		Police - Blood Draws	25.00
		EVIDENCE DRAW MEJIA, PAULA J 04/13/23 251023403	
Total			25.00
58083	6/06/2023	AXON ENTERPRISE INC. LICENSE BWCAMTAP; STORAGE; HARDWARE	
011-00-52100-000-000		Police Expenses	552.04
		LICENSE BWCAMTAP; STORAGE; HARDWARE INUS158750	
Total			552.04
58084	6/06/2023	BADGER LABORATORIES & ENGINEERING CO. INC. Water Testing	
002-00-60000-014-000		Water - Outside Services	355.00
		PFAS Testing 23-006076	
002-00-60000-014-000		Water - Outside Services	242.00
		Coliform Testing - 11 23-53013242	
Total			597.00
58085	6/06/2023	BADGER METER INC. Beacon Hosting	
002-00-60000-014-000		Water - Outside Services	82.36
		Beacon Hosting 80127016	
Total			82.36
58086	6/06/2023	BADGERLAND BADGE & SIGN CO. INC. DESK PLATE 2" X 10" WOOD GRAIN/WHITE ENG	
001-00-51422-006-000		Gen Office Supply	6.50
		DESK PLATE 2" X 10" WOOD GRAIN/WHITE ENG 80897	
Total			6.50
58087	6/06/2023	BAY EAST ANIMAL HOSPITAL May Invoice	
006-00-52109-006-000		K-9 - Supplies	59.73
		JAX - DASUQUIN 1566616	
Total			59.73

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 3

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
58088	6/06/2023	BRIAN RUECHEL	
May Invoice			
001-00-51420-014-000		Clerk-Treasur Outside Services	724.50
		ACCOUNTING 05312023	
002-00-60000-014-000		Water - Outside Services	724.50
		ACCOUNTING 05312023	
003-00-62000-014-000		San Sew - Outside Services	724.50
		ACCOUNTING 05312023	
007-00-64000-014-000		Storm Wat - Outside Services	724.50
		ACCOUNTING 05312023	
008-00-68000-014-000		TID #1 Outside Services	724.50
		ACCOUNTING 05312023	
009-00-69000-014-000		TID #2 Outside Services	724.50
		ACCOUNTING 05312023	
			Total 4,347.00
58089	6/06/2023	BRITTANY SCHAEFER	
Closed Utility Account			
002-00-46101-000-000		Metered Sales Residential	16.33
		Closed Utility Acct 000-1835-03 05262023	
003-00-46101-000-000		Metered Sales Residential	34.50
		Closed Utility Acct 000-1835-03 05262023	
			Total 50.83
58090	6/06/2023	BROWN COUNTY CLERK / TREASURER	
April 2023 Election Chargeback			
001-00-51440-006-000		Elections - Supplies	883.12
		APRIL 2023 - ELECTION EXP CHARGEBACK 2023-000000069	
			Total 883.12
58091	6/06/2023	BROWN COUNTY FIRE CHIEF'S ASSOCIATION	
2023 Dues			
001-00-52200-011-000		Fire - Ed / Conf / Travel	15.00
		2023 Fire Dues 2023	
			Total 15.00
58092	6/06/2023	BROWN COUNTY MABAS 112	
2023 Dues			
001-00-52200-011-000		Fire - Ed / Conf / Travel	100.00
		2023 Fire Dues 2023	

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 4

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			100.00
58093	6/06/2023	BROWN COUNTY PORT & RESOURCE RECOVERY MARCH & APRIL INVOICES	
001-00-53100-103-000		DPW - Landfill Tipping Fees	8,650.07
		MARCH REFUSE & RECYCLING FEES 54069	
001-00-53100-103-000		DPW - Landfill Tipping Fees	8,450.16
		APRIL REFUSE & RECYCLING FEES 54334	
Total			17,100.23
58094	6/06/2023	BROWN COUNTY TREASURER - COURT PAYMENTS May 2023 Fines and Surcharges	
001-00-23300-000-000		Municipal Court Deposits	801.80
		MAY COURT FINES & SURCHARGES 5-31-23	
Total			801.80
58095	6/06/2023	CAMERA CORNER CONNECTING POINT Phone Fix	
001-00-51422-042-000		Info / Tech - Computer Support	205.00
		Fix Jerry's Phone INV 139536	
Total			205.00
58096	6/06/2023	CELLCOM GREEN BAY MSA CELLPHONES - DATA LINES	
001-00-51422-007-000		All Phones	186.70
		ALL PHONES - GENERAL 866017	
001-00-52100-007-000		Police - Phone & Tech Support	466.53
		POLICE PHONES & DATA LINES SQUADS 866017	
002-00-46744-000-000		Water - Tower/Land Rental Fees	-931.70
		CREDIT TOWER PER CONTRACT 866017	
001-00-52200-007-000		Fire - Phone & Tech Support	124.68
		FIRE DEPARTMENT 866017	
001-00-53100-007-000		DPW - Phone & Tech Support	78.91
		DPW 866017	
002-00-60000-006-000		Water - Supplies	78.91
		WATER 866017	
003-00-62000-006-000		Sanitary Sewer - Supplies	78.91
		SANITARY 866017	
007-00-64000-006-000		Storm Wat - Supplies	78.91
		STORMWATER 866017	

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 5

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			161.85
58097	6/06/2023	CHRIS LANI	
REFUND CANCEL DEDUCT METER APPLICATION			
002-00-47406-000-000		Deduct Meter Permit	50.00
		REFUND CANCEL DEDUCT METER APPLICATION	21223
Total			50.00
58098	6/06/2023	COLLEEN DEMLER	
Park Deposit-Mens Toilets, Lawn Parking			
010-00-44930-000-000		Rentals Park / Shelter / Hall	125.00
		Park Deposit Refund	05312023
Total			125.00
58099	6/06/2023	CONWAY SHIELD INC.	
Fire Dept Gear			
001-00-52200-067-000		Fire - 2% Fire Expenses	9,339.00
		Turnout Gear	0507381
001-00-52200-050-000		Fire - Equipment Repair	2,625.00
		Air Packs	0507521
001-00-52200-067-000		Fire - 2% Fire Expenses	557.50
		Shadow XF Boot	0506460
Total			12,521.50
58100	6/06/2023	DELTA DENTAL OF WISCONSIN	
DENTAL AND VISION PREMIUMS JUNE			
001-00-21531-000-000		Dental Ins - Payable	1,952.07
		DENTAL PREMIUM	1959328
001-00-21535-000-000		Vision - Deductions Payable	208.20
		VISION PREMIUM	1965137
Total			2,160.27
58101	6/06/2023	DIVERSIFIED BENEFIT SERVICES INC.	
MAY 125-FSA ADMIN SERVCIES			
001-00-51930-033-000		Insurance - Health Reimburse	34.55
		MAY 105-FSA ADMIN SERVICES	381657
001-00-52100-033-000		Police - Health Reimbursement	60.45
		MAY 105-FSA ADMIN SERVICES	381657
Total			95.00

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 6

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
58102	6/06/2023	ELAINE D. WILLMAN CONSULTING FEE MAY 2023	
001-00-51425-014-000		Tribal Affairs Outside Service CONTRACT SERVICES MAY 05262023	1,000.00
Total			1,000.00
58103	6/06/2023	ERICA BERGER MILEAGE	
001-00-51422-006-000		Gen Office Supply MILEAGE 195.8 AT .655/MILE 5/23/2023	128.25
Total			128.25
58104	6/06/2023	FAIR MARKET ASSESSMENTS ASSESSOR FEES	
001-00-51530-014-000		Assessor - Outside Services JUNE 2023 ASSESSOR SERVICES 06012023	2,910.00
Total			2,910.00
58105	6/06/2023	FEDEX Shipping	
001-00-52100-006-000		Police - Supplies Shipping to State Crime Lab 8-14852646	18.83
Total			18.83
58106	6/06/2023	FERGUSON WATERWORKS Water Meters	
002-00-60000-015-000		Water - New Meters & Equipment LFNP 3/4 VB222 Hose Bibb VB 0385338-1	129.36
002-00-60000-015-000		Water - New Meters & Equipment LFNP 3/4 V3 Hose Bibb VB w/LCK SCR 0385338	55.08
Total			184.44
58107	6/06/2023	FOX CITIES CLEANING Carpet Cleaning	
001-00-51600-006-000		Building / Plant - Supplies Office Carpet Cleaning 05052023	280.00
Total			280.00
58108	6/06/2023	FRANK'S RADIO SERVICE INC. Travel Charger	

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 7

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
001-00-52200-015-000		Fire - New Equipment	553.50
		APX Travel Charger	122839
		Total	553.50
58109	6/06/2023	GAT SUPPLY INC. DPW Supplies	
001-00-53100-006-000		DPW - Supplies	47.88
		Long Handle Fiberglass Shovel	410932-1
001-00-53100-006-000		DPW - Supplies	93.22
		Transport Chain w/Grab	411212-1
		Total	141.10
58110	6/06/2023	GFL - GFL SOLID WASTE MIDWEST LLC May Invoice	
001-00-53100-095-000		DPW - Garbage & Recycg Collect	31,169.74
		MAY REFUSE & RECYCLING COLLECTIONS	U60000151105
		Total	31,169.74
58111	6/06/2023	GREEN BAY METROPOLITAN SEWERAGE DISTRICT SANITARY TREATMENT FEES APRIL	
003-00-62000-080-000		San Sew - GBMSD Treatment	93,816.81
		APRIL TREATMENT FEE & CAPITAL CHARGES	1804
		Total	93,816.81
58112	6/06/2023	KEVIN HOPPE REFUND OVERPAYMENT UTILITY 1046-08	
002-00-46101-000-000		Metered Sales Residential	90.76
		REFUND OVERPAYMENT UTILITY 1046-08	51823
003-00-46101-000-000		Metered Sales Residential	41.89
		REFUND OVERPAYMENT UTILITY 1046-08	51823
		Total	132.65
58113	6/06/2023	MARCO TECHNOLOGIES LLC Contract Payment	
001-00-52100-006-000		Police - Supplies	48.62
		POLICE - 3	INV 11257259
001-00-51200-006-000		Municipal Court - Supplies	16.20
		COURT - 1	INV 11257259
001-00-53100-006-000		DPW - Supplies	16.20
		PUBLIC WORKS - 1	INV 11257259

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 8

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
001-00-51422-006-000		Gen Office Supply	32.40
		GENERAL - 2	
		INV 11257259	
		Total	113.42
58114	6/06/2023	MCALLISTER LANDSCAPE SUPPLIES	
		Stormwater Supplies	
007-00-64000-006-000		Storm Wat - Supplies	432.00
		Tuff Stuff 50#	
		79167	
		Total	432.00
58115	6/06/2023	MIKE KOENIG CONSTRUCTION, INC.	
		PAY REQUEST #3 SALT SHED 2320-22-04	
011-00-61100-078-224		Salt Shed 2320-22-04	140,390.04
		PAY REQUEST #3 SALT SHED 2320-22-04	
		04192023 #3	
		Total	140,390.04
58116	6/06/2023	NWTC - GREEN BAY CAMPUS	
		Firefighter Training	
001-00-52200-011-000		Fire - Ed / Conf / Travel	455.90
		Firefighter Training	
		SFT0000125267	
		Total	455.90
58117	6/06/2023	OCC HEALTH CENTERS OF THE SOUTHWEST P.A.	
		FIREFIGHTERS TB TESTING	
001-00-52200-020-000		Fire - Physicals	302.00
		FIREFIGHTERS TB TESTING	
		103757724	
001-00-52200-020-000		Fire - Physicals	1,285.00
		Firefighter Baseline Testing	
		103753229	
		Total	1,587.00
58118	6/06/2023	SCOTT STEVENS	
		REFUND OVERPAYMENT ON BI552311-4	
001-00-23300-000-000		Municipal Court Deposits	18.00
		REFUND OVERPAYMENT ON BI552311-4	
		5-31-23	
		Total	18.00
58119	6/06/2023	SOUTHSIDE TIRE INC. DE PERE	
		Trailer Tires	
001-00-53100-050-000		DPW - Equipment Repair	454.96
		Trailer Tires	
		10302892	

6/01/2023 1:08 PM Check Register - Full Report - ALL Page: 9
 ALL Checks ACCT
 ALL BANK ACCOUNTS

Dated From: 6/06/2023 From Account:
 Thru: 6/06/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			454.96
58120	6/06/2023	SPEEDY ENTERPRISES LLC Tree Work	
010-00-55200-046-000		Park & Rec - Tree Protection Tree Removal at 372 Woodfield Prairie 498660	1,750.00
Total			1,750.00
58121	6/06/2023	STATE OF WISCONSIN COURT FINES & SURCHARGES May 2023 Fines and Surcharges	
001-00-23300-000-000		Municipal Court Deposits MAY COURT FINES & SURCHARGES 5-31-23	2,780.72
Total			2,780.72
58122	6/06/2023	UNIFORM SHOPPE S. SCHROEDER UNIFORM EXP	
001-00-52100-028-000		Police - Uniform Expense S. SCHROEDER - UNIFORM EXP 334439	183.90
Total			183.90
58123	6/06/2023	VON BRIESEN & ROPER S.C. ATTORNEYS AT LAW MULTIPLE INVOICES / MATTERS	
001-00-51300-059-000		General Legal Expenses 2023 GENERAL MATTERS 021053-00021 426216	3,995.00
009-00-69000-014-000		TID #2 Outside Services 2023 GENERAL MATTERS 021053-00021 46216	97.50
001-00-51300-059-000		General Legal Expenses ONEIDA MATTERS 021053-00003 426215	2,812.50
Total			6,905.00
58124	6/06/2023	WI DEPT. OF AG. TRADE & CONSUMER PROTECTION WEIGHTS & MEASURES CONTRACT INSPECTIONS	
001-00-51422-006-000		Gen Office Supply INSP. SERVICE THROUGH 6-30-2023 115-0000030188	50.00
Total			50.00
58125	6/06/2023	WI DNR 2023 Water Use Fees	
002-00-60000-089-000		Water - Regulatory Comm Expens 2023 Water Use Fees WU101547	125.00

6/01/2023 1:08 PM Check Register - Full Report - ALL Page: 10
 ALL Checks ACCT
 ALL BANK ACCOUNTS

Dated From: 6/06/2023 From Account:
 Thru: 6/06/2023 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			125.00
58126	6/06/2023	WI DOT FINANCIAL OPERATIONS SECTION MOTOR CARRIER ENFORCEMENT R. RADLOFF	
001-00-52100-011-000		Police - Ed / Conf / Travel R. RADLOFF MOTOR CARRIER ENFORCEMENT PRG 395-0000306599	395.00
Total			395.00
58127	6/06/2023	WI MUNICIPAL COURT CLERKS ASSOCIATION - WMCCA Judicial Certificate Program	
001-00-51200-011-000		Municipal Court - Ed/Conf/Trav Judicial Education Certificate Program 05222023	290.00
Total			290.00
58128	6/06/2023	WI MUNICIPAL JUDGES ASSOCIATION 2023 DUES G. SCHREIBER	
001-00-51200-011-000		Municipal Court - Ed/Conf/Trav 2023 MEMBERSHIP DUES G. SCHREIBER 5102023	100.00
Total			100.00
58129	6/06/2023	ZACHARY CAMBRAY 3-YEAR POLICE AGREEMENT REIMBURSEMENT	
001-00-21547-000-000		POLICE - 3-YEAR AGREEMENT REIMBURSEMENT 3-YEAR POLICE AGREEMENT 051720236	4,051.12
Total			4,051.12
KAT - VISA	6/06/2023	APT - VISA TRAINING 5-17-2023	
			Manual Check
001-00-51420-011-000		Clerk-Treasur Ed / Conf / Trav FRONT LINE CASH HANDLER TRAINING 5789	69.00
Total			69.00
KAT - VISA	6/06/2023	FUDGIENUCKLES - VISA MEAL EXP WTAW CONFERENCE	
			Manual Check
001-00-51420-011-000		Clerk-Treasur Ed / Conf / Trav MEAL EXP MTAW CONFERENCE 0080	46.71
Total			46.71
TREMEL-VISA	6/06/2023	WALMART - VISA SUPPLIES / TRAINING	
			Manual Check

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 11

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
006-00-52109-011-000		K-9 - Ed/Conf/Travel	28.48
		SUPPLIES / TRAINING	1245
		Total	28.48
TREMEL-VISA	6/06/2023	TST WHICH WICH - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	20.19
		MEAL TRAINING	8770
		Total	20.19
TREMEL-VISA	6/06/2023	JERSEY MIKES - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	25.46
		MEAL TRAINING	0417
		Total	25.46
TREMEL-VISA	6/06/2023	CHANGE POINT LAUNDRY - VISA	
		LAUNDRY / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	1.50
		TREMEL - TRAINING EXP	0165
006-00-52109-011-000		K-9 - Ed/Conf/Travel	2.00
		TREMEL - TRAINING EXP	0041
006-00-52109-011-000		K-9 - Ed/Conf/Travel	1.50
		TREMEL - TRAINING EXP	2563
006-00-52109-011-000		K-9 - Ed/Conf/Travel	2.00
		TREMEL - TRAINING EXP	2662
006-00-52109-011-000		K-9 - Ed/Conf/Travel	2.00
		LAUNDRY / TRAINING	8094
006-00-52109-011-000		K-9 - Ed/Conf/Travel	1.50
		LAUNDRY / TRAINING	8078
		Total	10.50
TREMEL-VISA	6/06/2023	DIONS 9	
		TRAINING EXP	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	2.64
		TRAINING EXP	8235
		Total	2.64
TREMEL-VISA	6/06/2023	PANDA EXPRESS - VISA	
		MEAL / TRAINING	Manual Check

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 12

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
006-00-52109-011-000		K-9 - Ed/Conf/Travel	12.80
		MEAL / TRAINING	
		9799	
		Total	12.80
TREMEL-VISA	6/06/2023	CHIPOTLE 1698 VISA	
		MEAL / TRAINING	
		Manual Check	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	10.20
		MEAL / TRAINING	
		0858	
		Total	10.20
TREMEL-VISA	6/06/2023	SONESTA - VISA	
		LODGING / TRAINING	
		Manual Check	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	680.61
		LODGING / TRAINING	
		3163	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	606.69
		LODGING / TRAINING	
		2676	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	-100.00
		CREDIT SONESTA SUITES	
		0918	
		Total	1,187.30
TREMEL-VISA	6/06/2023	JACK IN THE BOX - VISA	
		MEAL / TRAINING	
		Manual Check	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	12.49
		MEAL / TRAINING	
		4049	
		Total	12.49
TREMEL-VISA	6/06/2023	RAY ALLEN MANUFACTURING LLC	
		GT COBRA BUCKLES NOMAD HARNESS FRAME	
		Manual Check	
006-00-52109-015-000		K-9 - New Equipment	302.76
		HARNESS FRAME / DOG EQUIPMENT	
		8030	
		Total	302.76
TREMEL-VISA	6/06/2023	UNM SAGGIOS - VISA	
		MEAL / TRAINING	
		Manual Check	
006-00-52109-011-000		K-9 - Ed/Conf/Travel	10.97
		MEAL / TRAINING	
		8779	
		Total	10.97
TREMEL-VISA	6/06/2023	TACO BELL 1968	
		MEAL / TRAINING	
		Manual Check	

