

COLBY COMMON COUNCIL
TUESDAY, MARCH 5, 2024
6:30 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. MINUTES OF THE FEBRUARY 6TH MEETING
4. APPROVAL OF FINANCIAL STATEMENT AND BILLS
 - A. CHANGE ORDER #1 – SWITLICK & SONS, HWY 13 WATERMAIN
 - B. PAY REQUEST #3 FINAL – SWITLICK & SONS, HWY 13 WATERMAIN
5. PUBLIC COMMENT (THREE MINUTE LIMIT PER INDIVIDUAL)
6. COMMITTEE REPORTS
 - A. C-A POLICE COMMISSION 2/12
TODD SCHMIDT
 1. SET UP OF 2024 DURANGO - \$6,448.48
 2. NEW K9 AND K9 OFFICER TRAINING - \$15,000
 - B. CENTRAL FIRE & EMS DISTRICT 2/22
NANCY O'BRIEN
 - C. CITY PLANNING COMMITTEE 3/4
TODD SCHMIDT
 1. SCS SITE PLAN SUBMITTAL SUBJECT TO FINAL STORMWATER, CSM, LANDSCAPING PLAN AND PHOTOMETRICS
7. OTHER REPORTS
 - A. MAYOR
 1. CLARK COUNTY ECONOMIC DEVELOPMENT MEETING
 2. MCDEVCO MEETING
 3. APPOINTMENT OF CEMETERY ASSOCIATION MEMBER
 - B. CLERK
 - C. DIRECTOR OF PUBLIC WORKS
 1. BUILDING PERMIT
 2. MONTHLY WATER AND SEWER REPORTS
 - D. ENGINEER
8. MATTERS FOR CONSIDERATION
 - A. OPERATORS' LICENSES
 - B. ORDINANCE #2024-2 ORDINANCE REPEALING AND RECREATING SECTION 393-8 STORMWATER MANAGEMENT AND EROSION CONTROL
 - C. COST ESTIMATES FOR CITY ARCGIS ONLINE SYSTEM & LSL TOOLKIT
 - D. COMMITTEE MEETINGS FOR MARCH
 - E. APRIL COUNCIL MEETING DATE/LOCATION
9. ADJOURN

The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: O'Brien, T Schmidt, Baumgartner, Hesgard, Hederer and Lindeman. Also present were Mayor James Schmidt, DPW Harland Higley and Clerk Connie Gurtner.

Agenda was posted by the clerk. The agenda will stand as the order of the meeting.

Minutes of the January 2nd meeting minutes were pre-read and reviewed. Motion was made by Schmidt, seconded by Hederer to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made by Hederer, seconded by Hesgard to approve the financial statement and bills. The amounts approved are as follows: General Fund \$617,411.19; Capital Fund \$57,267.05; Water Department \$38,600.92; Sewer Department \$55,474.65; Net payroll \$27,614.28. Motion carried with a voice vote.

Colby/Abbotsford Police Commission met on January 9th.

The commission approved minutes and expenditures.

Resolution 1-2024 Amending the 2023 Budget: Amendments to the 2023 budget were presented as follows: Revenues: Metal Plate Income, \$98,000, Temp Plate Income, \$60,000; Expenses: Fuel, +\$5,000, Water, +\$1,000, Health Insurance, - \$21,000, Auto Maintenance, -\$5,000, State Retirement, +\$10,000, Equipment, - \$5,000, Investigations, +\$3,000, Drug Dog, +\$2,000, Metal Plate, +\$94,000, Temp Plate, +\$64,000. President Schmidt said this budget amendment is a standard process every year and that he had reviewed the details with Chief Bauer. The commission voted to approve Resolution 1-2024 as presented.

Chief's Report by Lieutenant Alex Bowman: Lieutenant Bowman said activity has been hectic, with a number of traffic stops and OWI arrests. In just one weekend there were six OWI arrests. Officers assisted with a drug investigation chase. K-9 Dodge found two of the three suspects hiding in the woods. K-9 Dodge will be officially retiring on his 11th birthday Feb. 12. A presentation from the CAPD will be made at the CAPC meeting that evening. Donations to the K-9 Fund have been received from Colby Chrysler and Loos Machine. Officer Eric English has been named K-9 Officer. He will be attending K-9 training for four weeks in Mid-March, at the cost of \$15,000. A dual purpose Dutch Shepherd dog (included in the training cost) will be picked out. The new K-9 squad car is all set up. Background investigations have been completed for the two new officers. Noemi Fuentes-Ramirez Ana will be starting Jan. 17 and Kaden Goodwin will be starting Feb. 7. The full-time SRO positions started Jan. 2 in the Abbotsford and Colby school districts. Officer Nelson (assigned to the Colby School District) will be attending Basic SRO Schooling in February 2024. The K-9 was deployed 11

times in December, resulted in eight arrests. There were 756 total CAPD activities reported for the month of December 2023. There were 8,642 activities reported for the year of 2023, compared to 9,560 activities for the year of 2022.

City Planning Committee met on January 15th.

Minutes from September 13, 2023: Todd Schmidt pointed out that the motion to adjourn should not say in closed session. Motion was made by O'Brien, seconded by Lindeman to approve the minutes from 9-13-23 with the correction. Motion carried with a voice vote.

Recap of Meeting 1 Items: Susan Badtke reviewed the goals for the meeting and recapped information from the previous meeting.

Community Survey Results: The city had 56 responses to the survey. The survey was available electronically and in hard copy in English and Spanish. The deadline was November 20, 2023. Susan reviewed the results with the committee.

Draft Vision Statement: The committee discussed the 2044 City of Colby Vision Statement. Some bullet points were: safe, growing and welcoming community, thriving economy, celebrate its history, have housing options to meet the needs of all people, be known for its recreational opportunities, utilize its strengths to create a sense of place. The committee had some suggestions to add to the vision statement.

Populations and Housing Element: Susan reviewed the current populations statistics. The committee discussed using the DOA projected populations in the plan versus using an alternate projection of 2.5% growth every 5 years. The committee discussed in great detail Sections 2.7 Housing Goals & Objectives and 2.8 Housing Policies & Recommendations.

Economic Development Element: The committee reviewed the current commercial and industry in the community. They also brainstormed types of businesses and industries that we would like to see develop in Colby. Section 6.9 Economic Development Goals and Objectives and Section 6.10 Economic Development Policies and Recommendations were then discussed for updates and recommendations.

Cultural/Historic Resources Element: This topic will be discussed at the next meeting.

Next Steps and Meeting Date: Outstanding items from meeting #2, Discuss Transportation Element, Discuss Utilities & Community Facilities Element. The committee will meet on March 4, 2024 at 6:00 PM.

Central Fire & EMS District met on January 18th.

Minutes were distributed to the council.

Colby Economic Development Corp met on January 17th.

Meeting Details: The revised CEDC By-laws were reviewed. The committee voted to approve the revised CEDC By-laws as presented. J. Schmidt distributed copies of the Loyal Economic Development Corporation By-laws. He said many of the provisions were "boiler plate" for economic development corporations. He said the Loyal organization will be disbanding soon. J. Schmidt said Loos Machine had received an economic development achievement award. The committee voted to add Connie Gurtner and Harland Higley as CEDC members. Motion carried with a voice vote. Potential new CEDC members suggested included Kevin Hanson, Eric Mertens, Mark Viegut and Shannon Grewe. T. Schmidt said he would check with Heather Jeske at Nicolet Bank and Superintendent Patrick Galligan of the Colby School District to determine their interest in joining. Lindeman and T. Schmidt have both discussed CEDC membership with Grewe. CEDC membership representation was suggested in the areas of housing, medical, publishing, legal and community organizations. T. Schmidt said good prospects could come from the Abby Colby Crossings Chamber of Commerce membership list. CEDC meetings will be scheduled quarterly, with additional meetings called as needed. Discussion was held on marketing, growth and development, future funding sources for the CEDC, designing letterhead and the situation with the Marshfield Clinic Health System. Gurtner said she would check into government filing requirements for the CEDC and liability insurance coverage for the CEDC and its board of directors. She also volunteered to develop a basic CEDC membership application form. J. Schmidt said he would look into minutes from previous CEDC meetings. It was decided to hold the next CEDC meeting on Wednesday, April 10, at 5:00 pm at Colby City Hall. Snacks will be offered. T. Schmidt said he would prepare a press release and flyer about the meeting and the CEDC seeking to add new members and becoming more active.

Financial Report: Checking account balance: \$2,754.15; Certificate of Deposit (CD) balance: \$21,755.95. The CD at Nicolet Bank earns 2.48% interest and matures on 07/11/24.

Mayor Schmidt: Mayor Schmidt reported on his meeting of the United Communities of Clark County.

DPW Higley: The following building permits were issued: Loos Machine & Automation, 101 S 1st St, interior remodel; Michael & Katherine Leader, 515 N 5th St, remodel bathroom; Audrey/Jeff Wickersham, 311 S 6th St, new shower & tile; Candy Strey, 204 E Monroe St, reside house & repair garage; Randy Hesgard, 600 W Dolf St, siding on house and shed.

DPW Higley reported on the precipitation and flows for January 2023 at the STP. He also reported on the pumpage of water for January 2023.

Operator's License: The city received the following operator's licenses: Pascual Alvarez Zarza, W5257 Hickory Rd, Withee; Miguel Zavala, 116E 3rd Ave, Stanley. Motion was made by Hederer, seconded by Lindeman to approve. Motion carried with a voice vote.

Liquor License: The city received an application for a Class B Combination license from El Derbi LLC, Agent: Pascual Alvarez Zarza for 121 S 1st Street, Colby, WI. Motion was made by Hederer, seconded by Lindeman to approve. Motion carried with a voice vote.

Picnic License – St. Mary's Knight of Columbus: The city received the following picnic license – St Mary's Knights of Columbus Fish Boil 2/23, 3/8, 3/22. Motion was made by Hesgard, seconded by Hederer to approve. Motion carried with a voice vote.

Retainer Agreement with Dempsey Law Firm for Francis Melvin Dispute: The city is in a dispute with Francis Melvin over payment on North 2nd Street. The city's attorney William Gamoke has a conflict of interest and has asked the city to contact a different attorney. The city has retained Lee Turone from Dempsey Law. Motion was made by Schmidt, seconded by Baumgartner to approve the retainage contract. Motion carried with a voice vote.

Resolution 7-2023 Vacating of Streets in Rahm Estates: Motion was made by Schmidt, seconded by Lindeman to approve Resolution 7-2023 to vacate and discontinue all of Herman Street and Hazel Drive and the North 144.95 feet of Lieders Street and the South 122 feet of Jackson Street in the Replat of Rahm Estates. Motion carried with a voice vote,

Bids for Chip Sealing of S 6th Street: The city received 2 sealed bids for chip sealing S 6th Street – Fahrner Asphalt Sealers for \$39,337 and Scott Construction Inc for \$46,855. Motion was made by Hederer, seconded by Hesgard to approve the bid from Fahrner Asphalt Sealers in the amount of \$39,337. Motion carried with a voice vote.

Committee meetings for February: Colby-Abbotsford Police Commission will meet on February 12, 2024 at 6:30 P.M. at the Police Department. Central Fire & EMS District will meet on February 15, 2024 at 7:00 P.M. at Station 2. City Planning Committee will meet on March 4, 2024 at 6:00 P.M.

Closed Session: Motion was made by Schmidt, seconded by Hesgard to go into Closed session per 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. **PURPOSE:** Negotiate the Sale of 2 acres on N Division St. Roll Call Vote: Ayes – Baumgartner, Hederer, Hesgard, Lindeman, O'Brien, Schmidt. Noes – none. Motion carried.

Reconvene in Open Session for Action from Closed Session: Motion was made by Schmidt, seconded by Baumgartner to reconvene in open session. Roll Call Vote: Ayes – Baumgartner, Hederer, Hesgard, Lindeman, O'Brien, Schmidt. Noes – none. Motion carried. Motion was made by Hederer, seconded by O'Brien to approve the Purchase and Sale Contract and the First Amend to the Purchase and Sale Contract from The Overland Group LLC to purchase 2 acres of land owned by the city fronting North Division Street for \$80,000 with the understanding that they will agree to construct real estate with a minimum square footage of 10,640 sq feet within 3 years. Motion carried with a voice vote.