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 13

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
006-00-52109-011-000		K-9 - Ed/Conf/Travel	16.14
		MEAL / TRAINING	5248
		Total	16.14
TREMEL-VISA	6/06/2023	WALMART - VISA	
		SUPPLIES / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	11.76
		SUPPLIES / TRAINING	8324
		Total	11.76
TREMEL-VISA	6/06/2023	STORMING CRAB - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	52.54
		MEAL / TRAINING	2557
		Total	52.54
TREMEL-VISA	6/06/2023	CARLS JR - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	15.61
		MEAL / TRAINING	2417
		Total	15.61
TREMEL-VISA	6/06/2023	YOSHI MAME - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	43.46
		MEAL / TRAINING	2909
		Total	43.46
TREMEL-VISA	6/06/2023	LOS COMPADRES - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	18.77
		MEAL / TRAINING	8567
		Total	18.77
TREMEL-VISA	6/06/2023	PANERA BREAD - VISA	
		MEAL / TRAINING	Manual Check
006-00-52109-011-000		K-9 - Ed/Conf/Travel	13.23
		MEAL / TRAINING	3107
		Total	13.23

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 14

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
TREMEL-VISA FUEL / TRAINING	6/06/2023	LMC CONVENIENCE - VISA	
		Manual Check	
001-00-52100-016-000 FUEL / TRAINING		Police - Fuel	48.91
		9900	
		Total	48.91
TREMEL-VISA MEAL / TRAINING	6/06/2023	JIMMY JOHNS - VISA	
		Manual Check	
006-00-52109-011-000 MEAL / TRAINING		K-9 - Ed/Conf/Travel	11.78
		4858	
		Total	11.78
TREMEL-VISA MEAL / TRAINING	6/06/2023	MCDONALDS - VISA	
		Manual Check	
006-00-52109-011-000 MEAL / TRAINING		K-9 - Ed/Conf/Travel	11.65
		0607	
		Total	11.65
TREMEL-VISA MEAL / TRAINING	6/06/2023	RUDY'S COUNTRY - VISA	
		Manual Check	
006-00-52109-011-000 MEAL / TRAINING		K-9 - Ed/Conf/Travel	21.84
		8452	
		Total	21.84
TREMEL-VISA MEAL / TRAINING	6/06/2023	MCDONALDS - VISA	
		Manual Check	
006-00-52109-011-000 MEAL / TRAINING		K-9 - Ed/Conf/Travel	8.94
		2088	
		Total	8.94
TREMEL-VISA TRAVEL / EDUCATION	6/06/2023	QUICK SHINE - VISA	
		Manual Check	
006-00-52109-011-000 TRAVEL EXPENSE		K-9 - Ed/Conf/Travel	17.26
		0713	
		Total	17.26
TREMEL-VISA LODGING / TRAINING	6/06/2023	HOLIDAY INN - VISA	
		Manual Check	
006-00-52109-011-000 LODGING / EDUCATION		K-9 - Ed/Conf/Travel	152.90
		5996	

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 15

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			152.90
ERICA - VISA	6/06/2023	UW-GOVERNMENT OUTREACH - VISA	
		BOR TRAINING ERICA BERGER	
			Manual Check
001-00-52200-011-000		Fire - Ed / Conf / Travel	40.00
		BOR TRAINING ERICA BERGER	6800
Total			40.00
ERICA - VISA	6/06/2023	AMAZON - VISA	
		ENVELOPE MOISTENER ADHESIVE 5-PACK	
			Manual Check
001-00-51422-006-000		Gen Office Supply	22.85
		ENVELOPE MOISTENER 5-PACK	5894
Total			22.85
ERICA - VISA	6/06/2023	AMAZON - VISA	
		PAINTERS TAPE, SHEET PROTERS, RUBBERBAND	
			Manual Check
001-00-51422-006-000		Gen Office Supply	48.26
		PAINTERS TAPE	5960
Total			48.26
ERICA - VISA	6/06/2023	MAILCHIMP - VISA	
		HEADLINES	
			Manual Check
001-00-51415-006-000		Econ. Dev - Marketing Supply	47.00
		HEADLINES	7305
Total			47.00
ERICA - VISA	6/06/2023	THE OSTOFF RESORT - VISA	
		MUNICIPAL TREASURERS MEETING 2023	
			Manual Check
001-00-51420-011-000		Clerk-Treasur Ed / Conf / Trav	258.00
		MUNICIPAL TREASURERS CONFERENCE	4656
Total			258.00
OLSON - VISA	6/06/2023	AMAZON - VISA	
		DOG CRATE	
			Manual Check
006-00-52109-015-000		K-9 - New Equipment	78.99
		DOG CRATE	9769
Total			78.99
OLSON - VISA	6/06/2023	AMAZON - VISA	
		DOG CRATE PAD	
			Manual Check

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 16

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
006-00-52109-015-000		K-9 - New Equipment	27.54
		DOG CRATE PAD	8546
		Total	27.54
OLSON - VISA	6/06/2023	CANVA - VISA	
		SUBSCRIPTION	Manual Check
001-00-52100-006-000		Police - Supplies	149.90
		SUBSCRIPTION	9722
		Total	149.90
OLSON - VISA	6/06/2023	HEALTHY PET MARKET - VISA	
		DOG TRAINING AID/TREATS	Manual Check
006-00-52109-015-000		K-9 - New Equipment	54.51
		DOG TRAINING AIDS / TREATS	49.52
006-00-52109-015-000		K-9 - New Equipment	-15.32
		CREDIT TAX & MISCHARGED ITEM	9014
		Total	39.19
OLSON - VISA	6/06/2023	MENARDS - VISA	
		DOG SUPPLIES	Manual Check
006-00-52109-015-000		K-9 - New Equipment	19.19
		DOG SUPPLIES	1070
		Total	19.19
OLSON - VISA	6/06/2023	AMAZON - VISA	
		DOG BED	Manual Check
006-00-52109-015-000		K-9 - New Equipment	38.99
		DOG BED	0644
		Total	38.99
OLSON - VISA	6/06/2023	MADISON CONCOURSE HOTEL - VISA	
		POLICE ICAC CONFERENCE D. VANLANEN	Manual Check
001-00-52100-011-000		Police - Ed / Conf / Travel	95.00
		ICAC CONFERENCE - D. VANLANEN	8615
		Total	95.00
OLSON - VISA	6/06/2023	MENARDS - VISA	
		3-1/8 COMM DISCUS 4-PK	Manual Check
001-00-52100-006-000		Police - Supplies	46.99
		3-1/8 COMM DISCUS 4 PK	6316

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 17

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			46.99
OLSON - VISA	6/06/2023	AMAZON - VISA	
		LEAF BINDER RINGS / KEYCHAIN KEY RINGS	
			Manual Check
001-00-52100-006-000		Police - Supplies	4.99
		LOOSE LEAF BINDER RINGS / KEYCHAIN RINGS	8988
Total			4.99
OLSON - VISA	6/06/2023	AMAZON - VISA	
		SHARPS DISPOSAL CONTAINERS	
			Manual Check
001-00-52100-015-000		Police - New Equipment	28.74
		SHARPS DISPOSAL CONTAINER	6438
Total			28.74
OLSON - VISA	6/06/2023	TROUT CREEK VETERINARY CENTER - VISA	
		DOG CARE	
			Manual Check
006-00-52109-006-000		K-9 - Supplies	149.00
		DOG CARE	1607
Total			149.00
OLSON - VISA	6/06/2023	BAIRD CREEK CANINE - VISA	
		DOG CARE	
			Manual Check
006-00-52109-006-000		K-9 - Supplies	250.00
		DOG CARE	3336
Total			250.00
OLSON - VISA	6/06/2023	AMAZON - VISA	
		CREDIT ON RETURNED ITEM 4/18	
			Manual Check
001-00-52100-006-000		Police - Supplies	26.78
		CREDIT ON RETURNED ITEM	0819
Total			26.78
OLSON - VISA	6/06/2023	AMAZON - VISA	
		DIVERBOX PHONE CASES	
			Manual Check
001-00-52100-006-000		Police - Supplies	166.66
		DIVERBOX PHONE CASES	0119
Total			166.66
OLSON - VISA	6/06/2023	FEDERAL AVIATION ADMIN - VISA	
		EVO 2 AUTEL EVO 2 DUAL HV5920211717	
			Manual Check

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 18

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
001-00-52100-006-000		Police - Supplies	5.00
		EVO 2 AUTEL EVO 2 DUAL HV5920211717	6879
		Total	5.00
OLSON - VISA	6/06/2023	AMAZON - VISA	
		PACKING TAPE REFILLS - 6	Manual Check
001-00-52100-006-000		Police - Supplies	12.26
		PACKING TAPE REFILLS - 6	7025
		Total	12.26
OLSON - VISA	6/06/2023	AMAZON - VISA	
		POLICE SUPPLY	Manual Check
001-00-52100-006-000		Police - Supplies	14.99
		POLICE SUPPLY	9476
		Total	14.99
OLSON - VISA	6/06/2023	CABELA'S - VISA	
		FLEX CELLULAR CAMERA & ACCESSORIES	Manual Check
001-00-52100-006-000		Police - Supplies	116.96
		FLEX CELLULAR CAMERA & ACCESSORIES	4711
		Total	116.96
OLSON - VISA	6/06/2023	MIDWAY 41 STORAGE - VISA	
		UNIT #15 MAY STORAGE INV 52266	Manual Check
001-00-52100-006-000		Police - Supplies	250.00
		STORAGE UNIT#15	1390
		Total	250.00
OLSON - VISA	6/06/2023	MENARDS - VISA	
		70 MM DISCUS 2-PL	Manual Check
001-00-52100-006-000		Police - Supplies	22.47
		70MM DISCUS 2-PK	4625
		Total	22.47
OLSON - VISA	6/06/2023	AMAZON - VISA	
		CARDSTOCK	Manual Check
001-00-52100-006-000		Police - Supplies	12.51
		CARDSTOCK	7606
		Total	12.51

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 19

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Check Nbr	Check Date	Payee	Amount
RENKAS - VIS	6/06/2023	PROMOTIONS NOW - VISA	
		PENCILS & TATOO SHEETS	
			Manual Check
001-00-52100-076-000		Police - Crime Prevention	56.75
		TATOO SHEETS	6576
001-00-52100-076-000		Police - Crime Prevention	210.00
		PENCILS	6576
		Total	266.75
RENKAS - VIS	6/06/2023	REGIST-VISA FEE TRUST - LICENSE PLATE APP	
		LICENSE RENEWAL FOR AEH2238	
			Manual Check
001-00-52100-021-000		Police - Vehicle Maint	85.00
		LICENSE RENEWAL FOR ARH2238	6873
001-00-52100-021-000		Police - Vehicle Maint	1.70
		E PAY FEE FOR LICENSE RENEWAL	7670
		Total	86.70
		Grand Total	339,405.49

6/01/2023 1:08 PM

Check Register - Full Report - ALL

Page: 20

ALL Checks

ACCT

ALL BANK ACCOUNTS

Dated From: 6/06/2023

From Account:

Thru: 6/06/2023

Thru Account:

Amount

Total Expenditure from Fund # 001 - General Fund	95,389.99
Total Expenditure from Fund # 002 - Water Fund	1,017.60
Total Expenditure from Fund # 003 - Sanitary Sewer Fund	94,696.61
Total Expenditure from Fund # 006 - K-9 Fund	2,702.30
Total Expenditure from Fund # 007 - Storm Water Fund	1,235.41
Total Expenditure from Fund # 008 - TID #1 Fund	724.50
Total Expenditure from Fund # 009 - TID #2 Fund	822.00
Total Expenditure from Fund # 010 - Parks & Recreation	1,875.00
Total Expenditure from Fund # 011 - ARPA	140,942.08
Total Expenditure from all Funds	339,405.49



MEETING MINUTES – VILLAGE BOARD (Regular)

Date/Time: Tuesday May 16th 2023 (6:00 P.M.)

Location: Village Office, 2990 South Pine Tree Road

ROUTINE ITEMS TO BE ACTED UPON:

1. Call to order/Roll Call - The meeting was called to order by Tim Carpenter at 6:00 pm. David Dillenburg, Tim Carpenter, Vanya Koepke and Tammy Zittlow were present. Rich Heidel was excused.
2. Certification of the open meeting law agenda requirements and approval of the agenda – ACTION: To certify the open meeting law agenda requirements and approval of the agenda, with item 11-D being moved to follow item 9-A. MOTION: Carpenter, SECOND: Koepke VOTE: 4-0
3. Pledge of Allegiance - Those present recited the Pledge of Allegiance.

4. PUBLIC HEARINGS

A. PUBLIC HEARING – To consider the Rezoning of Parcels HB-579-3 & HB-579-6 (4482 Forest Road) from R-2: Residential District to R-2-R: Rural Residential District – Carpenter opened the public hearing at 6:04 PM. The following members of the audience that spoke were as follows:

- Bonnie Challis – 1241 Hill Drive
- Judith Zilles – 1122 Hill Drive
- Rebecca Meacham – 1136 Hill Drive
- Donna Severson – 362 Crosse Point Court
- Annette King – 4493 Forest Road
- Roy Deruyter – 1079 Butternut Lane
- Ted Zilles – 1122 Hill Drive
- Kevin Lambert – 4496 Forest Road
- Barb Schwiesow – 4689 Forest Road
- Travis Heider – 4495 Forest Road
- Tim Bodart – 1049 Orlando Drive

Emails were received and entered into the record from the following: Jenn and Scott Conger (4690 Forest Road), Patricia Salo (4743 Forest Road), Richard Wilson (Hill Drive), Monika Pynaker (4597 Forest Road), Nick Phillips (4497 Forest Road) and Richard and Sara Michael (Crooked Creek Lane). Carpenter closed the public hearing at 6:30 PM.

B. ACTION on aforesaid agenda item – Ordinance 2023-09 (AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) – ACTION: To deny the rezoning request MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

C. PUBLIC HEARING – To consider an ordinance amending Chapter 295-143 (Legal Description) of the PDD #2 - Zoning District of the Village Municipal Code – Carpenter opened the public hearing at 6:36 PM. Todd Gerbers (Director of Planning and Code Compliance) explained that the proposed change is an amendment to Chapter 295-143 of the PDD #2: Orlando/Packerland Planned Unit Development zoning district relating to the “Legal Description” of said zoning district. The proposed amendments are necessary to reflect lands that were part of an annexation of lands several years past and lands that are part of the Southwind Estates Subdivision. Additionally, multiple parcels along Orlando Dr. will be removed to properly reflect the zoning classification identified on the current Official Zoning Map of the Village of Hobart. No one from the audience spoke. Carpenter closed the public hearing at 6:38 PM.

D. ACTION on aforesaid agenda item – Ordinance 2023-10 (AN ORDINANCE TO REPEAL AND RECREATE SECTION 143 (LEGAL DESCRIPTION) OF ARTICLE XIV (PDD #2: ORLANDO/PACKERLAND PLANNED DEVELOPMENT DISTRICT) OF CHAPTER 295

(ZONING) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) – ACTION: To approve Ordinance 2023-10 **MOTION:** Carpenter **SECOND:** Dillenburg **VOTE:** 4-0

E. PUBLIC HEARING – To consider an ordinance creating the PI: Public Institutional District zoning district for lands that are intended more for public structures and uses – Carpenter opened the public hearing at 6:39 PM. Gerbers explained that the purpose of this Ordinance is to create a new zoning district (PI Public Institutional District) in the Zoning Chapter of the Municipal Code to provide for a district for public and civic buildings and large institutional uses that otherwise may not fit into other zoning districts because of their specialized land use needs and public purpose. No one from the audience spoke. Carpenter closed the public hearing at 6:40 PM.

F. ACTION on aforesaid agenda item – Ordinance 2023-11 (AN ORDINANCE CREATING ARTICLE XXXV (PI PUBLIC INSTITUTIONAL DISTRICT) IN CHAPTER 295 (ZONING) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) – ACTION: To approve Ordinance 2023-11 **MOTION:** Zittlow **SECOND:** Koepke **VOTE:** 4-0

G. PUBLIC HEARING – To consider changes to the Floodplain Zoning Ordinance (Chapter 290) – Carpenter opened the public hearing at 6:41 PM. Gerbers explained that the purpose of this ordinance is to replace Chapter 290 to make it compliant with Wisconsin Department of Natural Resources regulations and state statutes. No one from the audience spoke. Carpenter closed the public hearing at 6:42 PM.

H. ACTION on aforesaid agenda item – Ordinance 2023-12 (AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 290 (FLOODPLAIN ZONING) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) – ACTION: To approve Ordinance 2023-12 **MOTION:** Dillenburg **SECOND:** Zittlow **VOTE:** 4-0

5. CONSENT AGENDA - A. Payment of Invoices; B. VILLAGE BOARD: Minutes of May 2nd, 2023 (Regular); C. PARK AND RECREATION COMMITTEE: Minutes of October 27th, 2022; D. PLANNING AND ZONING COMMISSION: Minutes of April 12th, 2023; E. APPOINTMENT – James Kubalak to the Board of Appeals, for a term ending May 1st, 2025; F. APPOINTMENT: Linda Hieronimczak to the Fire Commission, for a term ending May 1st, 2028. **ACTION:** To approve the Consent Agenda **MOTION:** Dillenburg **SECOND:** Koepke **VOTE:** 4-0

6. ITEMS REMOVED FROM CONSENT AGENDA - None

7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS

Comments made by the following residents:

- Tim Bodart – 1049 Orlando Drive
- Richard Krzyzewski - 1657 Woodland Drive

8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS

Village Administrator Aaron Kramer informed the Board that he will be absent from the June 6th Board meeting, and Clerk-Treasurer Katrina Bruecker will serve in his role. The Board was provided the 2023-2024 Liquor & Cigarette License Applications and the Monthly Investment Report as informational items.

9. COMMITTEE REPORTS AND ACTIONS

A. DISCUSSION AND ACTION – Consider Final Plat for Gateway Estates Subdivision (Parcels HB-350 & HB-357, South Pine Tree Rd. & Orlando Dr.) (Planning and Zoning Commission) - Lexington Homes, Inc. is proposing a 58-lot subdivision near the intersection of S. Pine Tree Rd. and Orlando Dr. (parcels HB-350 & HB-357). This request is for the final plat and is very close to the preliminary plat with the only revisions being for utility and landscape easements and minor relocation of interior lot lines. There is no change to the roadway layout or total number of lots from what was submitted with the preliminary plat. **ACTION:** To suspend the rules **MOTION:** Dillenburg **SECOND:** Carpenter **VOTE:** 4-0. Ben Manders (1439 Lear Lane) and Tim Bodart (1049 Orlando Drive) addressed the Board. **ACTION:** To return to regular order **MOTION:** Dillenburg, **SECOND:** Zittlow. **ACTION:** To approve the final plat **MOTION:** Dillenburg **SECOND:** Zittlow **VOTE:** 4-0.