Adjourn: Motion was made by Hederer, seconded Schmidt by to adjourn at 7:14 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie L Gurtner, Clerk

Fund: 100 - GENERAL FUND

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	767,398.19	767,398.00	0.19	100.00
100-00-41112-000-000	PERSONAL PROPERTY TAX AID	0.00	0.00	7,200.00	-7,200.00	0.00
100-00-41140-000-000	MOBILE HOME FEES	771.15	1,429.57	10,000.00	-8,570.43	14.30
100-00-41310-000-000	TAX FROM MUNICIPAL WATER UTIL.	10,000.00	20,000.00	120,000.00	-100,000.00	16.67
100-00-41330-000-000	FRANCHISE FEES--CABLE TV CO.	2,113.39	2,113.39	15,000.00	-12,886.61	14.09
100-00-41331-000-000	TAX REBATE ON GAS/DIESEL	0.00	0.00	1,000.00	-1,000.00	0.00
TAXES		12,884.54	790,941.15	920,598.00	-129,656.85	85.92
100-00-43410-000-000	STATE SHARED TAXES	0.00	0.00	538,800.00	-538,800.00	0.00
100-00-43415-000-000	OTHER STATE AIDS	450,000.00	450,000.00	0.00	450,000.00	0.00
100-00-43530-000-000	TRANSPORTATION AIDS	0.00	34,759.07	139,000.00	-104,240.93	25.01
100-00-43580-000-000	STATE COMPUTER AID	0.00	0.00	4,500.00	-4,500.00	0.00
100-00-43590-000-000	STATE RECYCLING RECEIPTS	0.00	0.00	5,000.00	-5,000.00	0.00
INTERGOVERNMENTAL REVENUES		450,000.00	484,759.07	687,300.00	-202,540.93	70.53
100-00-44100-000-000	BUSINESS & OCCUPATIONAL LIC.	120.00	269.00	3,000.00	-2,731.00	8.97
100-00-44201-000-000	NON-BUSINESS LICENSE--DOGS	26.75	26.75	600.00	-573.25	4.46
100-00-44300-000-000	BUILDING PERMITS	75.00	115.00	1,000.00	-885.00	11.50
LICENSES AND PERMITS		221.75	410.75	4,600.00	-4,189.25	8.93
100-00-45101-000-000	PARKING VIOLATIONS	50.00	75.00	1,000.00	-925.00	7.50
100-00-45110-000-000	LAW & ORDINANCE VIOLATIONS	656.64	2,179.23	11,000.00	-8,820.77	19.81
100-00-45200-000-000	AWARDS AND/OR DAMAGES	0.00	5,218.70	0.00	5,218.70	0.00
FINES-FORFEITS-PENALTIES		706.64	7,472.93	12,000.00	-4,527.07	62.27
100-00-46100-000-000	MISC. PUBLIC CHARGES FOR SERV.	670.00	1,340.00	9,000.00	-7,660.00	14.89
100-00-46420-000-000	GARBAGE/RECYCLING RECEIPTS	7,387.02	14,587.27	88,500.00	-73,912.73	16.48
100-00-46421-000-000	GARBAGE PENALTIES/FORFEITS	105.01	205.21	1,000.00	-794.79	20.52
100-00-46440-000-000	WEED CONTROL	0.00	0.00	500.00	-500.00	0.00
PUBLIC CHARGES FOR SERVICES		8,162.03	16,132.48	99,000.00	-82,867.52	16.30
100-00-48100-000-000	INTEREST	973.95	1,270.75	8,000.00	-6,729.25	15.88
100-00-48200-000-000	RENT-MUNICIPAL BUILDINGS	0.00	3,009.46	17,000.00	-13,990.54	17.70
100-00-48400-000-000	MISCELLANEOUS REVENUES	0.78	0.78	0.00	0.78	0.00
100-00-48500-000-000	DONATIONS, ETC.	0.00	0.00	2,000.00	-2,000.00	0.00
MISCELLANEOUS REVENUES		974.73	4,280.99	27,000.00	-22,719.01	15.86
Total Revenues		472,949.69	1,303,997.37	1,750,498.00	-446,500.63	74.49

Fund: 100 - GENERAL FUND

Account Number		2024	2024	2024	Budget Status	% of Budget
		February	Actual 02/29/2024	Budget		
100-00-51001-000-000	SALARIES	780.00	1,462.50	8,000.00	6,537.50	18.28
100-00-51001-045-000	UNIFORMS	367.18	567.76	4,000.00	3,432.24	14.19
100-00-51001-046-000	SICK LVE ACCUM PAY - WAGES	0.00	1,634.95	1,000.00	-634.95	163.50
100-00-51002-000-000	SOCIAL SECURITY CITY SHARE	3,013.48	5,882.26	20,600.00	14,717.74	28.55
100-00-51100-000-000	COUNCIL	0.00	0.00	1,200.00	1,200.00	0.00
100-00-51100-302-000	COUNCIL WAGES - MEMBERS	600.00	1,350.00	10,000.00	8,650.00	13.50
100-00-51100-303-000	COUNCIL WAGES - EMP AT MEETING	423.20	559.38	2,000.00	1,440.62	27.97
100-00-51300-000-000	LEGAL	2,182.05	2,182.05	8,000.00	5,817.95	27.28
100-00-51410-303-000	MAYOR - WAGES	350.00	750.00	5,000.00	4,250.00	15.00
100-00-51420-040-000	OFFICE EXPENSES	187.02	212.97	7,000.00	6,787.03	3.04
100-00-51420-050-000	PRINTING	286.23	286.23	4,000.00	3,713.77	7.16
100-00-51420-070-000	CLERK - SCHOOLING	1,475.00	1,475.00	2,000.00	525.00	73.75
100-00-51420-304-000	CLERK - WAGES	6,193.89	10,960.29	39,000.00	28,039.71	28.10
100-00-51431-000-000	INDIVIDUAL RETIREMENT ACCOUNT	3,039.15	5,683.04	16,000.00	10,316.96	35.52
100-00-51432-000-000	HEALTH INSURANCE	10,679.37	22,740.16	75,000.00	52,259.84	30.32
100-00-51432-003-000	DRUG TESTING	0.00	0.00	500.00	500.00	0.00
100-00-51440-000-000	ELECTIONS	0.00	0.00	2,000.00	2,000.00	0.00
100-00-51440-305-000	ELECTIONS - WAGES	320.25	383.81	12,000.00	11,616.19	3.20
100-00-51450-000-000	COMPUTER EXPENSES	105.00	3,433.00	5,000.00	1,567.00	68.66
100-00-51510-000-000	AUDITING	6,250.00	6,250.00	11,000.00	4,750.00	56.82
100-00-51530-000-000	ASSESSOR/BOARD OF REVIEW	0.00	610.00	15,000.00	14,390.00	4.07
100-00-51600-000-000	CITY HALL	1,278.23	1,571.61	8,000.00	6,428.39	19.65
100-00-51600-001-000	CITY HALL - CLEANING	623.15	1,246.30	6,000.00	4,753.70	20.77
100-00-51600-306-000	CITY HALL - WAGES	1,162.54	1,958.75	11,000.00	9,041.25	17.81
100-00-51930-000-000	INSURANCE PREMIUMS	-3,447.44	18,172.48	16,000.00	-2,172.48	113.58
GENERAL GOVERNMENT		35,868.30	89,372.54	289,300.00	199,927.46	30.89
100-00-52100-000-000	POLICE	32,104.00	64,208.00	385,248.00	321,040.00	16.67
100-00-52100-331-000	POLICE - WAGES	2,366.43	3,353.01	5,000.00	1,646.99	67.06
100-00-52200-000-000	FIRE PROTECTION	0.00	13,373.39	53,500.00	40,126.61	25.00
100-00-52200-330-000	FIRE PROTECTION - WAGES	2,075.27	3,044.75	5,000.00	1,955.25	60.90
100-00-52201-000-000	FIRE RUNS/BUILDING REPAIRS	0.00	0.00	1,000.00	1,000.00	0.00
100-00-52210-000-000	HYDRANT RENTAL	10,678.75	21,357.50	128,145.00	106,787.50	16.67
PUBLIC SAFETY		47,224.45	105,336.65	577,893.00	472,556.35	18.23
100-00-53100-000-000	OFFICIAL MAPS--FRAMING	0.00	0.00	10,000.00	10,000.00	0.00
100-00-53230-000-000	SHOP	4,996.87	5,497.84	15,000.00	9,502.16	36.65
100-00-53230-310-000	SHOP - WAGES	4,780.59	7,464.59	21,000.00	13,535.41	35.55
100-00-53240-150-000	GAS/OIL	0.00	0.00	20,000.00	20,000.00	0.00
100-00-53240-160-000	MACHINE REPAIRS	0.00	0.00	6,000.00	6,000.00	0.00
100-00-53240-161-000	TIRES - TIRE REPAIRS	0.00	0.00	4,000.00	4,000.00	0.00
100-00-53240-170-000	MACH/EQUIP - PARTS	111.41	593.59	10,000.00	9,406.41	5.94
100-00-53240-311-000	MACH/EQUIP - WAGES	3,078.82	6,458.71	35,000.00	28,541.29	18.45
100-00-53300-210-000	STREET CLEANING	0.00	0.00	10,000.00	10,000.00	0.00
100-00-53300-211-000	TOP DRESS/CRACK FILL	0.00	0.00	46,350.00	46,350.00	0.00
100-00-53300-215-000	GRANITE	0.00	0.00	3,000.00	3,000.00	0.00
100-00-53300-220-000	ICE CONTROL	0.00	0.00	5,000.00	5,000.00	0.00
100-00-53300-225-000	DUST CONTROL	0.00	0.00	2,000.00	2,000.00	0.00
100-00-53300-230-000	CURB & GUTTER	0.00	0.00	3,000.00	3,000.00	0.00
100-00-53300-309-000	STREET MAINT - WAGES	1,584.75	2,177.93	13,000.00	10,822.07	16.75
100-00-53300-312-000	STREET MAIN - SNOW/ICE - WAGES	2,303.18	4,361.11	22,000.00	17,638.89	19.82

Fund: 100 - GENERAL FUND

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
100-00-53300-330-000	STREET MAINT - C/G - WAGES	0.00	0.00	1,000.00	1,000.00	0.00
100-00-53412-000-000	TRAFFIC CONTROL	0.00	0.00	2,000.00	2,000.00	0.00
100-00-53412-313-000	TRAFFIC CONTROL - WAGES	0.00	137.21	3,500.00	3,362.79	3.92
100-00-53420-000-000	STREET LIGHTING	1,841.18	1,841.18	21,000.00	19,158.82	8.77
100-00-53420-314-000	STREET LIGHTING - WAGES	0.00	0.00	2,000.00	2,000.00	0.00
100-00-53430-000-000	SIDEWALKS	0.00	0.00	5,000.00	5,000.00	0.00
100-00-53430-314-000	SIDEWALKS - WAGES	226.32	327.09	4,000.00	3,672.91	8.18
100-00-53440-000-000	STORM SEWERS	0.00	0.00	4,000.00	4,000.00	0.00
100-00-53440-315-000	STORM SEWERS - WAGES	2,880.35	2,880.35	7,000.00	4,119.65	41.15
100-00-53620-000-000	GARBAGE COLLECTION CONTRACT	4,849.80	4,849.80	58,800.00	53,950.20	8.25
100-00-53621-000-000	GARBAGE/COMPOST EXPENSES	0.00	0.00	8,000.00	8,000.00	0.00
100-00-53621-316-000	GARBAGE/COMPOST EXP - WAGES	859.24	1,270.22	6,000.00	4,729.78	21.17
100-00-53630-316-000	COMPOSTING - WAGES	121.08	321.09	2,500.00	2,178.91	12.84
100-00-53631-000-000	RECYCLING EXPENSES	2,501.60	2,501.60	29,700.00	27,198.40	8.42
100-00-53631-316-000	RECYCLING EXPENSES -WAGES	0.00	0.00	500.00	500.00	0.00
100-00-53640-000-000	WEED - TREE/BRUSH CONTROL	0.00	0.00	2,000.00	2,000.00	0.00
100-00-53640-316-000	WEED - TREE/BRUSH - WAGES	953.01	1,396.01	11,000.00	9,603.99	12.69
100-00-53641-316-000	WEED CONTROL - WAGES	0.00	94.21	2,000.00	1,905.79	4.71
PUBLIC WORKS		31,088.20	42,172.53	395,350.00	353,177.47	10.67
100-00-54910-000-000	CEMETERY	4,755.00	4,755.00	4,760.00	5.00	99.89
HEALTH & HUMAN SERVICES		4,755.00	4,755.00	4,760.00	5.00	99.89
100-00-55100-320-000	LIBRARY - WAGES	1,045.29	1,432.01	4,500.00	3,067.99	31.82
100-00-55200-270-000	PARK EXPENSES	891.96	891.96	6,000.00	5,108.04	14.87
100-00-55200-285-000	BALL PARK	63.05	63.05	3,000.00	2,936.95	2.10
100-00-55200-321-000	PARK/REC - WAGES	3,285.45	5,848.62	37,000.00	31,151.38	15.81
CULTURAL, REC & EDUCATION		5,285.75	8,235.64	50,500.00	42,264.36	16.31
100-00-56700-000-000	ECONOMIC DEVELOPMENT	250.00	375.00	12,000.00	11,625.00	3.13
ECONOMIC ENVIRONMENT & DEVELOP		250.00	375.00	12,000.00	11,625.00	3.13
100-00-58100-000-000	PRINCIPAL	0.00	0.00	239,870.00	239,870.00	0.00
100-00-58200-000-000	INTEREST	0.00	0.00	44,500.00	44,500.00	0.00
DEBT SERVICE		0.00	0.00	284,370.00	284,370.00	0.00
100-00-59201-000-000	TRANSFER TO LIBRARY	0.00	0.00	68,079.00	68,079.00	0.00
100-00-59204-000-000	CONTINGENCY FUND	0.00	0.00	4,996.00	4,996.00	0.00
OTHER FINANCING USES		0.00	0.00	73,075.00	73,075.00	0.00
Total Expenses		124,471.70	250,247.36	1,687,248.00	1,437,000.64	14.83
Net Totals		348,477.99	1,053,750.01	63,250.00	-990,500.01	1,666.01