11. NEW BUSINESS

D. DISCUSSION AND ACTION - Village of Hobart - 2023 Gateway Estates Utility and Street Construction (Contract 2320-23-02) - Bids were received from five (5) contractors, ranging in cost from \$2,987,701.60 to \$3,228,132.45 for the base bid. The alternate bids ranged in cost from \$192,005.00 to \$205,360.00. **ACTION:** To approve awarding the bid to Feaker & Sons (\$2,987,701.60) **MOTION:** Carpenter **SECOND:** Koepke **VOTE:** 4-0

10. OLD BUSINESS – None**11. NEW BUSINESS**

A. DISCUSSION AND ACTION – Request for Towing Proposals (Hobart-Lawrence Police Department) – ACTION: To approve issuing the Request for Proposals for towing. MOTION: Zittlow SECOND: Dillenburg VOTE: 4-0.

B. DISCUSSION AND ACTION - Service agreement from Pro-One Janitorial to provide cleaning services - The agreement covers cleaning services in the Village Office, Public Works Office, and both Fire Stations. It is a one-year contract that will be reviewed and adjusted once the new fire station is built. ACTION: To approve the service agreement with Pro-One Janitorial. MOTION: Carpenter, SECOND: Zittlow. VOTE: 4-0

C. DISCUSSION AND ACTION – Service Agreement with Cintas - This is a three (3)-year agreement for providing and cleaning entry rugs in the Village Office. Staff is recommending every other week frequency schedule with standard mats. We may switch to xtraction mats during the winter season. ACTION: To approve the service agreement with Cintas. MOTION: Zittlow SECOND: Koepke VOTE: 4-0

E. DISCUSSION AND ACTION – Proposed ARPA Fund Expenditures - Staff is seeking approval of a number of purchases using the ARPA funds, totaling \$289,911. ACTION: To approve the proposed ARPA-funded expenditures. MOTION: Koepke SECOND: Dillenburg. VOTE: 4-0

F. DISCUSSION - Items for future agenda consideration or Committee assignment – Village Administrator Kramer informed the Board that a proposed Background Check policy and a proposal to have the Hobart-Lawrence Police Department provide SRO services to Hillcrest Elementary School will be on the June 6th Board agenda.

ACTION: To go into a 5-minute recess prior to closed session (7:39 PM) MOTION: Carpenter SECOND: Zittlow VOTE: 4-0

G. ADJOURN to CLOSED SESSION (7:49 PM) – ACTION: To go into closed session under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: Sale of Property/TID Projects/Development Agreements; Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation MOTION: Carpenter SECOND: Dillenburg VOTE: 4-0

H. CONVENE into open session (8:20 PM) – MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

I. ACTION from closed session – ACTION: To approve an employment agreement with Police Captain Brent Olsen, to run through May 25th 2028, with corresponding approval from the Lawrence Town Board MOTION: Dillenburg SECOND: Koepke VOTE: 4-0

12. ADJOURN (8:22 PM) – MOTION: Dillenburg SECOND: Zittlow VOTE: 4-0

Submitted by Aaron Kramer, Village Administrator



Village of Hobart Public Works & Utilities Advisory Committee Minutes
Hobart Village Office; 2990 S. Pine Tree Rd, Hobart, WI
Monday, April 17, 2023 – 4:00 pm

1. Call to Order, Roll Call:

The meeting was called to order by Dave Dillenburg at 4:00pm. Roll call: Dave Dillenburg, aye; Vanya Koepke, aye; Dave Baranczyk, aye; Don Dohlstrom, aye; David Smith, excused; Kevin Gannon, aye; Dan DeRuyter, arrived at 4:07pm.

2. Certification of the Open Meeting Law Agenda & Approval of the Agenda:

Motion by Dave Dillenburg, seconded by Don Dahlstrom, to approve the agenda as presented. All in favor. Motion carried.

3. Approval of Minutes:

Motion by Dave Baranczyk, seconded by Don Dahlstrom, to approve the April 10, 2023 minutes as presented. All in favor. Motion carried.

4. Public Comment on Non-Agenda Items:

None

5. Review and discuss 2023 Road Project:

Director of Public Works & Utilities, Jerry Lancelle presented the committee with the bids and options for Trout Creek Road.

The committee discussed.

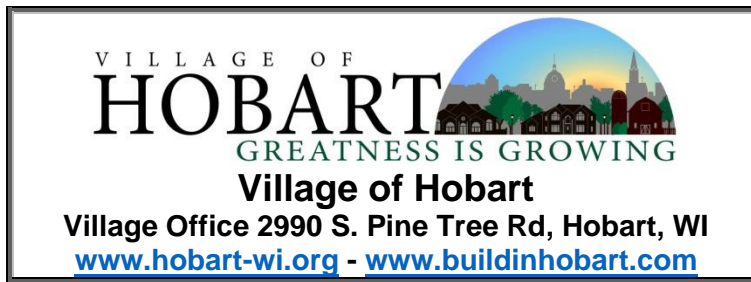
Motion by Don Dahlstrom, seconded by Kevin Gannon to award the Part A Base Bid not including Alternate 1 or Alternate 2. All in favor. Motion carried.

6. Update – Director and Activity Reports:

None.

7. Adjournment:

Motion by Don Dahlstrom, seconded by Dave Baranczyk, to adjourn. All in favor. Motion carried. Meeting adjourned at 4:34pm.



MEETING MINUTES – BOARD OF REVIEW

Date/Time: Thursday, June 2, 2022 (8:00 A.M.)

Location: Village Office, 2990 South Pine Tree Road

1. Call to order/Roll Call:

The meeting was called to order by Rich Heidel at 8:04am. Rich Heidel, David Dillenburg, Vanya Koepke were present. Tammy Zittlow and Tim Carpenter were excused.

2. Certification of the open meeting law agenda requirements and approval of the agenda:

Motion by Rich Heidel, second by Vanya Koepke, to approve the agenda as presented. The motion passed unanimously.

3. Approval of Minutes:

Motion by Dave Dillenburg, second by Vanya Koepke, to approve the minutes of September 2, 2021 as presented. The motion passed unanimously.

4. Confirmation of Appropriate BOR and Open Meeting Notices:

Clerk Treasurer, Erica Berger, confirmed with the Board that the appropriate legal noticed was published in the Press Times on May 6, 2022.

5. Select a Chairperson and Vice-Chairperson:

Nomination for Rich Heidel to chair the Board of Review made by Dave Dillenburg, seconded by Vanya Koepke. The nomination passed unanimously.

Nomination for Dave Dillenburg to vice-chair the Board of Review made by Rich Heidel, seconded by Vanya Koepke. The nomination passed unanimously.

6. Verification of BOR Training Requirements:

Clerk-Treasurer, Erica Berger, confirmed that Tammy Zittlow and Vanya Koepke have taking the required training course and the appropriate affidavits have been filed with the Department of Revenue.

7. Verify the Village's Confidentiality Ordinance:

Clerk-Treasurer, Erica Berger, provided the Board with a copy of ordinance 54-4: Confidentiality of Income and Expense Information.

8. Adoption of Policy for Sworn Testimony:

Motion by Dave Dillenburg, second by Vanya Koepke, to adopt the Policy on Procedure for Sworn Telephone or Sworn Written Testimony Requests as presented. The motion passed unanimously.

9. Adoption of Policy for Waiver of BOR Hearing Requests:

Motion by Rich Heidel, second by Vanya Koepke, to adopt the Policy on Procedure for Waiver of Board of Review Hearing Requests as presented. The motion passed unanimously.

10. Filing and Summary of Annual Assessment Report by the Assessor's Office:

Not Applicable.

11. Receipt of the Assessment Roll and Sworn Statements by the Clerk:

Paul Denor provided Erica Berger with the assessment roll and the signed affidavit. Erica Berger counter-signed the affidavit.

12. Verify with the Assessor that Open Book Changes are Included in the Assessment Roll:

Paul Denor confirmed that all changes from the Open Book session have been included in the assessment roll provided.

13. Review the Assessment Roll and Perform Statutory Duties:

a) Examine the Roll:

The Board of Review took time to review the assessment roll.

b) Correct Description or Calculation Errors:

None.

c) Eliminate Double Assessed Property:

None.

14. Certify All Corrections of Error Under Wis. Stat. §70.43:

No errors to be corrected.

15. Allow Taxpayers to Examine Assessment Data:

No taxpayers requested to view the data.

16. Consideration of the Following:

a) Waivers of the Required 48-hour Notice of Intent to File an Objection when there is Good Cause:

None.

b) Requests for Waiver of the BOR Hearing Allowing the Property Owner an Appeal Directly to the Circuit Court:

None.

c) Requests to Testify by Telephone or Submit a Sworn Written Statement:

None.

d) Subpoena Requests:

None.

e) Act on Any Other Legally Allowed or Required BOR Matters:

None.

17. Review Notices of Intent to File Objection:

None.

18. Hear Objections:

None.

19. Schedule Additional BOR Dates:

Not Necessary.

20. Adjourn:

Motion by Dave Dillenburg, second by Vanya Koepke, to adjourn at 10:02 am. The motion passed unanimously.

VILLAGE OF
HOBART
 GREATNESS IS GROWING
MEMORANDUM



TO: Village Board
FROM: Aaron Kramer, Village Administrator
RE: Hillcrest Elementary School SRO Proposal
DATE: June 6th 2023

BACKGROUND

Police Chief Michael Renkas, after discussions with Pulaski School officials, will present a proposal to place a Hobart-Lawrence Police Department officer in Hillcrest Elementary School, commencing with the 2023-2024 school year. This officer will provide limited services to Lannoye Elementary School, located in the Town of Pittsfield. The officer will provide an estimated 40 hours per week of service, while school is in session, after January 1st 2024. I am recommending the following timetable be followed in the process:

- June 6th – Presentation to Hobart Village Board (no action to be taken)
- June 12th – Presentation to the Lawrence Town Board (action to be taken)
- June 20th – Action on proposal to be taken at Hobart Village Board meeting
- June 21st – Presentation to Pulaski School Board
- July 26th – Pulaski School Board Business Meeting (action to be taken)

FUNDING PROPOSAL

REMAINDER OF FY2023

The estimated cost is \$3,198 total, as the position will be filled by Angel Van Noie, who was previously the SRO at Hillcrest. The proposal is for the Pulaski School District to cover the entire cost of the program. This is considerably less than if the position is funded by a new hire at the start. The hiring process for a permanent SRO will begin immediately to fill the full-time position. Based on the police chief's projections, the budgetary impact for the new hire will be, worse-case scenario, approximately \$18,900. 2/3 of the cost will be Hobart's responsibility (\$12,663), with the funding to come from the Contingency Fund.

FY2024

Under the proposal, the Pulaski School District will reimburse 50 percent of the officers' cost. Hobart (two thirds) and Lawrence (one third) will budget for the remaining costs. The estimated cost of the new officer to the FY2024 Hobart budget will be approximately \$46,000.



Connecting and Serving Our Communities



NORWESTER

S. MANNING

APRIL 2023 Monthly Report

<https://www.hobart-wi.org/police-department>

Introduction

May 1st, 2023

Village of Hobart Board - Town of Lawrence Board - Police Commission

RE: Monthly Report - April 2023

Dear Members:

April was a busy month.

We signed up as a member of MOCIC (Mid-States Organized Crime Information Center), a powerful tool to assist our agency in our investigative efforts. MOCIC is a one-stop source for critical information and support that can save us time and money and enhance our agencies' resources. MOCIC assists with information sharing, officer safety, investigative services, analytical services, research services, digital forensics services, and equipment services. Within days of having this tool, we have been able to solve several crimes. This is a force multiplier as we have unlimited access to 12 additional crime analyses for only \$150.00 a year.

Sgt. Tremel and Jax returned from their training. They are set and ready to go. Their future is exciting, and I look forward to watching them grow and develop into a tremendous canine team.

A major effort of mine is to ensure all of our officers are Crisis Intervention Team (CIT) trained. During April, we achieved over 50% of our staffing by having that training. We also launched an Autism awareness program that includes creating in-squad reference cards to help identify triggers and techniques to ensure safe and positive contact. This information is also shared with our partners at Brown County Communications to enter into the Computer-Aided Dispatch system.

If you have any questions, please feel free to contact me.

Sincerely,

Michael Renkas
Chief of Police

Hobart-Lawrence Police Department
Monthly Report - April 2023

MONTHLY REPORT

APRIL 2023 - SNAPSHOT



	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Total # of Incidents	792	767	3%	3667	3083	19%
Requests for Service	317	317	0%	1129	1101	3%
Officer Initiated	475	450	6%	2538	1472	72%
Citizen Contacts/ Warnings	58	57	2%	212	255	-17%
Traffic Citations	154	145	6%	463	527	-12%
Speeding	10	48	-79%	66	158	-58%
OWI	3	5	-40%	13	14	-7%
Ordinance Summons	3	8	-63%	11	26	-58%
Parking Tickets	1	1	0%	69	15	360%
Warrant Pick Ups	1	2	-50%	4	8	-50%
Accidents (TRAcS)	14	11	27%	84	86	-2%
	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
District Attorney Referrals/ In-Custody	15	33	-55%	64	114	-44%
Juvenile Criminal Referrals	0	0	0%	0	3	-100%
Emergency Detentions	1	1	0%	3	5	-40%
Alcohol Holds	0	0	0%	0	0	0%
Animal Bite	3	2	50%	6	3	100%

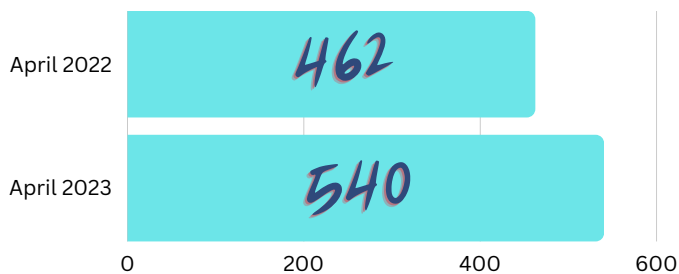
HOBART

Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
FRAUD CALL	2022	1	1	1	2									5	-
	2023	4	2	4	3									13	160.0%
GAS LEAK FIRE CALL	2022	0	0	1	0									1	-
	2023	0	0	1	0									1	0.0%
HARASSMENT COMPLAINT	2022	2	0	3	4									9	-
	2023	6	3	3	4									16	77.8%
HAZARD CALL	2022	11	5	16	17									49	-
	2023	5	9	8	16									38	-22.4%
ILLEGAL/UNAUTHORIZED BURNING	2022	0	1	0	1									2	-
	2023	0	0	1	2									3	50.0%
JUVENILE CALL	2022	1	1	1	0									3	-
	2023	0	0	1	1									2	-33.3%
LOCK-OUT FIRE CALL	2022	0	0	0	0									0	-
	2023	0	1	0	0									1	N/A
LOST AND FOUND CALL	2022	0	0	0	0									0	-
	2023	1	1	0	0									2	N/A
MEDICAL CALL LAW	2022	1	0	0	0									1	-
	2023	0	0	0	0									0	-100.0%
MEDICAL/LIFT ASSIST CALL	2022	0	1	1	0									2	-
	2023	1	2	0	2									5	150.0%
MISSING PERSON	2022	1	0	0	0									1	-
	2023	1	0	0	0									1	0.0%
MUTUAL AID ANOTHER FIRE DEPT	2022	0	0	0	1									1	-
	2023	0	0	0	0									0	-100.0%
NOISE COMPLAINT	2022	3	1	0	1									5	-
	2023	4	3	0	0									7	40.0%
ONLY IF NO OTHER INCIDENT TYPE	2022	4	3	6	3									16	-
	2023	8	3	3	9									23	43.8%
OPEN DOOR CALL	2022	0	0	0	1									1	-
	2023	0	0	0	0									0	-100.0%
ORDINANCE VIOLATION	2022	0	1	1	2									4	-
	2023	0	1	2	1									4	0.0%
PARKING VIOLATION	2022	8	2	2	2									14	-
	2023	34	17	12	2									65	364.3%
PRE-ALERT MEDICAL	2022	54	51	61	51									217	-
	2023	58	30	43	63									194	-10.6%
PUBLIC RELATIONS FIRE	2022	0	0	0	0									0	-
	2023	0	1	0	0									1	N/A
RECKLESS DRIVING COMPLAINT	2022	6	10	9	17									42	-
	2023	9	7	14	14									44	4.8%
RESCUE ALS CALL	2022	7	7	7	6									27	-
	2023	5	8	3	5									21	-22.2%
RESCUE BLS	2022	0	0	0	0									0	-
	2023	0	0	1	1									2	N/A
RESCUE CALL	2022	0	0	1	0									1	-
	2023	0	0	0	0									0	-100.0%
RUNAWAY CALL	2022	0	0	0	0									0	-
	2023	0	0	1	0									1	N/A
SCAM CALL	2022	0	2	0	2									4	-
	2023	0	0	2	0									2	-50.0%
SEX OFFENSES	2022	3	0	0	2									5	-
	2023	4	1	2	1									8	60.0%
STRUCTURE FIRE	2022	1	2	1	3									7	-
	2023	1	0	0	0									1	-85.7%
SUSPICIOUS PERSON	2022	2	2	3	0									7	-
	2023	3	0	1	3									7	0.0%
SUSPICIOUS SITUATIONS	2022	5	4	3	9									21	-
	2023	6	8	2	9									25	19.0%
SUSPICIOUS VEHICLE	2022	6	3	6	7									22	-
	2023	8	3	0	10									21	-4.5%

HOBART

Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
TEST CALL	2022	3	0	0	2									5	-
	2023	0	0	1	0									1	-80.0%
THEFT CALL	2022	3	6	1	4									14	-
	2023	1	2	3	9									15	7.1%
TRAFFIC STOP	2022	76	54	98	65									293	-
	2023	67	49	66	54									236	-19.5%
TRESPASS CALL	2022	1	0	0	0									1	-
	2023	1	1	0	0									2	100.0%
TRUANCY CALL	2022	0	0	0	1									1	-
	2023	0	0	1	0									1	0.0%
Traffic Complaint	2022	25	36	63	44									168	-
	2023	56	32	21	20									129	-23.2%
VEGETATION FIRE	2022	0	0	4	1									5	-
	2023	0	0	0	0									0	-100.0%
VEHICLE ACCIDENT WITH INJURY	2022	0	0	2	0									2	-
	2023	0	2	1	0									3	50.0%
VEHICLE FIRE	2022	0	1	0	0									1	-
	2023	1	0	1	0									2	100.0%
VIOLATION OF COURT ORDER	2022	0	1	1	5									7	-
	2023	0	0	0	0									0	-100.0%
WARRANT PICKUP/SERVICE	2022	1	0	1	1									3	-
	2023	2	1	1	2									6	100.0%
WATER PROBLEMS	2022	0	0	1	0									1	-
	2023	0	0	0	1									1	0.0%
WEAPONS CALL	2022	0	2	1	0									3	-
	2023	0	0	0	1									1	-66.7%
WELFARE CHECK	2022	7	11	8	11									37	-
	2023	11	8	22	15									56	51.4%
WIRE DOWN CALL	2022	0	0	0	0									0	-
	2023	1	1	0	0									2	N/A

Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
Monthly Totals:		1227	972	1083	1002									4284	



COMMITMENT ★ INTEGRITY ★ DIGNITY ★ COMPASSION



LAWRENCE

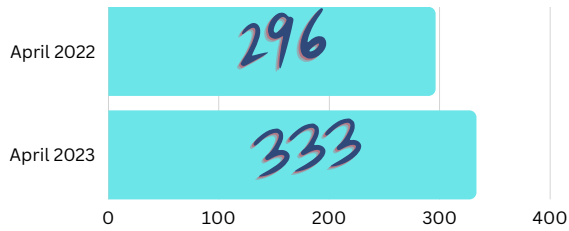
Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
911 ASSIST CALL	2022	10	10	6	1									27	-
	2023	4	7	9	11									31	14.8%
911 HANG UP	2022	3	7	7	5									22	-
	2023	8	8	7	6									29	31.8%
ABANDONED VEHICLE	2022	0	0	0	0									0	-
	2023	0	0	0	2									2	N/A
ACCIDENT CALL	2022	20	20	11	9									60	-
	2023	16	22	13	7									58	-3.3%
ACCIDENT WITH INJURY	2022	1	1	1	1									4	-
	2023	1	0	0	1									2	-50.0%
ALARM CALL	2022	4	7	3	7									21	-
	2023	6	6	4	10									26	23.8%
ANIMAL CALL	2022	2	2	3	3									10	-
	2023	3	5	3	7									18	80.0%
ASSIST MOTORIST	2022	28	15	15	23									81	-
	2023	16	28	38	13									95	17.3%
ASSIST OTHER LEO AGENCY	2022	0	0	3	2									5	-
	2023	4	2	0	1									7	40.0%
AUTO THEFT	2022	1	1	0	1									3	-
	2023	0	0	1	0									1	-66.7%
BUILDING SECURITY	2022	18	19	19	22									78	-
	2023	64	43	17	8									132	69.2%
BURGLARY IN PROGRESS	2022	0	0	0	1									1	-
	2023	0	0	0	1									1	0.0%
BURGLARY OVERWITH	2022	0	1	0	2									3	-
	2023	1	0	2	0									3	0.0%
CARBON MONOXIDE FIRE	2022	1	0	0	0									1	-
	2023	0	1	0	0									1	0.0%
CIVIL PROCESS	2022	0	4	0	0									4	-
	2023	1	0	0	1									2	-50.0%
COURT CALL	2022	0	2	0	0									2	-
	2023	1	0	0	1									2	0.0%
CRIME PREVENTION	2022	89	90	50	50									279	-
	2023	128	95	98	80									401	43.7%
DAMAGE TO PROPERTY/CRIMINAL	2022	2	1	1	2									6	-
	2023	0	0	4	4									8	33.3%
DEATH CALL	2022	0	1	0	0									1	-
	2023	0	0	0	0									0	-100.0%
DISTURBANCE	2022	1	3	3	1									8	-
	2023	7	0	5	1									13	62.5%
DRUGS CALL	2022	0	0	0	1									1	-
	2023	0	0	1	0									1	0.0%
FIRE ALARM	2022	1	1	0	1									3	-
	2023	0	2	2	1									5	66.7%
FLOODING (LAW)	2022	0	0	1	0									1	-
	2023	0	0	0	0									0	-100.0%
FRAUD CALL	2022	1	0	1	8									10	-
	2023	3	2	2	4									11	10.0%
GAS LEAK FIRE CALL	2022	0	0	1	0									1	-
	2023	0	0	1	0									1	0.0%
HARASSMENT COMPLAINT	2022	0	0	1	5									6	-
	2023	1	2	2	1									6	0.0%
HAZARD CALL	2022	9	2	5	9									25	-
	2023	3	6	7	15									31	24.0%
JUVENILE CALL	2022	0	0	0	1									1	-
	2023	1	0	0	0									1	0.0%

LAWRENCE

Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
LOST AND FOUND CALL	2022	0	1	0	0									1	-
	2023	0	0	1	1									2	100.0%
MEDICAL CALL LAW	2022	0	0	0	0									0	-
	2023	0	1	0	0									1	N/A
MEDICAL/LIFT ASSIST CALL	2022	0	0	2	0									2	-
	2023	4	1	0	0									5	150.0%
NOISE COMPLAINT	2022	0	0	1	0									1	-
	2023	1	0	1	1									3	200.0%
ONLY IF NO OTHER INCIDENT TYPE	2022	2	3	3	2									10	-
	2023	2	3	2	5									12	20.0%
OPEN DOOR CALL	2022	0	0	0	0									0	-
	2023	1	0	0	0									1	N/A
ORDINANCE VIOLATION	2022	1	0	1	0									2	-
	2023	2	1	3	0									6	200.0%
OTHER VEH FIRE -SEMI,TRAIN,ETC	2022	0	0	0	1									1	-
	2023	0	0	0	1									1	0.0%
PARKING VIOLATION	2022	0	0	0	0									0	-
	2023	9	4	4	0									17	N/A
PRE-ALERT MEDICAL	2022	36	22	19	14									91	-
	2023	26	20	16	17									79	-13.2%
RECKLESS DRIVING COMPLAINT	2022	14	15	23	17									69	-
	2023	14	21	30	32									97	40.6%
RESCUE ALS CALL	2022	0	3	0	1									4	-
	2023	2	1	1	1									5	25.0%
Retail Theft Overwith	2022	0	0	0	0									0	-
	2023	0	0	1	0									1	N/A
SCAM CALL	2022	1	1	2	0									4	-
	2023	3	0	1	0									4	0.0%
SEX OFFENSES	2022	1	0	0	1									2	-
	2023	0	0	0	0									0	-100.0%
SMOKE/ODOR REMOVAL	2022	0	0	1	0									1	-
	2023	0	0	0	0									0	-100.0%
STRUCTURE FIRE	2022	1	1	0	0									2	-
	2023	1	0	1	1									3	50.0%
SUSPICIOUS PERSON	2022	1	0	1	3									5	-
	2023	2	0	0	1									3	-40.0%
SUSPICIOUS SITUATIONS	2022	2	3	1	6									12	-
	2023	2	6	2	5									15	25.0%
SUSPICIOUS VEHICLE	2022	7	3	9	9									28	-
	2023	3	3	3	3									12	-57.1%
TEST CALL	2022	0	0	0	0									0	-
	2023	0	1	1	0									2	N/A
THEFT CALL	2022	3	2	1	0									6	-
	2023	4	0	2	1									7	16.7%
TRAFFIC STOP	2022	47	56	80	53									236	-
	2023	48	45	47	54									194	-17.8%
TRESPASS CALL	2022	1	0	0	0									1	-
	2023	1	0	0	0									1	0.0%
TRUANCY CALL	2022	0	1	0	0									1	-
	2023	0	0	0	0									0	-100.0%
Traffic Complaint	2022	15	20	36	24									95	-
	2023	28	18	16	16									78	-17.9%
VEGETATION FIRE	2022	0	0	0	0									0	-
	2023	0	0	0	1									1	N/A
VEHICLE ACCIDENT WITH INJURY	2022	0	0	0	0									0	-
	2023	0	0	0	2									2	N/A
VEHICLE FIRE	2022	2	0	0	0									2	-
	2023	2	0	1	0									3	50.0%
VIOLATION OF COURT ORDER	2022	1	0	0	0									1	-
	2023	0	1	0	0									1	0.0%

LAWRENCE

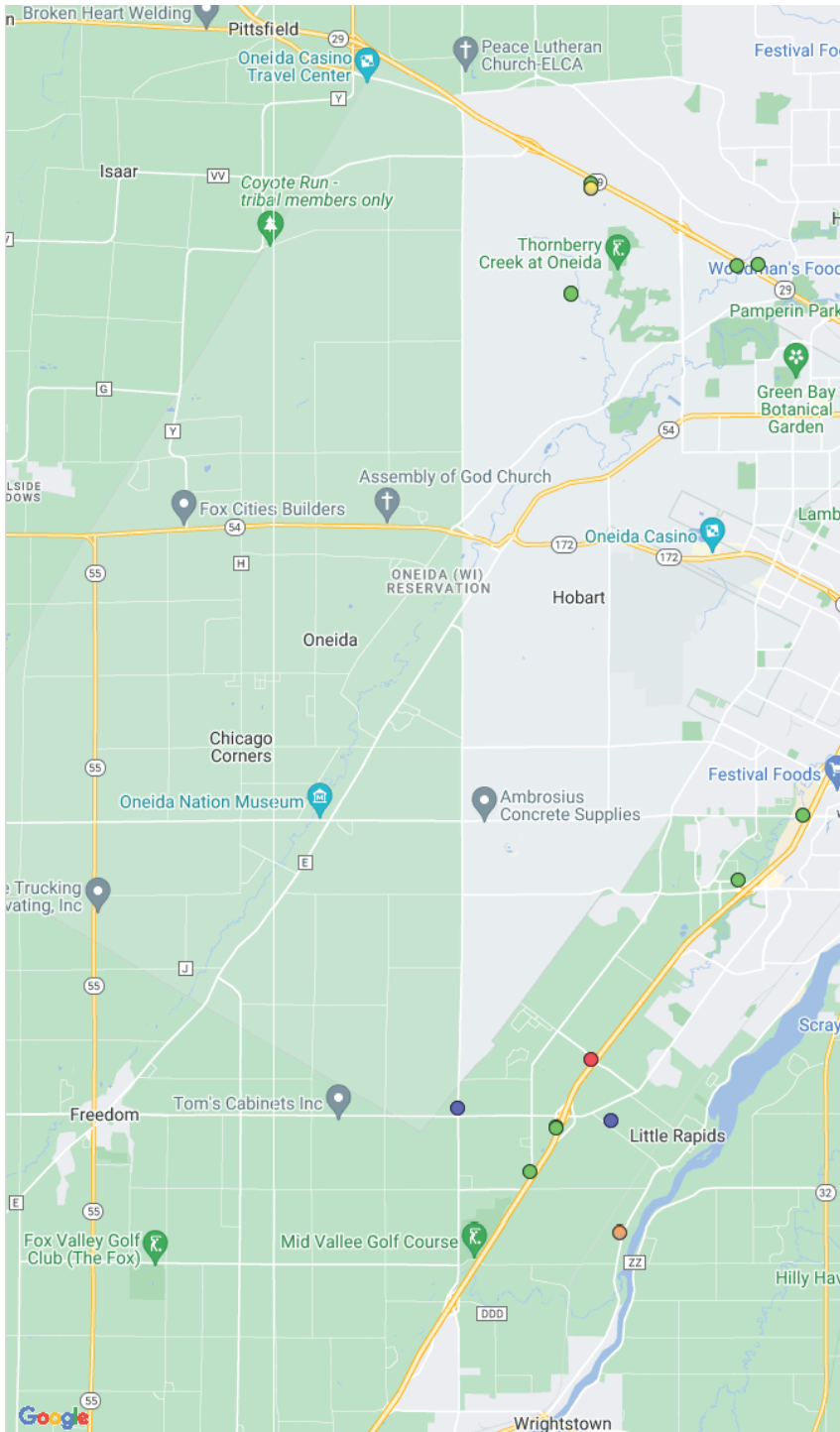
Call Type	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	% Change
WATER PROBLEMS	2022	0	0	1	0									1	-
	2023	0	0	0	0									0	-100.0%
WEAPONS CALL	2022	0	0	0	0									0	-
	2023	2	0	0	0									2	N/A
WELFARE CHECK	2022	5	6	6	10									27	-
	2023	8	10	7	16									41	51.9%
Monthly Totals:		764	689	674	629									2756	



Connecting and Serving Our Communities

MONTHLY REPORT

APRIL 2023 - CRASH DATA



Crash Date	Municipality	Type
4/1/2023	Hobart	Property
4/1/2023	Lawrence	Injury
4/6/2023	Lawrence	Property
4/7/2023	Lawrence	Property
4/9/2023	Hobart	Property
4/10/2023	Lawrence	Injury
4/11/2023	Lawrence	Property
4/11/2023	Lawrence	Property
4/12/2023	Lawrence	Fatality
4/14/2023	Hobart	Injury
4/15/2023	Lawrence	Property
4/17/2023	Hobart	Property
4/18/2023	Hobart	Property
4/24/2023	Lawrence	Injury



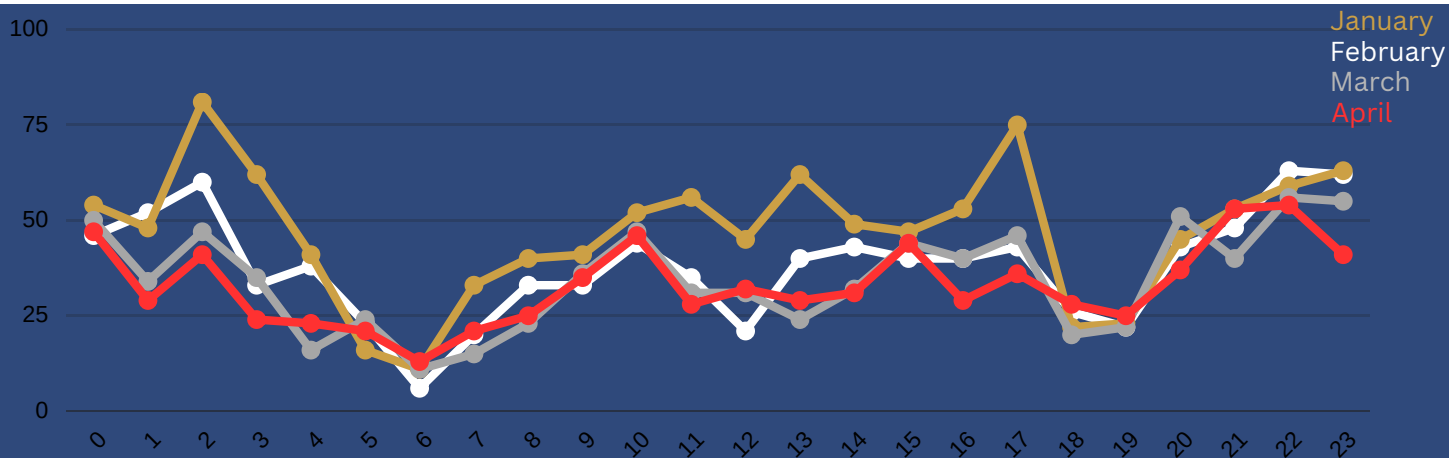
MONTHLY REPORT

APRIL 2023 - CALLS BY DAY & TIME



To ensure the department has the proper resources necessary for the delivery of high quality police services to the residents of both Hobart and Lawrence, we carefully analyze a variety of workload factors for planning purposes. This includes tracking and reviewing the number of police incidents as well as when they are occurring. Calls for service can be initiated by a variety of means to include, but not limited to, officer observed, being dispatched by 911, approached in person, email correspondence, and/or social media notifications. Calls for service can vary in nature, severity, and level of resources needed to address the issue.

<u>Hour</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	<u>Total</u>
00:00-00:59	4	10	4	6	3	8	12	47
01:00-01:59	3	2	2	0	3	9	10	29
02:00-02:59	5	3	4	4	3	13	9	41
03:00-03:59	2	2	7	1	3	5	4	24
04:00-04:59	2	4	3	1	0	7	6	23
05:00-05:59	3	0	3	1	4	5	5	21
06:00-06:59	2	2	4	0	1	3	1	13
07:00-07:59	4	7	0	3	1	4	2	21
08:00-08:59	3	9	1	1	3	4	4	25
09:00-09:59	7	4	4	2	6	8	4	35
10:00-10:59	4	9	4	2	2	18	7	46
11:00-11:59	4	2	1	3	4	11	3	28
12:00-12:59	3	8	4	4	3	3	7	32
13:00-13:59	3	8	2	2	4	5	5	29
14:00-14:59	5	2	4	4	5	5	6	31
15:00-15:59	8	3	5	6	6	9	7	44
16:00-16:59	5	4	4	1	4	3	8	29
17:00-17:59	2	5	3	3	6	7	10	36
18:00-18:59	4	5	3	6	4	4	2	28
19:00-19:59	6	1	3	3	3	5	4	25
20:00-20:59	3	7	7	0	7	8	5	37
21:00-21:59	6	4	7	6	7	13	10	53
22:00-22:59	13	4	2	8	13	7	7	54
23:00-23:59	3	7	2	2	8	13	6	41
Total by Day	104	112	83	69	103	177	144	792



MONTHLY REPORT

APRIL 2023 - INVESTIGATIONS



CASE TYPE	DETAILS	OUTCOME
Fraud	23-502941	• Inactive Investigation
Fraud	23-502966	• Investigation
Theft	23-502993	• Investigation
Fraud	23-503057	• Investigation
Theft	23-503085	• Investigation
Theft	23-503137	• Investigation
Fraud	23-503169	• Investigation
Fraud	23-503194	• Suspect Identified
Burglary	23-503208	• Investigation
Fatal Vehicle Crash	23-503242	• Cleared with an Arrest
Theft	23-503253	• Investigation
Sexual Assault	23-503267	• Investigation
Burglary	23-503328	• Investigation
Theft	23-503399	• Investigation
Auto Theft	23-503532	• Investigation
Burglary	23-503561	• Investigation

MONTHLY REPORT

APRIL 2023 - CODE ENFORCEMENT
HLPD ASSISTS

LOCATION	DETAILS	OUTCOME
Lawrence	None Reported	N/A
Hobart	None Reported	N/A

MONTHLY REPORT

APRIL 2023 - ADMINISTRATIVE



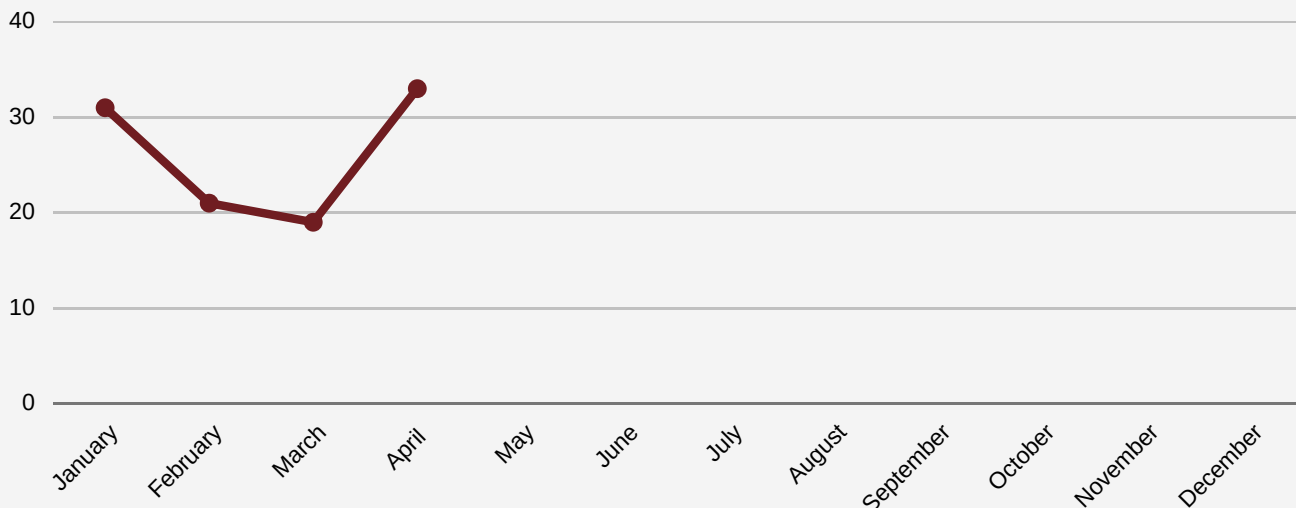
The administrative division of the police department consists of the Chief of Police, Captain (Vacant in February), and Administrative Assistant.