Fund: 110 - CAPITAL FUND

Account Number	2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
110-00-49100-000-000 NOTES/DEBT PROCEEDS	0.00	0.00	755,000.00	-755,000.00	0.00
=====					
OTHER FINANCING SOURCES	0.00	0.00	755,000.00	-755,000.00	0.00
=====					
Total Revenues	0.00	0.00	755,000.00	-755,000.00	0.00
=====					

Fund: 110 - CAPITAL FUND

Account Number	2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
110-00-57320-000-000 MACHINERY/EQUIPMENT	0.00	0.00	235,000.00	235,000.00	0.00
110-00-57330-000-000 STREET CONSTRUCTION	0.00	0.00	558,250.00	558,250.00	0.00
110-00-57330-302-000 N 2ND STREET	0.00	-86,796.03	0.00	86,796.03	0.00
110-00-57460-000-000 PARKS-REC-CELEBRATIONS	0.00	0.00	25,000.00	25,000.00	0.00
110-00-57600-000-000 SHOP	1,000.00	1,000.00	0.00	-1,000.00	0.00
=====					
CAPITAL OUTLAY	1,000.00	-85,796.03	818,250.00	904,046.03	-10.49
=====					
Total Expenses	1,000.00	-85,796.03	818,250.00	904,046.03	-10.49
=====					
Net Totals	-1,000.00	85,796.03	-63,250.00	-149,046.03	-135.65

Fund: 120 - TIF DISTRICT #3

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
120-00-41120-000-000	TAX INCREMENT REVENUE	12,779.98	23,319.82	0.00	23,319.82	0.00
TAXES		12,779.98	23,319.82	0.00	23,319.82	0.00
120-00-48100-000-000	INTEREST	193.99	357.88	0.00	357.88	0.00
MISCELLANEOUS REVENUES		193.99	357.88	0.00	357.88	0.00
Total Revenues		12,973.97	23,677.70	0.00	23,677.70	0.00
Net Totals		12,973.97	23,677.70	0.00	-23,677.70	

Fund: 200 - WATER DEPARTMENT

		2024				
Account Number		2024 February	Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
200-00-46411-000-461	SALES OF WATER TO CUSTOMERS	26,994.02	53,132.05	300,000.00	-246,867.95	17.71
200-00-46411-000-462	SALES OF WATER TO CUSTOMERS	686.40	1,372.80	10,000.00	-8,627.20	13.73
200-00-46411-000-463	SALES OF WATER TO CUSTOMERS	10,678.75	21,357.50	114,000.00	-92,642.50	18.73
200-00-46412-000-470	OTHER OPERATING REVENUES	123.19	218.32	1,500.00	-1,281.68	14.55
200-00-46412-000-474	OTHER OPERATING REVENUES	30.00	1,442.08	20,000.00	-18,557.92	7.21
200-00-46413-000-419	INTEREST INCOME	326.22	642.41	8,000.00	-7,357.59	8.03
200-00-46413-000-421	MISCELLANEOUS	1,300.00	1,425.00	0.00	1,425.00	0.00
=====						
PUBLIC CHARGES FOR SERVICES		40,138.58	79,590.16	453,500.00	-373,909.84	17.55
=====						
=====						
Total Revenues		40,138.58	79,590.16	453,500.00	-373,909.84	17.55

Fund: 200 - WATER DEPARTMENT

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
200-00-53520-000-620	GENERAL SALARIES	6,190.97	6,190.97	80,000.00	73,809.03	7.74
200-00-53520-000-621	ADMIN SALARIES	1,223.55	1,223.55	13,000.00	11,776.45	9.41
200-00-53520-000-622	POWER FOR PUMPING	-209.38	-209.38	17,000.00	17,209.38	-1.23
200-00-53520-000-623	SUPPLIES & EXPENSE	171.27	171.27	6,000.00	5,828.73	2.85
200-00-53520-000-624	CROSS CONNECTION INSPECTIONS	275.00	275.00	3,700.00	3,425.00	7.43
200-00-53520-000-626	GAS HEAT	154.46	154.46	1,200.00	1,045.54	12.87
200-00-53520-000-636	COMPUTER EXPENSES	0.00	1,012.50	2,000.00	987.50	50.63
200-00-53520-000-637	AUDIT EXPENSES	3,125.00	3,125.00	6,000.00	2,875.00	52.08
200-00-53520-000-831	MAINT WATER PLANT	0.00	0.00	1,000.00	1,000.00	0.00
200-00-53520-000-832	MAINT/REPAIR WELLS	0.00	0.00	7,000.00	7,000.00	0.00
200-00-53520-000-833	MAINT-WATER SYSTEM	1,907.95	1,907.95	2,000.00	92.05	95.40
200-00-53530-000-631	CHEMICALS - TREATMENT	0.00	0.00	10,000.00	10,000.00	0.00
200-00-53540-000-650	MAINT - WATER TOWERS	0.00	0.00	1,800.00	1,800.00	0.00
200-00-53580-000-408	TAXES (SS)	567.21	567.21	7,000.00	6,432.79	8.10
200-00-53580-000-409	UTILITY TAXES	0.00	0.00	120,000.00	120,000.00	0.00
200-00-53580-000-681	OFFICE SUPPLIES & EXP	636.00	636.00	2,200.00	1,564.00	28.91
200-00-53580-000-684	INSURANCE EXPENSE	0.00	10,801.69	10,000.00	-801.69	108.02
200-00-53580-000-686	BENEFITS - IRA/INS	2,433.78	2,433.78	42,000.00	39,566.22	5.79
200-00-53580-000-688	REG COMMISSION (PSC)	0.00	0.00	1,000.00	1,000.00	0.00
200-00-53580-016-682	OUTSIDE LAB TESTING	29.00	29.00	5,000.00	4,971.00	0.58
200-00-53580-203-686	SCHOOLING EXP	930.00	930.00	2,000.00	1,070.00	46.50
200-00-53610-000-403	DEPRECIATION EXPENSE	0.00	0.00	50,000.00	50,000.00	0.00
PUBLIC WORKS		17,434.81	29,249.00	389,900.00	360,651.00	7.50
200-00-57500-000-343	WATERMAIN REPLACE	1,000.38	1,000.38	0.00	-1,000.38	0.00
CAPITAL OUTLAY		1,000.38	1,000.38	0.00	-1,000.38	0.00
200-00-58100-000-100	PRINCIPAL - RD BOND ISSUE	0.00	0.00	7,100.00	7,100.00	0.00
200-00-58100-000-200	PRINCIPAL - CWF	0.00	0.00	53,900.00	53,900.00	0.00
DEBT SERVICE		0.00	0.00	61,000.00	61,000.00	0.00
200-00-59204-000-000	CONTINGENCY FUND	0.00	0.00	2,600.00	2,600.00	0.00
OTHER FINANCING USES		0.00	0.00	2,600.00	2,600.00	0.00
Total Expenses		18,435.19	30,249.38	453,500.00	423,250.62	6.67
Net Totals		21,703.39	49,340.78	0.00	-49,340.78	

Fund: 300 - SEWER DEPARTMENT

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
300-00-46411-070-602	SALES OF WATER TO CUSTOMERS	38,479.09	75,365.13	462,000.00	-386,634.87	16.31
300-00-46412-000-632	OTHER OPERATING REVENUES	564.81	961.00	9,000.00	-8,039.00	10.68
300-00-46412-000-635	SEPTIC HAULING DUMPING	0.00	0.00	8,000.00	-8,000.00	0.00
300-00-46413-000-419	INCOME ACCOUNTS	879.85	1,699.14	10,000.00	-8,300.86	16.99
=====						
PUBLIC CHARGES FOR SERVICES		39,923.75	78,025.27	489,000.00	-410,974.73	15.96
=====						
Total Revenues		39,923.75	78,025.27	489,000.00	-410,974.73	15.96
=====						

Fund: 300 - SEWER DEPARTMENT

Account Number		2024 February	2024 Actual 02/29/2024	2024 Budget	Budget Status	% of Budget
300-00-53520-000-819	GAS HEAT	708.10	708.10	8,500.00	7,791.90	8.33
300-00-53520-000-820	ELECTRICAL POWER	2,637.03	2,637.03	43,000.00	40,362.97	6.13
300-00-53520-000-821	LAB ANALYSIS EXPENSE	950.84	950.84	15,000.00	14,049.16	6.34
300-00-53520-000-822	OPER SUPPLIES & EXP	542.24	592.14	7,000.00	6,407.86	8.46
300-00-53520-000-825	MAINT PLANT EQUIP	0.00	0.00	2,500.00	2,500.00	0.00
300-00-53520-000-828	ADMIN SALARIES	1,223.55	1,223.55	15,000.00	13,776.45	8.16
300-00-53520-000-829	GENERAL SALARIES	6,592.09	6,592.09	78,000.00	71,407.91	8.45
300-00-53520-000-833	MAINT-COLLECTION SYS	67.90	67.90	15,000.00	14,932.10	0.45
300-00-53520-000-835	MAINT-PLANT & GROUND	0.00	0.00	20,000.00	20,000.00	0.00
300-00-53530-000-818	CHEMICALS - TREATMENT EXP	0.00	0.00	20,000.00	20,000.00	0.00
300-00-53580-000-408	TAXES (SS)	597.90	597.90	7,200.00	6,602.10	8.30
300-00-53580-000-823	TRANSPORT-SLUDGE TRUCK	0.00	0.00	25,000.00	25,000.00	0.00
300-00-53580-000-830	OFFICE SUPPLIES/EXPENSE	636.00	636.00	2,000.00	1,364.00	31.80
300-00-53580-000-836	COMPUTER EXPENSES	0.00	1,012.50	3,000.00	1,987.50	33.75
300-00-53580-000-837	AUDIT EXPENSES	3,125.00	3,125.00	5,000.00	1,875.00	62.50
300-00-53580-000-884	INSURANCE PREMIUMS	0.00	16,002.39	15,000.00	-1,002.39	106.68
300-00-53580-000-886	PENSIONS/BENEFITS	2,565.45	2,565.45	35,000.00	32,434.55	7.33
300-00-53580-016-682	OUTSIDE LAB TESTING	0.00	0.00	8,000.00	8,000.00	0.00
300-00-53580-022-832	ENV STANDARDS/FEES	0.00	0.00	3,200.00	3,200.00	0.00
300-00-53580-080-833	DUMPSTER SERVICE	143.72	143.72	1,400.00	1,256.28	10.27
300-00-53580-203-832	SCHOOLING EXPENSE	0.00	0.00	1,500.00	1,500.00	0.00
300-00-53610-000-403	DEPRECIATION EXPENSE	0.00	0.00	150,000.00	150,000.00	0.00
PUBLIC WORKS		19,789.82	36,854.61	480,300.00	443,445.39	7.67
300-00-57500-000-300	EQUIPMENT	0.00	14,959.00	0.00	-14,959.00	0.00
CAPITAL OUTLAY		0.00	14,959.00	0.00	-14,959.00	0.00
300-00-59204-000-000	CONTINGENCY FUND	0.00	0.00	8,700.00	8,700.00	0.00
OTHER FINANCING USES		0.00	0.00	8,700.00	8,700.00	0.00
Total Expenses		19,789.82	51,813.61	489,000.00	437,186.39	10.60
Net Totals		20,133.93	26,211.66	0.00	-26,211.66	

TOTAL EXPENDITURES FROM FUND #100 - GENERAL FUND = \$ 715,977.24

TOTAL EXPENDITURES FROM FUND #200 - WATER FUND = \$ 39,661.54

TOTAL EXPENDITURES FROM FUND #300 - SEWER FUND = \$ 28,682.07

TOTAL NET PAYROLL = \$ 40,203.24

GENERAL FUND CHECKING ACCOUNT

ALL Checks

Posted From: 2/07/2024 From Account:
Thru: 3/05/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
19391	2/09/2024	UNIFIRST CORPORATION UNIFORMS	83.71
19392	2/09/2024	TP PRINTING CO INC PUBLISHING	286.23
19393	2/09/2024	COLBY MEMORIAL CEMETRY 2024 BUDGET	4,755.00
19394	2/09/2024	JOHNSON BLOCK AND COMPANY INC AUDITING	6,250.00
19395	2/09/2024	WM COPRORATE SERVICES INC REFUSE/RECYCLING	7,351.40
19396	2/09/2024	DEMPSEY LAW FIRM LLP LEGAL - FRANCIS MELVIN	1,188.00
19397	2/09/2024	COMPUTER TR INC. SERVICE CALL 1/18	75.00
19398	2/09/2024	FOURMENS FARM HOME SHOP/PARKS	174.57
19399	2/09/2024	FASTENAL COMPANY ANCHORS/BOLTS	17.29
19400	2/09/2024	CLEAN POWER LLC FEBRUARY 2024	623.15
19401	2/09/2024	COLBY WATER DEPARTMENT FEBRUARY SETTLEMNT	66.52
19402	2/09/2024	COLBY SEWER DEPARTMENT FEBRUARY SETTLEMENT	61.17
19403	2/09/2024	COLBY WATER DEPARTMENT AUDIT ENTRY-CTRUE UP PUBLIC FIRE PROTECT	1,490.13
19404	2/09/2024	CLARK COUNTY CLERK DOG SETTLEMENT	144.75
19405	2/09/2024	MARATHON COUNTY CLERK DOG SETTLEMENT	113.50
19406	2/09/2024	CLARK COUNTY TREASURER FEBRUARY SETTLEMENT	199,178.21
19407	2/09/2024	MARATHON COUNTY TREASURER FEBRUARY SETTLEMENT	63,190.14
19408	2/09/2024	SCHOOL DISTRICT OF COLBY FEBRUARY SETTLEMENT	294,831.51
19409	2/09/2024	NORTH CENTRAL TECHNICAL COLLEGE FEBRUARY SETTLEMENT	50,933.10

GENERAL FUND CHECKING ACCOUNT

ALL Checks

Posted From: 2/07/2024 From Account:
Thru: 3/05/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
19410	2/09/2024	COLBY TIF FUND FEBRUARY SETTLEMENT	12,779.98
19411	2/21/2024	ALLIED COOPERATRIVE FUEL	1,580.28
19412	2/21/2024	CRS/COMPLIANCE REGULATORY SERVICE INC DRUG/ALCOHOL TESTING	215.00
19413	2/21/2024	CLARK ELECTRIC COOPERATIVE STREET LIGHTING/SIGN	377.11
19414	2/21/2024	MARATHON COUNTY TREASURER SALT	3,038.90
19415	2/21/2024	MERLIN SCHAEFER BOOT REIMBURSEMENT	137.32
19416	2/21/2024	RIVER COUNTRY COOP AIR COMPRESSOR/HOSE & FITTING	3,536.98
19417	2/21/2024	BAUMGARTNERS LUMBER & MATERIALS WOOD SCREWS	20.25
19418	2/21/2024	SCHIERL TIRE & SERVICE TIRES 580	2,086.44
19419	2/21/2024	STAPLES BUSINESS ADVANTAGE ENVELOPES/FOLDERS/CARDS	106.98
19420	2/21/2024	J H LARSON COMPANY STREET LIGTH AT SHELL	1,123.97
19421	2/21/2024	ELAN FINANCIAL SERVICES STAMPS	282.00
19422	2/21/2024	FRONTIER SHOP PHONE	201.09
19423	2/21/2024	VERIZON WIRELESS CELL PHONE	1.00
19424	2/21/2024	XCEL ENERGY ELECTRIC POWER	2,352.43
19425	3/05/2024	MEYER LUMBER SUPPLY INC RECESS LIGHTS/FURNACE FILTER	47.97
19426	3/05/2024	WISCONSIN MUNICIPAL CLERKS ASSOC (WMCA) ANNUAL MEMBERSHIP - WEBER	50.00
19427	3/05/2024	RIVER COUNTRY COOP PARTS CLEANER	10.17
19428	3/05/2024	WE ENERGIES GAS HEAT	782.49

GENERAL FUND CHECKING ACCOUNT

ALL Checks

Posted From: 2/07/2024 From Account:
Thru: 3/05/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
19429	3/05/2024	SPECTRUM EMPLOYER BUSINESS COOP COOPERATRIVE ANNUAL FEE	200.00
19430	3/05/2024	UNIFIRST CORPORATION UNIFORMS	167.42
19431	3/05/2024	E.O. JOHNSON COMPANY INC COPIER MAINTENANCE	146.00
19432	3/05/2024	COLBY CHRYSLER CENTER SEAT COVER	260.00
19433	3/05/2024	USA BLUE BOOK ADVIL	43.95
19434	3/05/2024	MILLER-BRADFORD & RISBERG INC 580 BROKEN WINDOW	253.26
19435	3/05/2024	VINYL LIEDERS LLC BUILDING NUMBERS	21.94
19436	3/05/2024	ELAN FINANCIAL SERVICES GOOGLE EMAILS/ZOOM	58.87
19437	3/05/2024	GLOBE LIFE FEBRUARY PREMIUM	246.81
19438	3/05/2024	COLBY ABBOTSFORD POLICE COMMISSION MARCH BUDGET	32,104.00
19439	3/05/2024	COLBY WATER DEPARTMENT - HYDRANT RENT MARCH HYDRANT RENT	10,678.75
19440	3/05/2024	DELTA DENTAL OF WISCONSIN APRIL PREMIUM	824.78
19441	3/05/2024	SCHOOL DISTRICT OF COLBY JAN MOBILE TAX	313.59
19442	3/05/2024	SECURITY HEALTH PLAN APRIL PREMIUM	11,114.13
Grand Total			715,977.24

WATER FUND CHECKING

ALL Checks

Posted From: 2/07/2024 From Account:
Thru: 3/05/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
7883	2/09/2024	COLBY GENERAL FUND-UTILITY TAX AUDIT ENTRY-CORRECT POSTING OF UTIL TAX	10,000.00
7884	2/09/2024	JOHNSON BLOCK AND COMPANY INC AUDITING	3,125.00
7885	2/09/2024	WISCONSIN STATE LAB OF HYGIENE FLUORIDE TESTING	29.00
7886	2/09/2024	HYDROCORP CROSS CONNECTION	275.00
7887	2/21/2024	FRONTIER PHONE BILL	182.73
7888	2/21/2024	CLARK ELECTRIC COOPERATIVE POWER FOR PUMPING	456.69
7889	2/21/2024	HAWKINS INC AZONE	393.95
7890	3/05/2024	WE ENERGIES GAS HEAT	134.30
7891	3/05/2024	AYRES ASSOCIATES STH 23 WATERMAIN PROJECT	875.27
7892	3/05/2024	COLBY GENERAL FUND PAYROLL FOR FEBRUARY	14,189.60
7893	3/05/2024	COLBY GENERAL FUND-UTILITY TAX MARCH UTILITY TAX	10,000.00
Grand Total			39,661.54

SEWER FUND CHECKING

ALL Checks

Posted From: 2/07/2024 From Account:
Thru: 3/05/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
8512	2/09/2024	JOHNSON BLOCK AND COMPANY INC AUDITING	3,125.00
8513	2/09/2024	WM COPRORATE SERVICES INC DUMPSTER	143.72
8514	2/09/2024	BOLSTER HARDWARE TAPE/COLOROX	21.47
8515	2/21/2024	XCEL ENERGY ELECTRIC POWER	2,741.00
8516	2/21/2024	COMMERCIAL TESTING LABORATORY INC LAB TESTING	341.00
8517	2/21/2024	HAWKINS INC FERRIC CHLORIDE	1,977.41
8518	2/21/2024	FRONTIER PHONE BILL	661.45
8519	3/05/2024	HAWKINS INC FERRIC CHLORIDE	2,322.44
8520	3/05/2024	NCL OF WISCONSIN, INC. LAB SUPPLIES	1,183.03
8521	3/05/2024	ELAN FINANCIAL SERVICES PUMPS	1,140.60
8522	3/05/2024	WISCONSIN DNR CERTIFICATION RENEWAL LIEDERS/RAATZ	90.00
8523	3/05/2024	WE ENERGIES GAS HEAT	552.41
8524	3/05/2024	COLBY GENERAL FUND FEBRUARY PAYROLL	14,382.54
Grand Total			28,682.07

2/28/2024 2:56 PM

Reprint Payroll Register Full
All Employees

Page: 24
PAYRL

Check Date From: 2/01/2024
Thru: 2/29/2024

From Dept: 100 Old Dept. 10
Thru Dept: 100 Old Dept. 10

Pay Periods: 1/13/2024 Thru: 2/23/2024

Total Checks: 23

(Male: 15 Female: 8)

Earnings:

Regular Pay	50,617.84	1,773.25	Hours
Overtime Pay	4,053.62	91.25	Hours
WEEKEND	780.00		

	55,451.46		

Withholdings:

Federal	3,960.03
Social Security	3,327.67
Medicare	778.23
Wisconsin	2,203.76
DEFERRED COMP	60.00
GLOBE/LIBERTY	205.94
HEALTH INS.	1,573.76
NS DEFERRED COM	150.00
WRS CONTRIB	3,826.14

	16,085.53

NET PAY 39,365.93

Flexible Time Off:

	<u>Earned</u>	<u>Used</u>
Comp. Hours	1.50	12.00
Holiday	11.25	85.25
Sick Hours	0.00	40.00
Vacation Hours	0.00	145.00
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	12.75	282.25

2/28/2024 2:57 PM

Reprint Payroll Register Full
All Employees

Page: 5
PAYRL

Check Date From: 2/01/2024
Thru: 2/29/2024

From Dept: 200 COUNCIL
Thru Dept: 200 COUNCIL

Pay Periods: 1/01/2024 Thru: 1/31/2024

Total Checks: 7

(Male: 5 Female: 2)

Earnings:

Regular Pay	550.00	0.00	Hours
Overtime Pay	400.00	0.00	Hours

	950.00		

Withholdings:

Federal	40.00
Social Security	58.90
Medicare	13.79
Wisconsin	0.00
GIFTS	0.00

	112.69

NET PAY 837.31

UNIT PRICE APPLICATION FOR PAYMENT

AYRES

Project: STH 13 Water Main Replacement Project No: 23-1902.00
 Owner: City of Colby, WI Contract For: All Work
 Contractor: Switlick & Sons, Inc. Contract Date: March 10, 2023
 Application No: 3-Final Period Beginning: June 16, 2023
 Application Date: January 12, 2024 Period Ending: January 12, 2024

Change Order Summary		Dollars		Time	
Total Change Orders Approved in Previous Months By Owner		Additions	Deductions	Add/Deduct (Days)	Original Completion Date: <

Original Contract Price (Sum) \$547,170.00
 Net Change by Change Orders \$0.00
 Net Change by Change in Final Quantities \$0.00
 Contract Price (Sum) to Date \$547,170.00

 Total Completed Amount to Date (Col. J on Continuation Sheet) \$526,959.76
 Material Suitably Stored Not Incorporated Into Work (Col. K on Continuation Sheet) \$0.00
 Total Completed and Stored to Date (Col. L on Continuation Sheet) \$526,959.76
 Less 0% Final \$0.00
 Amount Due Less Retainage \$526,959.76
 Less Previous Payments \$515,968.06
 Amount Due This Application \$10,991.70

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials, and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such lien, security interest, or encumbrance); and (3) All Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Michael H. Switlick, President
 (Authorized Signature and Title)
 Date: 2/11/24

RECOMMENDED:

By: Michael H. Switlick
 Architect/Engineer
 (Authorized Signature and Title)
 Date: 2/16/2024

APPROVED:

By: _____
 Owner
 (Authorized Signature and Title)
 Date: _____

Copy to: ☒ Owner ☒ Contractor ☒ A/E Proj. Mgr. ☐ A/E Field Rep. ☐

Make Payment to: Switlick & Sons, Inc.

CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

Project: STH 13 Water Main Replacement
Project No: 23-1902.00
Contract For: All Work
Contract Date: March 10, 2023

Application No: 3-Final
Application Date: January 12, 2024
Period Beginning: June 16, 2023
Period Ending: January 12, 2024

Item No.	Description of Work	Unit	Approx. Quantity	Unit Price	Total Price	Completed Quantity			Completed Amount	Stored Material*	Completed & Stored To Date (L) = (J) + (K)
						Previous Period (G)	This Period (H)	Total to Date (I)			
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L) = (J) + (K)
1	Abandon Existing Water Main	Each	2	7,000.00	14,000.00	0		0	0.00		0.00
2	6" Water Main DI	L.F.	40	175.00	7,000.00	2		2	14,000.00		14,000.00
3	8" Water Main DI	L.F.	50	180.00	9,000.00	63		63	11,025.00		11,025.00
4	8" Water Main PE - Trenchless	L.F.	2600	95.00	247,000.00	51		51	9,180.00		9,180.00
5	6" Valve and Box	Each	2	2,700.00	5,400.00	2564		2564	243,580.00		243,580.00
6	8" Valve and Box	Each	8	3,500.00	28,000.00	2		2	5,400.00		5,400.00
7	10" Valve and Box	Each	1	4,800.00	4,800.00	8		8	28,000.00		28,000.00
8	Connect to Existing Water Main	Each	1	4,800.00	4,800.00	1		1	4,800.00		4,800.00
9	Connect to Existing Water Main 8"x6" Live Tap	Each	9	1,700.00	15,300.00	9		9	15,300.00		15,300.00
10	Reconnect 1" Water Service	Each	2	7,000.00	14,000.00	2		2	14,000.00		14,000.00
11	Adjust Existing Casting	Each	31	850.00	26,350.00	31		31	26,350.00		26,350.00
12	Traffic Control	Each	2	600.00	1,200.00	0		0	0.00		0.00
13	Inlet Protection	L.S.	1	11,000.00	11,000.00	1		1	11,000.00		11,000.00
14	Pavement Saw Cutting	Each	14	60.00	840.00	14		14	840.00		840.00
15	Remove Existing Curb and Gutter	L.F.	870	4.00	3,480.00	852		852	3,408.00		3,408.00
16	30" Concrete Curb and Gutter	L.F.	620	3.00	1,860.00	310		310	930.00		930.00
17	Remove Existing Concrete	L.F.	510	60.00	30,600.00	196		196	11,760.00		11,760.00
18	6" Concrete Driveway Patch	S.Y.	50	30.00	1,500.00	347		347	10,410.00		10,410.00
19	4" Sidewalk Patch	S.F.	300	11.00	3,300.00	638		638	7,018.00		7,018.00
20	Gravel Patch	S.F.	3900	8.00	31,200.00	2485		2485	19,880.00		19,880.00
21	Roadway Patch	S.Y.	20	17.00	340.00	22		22	374.00		374.00
22	Turf Replacement	S.Y.	600	80.00	48,000.00	398		69	37,360.00		37,360.00
ADD 23	Curb Stop and Stand	L.S.	1	43,000.00	43,000.00	1		1	43,000.00		43,000.00
ADD 24	10" Water Main DI	Each	18	435.82	7,844.76	18		18	7,844.76		7,844.76
		L.F.	6	250.00	1,500.00	6		6	1,500.00		1,500.00
					0.00			0	0.00		0.00
Subtotal or Total					556,514.76				526,959.76	0.00	526,959.76

* If applicable, attach receipts or other proof of ownership or title to stored products

CONSENT OF SURETY TO FINAL PAYMENT

Project:

STH 13 Water Main Replacement

Date: 01/15/2024

Project No: 23-1902.00

To (Owner): City of Colby, WI

Contract For: All Work

Contract Date: 3/10/2023

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, (insert name and address of Surety) Granite Re, Inc.

(Surety)

on bond of (insert name and address of Contractor) Switlick & Sons, Inc.

1208 Mount View Lane, Athens, WI 54411

(Contractor)

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of its obligations to (insert name and address of Owner) City of Colby
211 W Spence St, Colby, WI 54421

(Owner)

as set forth in said Surety's bond.

Granite Re, Inc.

(Seal)

Surety Name

Signature

Connie Smith, Attorney-in-Fact

Printed Name and Title

Attest

Molli Hansen, Witness

Printed Name and Title

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

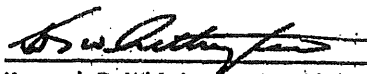
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

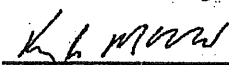
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31st day of July, 2023.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)



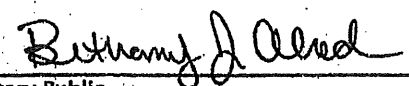

Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 31st day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620




Notary Public

GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
17th day of January, 2024.




Kyle P. McDonald, Assistant Secretary

AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS

Project: *Colby 5TH 13 Watermain*

Date: *2/1/24*

To (Owner): *City of Colby*

Project No: *23-1902.00*

Contract For:

Contract Date:

The undersigned, pursuant to the General Conditions of the Contract, hereby certifies that, except as listed below, he has paid in full or has otherwise satisfied all obligations for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or his property might in any way be held responsible.

Exceptions: (If none, write "None". If required by the Owner, the Contractor shall furnish bond satisfactory to the Owner for each exception.)

Attached Supporting Documents:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. Indicate attachment: (yes ☒) (no ☐).
4. Affidavit of Compliance with Prevailing Wage Rate Determination, where applicable. Indicate attachment: (yes ☐) (no ☐.

Contractor:

By: *[Signature]*

State of: *Wisconsin*

County of: *Marathon*

Subscribed and sworn to before me this *1st* day of *Feb., 2024*

Notary Public

My Commission expires: *5/3/2024*

[Signature]



CHANGE ORDER

Project: STH 13 Water Main Replacement

Change Order No: 1

Owner: City of Colby

Date: February 6, 2024

To (Contractor): Switlick & Sons, Inc
1208 Mount View Ln
Athens, WI 54411

Project No: 23-1902.00

Contract For: Water Main
Replacement

Contract Date: March 10, 2023

You are directed to make the following changes in the Contract Documents:

Description: This is a reconciliatory change order for final quantities on the project. Items A-2, A-3, A-4, A-11, A-14, A-15, A-16, A-17, A-18, A-19, A-20, A-21, and addition of A-23, A-24.

Attachments: PR-3

CHANGE IN CONTRACT PRICE (SUM)	CHANGE IN CONTRACT TIME(S)
Original Contract Price (Sum) \$547,170.00	Original Contract Time(s) Substantial Completion: 30 days from NTP Ready for final payment: _____ days or dates
Net changes from previous Change Orders No. 0 to No. 0 \$0.00	Net changes from previous Change Orders No. 0 to No. 0 Substantial Completion: 0 days Ready for final payment: N/A _____ days or dates
Contract Price (Sum) prior to this Change Order \$547,170.00	Contract Time(s) prior to this Change Order Substantial Completion: 30 days from NTP Ready for final payment: N/A _____ days or dates
Net increase (decrease) of this Change Order \$(20,210.24)	Net increase (decrease) of this Change Order Substantial Completion: 0 days Ready for final payment: N/A _____ days or dates
Contract Price (Sum) with all approved Change Orders \$526,959.76	Contract Time(s) with all approved Change Orders Substantial Completion: 30 days from NTP Ready for final payment: N/A _____ days or dates

RECOMMENDED:

APPROVED:

ACCEPTED:

Michael C. Stoffel, PE
Architect/Engineer

James W. Schmidt
Owner

Merlin A. Switlick
Contractor

By: Michael Stoffel
(Authorized Signature and Title)
Date: 2/15/2024

By: _____
(Authorized Signature and Title)
Date: _____

By: Merlin A. Switlick
(Authorized Signature and Title)
Date: 2/15/24

Copy to: ☒ Owner ☒ Contractor ☒ A/E Proj. Mgr. ☐ A/E Field Rep. ☐

CONTINUATION SHEET (FOR UNIT PRICE APPLICATION FOR PAYMENT)

Project: STH 13 Water Main Replacement
 Project No: 23-1902.00
 Contract For: All Work
 Contract Date: March 10, 2023

Application No: 3-Final
 Application Date: January 12, 2024
 Period Beginning: June 16, 2023
 Period Ending: January 12, 2024

Item No.	Description of Work	Unit	Approx. Quantity	Unit Price	Total Price	Completed Quantity			Completed Amount	Stored Material*	Completed & Stored To Date (L) = (J + K)
						Previous Period (G)	This Period (H)	Total to Date (I)			
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)
1	Abandon Existing Water Main	Each	2	7,000.00	14,000.00	0		0	0.00		0.00
2	6" Water Main DI	L.F.	40	175.00	7,000.00	2		2	14,000.00		14,000.00
3	8" Water Main DI	L.F.	50	180.00	9,000.00	63		63	11,025.00		11,025.00
4	8" Water Main PE - Trenchless	L.F.	2600	95.00	247,000.00	51		51	9,180.00		9,180.00
5	6" Valve and Box	Each	2	2,700.00	5,400.00	2564		2564	243,580.00		243,580.00
6	8" Valve and Box	Each	8	3,500.00	28,000.00	2		2	5,400.00		5,400.00
7	10" Valve and Box	Each	1	4,800.00	4,800.00	8		8	28,000.00		28,000.00
8	Connect to Existing Water Main	Each	1	4,800.00	4,800.00	1		1	4,800.00		4,800.00
9	Connect to Existing Water Main 8"x6" Live Tap	Each	9	1,700.00	15,300.00	9		9	15,300.00		15,300.00
10	Reconnect 1" Water Service	Each	2	7,000.00	14,000.00	2		2	14,000.00		14,000.00
11	Adjust Existing Casting	Each	31	850.00	26,350.00	31		31	26,350.00		26,350.00
12	Traffic Control	L.S.	2	600.00	1,200.00	0		0	0.00		0.00
13	Inlet Protection	Each	1	11,000.00	11,000.00	1		1	11,000.00		11,000.00
14	Pavement Saw Cutting	L.F.	14	60.00	840.00	14		14	840.00		840.00
15	Remove Existing Curb and Gutter	L.F.	870	4.00	3,480.00	852		852	3,408.00		3,408.00
16	30" Concrete Curb and Gutter	L.F.	620	3.00	1,860.00	310		310	930.00		930.00
17	Remove Existing Concrete	S.Y.	510	60.00	30,600.00	196		196	11,760.00		11,760.00
18	6" Concrete Driveway Patch	S.F.	50	30.00	1,500.00	347		347	10,410.00		10,410.00
19	4" Sidewalk Patch	S.F.	300	11.00	3,300.00	638		638	7,018.00		7,018.00
20	Gravel Patch	S.Y.	3900	8.00	31,200.00	2485		2485	19,880.00		19,880.00
21	Roadway Patch	S.Y.	20	17.00	340.00	22		22	374.00		374.00
22	Turf Replacement	L.S.	600	80.00	48,000.00	398	69	467	37,360.00		37,360.00
ADD 23	Curb Stop and Stand	Each	1	43,000.00	43,000.00	1		1	43,000.00		43,000.00
ADD 24	10" Water Main DI	L.F.	18	435.82	7,844.76	18		18	7,844.76		7,844.76
			6	250.00	1,500.00	6		6	1,500.00		1,500.00
					0.00			0	0.00		0.00
Subtotal or Total					556,514.76				526,959.76	0.00	526,959.76

* If applicable, attach receipts or other proof of ownership or title to stored products

Colby/Abbotsford Police Commission Meeting

February 12, 2024

6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Randy Hesgard, Dan Hederer, Mason Rachu, Sarah Diedrich and Roger Weideman. Also present were Police Chief Alex Bowman, Officer Christian Lemay, Officer James Wagner, Colby Mayor Jim Schmidt, Abbotsford Mayor Jim Weix and Neil Hogden of the Tribune-Phonograph.

Comments from the Public: Lieutenant James Wagner (former K9 Officer) and K9 Dodge were recognized for their efforts on behalf of the CAPD. Dodge was being retired that day after 7 years of fine service. Chief Bowman said Dodge had been deployed 520 times in his career, which resulted in 354 arrests. He said due to Dodge's service, various categories of drugs had been taken off the streets. Dodge was deployed five times in January 2024, resulting in one arrest.