Managing the department budget, schedule, officer training, and writing policies and procedures are just a few of the tasks that the Chief of Police and Captain conduct.

Our Administrative Assistant is typically our first point of contact with our citizens either in the lobby or by phone. One of her primary tasks include fulfilling records request, ensuring quality reports, and distributing reports as needed. Abiding to State of Wisconsin records laws, we disperse reports to those who request copies. These again are just a few of the tasks that are required of her.

AMOUNT	ACTIVITY
33	• Open Record Requests
7	• Bartender Applications
10	• Lawrence - License Renewals
1	• Animal Variant Request

OPEN RECORDS REQUEST



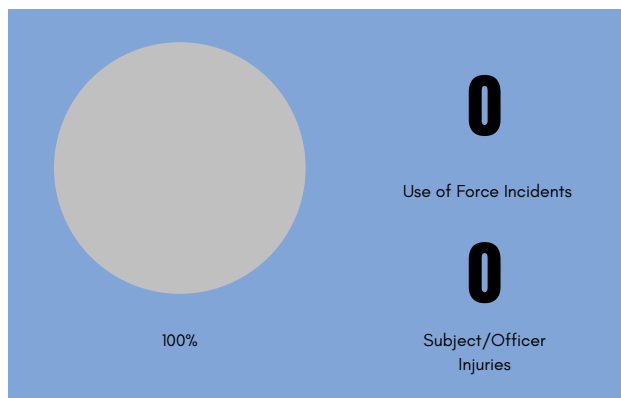
MONTHLY REPORT

APRIL 2023 - ACCOUNTABILITY



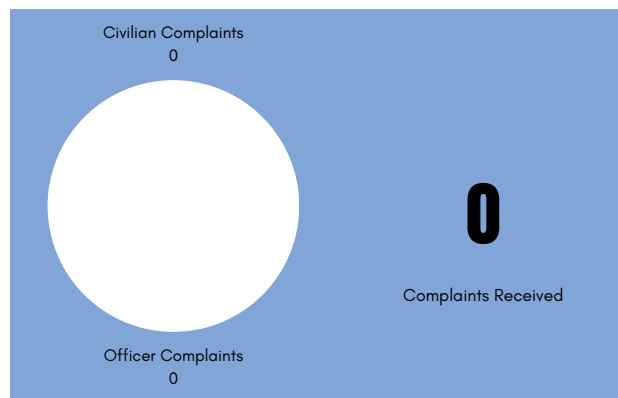
The use of force by law enforcement personnel is a matter of critical concern, both to the public and to the law enforcement community. Officers are involved on a daily basis in numerous and varied interactions and, when warranted, may use reasonable force in carrying out their legitimate duties. The Hobart-Lawrence Police Department recognizes and respects the value of all human life and dignity without prejudice to anyone. Vesting officers with the authority to use reasonable force and to protect the public welfare requires monitoring, evaluation, and a careful balancing of all interests. Our Use of Force Policy is available online - <https://www.hobart-wi.org/police-resources>.

USE OF FORCE



There were no use of force incidents during the month of March.

COMPLAINTS



HLPD is committed to transparency and accountability while improving community confidence. Tracking and reporting complaints is a measure to meet those goals.

This chart will track any allegation of serious and/or minor misconduct that is reported against any employee - either civilian or sworn - reported from individual(s) outside the police department.

MONTHLY REPORT

APRIL 2023 - TRAINING



TRAINING ACTIVITY

- Investigator Van Lanen - WI Internet Crimes Against Children (ICAC)
- Sergeant Tremel - K9 Training
- Sergeant Radloff, Ofc. Peterson, SRO Manning - Crisis Intervention Team (CIT)
- All Sworn Officers - Handgun Qualification
- Drone Training - Selected Drone Pilots

MONTHLY REPORT

APRIL 2023 - CONCLUSION

The Hobart-Lawrence Police Department is committed to providing high quality, professional police services to the residents, business owners, and visitors to both the Village of Hobart and the Town of Lawrence. Hopefully, the information contained in this report demonstrates we are achieving that goal. Should this report generate any questions or concerns, we would be happy to answer them.



Little Free Library Permit

Property Owner(s): _____

Property Address: _____

Phone Number: _____ Email Address: _____

Please include the following information with this form:

- Map of your property marking the location of the proposed library: [Print Map Here](#)
- Design of library including images and dimensions
- **Permit Holder agrees to maintain the library and understands it may be removed due to neglected maintenance or Village construction activities as determined by the Public Works Director**

Signature

Date

If approved, please call diggers hotline before installing your library: Call 811 or [Submit Online](#)

TIP: Register your library on the national registry - <https://littlefreelibrary.org/>

APPROVED

DENIED

COMMENTS OR REASON FOR DENIAL:

Jerry Lancelle, Public Works Director

Date

May 22, 2023

Mr. Joel Gregozeski
Village of Ashwaubenon
2155 Holmgren Way
Ashwaubenon, WI 54304

Mr. Aaron Kramer
Village of Hobart
2990 South Pine Tree Road
Hobart, WI 54155

Mr. Patrick Wetzel
Town of Lawrence
2400 Shady Ct.
De Pere, WI 54115

RE: CTH EE-21 Municipal Agreements

Dear Administrators:

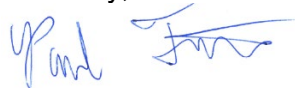
In early May 2021 the Highway Department discussed applying for STBG funding for a proposed roundabout at CTH EE and CTH EB (Grant & Packerland) with the Village of Ashwaubenon Public Works Director. It was (verbally) agreed to share the municipal costs 50/50 between the County and Village of Ashwaubenon due to the unique municipal boundary line at that intersection location (see attached map). The discussion centered around the relatively minimal costs the Village of Hobart and Town of Lawrence would have, and that Ashwaubenon would be willing to split those costs with the County. In late May 2021 the Highway Department submitted the application for funding to the MPO.

In January 2023 Brown County sent the Village of Ashwaubenon the municipal agreement for the project. However, the Village of Ashwaubenon Board is now requesting that the Village of Hobart and the Town of Lawrence participate in the costs for the project. This is an important project for safety and for traffic due to future development in the area. The total project is estimated at \$1.66 million with the federal funding at \$1.29 million (80%). The Municipal cost breakdown is estimated at:

County	\$186,170
Ashwaubenon	\$160,105
Hobart	\$20,479
<u>Lawrence</u>	<u>\$5,586</u>
Total:	\$372,340

The Brown County Highway Department is now asking your respective municipalities to approve the attached municipal project agreement. If everyone agrees, design will start this year with construction to take place in 2026. Please let me know if you have any questions regarding this agreement.

Sincerely,

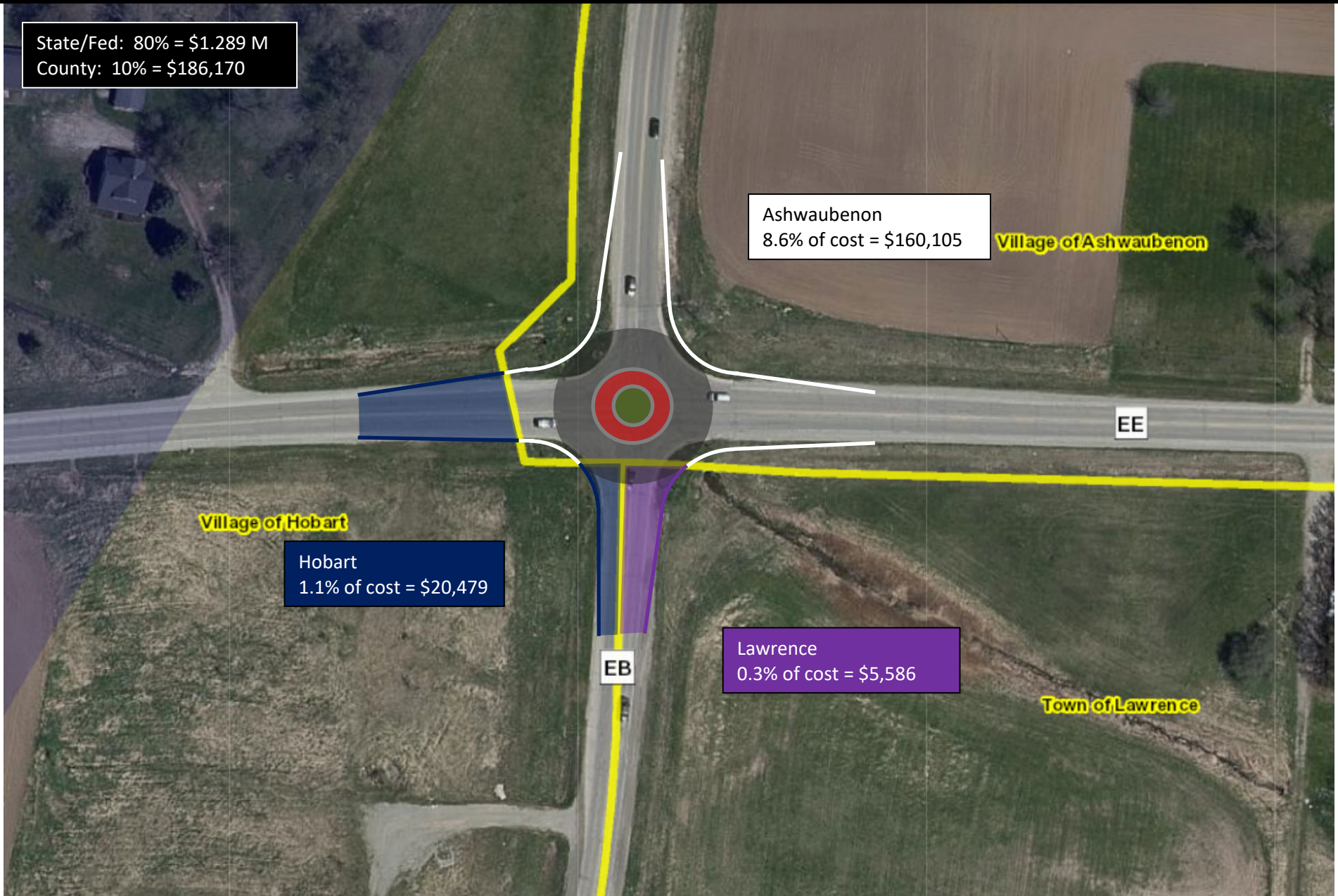


Paul Fontecchio, P.E.
Highway Commissioner



PROJECT CTH EE-21 Roundabout				JOB NO.	
SUBJECT Project Cost Distribution				SHEET NO.	
ORIGINATED BY BCHD		DATE 5/18/2023	CHECKED BY	DATE	CALC. NO.
					REV. NO.

PROJECT LOCATION MAP



Brown County

MUNICIPAL PROJECT AGREEMENT

Project ID #: EE-21

Municipality: Hobart

Highway: CTH EE
Navigator Way to

Construction Year: 2026

Limits: Quarry Park Drive

Length: 0.20 miles

Federal/State Funds: No Yes – Attached State Municipal Agreement between WisDOT & Brown County is a part of this agreement.

1.0 GENERAL

The signatory, Village of Hobart (Municipality), through its undersigned duly authorized officers or officials, hereby requests the Brown County Highway Department (County) to initiate and effect the proposed improvement (Project) hereinafter described.

The authority for the County to enter into agreements with the Municipality is extended by Section 83.035 of Wisconsin State Statutes. The authority for the Highway Commissioner to enter into contracts with municipalities within Brown County is from Section 6.10 of the Brown County Code of Ordinances.

2.0 CITIES

Section 83.05(1) of Wisconsin State Statutes states:

83.05 Improving streets over 18 feet wide. (1) When a portion of the system of county aid highways in any city is to be improved, and the funds from the city and county are available therefor, the city may determine that the roadways shall be paved to a greater width than 18 feet. If it so decides, the city may determine the type of improvement, the width, and all other features of the construction, subject to the approval of the county highway committee. And said committee shall fix the amount per linear foot of the improvement to be paid by the county. The city shall then improve the street in the manner provided generally for making street improvements. The work shall be done under the supervision of the city, but subject to the inspection of the county highway commissioner.

When a portion of county highway in a city is to be improved, the City has a choice in how it wants enter into agreement with the County.

2.1 The City follows State Statute 83.05. The City then would determine the type of improvement, the width, and all other features of the construction subject to the approval of the Highway Commissioner.* The City determines if any acquisition of land is required as a result of the design (the City prepares the right-of-way plat), and pays for the cost of the right-of-way acquisition (since the amount of land to be acquired is determined by the municipality as a function of their design of the roadway). The County acquires the land per section 83.07 and 83.08 of the Wisconsin statutes.

* Per Wis. Stat. §83.015(2)(b), the county highway commissioner shall have the administrative powers and duties prescribed for the county highway committee under 83.05(1).

The County will then likewise follow state statutes in terms of the cost sharing per Wis. Stat. §83.05(2) which states:

83.05(2) Upon the completion of the work the county's share of the cost shall be paid to the contractor as though the county had been an immediate party to the contract. Unless specifically authorized by the county, the payment by the county shall not exceed the cost of 22 feet of the width of the pavement, as well as a portion of the costs of grading, draining, and appertaining structures. The balance of the expense of the improvement shall be borne by the city, and shall be provided in the manner in which expense of street improvement is ordinarily met. Assessments of benefits may be made by the city against abutting property in the manner provided where the improvement is done solely at the expense of the city, but such assessments of benefits shall not exceed the difference between the cost of the improvement and the amount contributed thereto by the county.

2.2 The City yields their statutory authority and enters into an agreement with the County per the County's municipal project agreement policy. In coordination and agreement with the City, the County will determine the type of improvement, the width, and all other features of the construction, with the County having final decision making authority on project specifics. The County and City will follow Attachment #1 for project specific eligible and non-eligible project costs.

For this Agreement the City and County agree to follow:

- Section 2.1
- Section 2.2

3.0 VILLAGES AND TOWNS

3.1 The Village or Town enters into an agreement with the County per the County's municipal project agreement policy. In coordination and agreement with the Village or Town, the County will determine the type of improvement, the width, and all other features of the construction, with the County having final decision making authority on project specifics. The County and Village or Town will follow Attachment #1 for project specific eligible and non-eligible project costs.

3.2 The Village or Town petitions to follow section 2.1 of this policy. A village or town may petition the Highway Commissioner to allow the village or town to follow section 2.1 of this policy for urban or proposed urban areas.

For this Agreement the Village or Town and County agree to follow:

- Section 3.1
- Section 3.2

4.0 PROJECT SUMMARY

1. Reason for Project (existing facility)

The project is needed to address safety issues at the intersection of CTH EE (Grant Street) and CTH EB (Packerland Drive). There is a significant crash concern at the intersection, and there has been a fatality in 2017. Additional signage and transverse rumble strips were added at this intersection as temporary safety improvements until a roundabout is constructed. A roundabout will help reduce the amount and severity of the crashes at this intersection.

2. Proposed Improvement (nature and scope of work)

The project consists of reconstructing the intersection of CTH EE (Grant Street) and CTH EB (Packerland Drive) as a roundabout. The new intersection will meet WisDOT standards for installation of new pavement, base, concrete curb and gutter, storm water sewer system, sidewalk, ADA compliant curb ramps, lighting and bicycle accommodations. The roadway is proposed to be closed during construction with a posted detour.

5.0 PROJECT FUNDING

5.1 Estimated Project Cost and Cost Sharing

The following table shows the estimated funding based on the State Municipal Agreement (SMA) for the project. The Municipal Funds, as described in the SMA, will be cost shared 50% Brown County, 43% Village of Ashwaubenon, 5.5% Village of Hobart, and 1.5% Town of Lawrence.

ITEM	ESTIMATED COST	FEDERAL FUNDS	COUNTY FUNDS	ASHWAUBENON FUNDS	HOBART FUNDS	LAWRENCE FUNDS
ENGINEERING & DESIGN:						
Plan Design	\$209,800	\$167,840	\$20,980	\$18,043	\$2,308	\$629
State Review	\$22,200	\$17,760	\$2,220	\$1,909	\$244	\$67
Engineering Subtotal	\$232,000	\$185,600	\$23,200	\$19,952	\$2,552	\$696
RIGHT-OF-WAY ACQUISITION:						
Plat Preparation & Appraisals	\$20,000	\$0	\$10,000	\$8,600	\$1,100	\$300
Acquisition	\$30,000	\$0	\$15,000	\$12,900	\$1,650	\$450
Right-of-way Subtotal	\$50,000	\$0	\$25,000	\$21,500	\$2,750	\$750
ROAD CONSTRUCTION:						
Eligible (Participating)	\$1,192,400	\$953,920	\$119,240	\$102,546	\$13,117	\$3,578
Construction Engineering	166,900	\$133,520	\$16,690	\$14,353	\$1,836	\$501
Non-Eligible (Non-Participating)	\$0	\$0	\$0	\$0	\$0	\$0
State Review	\$20,400	\$16,320	\$2,040	\$1,754	\$224	\$61
Road Construction Subtotal	\$1,379,700	\$1,103,760	\$137,970	\$118,653	\$15,177	\$4,140
PROJECT SUBTOTAL:	\$1,661,700	\$1,289,360	\$186,170	\$160,105	\$20,479	\$5,586

5.2 Cost Sharing & Billing

As work progresses, the Municipality will be billed for their local share of eligible project cost and 100% of the non-eligible cost. The statewide administrative rate will be applied to the project costs. Upon completion of the project, a final audit will be made to determine the final division of costs.

5.3 Project Termination

If the Municipality should withdraw from the project, for any reason, it will reimburse the County for any costs incurred by the County on behalf of the project. If the County should withdraw from the project, for any reason, it will reimburse the Municipality for any costs incurred by the Municipality on behalf of the project.

6.0 MAINTENANCE RESPONSIBILITIES AND JURISDICTION

6.1 Maintenance

Section 83.025 of the Wisconsin Statutes governs the maintenance of county highways, specifically:

- 83.025(2) Width of highway maintained by the County includes every way open to the use of the public as a matter of right for the purposes of vehicular travel, including the shoulder. In an urban area this would include the curb and gutter.
- 83.025(2) Maintenance of a county highway through a municipality includes those measures and activities necessary to preserve the highway, as nearly as possible, in the condition of its construction including:
 - Shoulder maintenance
 - Ditch Maintenance
 - Pavement marking
 - Signing
 - Crack sealing
 - Asphalt patching
 - Concrete pavement repair
 - Asphalt resurfacing
 - Curb and gutter repair
 - Emergency repairs of storm sewer manhole and inlet casting/pavement as requested by the municipality to be charged back to the municipality
 - Street sweeping
 - Application of protective coatings (bridges)
 - Guard rail
 - Removal, treatment and sanding/salting of ice
 - Removal and control of snow
 - Interim repair of highway surfaces and adjacent structures
 - Center median mowing (performed only for visibility purposes)
 - Traffic signal operation

Items that are placed at the discretion of the municipality are the responsibility of the municipality to maintain, including:

- Street lighting
- Interim sidewalk repair
- Pavement marking associated with sidewalks (crosswalks)
- Off street bike paths
- Sanitary sewer
- Interim storm sewer repair including manhole and inlet castings
- Water mains
- Other municipal utilities
- Mowing behind the curb line (terrace area)

- Center median mowing (performed for aesthetic purposes)
- Snow and ice removal on sidewalks and/or bike paths
- Roundabout center island landscaping
- Storm water devices (ponds, infiltration areas, etc. – anything other than a ditch)
- Trees, shrubs, and other landscaping behind the curb line (in terrace area)

Neither of these maintenance lists is intended to be 'all inclusive', but, rather to demonstrate measures and activities necessary to preserving a highway defined as that portion of the roadway open to the public as a matter of right for the purposes of vehicular travel, including the shoulder and/or curb and gutter.

6.2 Jurisdiction

Note: Jurisdictional transfers require resolutions from both the Municipality and County Board to become effective. If a roadway is noted to be transferred, it indicates an agreement in principal to pursue the transfer contingent upon both the Municipality and County approving the necessary resolutions.

- New County highway segment to be maintained by the County.
- Existing County highway segment to be maintained by the County.
- Existing Municipal street to be jurisdictionally transferred to the County:

Transfer Date: _____ Miles: _____
 Highway Name: _____
 _____ From _____ To

- Existing County highway to be jurisdictionally transferred to the Municipality:

Transfer Date: _____ Miles: _____
 Highway Name: _____
 _____ From _____ To

- Jurisdictional transfer of other County highways within the Municipality, from the County to the Municipality as listed below:

Street: _____ Miles: _____
 Location: _____ Transfer Date: _____

7.0 AUTHORIZATION

This request is made by the undersigned proper authority to make such request for the designated Municipality, and upon acceptance by the County, shall constitute agreement between the Municipality and the County.

FOR THE MUNICIPALITY:

Name & Title

Date

FOR THE COUNTY:

Paul Fontecchio, Highway Commissioner
Brown County Highway Department

Date


ATTACHMENT 1:
MUNICIPAL PROJECT AGREEMENT COST SHARE POLICY

Brown County Highway follows state law as found in Trans 205 for County Trunk Highway Standards or the Wisconsin Department of Transportation's Facility Design Manual (FDM) for the design, maintenance, and improvements of county trunk highways.

PROJECT TYPE	BROWN COUNTY	MUNICIPALITY
<p>Asphalt Reconditioning: <i>Reconditioning is defined as a maintenance level activity involving the reclaiming of the existing pavement and/or base course, replacement of the pavement in generally the same alignment (vertical and horizontal).</i></p> <p>A. Reclaim of existing pavement & base course</p> <p>B. Paving of up to 4.5" asphaltic pavement</p> <p>C. Curb & gutter replacement (spot repairs as part of reconditioning).</p> <p>D. Curb & gutter replacement (larger areas of repairs as agreed to by the Municipality and County).</p> <p>E. Curb & gutter replacement for Municipal utility work.</p>	<p>100%</p> <p>100%</p> <p>100%</p> <p>50%</p> <p>0%</p>	<p>0%</p> <p>0%</p> <p>0%</p> <p>50%</p> <p>100%</p>
<p>Roadway Reconstruction: <i>Reconstruction is defined as the total rebuilding of an existing highway including pavement and base replacement, excavation below subgrade, drainage, transportation related appurtenances, roadway realignment, widening, and/or converting a rural roadway to an urban roadway.</i></p> <p>A. Urban Reconstruction: New concrete curb & gutter, storm sewer, asphalt or concrete pavement (see eligible project costs).</p> <p>B. Rural Reconstruction: Reconstruction of existing 2-lane roadway, no additional travel lanes.</p> <p>C. Rural Reconstruction: Reconstruction and widening of existing 2-lane roadway, travel lane addition, including 3-lane with center-shared, left-turn, or 4-lane divided or undivided roadway (see eligible project costs).</p>	<p>50%</p> <p>100%</p> <p>50%</p>	<p>50%</p> <p>0%</p> <p>50%</p>
<p>New Roadway Construction:</p>	<p>50%</p>	<p>50%</p>
<p>Bridge Construction/Reconstruction:</p> <p>A. Part of Roadway Reconstruction A & C above.</p> <p>B. Town Bridge Replacement. Note: Funding utilizes the County Bridge fund which is a 50/50 matching fund with the Municipality.</p> <p>C. County Bridge Replacement.</p>	<p>50%</p> <p>50%</p> <p>100%</p>	<p>50%</p> <p>50%</p> <p>0%</p>

Eligible Project Costs:
County eligible construction project funding will be limited to participation in the costs of the following items as specified in the estimate summary:
A. Design engineering and all necessary environmental and wetland assessment investigations as required by the Wisconsin Department of Natural Resources and/or the U.S. Army Corps of Engineers.
B. Right-of-way acquisition cost, including the cost of the right-of-way plat development, property appraisals, acquisition negotiations, legal costs and relocation expenses and fees for limited construction easements, and compensable utility relocation costs.
C. Wetland replacement mitigation.
D. Storm water devices (ponds, infiltration areas, etc.) required for the project (prorated to 50% of the costs required for the roadway work).
E. Construction engineering related to inspection, supervision, and administration of the actual construction work.
F. Street grading, base, pavement, curb & gutter, drainage structures, bridges, intersection channelization & turning lanes, 15-foot wide concrete outside curb lanes, 14-foot wide asphalt outside curb lane, and driveway aprons.
G. Installation of main line storm sewer trunk lines & laterals, 12-inch diameter or greater. Storm sewer inlets, manholes, and catch basins necessary to accommodate street surface water drainage.
H. In accordance with the Brown County Bicycle and Pedestrian Plan, Brown County will share the costs of the following: <ol style="list-style-type: none"> 1. Concrete sidewalk replacement or new sidewalk construction – the County will participate in the costs for one (1) side of the roadway for sidewalk up to 5' in width for a concrete sidewalk except for areas of municipal utility cuts which are the responsibility of the municipality. 2. Multi-use bicycle/pedestrian asphaltic path or on-street bike lanes - the County will participate in the costs for either one off-street multi-use bicycle/pedestrian path up to 10' in width or on-street bike lanes in accordance with FDM 11-46 Figure 15.1, but not both.
I. Signing and pavement marking, including detour routes, installation of traffic signal conduit and traffic signals meeting signal warrants.
J. Erosion control devices required per Wisconsin DNR standards.
K. Retaining walls required for the Project.
L. Roundabout intersections that meet traffic signal warrants including street lighting, standard WisDOT colored concrete, and signs.
M. Landscaping including salvaged topsoil, seeding, fertilizing, and mulch.

Non-eligible Project Costs:
Work necessary to complete the Project to be financed entirely by the Municipality or other utility or facility owner includes the following items:
A. New installation of, or alteration of, sanitary sewers and connections, water, gas, electric, telephone, fire or police alarm facilities, parking meters, street lighting and similar utilities.
B. Traffic signals or roundabouts not meeting signal warrants, as specified by the Manual of Uniform Traffic Control Devices (MUTCD).
C. Concrete sidewalks or bicycle/pedestrian off-street trails not constructed as part of reconstruction or new construction projects.
D. Any allowed parking stalls.
E. Storm water devices (ponds, swales, etc.) not required for the project (regional storm water pond for example). The Municipality will own and maintain regional storm water devices, including if the device is partially used for the Project.
F. Trees, shrubs, and other landscaping along the roadway or at roundabouts after location approval by Brown County.
G. Decorative features (lighting, signs, railing, etc.) above standard baseline costs.

 <p style="text-align: center;">STATE/MUNICIPAL AGREEMENT FOR A STATE- LET URBANIZED AREA STP-URBAN PROGRAM PROJECT</p> <p>Program Name: STP-Urban Population Group: 200,000-500,000 Sub-program #: 206 Cycle: BIL 2023-2026</p>	<p>Date: January 25, 2023 I.D.: 9277-03-72/73 Roadway Name: CTH EE Limits: Navigator Way to Quarry Park Drive County: Brown Roadway Length: 0.2 MILES Functional Classification: Minor Arterial Project Sponsor: Brown County</p>
---	--

The signatory, **Brown County**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Sections 86.25(1), (2), and (3) and Section 66.0301 of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

All components of the project must be defined in the environmental document if any portion of the project is federally funded. The Municipality agrees to complete all participating and any non-participating work included in this improvement consistent with the environmental document. No work on final engineering and design may occur prior to approval of the environmental document.

Existing Facility - Describe and give reason for request: **The year of last improvement is 2006 on the south, east, and west leg and 2010 on the north leg. The intersection consists of a rural cross section with two lanes of asphaltic pavement. The pavement has a rating of 3 on the south leg of the intersection and in the intersection, 5 on the west leg of the intersection, 6 on the east leg of the intersection, and 8 on the north leg of the intersection. The intersection is in generally poor condition. The current intersection control is a four-way stop. The intersection does not have existing sidewalk or bicycle accommodations. The project is needed to address safety and congestion issues at the intersection and to match the needs of the community as currently there is a significant crash concern at the intersection.**

Proposed Improvement – Nature of work: **The proposed improvement is an intersection reconstruction for 0.2 miles of an urban cross section with asphalt pavement. A roundabout will be constructed at the intersection to replace the existing four-way stop control. The proposed roadway is to include curb and gutter, sidewalk, storm sewer, street lighting, pavement marking, and signing. There will be moderate grading, and less than ½ acre of strip right-of-way will be acquired. Additional real estate acquisition in the form of temporary interests is anticipated.**

Describe non-participating work included in the project and other work necessary to completely finish the project that will be undertaken independently by the Municipality. Please note that non-participating components of a project/contract are considered part of the overall project and will be subject to applicable federal requirements: **Maintenance and repair of haul roads, adjustments to water main and sanitary sewer facilities (if applicable) and roadway widths exceeding WisDOT standards.**

The Municipality agrees to the following **BIL 2023-2026** Urbanized Area project funding conditions:

Project ID **9277-03-72** design costs are funded with up to 80% federal funding up to a funding limit of **\$185,600**. The Municipality agrees to provide the remaining 20% and any funds in excess of the **\$185,600** federal funding limit.

Non-participating design costs which include real estate, railroad and compensable utility costs are 100% the responsibility of the Municipality. Any work performed by the Municipality prior to federal authorization is not eligible for federal funding. The Municipality will be notified by the State that the project is authorized and available for charging.

Project ID **9277-03-73** construction costs are funded with up to 80% federal funding up to a funding limit of **\$1,103,760**. The Municipality agrees to provide the remaining 20% and any funds in excess of the **\$1,103,760** federal funding limit.

Non-participating construction costs which include, but is not limited to, relocation/adjustments to water and sanitary sewer facilities and maintenance and repair of haul roads are 100% the responsibility of the Municipality. Any work performed by the Municipality prior to federal authorization is not eligible for federal funding. The Municipality will be notified by the State that the project is authorized and available for charging.

This project is currently scheduled in State Fiscal Year **2026**. Sunset date: **June 30, 2031**.

Sunset Date is determined based on the date a project is scheduled to be authorized. Sunset date is calculated as six years from the beginning of the state fiscal year (SFY) in which a project is initially scheduled.

Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.

The dollar amounts shown in the Summary of Costs Table below are estimates. The final Municipal share is dependent on the final federal participation, and actual costs will be used in the final division of cost for billing and reimbursement. In no event shall federal or State funding exceed the estimate of **\$1,289,360** in the Summary of Costs Table, unless such increase is approved in writing by the State through the State's Change Management Policy prior to the Municipality incurring the increased costs.

SUMMARY OF COSTS

PHASE	Total Est. Project Cost	Federal / State Funds	%	Municipal Funds	%
ID 9277-03-72					
Design	\$ 209,800	\$ 167,840	80%*	\$ 41,960	20% + BAL
State Review	\$ 22,200	\$ 17,760	80%*	\$ 4,440	20% + BAL
<i>Project total</i>	\$ 232,000	\$ 185,600		\$ 46,400	
ID 9277-03-73					
Participating Construction	\$ 1,192,400	\$ 953,920	80%*	\$ 238,480	20% + BAL
Construction Engineering	\$ 166,900	\$ 133,520	80%*	\$ 33,380	20% + BAL
Non-Participating Construction	\$ 0		0%	\$ 0	100%
State Review	\$ 20,400	\$ 16,320	80%*	\$ 4,080	20% + BAL
<i>Project total</i>	\$ 1,379,700	\$ 1,103,760		\$ 275,940	
Total Est. Cost Distribution	\$ 1,611,700	\$ 1,289,360		\$ 322,340	

*Design ID **9277-03-72** federal/state funding is limited to \$ 185,600

*Construction ID **9277-03-73** federal/state funding is limited to \$ 1,103,760

This request is subject to the terms and conditions that follow (pages 3 – 8) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signatures certify the content has not been altered by the municipality. Signed for and in behalf of: Brown County (please sign in blue ink.)		
Name	Title	Date
Signed for and in behalf of the State :		
Name	Title	Date

GENERAL TERMS AND CONDITIONS:

1. All projects must be in an approved Transportation Improvement Program (TIP) or State Transportation Improvement Program (STIP) prior to requesting authorization.
2. Work prior to federal authorization is ineligible for federal funding.
3. The Municipality, throughout the entire project, commits to comply with and promote all applicable federal and state laws and regulations that include, but are not limited to, the following:
 - a. Environmental requirements, including but not limited to those set forth in the 23 U.S.C. 139 and National Environmental Policy Act (42 U.S.C. 4321 et seq.)
 - b. Equal protection guaranteed under the U.S. Constitution, WI Constitution, Title VI of the Civil Rights Act and Wis. Stat. 16.765. The municipality agrees to comply with and promote applicable Federal and State laws, Executive Orders, regulations, and implementing requirements intended to provide for the fair and equitable treatment of individuals and the fair and equitable delivery of services to the public. In addition the Municipality agrees not to engage in any illegal discrimination in violation of applicable Federal or State laws and regulations. This includes but is not limited to Title VI of the Civil Rights Act of 1964 which provides that “no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” The Municipality agrees that public funds, which are collected in a nondiscriminatory manner, should not be used in ways that subsidize, promote, or perpetuate illegal discrimination based on prohibited factors such as race, color, national origin, sex, age, physical or mental disability, sexual orientation, or retaliation.
 - c. Prevailing wage requirements, including but not limited to 23 U.S.C 113.
 - d. Buy America Provision and its equivalent state statutes, set forth in 23 U.S.C. 313 and Wis. Stat. 16.754.
 - e. Competitive bidding and confidentiality requirements set forth in 23 U.S.C 112 and Wis. Stat. 84.06. This includes the sharing of financial data prior to the conclusion of the competitive bid period.
 - f. All applicable Disadvantaged Business Enterprise (DBE) requirements that the State specifies.
 - g. Federal statutes that govern the Surface Transportation Program (STP), including but not limited to 23 U.S.C. 133.
 - h. General requirements for administering federal and state aid set forth in Wis. Stat. 84.03.

STATE RESPONSIBILITIES AND REQUIREMENTS:

4. Funding of each project phase is subject to inclusion in Wisconsin's approved BIL 2023-2026 Urbanized Area STP-Urban program. Federal funding will be limited to participation in the costs of the following items, as applicable to the project:
 - a. The grading, base, pavement, and curb and gutter, sidewalk, and replacement of disturbed driveways in kind.
 - b. The substructure, superstructure, grading, base, pavement, and other related bridge and approach items.
 - c. Storm sewer mains necessary for the surface water drainage.
 - d. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
 - e. Construction engineering incident to inspection and supervision of actual construction work (except for inspection, staking, and testing of sanitary sewer and water main).
 - f. Signing and pavement marking.
 - g. New installations or alteration of street lighting and traffic signals or devices.
 - h. Landscaping.
 - i. Preliminary engineering and design.
 - j. State review services.
5. The work will be administered by the State and may include items not eligible for federal participation.
6. As the work progresses, the State will bill the Municipality for work completed which is not chargeable to federal funds. Upon completion of the project, a final audit will be made to determine the final division of costs subject to project funding limits in the Summary of Costs Table. If reviews or audits show any of the work to be ineligible for federal funding, the Municipality will be responsible for any withdrawn costs associated with the ineligible work.

MUNICIPAL RESPONSIBILITIES AND REQUIREMENTS:

7. Work necessary to complete the BIL 2023-2026 Urbanized Area STP-Urban improvement project to be financed entirely by the Municipality or other utility or facility owner includes the items listed below.
 - a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - b. Damages to abutting property after project completion due to change in street or sidewalk widths, grades or drainage.
 - c. Detour routes and haul roads. The municipality is responsible for determining the detour route.
 - d. Conditioning, if required and maintenance of detour routes.
 - e. Real estate for the improvement.
 - f. Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
 - g. All work related to underground storage tanks and contaminated soils.