Minutes from the January 8, 2024 Meeting: Motion was made by Hederer, seconded by Rachu to approve the minutes from the January 8, 2024 meeting as presented. Motion carried with a voice vote.

Expenditures: Motion was made by Hesgard, seconded by Diedrich to approve January expenditures as presented in the amount of \$84,129.94, which included purchase of a squad car. President Schmidt said Chief Bowman, the Colby City Clerks and Police Secretary Jessica Weich were working together to update the method of processing invoices and expenses on a weekly basis. Motion carried with a voice vote.

Expenditure of \$6,448.48 for Full Setup on 2024 Durango: Motion was made by Hederer, seconded by Rachu to approve the expenditure of \$6,448.48 for the full equipment setup on the 2024 Durango as presented. Chief Bowman said some updates were needed on the equipment to be transferred from the former squad car. He said some components didn't fit properly, the light bar had to be replaced and the radio was upgraded to a Motorola. Other costs have gone up. Motion carried with a voice vote.

Expenditure of \$15,000 for New K9/K9 Officer Training: Motion was made by Rachu, seconded by Hesgard to approve the expenditure of \$15,000 for New K9 Officer/Officer Training. President Schmidt said there was currently \$36,179 in the K9 Designated Fund. Chief Bowman said the all-inclusive training was scheduled March 11-April 12. He said K9 Officer Eric English was matched up with a Dutch Shepherd breed dog from Czechoslovakia. Motion carried with a voice vote.

Chief's Report: Chief Bowman said overtime expense was up in January. He said it "had been a little crazy" due to some big calls, including domestic incidents, a stabbing and a suicide in

Shortner Park. "All our officers are great, they all work hard and they all get along with each other," Chief Bowman said. He said Officer Noemi Fuentes-Ramirez Ana would be assigned to her own squad car next week. He said she had a good personality and was doing a good job. She speaks fluent Spanish, which has also been an asset. Chief Bowman said Officer Kaden Goodwin began training with Officer Lemay on Feb. 6. Chief Bowman said Officer Goodwin was a good fit for the CAPD. SRO Officer Brandon Nelson was being assigned full-time to the Colby School District starting the week of February 19. His regular shift is 7:30 am-3:30 pm Monday-Friday. He will also be asked to be visible at dances, athletic events, etc. Chief Bowman said Computer TR, the clerks at the city halls and Police Secretary Jessica Weich had all been very helpful in the police chief transition. Hederer said he appreciated the job everyone was doing on behalf of the CAPD. There were 776 total CAPD activities reported for the month of January 2024, compared to 787 total activities for the first month of 2023.

Meeting Date for March, 2024: The next CAPC meeting will be held at 6:30 p.m. on Monday, March 11, 2024, at the Colby-Abbotsford Police Department.

Meeting Adjournment: Motion was made by Hederer, seconded by Diedrich to adjourn the meeting at 6:48 p.m. Motion carried with a voice vote.

2/07/2024 11:25 AM

Reprint Check Register - Quick Report - Regular

Page: 1
ACCT

POLICE CHECKING NOW

ALL Checks

Posted From: 1/09/2024 From Account:

Thru: 2/12/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
14129	1/11/2024	COLBY ABBOTSFORD PROFESSIONAL POLICE UNION DUES JANUARY 2024	267.00
14130	1/11/2024	CITY OF ABBOTSFORD WATER	69.04
14131	1/11/2024	NICOLET NATIONAL BANK CREDIT CARD	2,585.24
14132	1/16/2024	COLBY CHRYSLER CENTER NEW SQUAD CAR	44,794.00
14133	2/02/2024	NICOLET NATIONAL BANK CREDIT CARD STATEMENT	7,457.56
14134	2/05/2024	ASPIRUS BLOOD DRAW	33.00
14135	2/05/2024	CITY OF ABBOTSFORD 2024 AUTO & LIABILITY INSURANCE	5,829.00
14136	2/05/2024	MENARDS GARAGE HEATER	149.99
14137	2/05/2024	ELAN FINANCIAL SERVICES CREDIT CARD STATEMENT	654.59
14138	2/05/2024	COMPLETE OFFICE OF WISCONSIN OFFICE SUPPLIES	519.22
14139	2/05/2024	COLBY CHRYSLER CENTER CAR MAINTENANCE	4,976.45
14140	2/05/2024	DESIGNER ADVERTISING SHIRT PATCHES	40.00
14141	2/05/2024	KWIK TRIP INC ACCOUNT STATEMENT	180.01
14142	2/05/2024	SECURITY HEALTH PLAN HEALTH INSURANCE PREMIUM	8,878.42
14143	2/05/2024	CONWAY SHIELD WI POLICE PATCH	627.50
14144	2/05/2024	KAUFFMAN AUTO SERVICE VEHICLE MAINTENANCE	765.72
14145	2/05/2024	DELTA DENTAL OF WISCONSIN DENTAL INSURANCE PREMIUM	643.37
14146	2/05/2024	BBD SPORTS SHOP K9 DOG FOOD	99.98
14147	2/05/2024	MARATHON COUNTY TREASURER DA PRELIM TESTIFIER 4TH QTR 2023	163.38

2/07/2024 11:25 AM

Reprint Check Register - Quick Report - Regular

Page: 2
ACCT

POLICE CHECKING NOW

ALL Checks

Posted From: 1/09/2024 From Account:
Thru: 2/12/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
14148	2/05/2024	WISCONSIN DEPARTMENT OF JUSTICE - TIME TIME ACCESS TR, OFFICER SUPPORT QTRLY	282.00
14149	2/05/2024	COMPUTER TR INC. DECEMBER 2023	561.35
14150	2/05/2024	COLBY ABBOTSFORD PROFESSIONAL POLICE UNION DUES	237.50
14151	2/05/2024	ELAN FINANCIAL SERVICES DRUG DOG SUPPLIES	85.93
14152	2/05/2024	GLOBE LIFE JANUARY 2024	1,038.17
14153	2/07/2024	CHARTER COMMUNICATIONS INTERNET	220.47
14154	2/07/2024	BBD SPORTS SHOP MISC SUPPLIES	47.96
14155	2/07/2024	XCEL ENERGY ELECTRIC	583.25
14156	2/07/2024	BP FUEL	1,692.07
14157	2/07/2024	SUNNY COMMUNICATIONS, INC NEW RADIO	597.77
14158	2/07/2024	DESIGNER ADVERTISING CLOTHING	20.00
14159	2/07/2024	MEYER LUMBER SUPPLY, INC KEY	30.00
Grand Total			84,129.94

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 1/18/2024 From Account:
Thru: 2/15/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
8445	1/24/2024	FIRE & SAFETY EQUIPMENT IV INC EXTINGUISHER SERVICE REPLACEMENT	451.70
8446	1/24/2024	CITY OF COLBY LENTH OF SERVICE AND ADMIN	12,240.00
8447	1/24/2024	CITY OF COLBY ANNUAL RENT	1,000.00
8448	1/24/2024	CONFIDENTIAL RECORDS, INC SHREDDING	48.00
8449	1/24/2024	AUTO WASH SUPPLIES CO POWER WASHER STATIONS	334.27
8450	1/24/2024	O'REILLY FIRST CALL WIPERS & BLADE MED 11	12.17
8451	1/24/2024	STRYKER SALES CORPORATION POWER STAIR CHAIRS	39,877.44
8453	1/29/2024	XCEL ENERGY ELECTRIC	833.61
8454	1/29/2024	RED POWER DIESEL LIGHT CHANGE	145.83
8455	1/29/2024	FIRE SAFETY USA HELMET SHIELD	125.00
8456	1/29/2024	ZB DESIGNS DECALS	50.00
8457	1/29/2024	AIRGAS USA LLC OXYGEN	459.82
8458	1/29/2024	ROBERTS REPAIR, INC. MAINTENANCE & REPAIR	2,161.94
8459	1/29/2024	STAAB, CAROL REIMBURSEMENT CPR CARDS	105.00
8460	2/01/2024	NORTH CENTRAL AMBULANCE SALES & SERVICE FORD F550 CHASSIS OEM	149,485.50
8461	2/01/2024	WE ENERGIES HEAT	1,390.00
8462	2/01/2024	ELAN FINANCIAL SERVICES CREDIT CARD STATEMENT 12/19/23-1/17/24	1,691.98
8463	2/01/2024	CITY OF COLBY BOOK KEEPING	500.00
8464	2/13/2024	S&R TRUCK, INC LIGHTHEADS	4,736.68

CENTRAL FIRE & EMS CHECKING

ALL Checks

Posted From: 1/18/2024 From Account:
Thru: 2/15/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
8465	2/13/2024	KWIK TRIP FUEL	1,687.81
8466	2/13/2024	EMC INSURANCE COMPANIES INSURANCE	437.00
8467	2/13/2024	MID STATE TRUCK SERVICE MAINTENANCE	644.51
8468	2/13/2024	MILLER GRAPHICS AND DESIGN DECALS	3,665.00
8469	2/13/2024	FIRE RESCUE SUPPLY, LLC ANNUAL SERVICE	610.00
8470	2/13/2024	XCEL ENERGY ELECTRIC	861.81
8471	2/13/2024	MARSHFIELD CLINIC HEALTH SYSTEM INC SUPPLIES	35.00
8472	2/13/2024	BOLSTER HARDWARE, LLC SUPPLIES	63.98
8473	2/13/2024	CITY OF ABBOTSFORD WATER	140.28
8474	2/13/2024	COLBY WATER DEPARTMENT WATER	141.85
8475	2/13/2024	NORTHWAY COMMUNICATIONS INC EQUIPMENT INSTALL	798.13
8476	2/13/2024	FIRE & SAFETY EQUIPMENT IV INC EXTINGUISHER SERVICE	521.90
8477	2/13/2024	AIRGAS USA LLC OXYGEN	141.05
8478	2/13/2024	DISTRICT 2, INC PARTS	920.36
8479	2/13/2024	O'REILLY FIRST CALL OIL, PARTS	53.95
8480	2/13/2024	HALVERSON, LONNIE REIMBURSEMENT	89.43
Grand Total			226,461.00

Ordinance # 2024-2

Ordinance Repealing and Recreating Section §393-8

Stormwater Management and Erosion Control

Land-disturbing activities subject to stormwater runoff control

§ 393-8 Land-disturbing activities subject to stormwater runoff control.

A. Management practices.

- (1) Temporary best management practice needs for various drainage areas. The following temporary best management practices shall be used to control sediment where erosion of the site, including dirt piles, during construction will result in sediment reaching waters of the state, public sewers or other off-site areas.
 - a) Small drainage areas with overland flow (generally less than one acre). For drainage areas with overland flow (generally less than one acre), a filter fabric fence or equivalent best management practice placed along the downslope areas and along the sideslope areas as required of the disturbed area shall be properly mulched.
 - b) Drainage areas of two acres or less with concentrated or channelized flow. For drainage areas of two acres or less with concentrated or channelized flow, a filter fabric barrier or equivalent best management practice placed at the downslope point of the disturbed area or the disturbed area shall be properly mulched.
 - c) Drainage areas of five acres or less with concentrated or channelized flow, a sediment trap or equivalent best management practice placed at the downslope point of the disturbed area.
 - d) Drainage areas of more than five acres with concentrated or channelized flow. For drainage areas of more than five acres with concentrated or channelized flow, a sediment basin or equivalent best management practice placed at the downslope point of the disturbed area. The basin shall be properly maintained and cleared out when necessary.
 - e) Slopes of 12% or more may require use of additional best management practices.
- (2) Sequenced activities. All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at any one time and the amount of soil leaving the site.
- (3) Site stabilization. When the disturbed area is properly stabilized by established vegetation or other permanent means, the temporary best management practices may be removed.

NOTE: Permanent best management practices specified in the Wisconsin Construction Site Best Management Practice Handbook include sodding; seeding; grassed waterway; geotextile reinforced grassed waterway; and rock- and concrete-lined waterway.

- (4) Tracking minimization. Each site shall have graveled roads, access drives and parking areas of sufficient width and length to prevent sediment from being tracked onto public or private roadways. Any significant sediment reaching a public or private road shall be removed by street cleaning before the end of each workday. Flushing may not be used unless the sediment will be controlled by a filter fabric barrier, sediment trap, sediment basin or equivalent.

- (5) Drain inlet protection. Downslope on-site storm drain inlets shall be protected.
- (6) Site dewatering. Water pumped from the site shall be discharged to an appropriately sized filter fabric barrier, sediment trap, sediment basin or equivalent best management practice.

NOTE: Site dewatering on some sites is covered under the Wisconsin Pollutant Discharge Elimination System Permit Program.

- (7) Sediment cleanup. All off-site sediment deposits occurring as a result of a storm event shall be cleaned up by the end of the next workday following the occurrence. All other off-site sediment deposits occurring as result of construction activities shall be immediately cleaned up.
- (8) Waste and material management and disposal. All waste and unused building materials shall be properly managed and disposed of to prevent pollutants and debris from being carried by runoff off the site.
- (9) Roof drainage. All roof drainage from permanent buildings shall discharge to pervious surfaces to increase infiltration and reduce increases in runoff except where demonstrated to be infeasible and a written waiver is granted by the City Engineer or Building Inspector.

- B. Additional erosion control standards to be met on larger sites. These control standards are in addition to the minimum control standards as set forth in Subsection A, and thus include, but are not limited to, all sites involving land divisions, subdivisions or certified survey maps (where land divisions, subdivisions or certified survey maps involve either one or more acres or create five or more lots or building sites), or all sites where one or more acres are disturbed at a time, where special circumstance due to topography, proximity to watercourses or relation to environmentally sensitive lands make the disturbance a major one, shall meet the added control plan requirements as set up by the City Engineer or Building Inspector. These requirements may include required public dedication of water runoff control measures. The permittee is responsible for obtaining compliance with the control plan requirements. Informal guidelines for the control plan for a major land-disturbing activity are hereto attached and incorporated herein as a part of this chapter as an addendum.
- C. Special circumstances. The control standards set forth in this chapter are intended to apply on a typical development site. When land-disturbing and/or development activity is proposed for a site with extraordinary features, the Planning Committee may recommend to the Common Council and the Council, at its discretion, will require additional and/or more restrictive control standards and measures before any control plan is approved or permit is issued. Extraordinary sites include, but are not limited to, sites where land-disturbing or development activities are proposed to occur on slopes of more than 12% grade in designated floodplain, wetland or conservancy areas or in environmental corridor areas identified in the City Master Plan. [Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]
- D. Land-disturbing activities subject to stormwater runoff control.
 - (1) Land-disturbing activities on public lands, as defined herein, and on all private lands shall be subject to the runoff control provisions of this section, if:
 - a) The activity will be a residential development having less than 50% impervious area, disturbing more than five acres.
 - b) The activity will be a residential development having more than 50% impervious area, disturbing more than three acres.
 - c) The activity will be a nonresidential development, disturbing more than three acres.
 - d) The activity will be a parking lot of one acre or more.
 - e) In the opinion of the City Engineer, the runoff from the land-disturbing activity will create a hazard by exceeding the safe capacity of the receiving water body in the area; or will cause

undue channel erosion or an undue increase in water pollution by increased scour and transport of particles; or will otherwise endanger the downstream property owners or their property. "Safe capacity" is defined as the rate of flow that can be handled without flooding.

- (2) The owner, land occupier or land user shall be in compliance with this subsection if he follows the procedure of Subsection E and receives from the City Engineer an approved control plan and a permit before commencement of any land disturbing activities on lands subject to control under this section.

E. Standards for stormwater runoff control for land-disturbing activities.

- (1) Land-disturbing activities subject to runoff control regulation as described in this chapter shall meet the corresponding requirements of Subsection E(1)(a), (b) and (c) below:
 - a) Residential and other nonindustrial and noncommercial certified surveys shall incorporate the following stormwater control measures:
 - [1] All roof drainage shall discharge to either:
 - [a] Pervious surfaces with an overland flow distance of at least 30 feet;
 - [b] An infiltration device.
 - [2] All driveways shall slope to adjacent lawns to the extent practicable.
 - [3] Where conditions are such that the depth to the water table is three feet or greater during at least nine months of the year, the stormwater drainage system for the development shall include grassed swales for area drainage and underground perforated drainage pipe for storm runoff conveyance. The applicant shall be responsible for documentation for areas to be exempted from these measures. Where the City Engineer finds the above to be impracticable, conveyance shall be by traditional means.
 - b) Industrial sites of less than 100,000 square feet, and nonindustrial paved parking and storage areas with surface areas totaling 5,000 square feet to 500,000 square feet, shall discharge to one or more grit chambers or oil and grease traps. Each grit chamber or oil and grease trap shall be designed to remove all particles greater than 100 microns in size and shall be cleaned at least once every three months. The pumped liquids from cleaning shall be discharged to a licensed wastewater treatment plant.
 - c) Industrial sites of more than 100,000 square feet, nonindustrial paved parking lots and storage areas greater than 500,000 square feet and industrial roofs larger than 10,000 square feet shall discharge to one or more wet detention basins. These basins shall have an aggregate area respectively of at least 1.5% of the contributing surface area of the industrial site or 3% of the contributing paved industrial areas, whichever is greater; at least 3% of the nonindustrial paved area draining to it; and at least 3% of the industrial roof area draining to it. These basins shall have a permanent pool depth of three feet and shall be excavated periodically as needed to maintain the three-foot depth.
- (2) Regardless of proposed land use:
 - a) The proposed development shall not increase peak flow rates of storm runoff from that which would have resulted from the same storm occurring over the site with the land in its predevelopment condition, for storms of twenty-four hour duration and recurrence intervals of two, five, 10, 25, 50 and 100 years; and
 - ~~b) The volume of storm runoff resulting from the ten-year storm of twenty-four hour duration shall not be greater after development than would have resulted from the same storm occurring over the site with the land in its predevelopment condition.~~

- c) Where Subsection E(2)(a) and/or (b) are is found to be unacceptable or inevitable on the proposed site by the City Engineer, the applicant shall specify an off-site area to meet there provision and provide a suitable alternative contribution or determined in negotiation with the City Engineer.

- F. Erosion and runoff control by public dedication of water runoff control. The Common Council may require dedication of water runoff control measures. When such dedication is required, the dedicated land may also be utilized for parkland and for recreational use. Once dedicated and accepted, the City shall maintain the runoff control measures as necessary to adhere to this chapter and any other applicable laws or contracts. The potential costs of maintaining proposed runoff control measures will be among the criteria considered in both accepting or rejecting an entire erosion and runoff control plan for the areas and determining whether or not to require dedication to the City of and/or all runoff control measures. In the event that the City does not require dedication of any water runoff control measures, the continued maintenance of such measures shall be assured through such means as deed restrictions, easements or a contract with the City.

ADOPTED: _____

SIGNED: _____

James W Schmidt, Mayor

PUBLISHED: _____

ATTEST: _____

Connie L Gurtner, Clerk

Lead & Copper Services Inventory System

GIS Toolkit Work Plan

Overview

The EPA Water Service inventory rules have many requirements but basically communities are required to perform Inspections on utility water service pipes from the main to the point of entry at the meter. If lead is found, then additional inspection of the home should be documented to rule out other sources within the home plumbing. Communities also need to document as best they can installation dates for mains and services based on available evidence from plans of past projects. The general management requirements include:

- Home Site Service Inspections
 - Documenting critical dates, verification of materials for private services
- Utility & Customer Side Service details
 - Installation dates, current or past materials for services or connections
- Ability to generate reports and lists on the status of inspections and document service materials.
- Share information publicly to demonstrate transparency of the results of inspections in your community.

The challenge for most communities is that this represents a multi-year effort performed by many people over time and spreadsheets do not provide a finite source of information when copied.

Esri had released a preconfigured set of maps and apps to help your community comply and provide easy to use, preconfigured layers, maps and apps to assist with all the requirements and needs to effectively manage this.

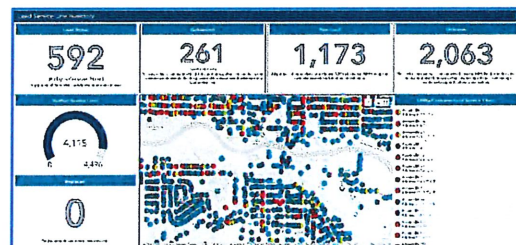
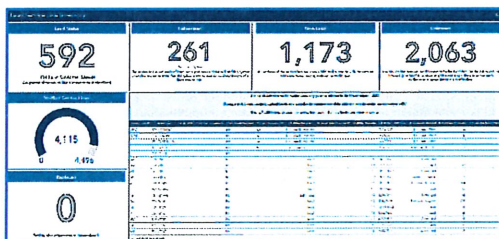
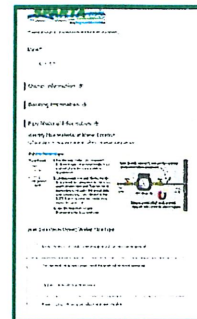
Data & GIS Layers that help with start up

- **Customer Meter Database**
 - This Excel or CSV file from your Water Utility Billing system.
 - Provides customer information for each inspection site.
 - We create a Meter layer to support other meter related workflows but these are imported to the LSLI Inspection layer to provide a finite number of inspections to complete.
- **Use of existing hard copy installation cards or notes used to in your service installations, Cross Connection inspections or Meter Replacement programs.**
 - These records can be used to jumpstart your record keeping!
 - MSA can integrate these services into the LSLI Mobile apps at additional cost.
- **Curb Stops**
 - Accurate curb stops support a more precise mapping of service lines.
 - Better accuracy of these locations support uses faster response for Utility locates using mobile apps.
 - Supports the ability to estimate pipe footage for projects!
- **Project Plan Layer – Completed!**
 - This layer is a repository for scanned project plans that track project dates and provide access to PDF plans and “As-built” plans used to help document past Water system improvements.
 - Supports verification of as built status of the water system.
- **Service Lateral Lines**
 - Over time we will want to map the Service Lines to match the materials and diameters.
 - Mapped laterals will have a positive impact on future Utility Locate requests for staff. This Project layer also provides access to construction documents in the field!

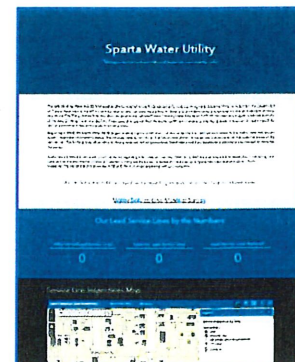
Lead & Copper Services Inventory System GIS Toolkit Work Plan

The Esri Lead & Copper Service Inventory Solution includes:

1. Layer designed to meet EPA criteria. MSA can adjust the attributes to fit State Agency requirements. The preconfigured design standardizes the information collection and provides the automation in your apps!
2. Mobile apps for inspections and an Editor for the office
3. Apps to support any type of workflow or process that you choose to meet these requirements. There are **mobile inspection apps** to make inspections paperless and fast.
4. **Public Survey Apps** that customers can access and complete their own inspections! This supports the transparency requirements and can help gain access to homes to qualify the results. It can also remove the immediate need to inspect many properties that most likely use other modern service materials.
5. The ability to have **"Status Dashboards"** to quickly reference inspections, customers or the current state of the service replacements is a valuable tool for Water Managers.



6. **Service Information Page.** This is a Public Information page that provides the public and others quick access to service details quickly removing unnecessary phone efforts from your Utility support staff. This helps your Utility comply with the transparency requirements of the EPA and DNR. Information from Utility inspections and record keeping automatically update the page as completed.
 - a. Include access to Public Information Survey (if requested)
 - b. Include "live" statistics on completed surveys for Lead Services and scheduled replacements
 - c. Access to Public Inspection status map
 - d. Educational links for the public information on Service line materials





January 23, 2024

Harland Higley
Director of Public Works
City of Colby, WI
211 W Spence St
Colby, WI 54421

Re: Cost Estimates for City ArcGIS Online System & LSL Toolkit

Mr. Higley:

I have enclosed a scope of services and cost estimates for a cloud-based GIS system implementation called ArcGIS Online (AGO). ArcGIS Online uses the same GIS data formats as Clark and Marathon Counties and is prevalent throughout the state. MSA had deployed over 150 ArcGIS Online GIS systems in the Midwest since 2016. As we discussed this week, the focus of this project is to quickly get GIS Utility and Zoning apps available for City staff and to support Public Works needs in the future. This proposal includes the following phases.

Software: ArcGIS Online Account

ArcGIS Online is the cloud-based GIS for use by City staff. A cloud GIS will allow access with any internet connection and include mobile apps that provide field access.

1 Creator (\$550/yr.): Utility Staff and MSA Admin (shared editing license)
(This is the default seat that comes with initial system purchase)

Total: \$550/yr.

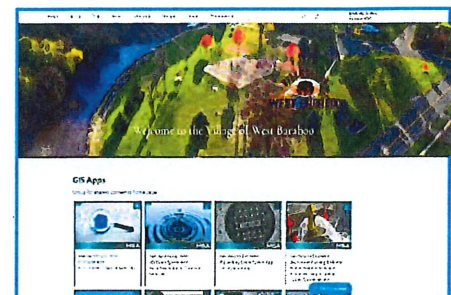
Optional Additional User Seats

Field Editor Users (\$350/yr.): ArcGIS Online is licensed by user emails. To support field staff and simplify access, the City will want to consider adding an additional user seat for staff later in the project to support field operations and inspections.