- h. Street and bridge width in excess of standards, in accordance with the current *WisDOT Facilities Development Manual*.
8. The construction of the subject improvement will be in accordance with the appropriate standards unless an exception to standards is granted by State prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the Municipality unless such exception is granted.
 9. Work to be performed by the Municipality without federal funding participation necessary to ensure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Municipality but must be coordinated with all other work undertaken during construction.
 10. The Municipality is responsible for financing administrative expenses related to Municipal project responsibilities.
 11. The Municipality will include in all contracts executed by them a provision obligating the contractor not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. 51.01 (5), sexual orientation as defined in Wis. Stat. 111.32 (13m), or national origin.
 12. The Municipality will pay to the State all costs incurred by the State in connection with the improvement that exceed federal financing commitments or are ineligible for federal financing. To guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
 13. In accordance with the State's sunset policy for STP Program projects, the subject FFY 2023-2026 STP Program improvement must be constructed and in final acceptance within six years from the beginning of the state fiscal year (SFY) in which a project is initially scheduled. Extensions may be available upon approval of a written request by or on behalf of the Municipality to State. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.
 14. If the Municipality should withdraw the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
 15. The Municipality will at its own cost and expense:
 - a. Maintain all portions of the project that lie within its jurisdiction (to include, but not limited to, cleaning storm sewers, removing debris from sumps or inlets, and regular maintenance of the catch basins, curb and gutter, sidewalks and parking lanes [including snow and ice removal]) for such maintenance in a manner consistent with reasonable industry standards, and will make ample provision for such maintenance each year.
 - b. Regulate [or prohibit] parking at all times in the vicinity of the proposed improvements during construction.
 - c. Regulate [or prohibit] all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
 - d. Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - e. Provide complete plans, specifications, and estimates to State upon request.
 - f. Provide relocation orders and real estate plats to State upon request.
 - g. Use the *WisDOT Utility Accommodation Policy* unless it adopts a policy, which has equal or more restrictive controls.

- h. Provide maintenance and energy for lighting.
- i. Provide proper care and maintenance of all landscaping elements of the project including replacement of any plant materials damaged by disease, drought, vandalism or other cause.

16. It is further agreed by the Municipality that:

- a. The Municipality assumes full responsibility for the design, installation, testing and operation of any sanitary sewer and water main infrastructure within the improvement project and relieves the state and all of its employees from liability for all suits, actions, or claims resulting from the sanitary sewer and water main construction under this agreement.
- b. The Municipality assumes full responsibility for the plans and special provisions provided by their designer or anyone hired, contracted or otherwise engaged by the Municipality. The Municipality is responsible for any expense or cost resulting from any error or omission in such plans or special provisions. The Municipality will reimburse State if State incurs any cost or expense in order to correct or otherwise remedy such error or omission or consequences of such error or omission.
- c. The Municipality will be 100% responsible for all costs associated with utility issues involving the contractor, including costs related to utility delays.
- d. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Municipality or by others, will be in conformity with such *Manual of Uniform Traffic Control Devices* as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred with by the Federal Highway Administration.
- e. The right-of-way available or provided for the project will be held and maintained inviolate for public highway or street purposes. Those signs prohibited under federal aid highway regulations, posters, billboards, roadside stands, or other private installations prohibited by Federal or State highway regulations will not be permitted within the right-of-way limits of the project. The Municipality, within its jurisdictional limits, will remove or cause to be removed from the right-of-way of the project all private installations of whatever nature which may be or cause an obstruction or interfere with the free flow of traffic, or which may be or cause a hazard to traffic, or which impair the usefulness of the project and all other encroachments which may be required to be removed by the State at its own election or at the request of the Federal Highway Administration, and that no such installations will be permitted to be erected or maintained in the future.
- f. The Municipality is responsible for any damage caused by legally hauled loads, including permitted oversize and overweight loads. The contractor is responsible for any damage caused to haul roads if they do not obey size and weight laws, use properly equipped and maintained vehicles, and do not prevent spilling of materials onto the haul road (*WisDOT Standard Specifications* 618.1, 108.7, 107.8). The local maintaining authority can impose special or seasonal weight limitations as defined in Wis. Stat. 349.16, but this should not be used for the sole purpose of preventing hauling on the road.

The bid item 618.0100 Maintenance and Repair of Haul Roads (project) is ineligible for federal funding on local program projects as per the State/Municipal Agreement. The repair of damages as a result of hauling materials for the project is the responsibility of the Municipality as specified in the State/Municipal Agreement Terms and Conditions under Municipal Responsibilities and Requirements.

LEGAL RELATIONSHIPS:

- 17. The State shall not be liable to the Municipality for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Municipality for damages or delays resulting from injunctions or other restraining orders obtained by third parties.

18. The State will not be liable to any third party for injuries or damages resulting from work under or for the Project. The Municipality and the Municipality's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Municipality and its sureties; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Municipality or its sureties; or because of any claims or amounts recovered for any infringement by the Municipality and its sureties of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the employees of the Municipality and its sureties; or any other law, ordinance, order or decree relating to the Municipality's operations.
19. Contract modification: This State/Municipal Agreement can only modified by written instruments duly executed by both parties. No term or provision of either this State/Municipal Agreement or any of its attachments may be changed, waived or terminated orally.
20. Binding effects: All terms of this State/Municipal Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party enforcement rights.
21. Choice of law and forum: This State/Municipal Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this State/Municipal Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.

PROJECT FUNDING CONDITIONS

22. Non-appropriation of funds: With respect to any payment required to be made by the State under this State/Municipal Agreement, the parties acknowledge the State's authority to make such payment is contingent upon appropriation of funds and required legislative approval sufficient for such purpose by the Legislature. If such funds are not so appropriated, either the Municipality or the State may terminate this State/Municipal Agreement after providing written notice not less than thirty (30) days before termination.
23. Maintenance of Records: During the term of performance of this State/Municipal Agreement, and for a period not less than three years from the date of final payment to the Municipality, records and accounts pertaining to the performance of this State/Municipal Agreement are to be kept available for inspection and audit by representatives of the Department. The Department reserves the right to audit and inspect such records and accounts at any time. The Municipality shall provide appropriate accommodations for such audit and inspection.

In the event that any litigation, claim or audit is initiated prior to the expiration of said records maintenance period, the records shall be retained until such litigation, claim or audit involving the records is complete.

24. The Municipality agrees to the following BIL 2023-2026 Urbanized Area STP-Urban project funding conditions:
 - a. ID **9277-03-72**: Design is funded with 80% federal funding up to a funding limit of **\$185,600**, where applicable when the Municipality agrees to provide the remaining 20% and any funds in excess of the **\$185,600** state/federal funding limit. This phase includes plan development and state review. The work includes project review, approval of required reports and documents and processing the final Plan, Specification & Estimate (PS&E) document for award of the contract. Costs for this phase include an estimated amount for state review activities, to be funded 80% with federal funding and 20% by the Municipality.
 - b. Real estate is funded 100% by the Municipality. Real estate acquisition is 100% the responsibility of the Municipality.
 - c. Utility items are funded 100% by the Municipality.
 - d. ID **9277-03-73**: Construction:

- i. Costs for items such as grading, gravel, asphalt, curb & gutter, sidewalk, traffic control, etc. are funded with 80% federal funding up to a funding limit of **\$1,103,760**, when the Municipality agrees to provide the remaining 20%, and any funds in excess of the **\$1,103,760** federal funding limit.
- ii. Non-participating costs for water and sanitary facilities, utilities, maintenance and repair of haul roads and detours are funded 100% by the Municipality. Costs include construction delivery.
- iii. Costs for this phase include an estimated amount for state review activities, to be funded 80% with federal funding and 20% by the Municipality.

[End of Document]



Dear Rich Heidel –

As you know, tourism and hospitality are at the core of Green Bay. Discover Green Bay often hears feedback about how welcoming to visitors the people of this community are. The positive reputation of our destination, as well as the wonderful attractions, events, amenities, restaurants, and lodging, make Green Bay a popular destination for 6.5 million annual visitors. For that, and for all your support of this industry, I want to thank you!

I'm also writing to you with an opportunity to even further leave your mark on the hospitality of this community with a legacy piece at the Discover Green Bay Visitor Center – set to open in Fall 2023.

The Discover Green Bay Visitor Center will be a showpiece of Green Bay area pride featuring community stories of past, present, and future. It will feature the impacts of influential people, businesses, and companies, philanthropists and innovators, problem-solvers and future-visionaries, business-owners and community-leaders.

This will also be a place to showcase regional arts and culture, waterfronts, education, industry, attractions, events, dining, outdoor recreation, and quality of life. This facility will be a valuable tool in the recruitment and attraction of talent to our local businesses who have such an important impact on our local economy.

Now is your chance to secure your spot and leave your legacy on this community showpiece and welcoming front door to our community. Your support will directly benefit how Discover Green Bay tells our community story in a brand-new, experiential, and state-of-the-art facility. This building will showcase the community and it wouldn't be successful without the help of the community through the following naming recognition opportunities:

- \$500 Outdoor Brick
- \$1,000 Outdoor Wall Tile
- \$1,500 Dog Walk Paver
- \$2,500 Outdoor Planter
- \$5,000 Outdoor Bench
- \$7,500 1-Star Donor Wall
- \$10,000 2-Star Donor Wall
- \$25,000 3-Star Donor Wall
- \$50,000 4-Star Donor Wall

Please join us in creating the most welcoming visitor center for our community. Thank you for your support!

Brad Toll
President / CEO

789 Armed Forces Drive
P.O. Box 10596
Green Bay, WI 54307

920.494.9507
888.867.3342

GreenBay.com





State of Wisconsin
Governor Tony Evers

Department of Agriculture, Trade and Consumer Protection
Secretary Randy Romanski

Date: April 18, 2023

To: Municipal Weights and Measures Program Administrator

From: Joe Smith, Director, Bureau of Weights and Measures

The Department of Agriculture, Trade and Consumer Protection's (DATCP) Bureau of Weights and Measures will be implementing a weights and measures inspection fee adjustment for contract municipalities effective July 1, 2023.

As part of a comprehensive 2022 review of the inspection program, the Department's Bureau of Weights and Measures identified appropriate adjustments to inspection frequencies and fees. Starting on July 1, 2022, weights and measures device inspection frequencies - within contract municipalities - changed from annual to biennial. This change was based on inspection data demonstrating no significant compliance difference between a one-year or two-year device inspection frequency. In addition, the Department reviewed the contract municipality inspection fee structure, which had not been adjusted since 2003. This review identified the need for a fee adjustment from \$400 per day to \$750 per day, to reflect the increased costs of doing the contracted inspections. This adjustment supports DATCP's work with each municipality per Wisconsin Statute s. 98.04(2).

As you are likely aware, State law requires that a municipality with a population over 5,000 either establish their own weights and measures inspection program with enough staff and equipment to ensure compliance with Wisconsin Statute Chapter 98, or contract with the State to provide those services. Wisconsin Statute s. 98.04(2) also allows a municipality to assess fees to businesses that receive weights and measures services. Those fees may not exceed the actual cost of fees paid to the Department for the same services. Ordinances and fees should be reviewed and adjusted as needed if your municipality recovers weights and measures inspection costs from regulated businesses.

If your municipality intends to continue to contract with the State for its weights and measures inspection program, please sign and return the enclosed contract by June 15, 2023 to: DATCP; Holly Wing; P.O. Box 8911; Madison, WI 53708-8911. A completed copy of the contract will be returned to you for your records, and you will be billed for this service in April 2024. If you have questions, please contact Stephen Peter at 608-224-4954 or email Stephen.peter@wisconsin.gov

Joe Smith
Director – Bureau of Weights and Measures
Division of Trade and Consumer Protection

Enclosure

Wisconsin - America's Dairyland

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer

MEMORANDUM OF AGREEMENT WEIGHTS AND MEASURES INSPECTION

THIS AGREEMENT is entered into by and between the STATE OF WISCONSIN DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, hereinafter referred to as the Department, and the MUNICIPALITY OF HOBART, hereinafter referred to as the Municipality.

Pursuant to Wis. Stat. § 98.04(2), the Department agrees to furnish the services and perform the duties required to enforce the provisions of Wis. Stat. ch. 98 in the Municipality. The Department further agrees to report to the Municipality at least annually on the extent and nature of the services performed. It is understood and agreed that the Municipality shall not be required to maintain a department of weights and measures or appoint sealers of weights and measures while this agreement is in effect.

Pursuant to Wis. Stat. §§ 66.0301 and 98.04(2), the Municipality agrees to pay to the Department fees sufficient to cover the Department's annual costs of providing such services on a fiscal year basis that starts on July 1 and continues through the following June 30, with payment to be made not later than May 1 of the fiscal year of this agreement. Payment for services performed by the Department for less than any contract period shall be prorated accordingly.

This agreement shall be self-renewing for succeeding fiscal year periods, except that the sum to be paid to the Department for services rendered shall be subject to renegotiation for each succeeding contract period based on the cost of providing services. This agreement may be terminated at the end of any fiscal year by either party giving the other party written notice at least 60 days prior to July 1 of the following fiscal year. Annual fees payable to the Department shall be in the amount of \$50.00, except as otherwise agreed upon for succeeding contract periods. Under Wis. Stat. § 98.04(2), a municipality may recover an amount not to exceed the cost of fees paid to the Department by assessing fees on the persons who receive services under the weights and measures program.

The parties have entered into this agreement effective the 1st day of July 2023.

WISCONSIN DEPARTMENT OF
AGRICULTURE, TRADE AND CONSUMER
PROTECTION

By _____
Signature Date

Acting Administrator
Division of Trade & Consumer Protection
(608) 224-4929

MUNICIPALITY OF _____

By _____
Signature Date

Title Telephone Number



POLICY 2023-04 (BACKGROUND CHECK POLICY)

PURPOSE: The purpose of this policy is to establish consistent standards for criminal background checks.

A. INTRODUCTION AND PURPOSE

The Village of Hobart (“the Village”) prioritizes safety and strives to provide a safe working environment. This policy establishes consistent standards for criminal background checks.

Except as otherwise provided in this policy, the Village shall conduct a criminal background check on each new hire for a Village position. Criminal background checks shall be conducted on candidates recommended for hire, either prior to the extension of an offer of employment, or as part of an offer of employment that is made contingent upon a successful criminal background check.

A criminal background check shall also be conducted on current employees and volunteers holding a “position of trust,” as defined below, who have not previously been subject to such a criminal background check by the Village. Employees and volunteers holding a position of trust shall be subject to a criminal background check every four years, and shall be required to self-disclose any criminal arrests, charges or convictions (excluding misdemeanor traffic offenses punishable only by fine).

B. DEFINITIONS

(1) A “position of trust” is defined as a paid or volunteer position with one or more of the following responsibilities:

- a. Property Access. Responsibilities require the use of master keys/card access and pertain to employees with key access to offices, facilities, or worksites other than their own worksite.
- b. Financial/Fiduciary Duty. Principal responsibilities (50% or more) require handling, receiving, or having custody of money, checks, securities, or accounting for supplies or other property; authorizing (or making appropriations for) expenditures; approving, certifying, signing or countersigning checks, drafts, warrants, vouchers, orders or other documents providing for the paying over or delivery of money, securities, supplies or other property, or service of process; maintaining or auditing accounts of money, checks, securities, time records, supplies, or other property, or taking physical inventories of money, checks, securities, supplies, or other property.
- c. Executive Positions. Responsibilities involve top-level management functions throughout the Village.

(2) A “volunteer” shall be defined as any individual serving the Village in a non-paid position, and shall include any member of a Board, Commission or Committee.

(3) An “election worker” shall be defined as any individual serving the Village in a paid or non-paid position in any role related to the preparation, administration, or post-event activity related to an election conducted by the Village. It shall not include the Clerk-Treasurer or Deputy Clerk-Treasurer.

C. POLICY

(1) Coverage of Prospective Hires and Employees. Criminal background checks must be conducted on prospective hires who are not Village employees, and on employees currently not in a position of trust who are seeking to move to a position of trust within the Village through promotion or otherwise. If a former employee is being rehired following an absence of one year or less, the Police Chief shall determine whether another criminal background check will be completed.

(2) Current Employees. Criminal background checks must be conducted on current employees holding a position of trust, who have not previously been subject to a criminal background check by the Village. The Village will conduct a criminal background check on employees and volunteers in a position of trust on an add-needed basis, to be determined by the Village Administration, after consultation with the Police Chief.

(3) Election Worker. Criminal background checks must be conducted on all new election workers prior to them being appointed to an election-related position. Criminal background checks must be conducted on all current election workers every year, prior to the first election of a calendar year.

(4) Coverage of Vendors and Contractors. To the maximum extent feasible, any agreement with a vendor or contractor whose employees, affiliates, or volunteers will have routine or unsupervised access to Village property or records in the course of the contract must include a representation from the vendor or contractor stating that these employees, affiliates, or volunteers have satisfied a criminal background check conducted by a criminal background check vendor selected by the contractor that includes a check of the vendor's proprietary national criminal background check database.

(5) Conducting Criminal Background Checks.

a. Criminal background checks must be conducted by the Police Chief or their designee.

a. Finalists for employment must complete and sign a criminal background check authorization form. An applicant's failure to consent to a criminal background check or falsification of any related information is grounds for the rejection of the applicant. Similar procedures must be implemented for current employees, volunteers and prospective volunteers who are subject to criminal background checks.

b. A criminal background check on prospective hires, employees and volunteers must include a check of the Wisconsin Department of Justice, Criminology Bureau electronic database, and a check provided by a criminal background check vendor that includes the following components:

- Social Security Number Trace. Authenticates the individual's information and generates a list of addresses the individual has lived at for the last seven years; as part of the trace, the Village may verify that the social security number is valid and appropriately assigned to the individual.
- Criminal Felony/Misdemeanor by County of Residence. Superior and municipal court records search in any county in the U.S. in which the individual has resided in the last seven years.
- Sex Offender Registry. Sex offender search by state.
- National Criminal Background Database. Search of the vendor's proprietary national criminal background check database.

c. The Village will comply with the federal Fair Credit Reporting Act (FCRA) when retaining a vendor to perform criminal background checks.

d. Additional criminal and non-criminal checks (e.g., motor vehicle, etc.) may be run when appropriate in relation to the position.

e. The Village must conduct an appropriate U.S. criminal background check on an applicant for employment, current employee, or volunteer who is a foreign national and subject to this policy. A criminal background on the individual's prior country(ies) of residence will also be conducted if their country(ies) of residence provides

a criminal background check for the time period during which the individual was a resident. A media and social media search is not considered an appropriate criminal background check and, therefore, the Village will not be required to conduct media and social media searches.