Phase 1: Site Setup & Public Page Design

Once the GIS software is activated, MSA will design the GIS home page. The home page is the launch point for users to access their applications in the office. It will include a publicly available Parcel app for City properties accessible to the public as a Zoning layer.

The base map is required as an underlying map need for the Public Works apps as well as other apps the City may request.



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Phase 2 City Sanitary, Water and Stormwater GIS

MSA will use the GPS collected features provided in the previous proposal for field work, collect them in the proper GIS format to support an updating the Sanitary Sewer, Storm Sewer, and Water system mapping.

Recent advances in mobile GIS apps now allows the use of GPS to collect positions directly in the GIS system. This provides an efficient method to improve City mapping in all in GIS format directly.

The Public Works GIS Phase of the GIS project consists of [Sanitary, Storm and Water System Editor apps](#) and a Combined System Viewer App. The Water and Sanitary system will have the ability to edit map layers and attributes such as dates, conditions, and materials. These apps are only viewable upon login into the system and are secure from public view and allow the City to manage their City maps internally and in cooperation with MSA.



Your mobile app system uses as FREE downloadable software app called [ArcGIS Field Maps](#) which runs on any Apple or Android devices with an Internet data plan. That is used to record/update maintenance information, add inspections or track incidents.

We include apps for Hydrant Flushing, Valve Exercising, Manhole Inspections, Watermain break tracking, and Sewer Backups. If the City wishes MSA can alternatively create Office based GIS Apps to track Water, Sanitary and Storm system daily work that is tracked back to the office system automatically.

Phase 3: Staff Training & Support

MSA will provide 4-8 hours of on-site staff training on the use of apps. Training will include topics such as how to edit utility data, add/change attributes of layers, update web map and review app functions and a general overview use of mobile apps and workflow. We will also provide an additional 4 hours of tech support. MSA will provide another 16 hours of phone tech support for the remainder of 2024.

Lead Service Line Inventory Toolkit

Phase4 - Lead & Copper Service Inspections

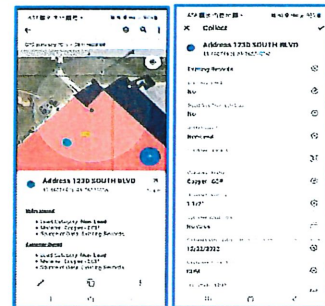
The Wisconsin DNR is requiring that all communities document water service line materials for the customer and City side services. ***This requires the City to manage inspections, over multiple years moving forward.*** The City needs to be able to demonstrate an inventory of materials, inspection dates and known installation dates for both the private and public side of water services. The GIS system can provide tools to help collect, manage, and report this information minimizing unnecessary paperwork.

We start with an export of the City Water Customers to an Excel file. This file is used to create layer, managed in the GIS to support inspections, and minimize data entry!!

Task 1 – We build the Service inspection layer, preloaded with customer information which reduces data entry and ensures proper service site collection.

- **Mobile Inspection App**

- We build the Customer Inspection Mobile App. Used for on-site inspections via phone or tablet. Data is pushed to the cloud via data plan after each inspection.
- Each Inspection location is pre-built from

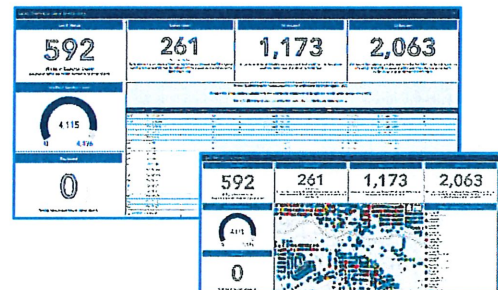


- **GIS Inspection Office Editor**

- This application is used to manage, edit and track inspections for services from paper forms or plan sets where required.
- Edit Service Inspection includes materials, service use and install and inspection dates.

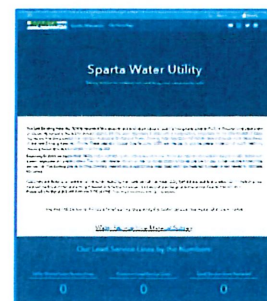
- **Dashboard to Track Service Inventory Efforts**

- GIS Dashboards are a statistical app that will display the required inspections, the completed private inspections and then display material results.



- **Included these items.**

- Dedicated information web page that includes with inspection statistics for service materials, Private or City owned that can be accessed publicly.
- It provides educational information on service materials and allows them to complete their own inspection and submit to the City.
- Includes a link to a **Homeowner Service Line Material Survey** for residents to complete their own inspections.
- Includes a Map window showing the status of the Inspection results. See example at [Sparta Water Utility](#). This helps the City provide a level of transparency to their customers regardless of the service materials and supports public water quality confidence.



Cost Estimate for Services Described

Project Phase	Frequency	Notes	Item Cost Estimate
ArcGIS Online – Initial License Additional Users in the future	Annual		\$550*
Phase 1: Activate GIS Site, Configure & Design Home Page	One-Time		\$1,250
Phase 2: GIS Parcels App Add City Zoning	One-Time		\$1,750
Phase 3: Utility GIS Apps Build Water, Storm & Sanitary GIS GIS Editors Develop Mobile Apps Develop Combined Viewer App Valve, Hydrant, Main Jetting and Inlet Operations Apps	One-Time*	New GPS Data	\$7,500
Phase 3: Training	One-Time		\$1,250
Total Cost Basic Implementation			\$11,750
Lead & Copper Inventory Toolkit Meter Layer, 1 Mobile Apps, Office Editor, Reporting Dashboard, Web Status Page	One-Time	Convert Meter List from City Billing to Service Inspections	\$5,250
Total MSA Estimated Fees			\$17,000
*Software Cost of \$550 is direct to Esri and not part of MSA's services.			

Proposed Project Timeline

- Spring 2024 – Commence GPS Collection
 - **Note- In discussion with City public works, GPS collection of some structures will require assistance from City staff for locates.**
- Spring 2024 – Configuration of ArcGIS Online System
 - **Parcel & Zoning Applications and GPS Collection Apps**
- Spring 2024 – Lead Service Line Inventory Applications
 - **DNR deadline is October 2024 – Have this implemented by April for City use.**
- Summer 2024 – GIS System Mapping
- Fall 2024 – Hydrant & Valve Operations, Other system field maintenance apps.
- Late Fall 2024 – Train staff on Utility Editor Applications.

Thank you and feel free to please reach out with any questions at 608-355-8876.

Sincerely,
MSA Professional Services, Inc.



Todd Halvorson, GISP
Senior GIS Solutions Administrator



January 23, 2024

Harland Higley
Director of Public Works
City of Colby, WI
211 W Spence St
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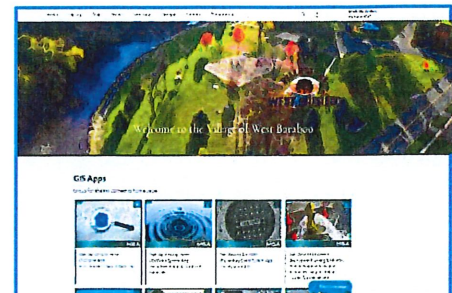
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We include apps for Hydrant Flushing, Valve Exercising, Manhole Inspections, Watermain break tracking, and Sewer Backups. If the City wishes MSA can alternatively create Office based GIS Apps to track Water, Sanitary and Storm system daily work that is tracked back to the office system automatically.

Phase 3: Staff Training & Support

MSA will provide 4-8 hours of on-site staff training on the use of apps. Training will include topics such as how to edit utility data, add/change attributes of layers, update web map and review app functions and a general overview use of mobile apps and workflow. We will also provide an additional 4 hours of tech support. MSA will provide another 16 hours of phone tech support for the remainder of 2024.



Lead Service Line Inventory Toolkit

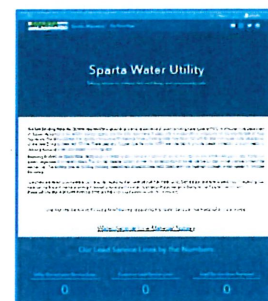
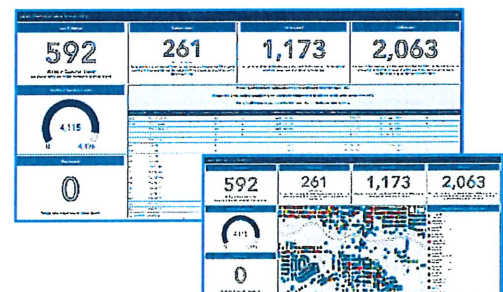
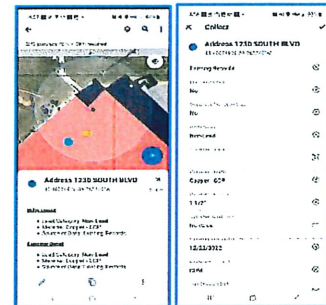
Phase4 - Lead & Copper Service Inspections

The Wisconsin DNR is requiring that all communities document water service line materials for the customer and City side services. ***This requires the City to manage inspections, over multiple years moving forward.*** The City needs to be able to demonstrate an inventory of materials, inspection dates and known installation dates for both the private and public side of water services. The GIS system can provide tools to help collect, manage, and report this information minimizing unnecessary paperwork.

We start with an export of the City Water Customers to an Excel file. This file is used to create layer, managed in the GIS to support inspections, and minimize data entry!!

Task 1 – We build the Service inspection layer, preloaded with customer information which reduces data entry and ensures proper service site collection.

- **Mobile Inspection App**
 - We build the Customer Inspection Mobile App. Used for on-site inspections via phone or tablet. Data is pushed to the cloud via data plan after each inspection.
 - Each Inspection location is pre-built from
- **GIS Inspection Office Editor**
 - This application is used to manage, edit and track inspections for services from paper forms or plan sets where required.
 - Edit Service Inspection includes materials, service use and install and inspection dates.
- **Dashboard to Track Service Inventory Efforts**
 - GIS Dashboards are a statistical app that will display the required inspections, the completed private inspections and then display material results.
- **Included these items.**
 - Dedicated information web page that includes with inspection statistics for service materials, Private or City owned that can be accessed publicly.
 - It provides educational information on service materials and allows them to complete their own inspection and submit to the City.
 - Includes a link to a **Homeowner Service Line Material Survey** for residents to complete their own inspections.
 - Includes a Map window showing the status of the Inspection results. See example at [Sparta Water Utility](#). This helps the City provide a level of transparency to their customers regardless of the service materials and supports public water quality confidence.



Cost Estimate for Services Described

Project Phase	Frequency	Notes	Item Cost Estimate
ArcGIS Online – Initial License Additional Users in the future	Annual		\$550*
Phase 1: Activate GIS Site, Configure & Design Home Page	One-Time		\$1,250
Phase 2: GIS Parcels App Add City Zoning	One-Time		\$1,750
Phase 3: Utility GIS Apps Build Water, Storm & Sanitary GIS GIS Editors Develop Mobile Apps Develop Combined Viewer App Valve, Hydrant, Main Jetting and Inlet Operations Apps	One-Time*	New GPS Data	\$7,500
Phase 3: Training	One-Time		\$1,250
Total Cost Basic Implementation			\$11,750
Lead & Copper Inventory Toolkit Meter Layer, 1 Mobile Apps, Office Editor, Reporting Dashboard, Web Status Page	One-Time	Convert Meter List from City Billing to Service Inspections	\$5,250
Total MSA Estimated Fees			\$17,000
*Software Cost of \$550 is direct to Esri and not part of MSA's services.			

Proposed Project Timeline

- Spring 2024 – Commence GPS Collection
 - **Note- In discussion with City public works, GPS collection of some structures will require assistance from City staff for locates.**
- Spring 2024 – Configuration of ArcGIS Online System
 - **Parcel & Zoning Applications and GPS Collection Apps**
- Spring 2024 – Lead Service Line Inventory Applications
 - **DNR deadline is October 2024 – Have this implemented by April for City use.**
- Summer 2024 – GIS System Mapping
- Fall 2024 – Hydrant & Valve Operations, Other system field maintenance apps.
- Late Fall 2024 – Train staff on Utility Editor Applications.

Thank you and feel free to please reach out with any questions at 608-355-8876.

Sincerely,
MSA Professional Services, Inc.



Todd Halvorson, GISP
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