(6) Application of the "Substantial Relationship" Test under the Wisconsin Fair Employment Act Wisconsin law prohibits an employer from discriminating against an applicant or employee on the basis of arrest or conviction record unless the pending criminal charge or conviction substantially relates to the circumstances of the position. Applicants with a criminal history will not be automatically disqualified from Village employment, and a current employee's criminal history will not result in automatic disciplinary action or dismissal. If an applicant's or employee's criminal background check reveals a pending criminal charge or criminal conviction, the Village will engage in an individual analysis to determine whether a substantial relationship exists between the pending charge or criminal conviction and the functions of the position. The following factors will be used in consideration when determining whether there is a substantial relationship between a pending charge or conviction and the position:

a. The Offense. The nature, severity and intentionality of the offense(s) including but not limited to:

- 1) The statutory elements of the offense (rather than the individual's account of the facts of the offense);
- 2) The individual's age at the time of the offense(s);
- 3) Number and type of offenses (felony, misdemeanor, traffic, other);
- 4) Time elapsed since the last offense;
- 5) The individual's probation or parole status;
- 6) Whether the circumstances arose out of an employment situation; and
- 7) Whether there is a pattern of offenses.

b. The Position. The duties, responsibilities and circumstances of the position applied for, including but not limited to:

- 1) The nature and scope of the position, including key access to cash and Village property;
- 2) The nature and scope of the position's public or other interpersonal contact;
- 3) The nature and scope of the position's autonomy and discretionary authority;
- 4) The amount and type of supervision received in the position or provided to subordinate staff;
- 5) The sensitive nature of the data or records maintained or to which the position has access;
- 6) The opportunity presented for the commission of additional offenses; and
- 7) The extent to which acceptable job performance requires the trust and confidence of the employer, the Village or the public.

Using these and other appropriate factors, the Police Chief or their designee will make the final recommendation to the Village Administrator, Village Board and/or Police Commission, as appropriate to the candidate's position, on whether to appoint or reject the candidate on the basis of a criminal background check. The Village Clerk-Treasurer or their designee will be responsible for documenting the basis for the decision to appoint or to refuse to appoint a candidate based on the criminal background check review.

(7) Self-Disclosure of Arrests, Charges, or Convictions. The Village requires that employees who hold positions of trust, to report any criminal arrests, charges, or convictions (excluding misdemeanor traffic offenses punishable only by fine) to their immediate supervisor, within twenty-four (24) hours or at the earliest possible opportunity. Failure to make the required report may constitute a violation and may result in disciplinary action, up to and including dismissal. The same procedures must be implemented for volunteers who hold a position of trust with access to vulnerable populations.

D. OTHER CRIMINAL BACKGROUND CHECKS

Nothing in this policy should be construed to prevent the Village with a reasonable basis from obtaining, at any time, criminal background check information on any current employee or volunteer.

E. CRIMINAL BACKGROUND CHECK CONFIDENTIALITY

Information collected in connection with the background check will be treated confidentially to the extent permitted by the Wisconsin Public Records Act and other applicable laws. Failure to maintain confidentiality may result in a violation of a work rule which may lead to discipline up to and including termination.

This policy has been approved by the Board of Trustees of the Village of Hobart, Brown County, Wisconsin, at a regular meeting of the Board, held on June 6th 2023.

Richard Heidel, President, Hobart Village Board

Attest:

Katrina Bruecker, Village Clerk / Treasurer

Aaron Kramer, Village Administrator



POLICY 2023-05

(FOUR SEASONS PARK SHELTER KEY POLICY)

PURPOSE: The purpose of this policy is to provide clear instructions for all departments to follow in the event a park shelter renter fails to pick up the key at the Village office.

1. INTRODUCTION

The Village of Hobart's Four Seasons Park Shelter Key Policy is a guide to provide clear instructions for all departments (Public Works, Hobart-Lawrence Police and Village office) to follow in the event a park shelter renter fails to obtain a key for the facility at the Village office prior to their rental event.

2. PURPOSE

- (1) To ensure that the person calling and being allowed access to the shelter is the contracted renter of the Four Seasons Park Shelter.
- (2) To ensure that the renter has paid their rental fee for the Four Seasons Park Shelter Rental.
- (3) To ensure that the renter has a signed contract on file at the Village Office.
- (4) The Public Works Department has access to the Four Seasons Park Shelter Rental Schedule, unlike the Hobart-Lawrence Police Department and will know who they are opening the door and allowing access to.
- (5) The forfeiture of the renter's deposit fee is to cover the on-call wages of the Public Works Crew member who is on call to respond to their emergency.

2. BASIC GUIDELINES

- (1) The Village shall provide the renter with a contract on the procedure to pick up the shelter key on the business day prior to their rental. If the renter should fail to pick up the key or loses the key, the contract states the Public Works Emergency Phone Number for them to contact a crew member to unlock the door with the written rule that their deposit will be forfeited in this event.
- (2) It is understood that the renter agrees to this policy when they sign the contract.
- (3) A sign with the Public Works Emergency Number will be posted on the door of the Four Seasons Park Shelter.
- (4) If the Hobart-Lawrence Police Department is contacted by a Four Seasons Park Shelter renter that they forgot or lost the key to enter the shelter, the Police Department will give them the Public Works Emergency Number to call.

This policy has been approved by the Board of Trustees of the Village of Hobart, Brown County, Wisconsin, at a regular meeting of the Board, held on June 6th 2023.

Richard Heidel, President, Hobart Village Board

Attest:

Katrina Bruecker, Village Clerk / Treasurer

Aaron Kramer, Village Administrator



POLICY 2023-06 (SOCIAL MEDIA POLICY)

PURPOSE: The purpose of this policy is to establish guidelines for the establishment and use of Village social media sites.

1. Purpose

This Social Media Policy (“Policy”) establishes guidelines for the establishment and use of social media sites as a means of conveying information to members of the public by the Village of Hobart (“Village”) or any Village Department (“Department”).

The intended purpose of Village and Department social media sites is to distribute information about their respective missions, meetings, activities and current issues to members of the public.

The Village has an overriding interest and expectation in protecting the integrity of the information posted on both Village and Department social media sites and the content that is attributed to the Village, its officials, and its employees.

2. Definitions

“Village social media sites” means social media sites which the Village establishes and maintains, and over which it has control over all postings, except for advertisements or hyperlinks by the social media site’s owners, vendors, or partners. Village social media sites shall supplement, and not replace, the Village’s required notices and standard methods of communication.

“Department social media sites” means social media sites which the Department establishes and maintains, and over which the Village has ultimate control over all postings, except for advertisements or hyperlinks by the social media site’s owners, vendors, or partners.

“Electronic Media Officer” means the individual responsible for monitoring all social media sites affiliated with the Village to ensure compliance with the Village’s Social Media Policy. This role shall be carried out by the Village Administrator and/or his/her designee.

“Posts” or “postings” means information, articles, pictures, videos or any other form of communication posted on a social media site.

“Site Moderator” means the individual responsible for monitoring Department social media sites to ensure compliance with the Village’s Social Media Policy. This role shall be carried out by the Department Head and/or his/her designee.

“Social media site” means content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the internet. Examples of social media include, but are not limited to, Facebook, Twitter, Blogs, RSS, YouTube, LinkedIn, and Flickr.

3. General Policy

- 3.1. The Village's official website (or any domain owned by the Village or a Village Department) will remain the Village's and the Department's primary means of internet communication.
- 3.2. The establishment of Village or Department social media sites is subject to approval by the Electronic Media Officer and the Site Moderator. Upon approval, Village social media sites shall bear the official name and/or official logo of the Village or respective Department.
- 3.3. The Electronic Media Officer reserves the right to review, approve, deny, and/or order the removal of any content on any Village social media sites, including Department sites, as well as approve, deny, and/or order the removal of any registered administrator for any Village social media sites, including Department sites.
- 3.4. The Site Moderator for each department reserves the right to review, approve, deny, and/or order the removal of any content on their respective Department social media site(s) as well as approve, deny, and/or order the removal of any registered administrator for their respective Department social media site(s).
- 3.5. In the event the Electronic Media Officer and any other site moderator(s) do not agree on the interpretation of social media site content or the assignment of registered administrators, the decisions of the Electronic Media Officer shall prevail.
- 3.6. All content on Department social media sites may be reviewed, approved, and administered by any of the registered administrators for said sites.
- 3.7. Village social media sites including all Department social media sites shall clearly state that such sites are maintained by the Village or the Department and that the sites comply with the Village's Social Media Policy.
- 3.8. Village and/or Department social media sites should, whenever possible, link back to the Village's official website for forms, documents, online services and other information necessary to conduct business with the Village and/or the Department.
- 3.9. Site moderators for Department social media sites shall monitor content on their respective sites to ensure content aligns with the best interests and goals of the Village and the Department and complies with this Social Media Policy.
- 3.10. The Electronic Media Officer reserves the right to terminate any Village and/or Department social media site at any time without notice.
- 3.11. Village social media sites, including Department sites, shall comply with usage rules and regulations required by the site provider, including privacy policies.
- 3.12. Users of Village social media sites, including Department sites, shall be notified of the existence of the Village's Social Media Comment Policy and informed how to review or obtain a copy of the policy.
- 3.13. All Village social media sites, including Department sites, shall strictly adhere to applicable federal, state and local laws, regulations and policies including, but not limited to, those laws related to open records and open meetings.
- 3.14. Employees representing the Village and/or the Department on Village social media sites, including Department sites, shall conduct themselves at all times as a professional representative of the Village and/or the Department and in accordance with all Village and Department policies.

- 3.15. It is the responsibility of each employee that utilizes social media to use sound judgement when posting any content to social media and must never convey any sensitive or confidential information or portray the Village or the Department in a poor manner.
- 3.16. If an employee identifies himself/herself on personal social media sites as an employee of or affiliated with the Village and/or a Village Department, they must ensure the content they are posting complies with this policy.
- 3.17. This policy is not meant to restrict an employee's rights, but to maintain a standard associated with the Village and/or the Department. A member is free to utilize social media as any other citizen, but that content should not be sensitive or confidential Village or Department information. If the employee wishes to post content that would NOT be considered acceptable to the average Village or Department employee, then their account, page, username, and/or any other social media content should not be or show an association with the Village and/or the Department.
- 3.18. Employees setting up new Village social media sites, including Department sites, shall utilize his/her authorized Village affiliated contact information (address, phone, email, etc.) for account set-up, monitoring and access whenever possible. In the event a Village social media site account, including a Department site account, must be set up using an existing personal account, the registered administrator shall provide the Site Moderator or the Electronic Media Officer with applicable log in information, including but not limited to passwords, associated with the site(s). In the event this applicable log in information changes, the registered administrator shall provide updated applicable log in information to the Site Moderator or the Electronic Media Officer within 24 hours of changes being made.
- 3.19. Village social media sites, including Department sites, may contain content, including but not limited to, advertisements or hyperlinks over which the Village and/or Department has no control. The Village does not endorse any hyperlink or advertisement placed on Village and/or Department social media sites by the social media site's owners, vendors, or partners.
- 3.20. The Village reserves the right to change, modify, or amend all or part of this policy at any time.

4. Content Guidelines

- 4.1. The Village shall have full permission and rights to any content posted on Village social media sites, including Department sites, including but not limited to photographs and videos.
- 4.2. Any images or videos taken by an employee of the Village in the course and scope of their duties are solely the property of the Village and the Department and NOT the property of the individual/employee. This includes any images and/or videos taken intentionally or inadvertently with an employee's personally owned cellular telephone or other imaging device.
- 4.3. Village employees shall not be compensated for time spent posting to social media sites after hours or outside of their scheduled work hours.
- 4.4. Any employee authorized to post items on any Village social media sites, including Department sites, shall review, be familiar with, and comply with the social media site's use policies and terms and conditions as well as the Village's Social Media Policy.
- 4.5. Any employee authorized to post items on any Village social media sites, including Department sites, shall not express his or her own personal views or concerns through such postings. Instead, postings

- on any Village social media sites, including Department sites, by an authorized Village employee shall only reflect the views of the Village and/or the Department.
- 4.6. Postings must contain information that is freely available to the public and not be confidential as defined by any Village policy, Department policy, state law, and/or federal law.
 - 4.7. Postings to Village social media sites, including Department sites, shall NOT contain any of the following:
 - 4.7.1. Vulgar or abusive language or content;
 - 4.7.2. Sexual content or links to sexual content;
 - 4.7.3. Personal or obscene attacks of any kind;
 - 4.7.4. Threats or defamatory statements;
 - 4.7.5. Suggestions or encouragement of illegal activity;
 - 4.7.6. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
 - 4.7.7. Multiple successive off-topic posts by a single user or repetitive posts copied and pasted by multiple users;
 - 4.7.8. Unsolicited proposals or other business ideas or inquiries;
 - 4.7.9. Infringe on copyrights or trademarks; or
 - 4.7.10. Content that would be restricted by local, state, or federal law.
 - 4.8. Any content deemed non-compliant with this policy or otherwise not suited for Village social media sites, including Department sites, shall be addressed by selecting the "Hide" option when available.
 - 4.9. The Village reserves the right to implement or remove any functionality of Village social media sites, including Department sites, when deemed appropriate by the Electronic Media Officer. This includes, but is not limited to, information, articles, pictures, videos or any other form of communication that is posted on a Village social media site, including Department sites.
 - 4.10. Except as expressly provided in this Policy, accessing any social media site shall comply with all applicable Village and Department policies pertaining to communications and the use of the internet by employees, including email content.

This policy has been approved by the Board of Trustees of the Village of Hobart, Brown County, Wisconsin, at a regular meeting of the Board, held on June 6th 2023.

Richard Heidel, President, Hobart Village Board

Attest:

Katrina Bruecker, Village Clerk / Treasurer

Aaron Kramer, Village Administrator



375 AMS Court
Suite C
Green Bay, WI 54313
(920) 339-0555
info@technologyarch.com

Customer Purchase Approval

Date	5/10/2023
------	-----------

Name / Address

Village of Hobart
Accounts Payable
2990 S. Pine Tree Rd
Hobart, WI 54155

Project	
E20230417 - Video Surveillance Vill Hall	
Rep	P.O. No.
WJH	

Description	Qty	Cost	Total
UBIQUITI UniFi Protect Network Video Recorder	1	333.03	333.03
UBIQUITI 8TB Hard Disk, 7200 RPM Class, SATA 6 GB/S, 256 MB Cache, 3.5"	3	252.99	758.97
UBIQUITI UniFi Protect G4 Pro Bullet Camera	5	502.88	2,514.40
UBIQUITI UniFi Protect G4 Dome Camera	6	200.48	1,202.88
CABLING			
GENERAL CABLE Cat 6 Cable, Non-Plenum, Green, 1000'	1	294.75	294.75
CONFIGURATION - Network	1	525.00	525.00
- Stage, configure & test equipment for install			
- Configure Cloud Key			
CONFIGURATION - Wiring	1	1,300.00	1,300.00
- Pull cat.6 cable to new camera locations			
- Mount, aim & focus (11) Camera			

TERMS AND CONDITIONS: This Customer Approval is valid for 30 days and does not include shipping or travel expenses. Upon receipt of a signed Customer Approval an Initial Invoice will be generated for 75% of your order. This payment is due prior to the procurement process for hardware and software.

The remaining balance, plus shipping and travel expenses, will be invoiced upon completion of the project.

PLEASE NOTE: If your order contains Blocktime, the cost of the Blocktime will be invoiced at 100% upfront, payable upon receipt.

* No Credit Card purchases over \$1,000 unless prior arrangements are made.

Subtotal \$6,929.03

Sales Tax (0.00) \$0.00

Total \$6,929.03

HOBART/LAWRENCE

POLICE DEPARTMENT

2990 S. Pine Tree Rd.
Hobart, WI 54155
Phone 920-869-3800
Fax: 920-869-2048

Michael Renkas
Chief



To: Hobart Village Board

From: Chief Michael Renkas

Re: Reallocation of Previously Approved ARPA Funds

At the May 16th village board meeting, the following ARPA funds were approved for the police department:

Total Approved Funds - \$35,000.00

- Cubicles in Police Department Area - \$23,080.49
- Police Parking Only and Safe Parking Signs and Posts - \$1,000.00
- Bullet Resistant Window for counter and hardware/install supplies - \$3,500.00
- Safe (Weapons-Ammo-Currency Collected) - \$5,000.00
- Security Fob Updates - \$2419.51

As a result of the approval, we started to acquire the items and have at this point ordered the following:

- Cubicles in Police Department Area - \$23,080.49
- Police Parking Only and Safe Parking Signs and Posts - \$261.08
 - Savings - \$738.92
- Safe (Weapons-Ammo-Currency Collected) - \$2,531.99
 - Savings - \$2,468.01
- Bullet Resistant Window for counter and hardware/install supplies - \$3,288.13
 - Savings - \$211.87
- TOTAL SAVINGS - \$3,418.80

We were able to achieve savings based on finding better pricing and not having to purchase signposts as DPW as many of them on hand.

As a result of the savings, we are requesting the ability to reallocate the \$3,418.80 savings. We have (10) current cars in the fleet, and we are working towards making sure the equipment in each squad is uniform. To achieve this, we need the following equipment:

- Flex Cuffs (20 pairs) - \$26.00
- Hobbles (7) - \$159.39
- Binoculars (2) - \$336.00
- Sudecon Wipes (2) - \$46.00
- Belly Chain – Belt (3) - \$86.97
- Police Line Tape (8 roll pack) - \$109.87
- Biohazard Bags (1 roll – 25 total bags) - \$13.87
- Open Reel Fiberglass 200 Foot Measuring Tape (7) - \$202.93
- Electronic Flares (4 sets) - \$91.98
- Emergency Blankets (3) - \$73.50
- 4 Foot Catch Pole (1) - \$122.34
- Sockets (2) – \$39.94
- Water Rescue Throw Bags (5) – \$188.93
- Vehicle Lockout Kit (1) – \$87.39
- Seatbelt Extender (1) – \$14.75
- Halligan Bar (7) - \$1,630.93
- Handheld Stop Signs for Traffic Direction - \$188.01
- TOTAL COST - \$3,418.80

Respectfully submitted,

Chief Michael Renkas



TO: Hobart Village Board
FROM: Aaron Kramer, Hobart Village Administrator
RE: Miscellaneous Part-Time and Summer Employee Compensation
DATE: June 6th 2023

CURRENT SALARY

Earlier this year, the Board approved a five (5) percent increase in the salaries of our part-time and summer employees, and a \$15.00 starting salary, to match the compensation increases given the majority of full-time employees. Due to increased labor market pressures, we are now asking the Board to establish a new base salary of \$18.00 per hour for part-time staff (see below) to improve our odds of filling any current open positions.

EMPLOYEE	2022 HOURLY SALARY	NEW PROPOSED 2023 HOURLY SALARY
Summer Employees		
New Hire	\$12.00	\$18.00
New Hire	\$12.00	\$18.00
New Hire	\$12.00	\$18.00
New Hire	\$12.00	\$18.00
Winter Snow Plowers		
Corbin Asbury	\$19.57	\$20.55
Drew Koehne	\$18.00	\$18.90
New Hire, if any	- - -	\$18.00

RECOMMENDED MOTION

To approve starting salary of \$18.00 per hour for summer employees and winter snow plowers as presented to the Board by the Village Administrator