

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
Fax: (414) 529-6179
www.halescornerswi.gov



James R. Ryan Municipal Building

VILLAGE BOARD - BOARD OF TRUSTEES MEETING

Meeting Notice/Agenda

October 14, 2024 (Monday) - 6:45 p.m.

Amended items: 3.5, 4.1.4 & 4.1.5

Notice is hereby given that the Village Board will meet as a Board of Trustees (BOT) at the above date and time, at the James R. Ryan Municipal Building (5635 S. New Berlin Rd).

Pursuant to Resolution 20-61, members of the Board of Trustees may attend this meeting in an electronic platform. The meeting electronic platform link is: <https://meet.goto.com/984742341> or you may dial in at [+1 \(571\) 317-3122](tel:+15713173122) access code: 984-742-341. Requests to access the meeting must be 48 hours in advance of the meeting.

[Notice is given that a majority of the Village of Hales Corners Hales Corners Fire & Police Commission may attend this meeting to gather information about an agenda item over which they may have decision making responsibility. This meeting may constitute a meeting of the Hales Corners Fire & Police Commission per *State ex rel. Badke v. Greendale Village Board*, even though the Commission will not take formal action at this meeting.]

The Village Board may enter closed session pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the annual request for compensation for personnel assigned to the Police & Fire Departments over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate. *(Items 6.3.1 & 6.4.1)*

AGENDA

1.0 ROLL CALL/PLEDGE OF ALLEGIANCE

2.0 PUBLIC COMMENT - Comments from the public are limited to three (3) minutes.

3.0 CONSENT AGENDA

3.1 Minutes: September 23, 2024

3.2 Approval of claims paid with the September 2024 Check Register: \$369,699.16

3.3 Approval of claims paid with the September 2024 PCard: \$13,984.89

3.4 Approval of payrolls for the periods ending 08/30/2024 (\$143,124.55), 09/13/2024 (\$148,095.16) and 09/27/2024 (\$145,261.72)

3.5 *Approval of Request for Proposals for Planning Service Firm*

4.0 STANDING COMMITTEE REPORTS

4.1 Committee of the Whole – I. Thomson

4.1.1 Report on 2024 Financing – C. Wirth, Wisconsin Public Finance Professionals

4.1.2 Resolution approving the 2023 Single Audit

4.1.3 Resolution authorizing 2024 Tax Incremental Finance District (TID) No. 4 Budget Amendment

4.1.4 *Resolution approving a purchasing policy for the Village of Hales Corners*

4.1.5 *Resolution authorizing closure of Capital Projects Reserves for completed projects*

5.0 SPECIAL COMMITTEE REPORTS

5.1 Library Board Meeting – September 26, 2024 – M. Bennett

6.0 VILLAGE OFFICIALS REPORT

6.1 Public Works Project Manager

6.1.1 Resolution authorizing 2024 General Fund and Equipment Replacement Fund Budget Amendment to transfer funds from contingency to allocate funding for pre-wetting deicing equipment and authorizing the purchase from Varitech Industries

6.1.2 Recommendation for an Electronic Recycling Proposal

6.1.3 2024 Paving Program Update

6.2 Village Administrator

6.2.1 Recommendation for a Temporary Class “B”/”Class B” Retailers License: Emmanuel Church – Silent Auction Event – November 2, 2024

6.3 Police Chief

6.3.1 Resolution authorizing certain officials to execute a Memorandum of Understanding for personnel sharing Intergovernmental Cooperation Agreement with Milwaukee County Sheriff Department

6.3.2 2025 Budget Proposal

6.4 Fire Chief

6.4.1 2025 Budget Proposal

7.0 VILLAGE PRESIDENTS REPORT

7.1 MMSD/ICC Meeting October 14, 2024

7.2 Meeting attire reminder

8.0 ADJOURNMENT



Sandra M. Kulik, Administrator
October 11, 2024

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. Hearing or speech impaired persons who require special services should notify the Village staff in advance of the meeting.

Village President Besson called the meeting to order at 6:45 p.m.

- 1.0 **ROLL CALL** – Present: Pres. D. Besson, Trustees: M. Bennett, T. Brinkmeier, M. Eternicka, K. Meleski and I. Thomson. Trustee J. Chesney, absent. Staff: Administrator S. Kulik and Village Attorney J. Wesolowski. Audience (1).
- 2.0 **PUBLIC COMMENT** – none.
- 3.0 **CONSENT AGENDA**
 - 3.1 **Motion** (Meleski, Brinkmeier) to approve minutes of September 9, 2024; motion passes 6-0-1.
 - 3.2 **Motion** (Meleski, Brinkmeier) to approve of claims paid with August 2024 PCard, \$20,457.81; motion passes 6-0-1.
- 4.0 **STANDING COMMITTEE REPORTS**
 - 4.1 **Plan Commission Meeting – September 16, 2024** – D. Besson reported. Board moved to item 4.1.2.
 - 4.1.1 **[Public Hearing 6:50 p.m.] An Ordinance to repeal Ordinance 24-03 and recreate Chapter 445, Article V. Floodplain-Wetland Protection of the Village of Hales Corners Municipal Code** – D. Besson asked clerk to read the notice. S. Kulik read notice. D. Besson opened public hearing at 6:50 p.m. No comments. D. Besson closed the public hearing at 6:51 p.m. **Motion** (Eternicka, Meleski) to approve Ordinance 24-04 an Ordinance to repeal Ordinance 24-03 and recreate Chapter 445, Article V. Floodplain-Wetland Protection of the Village of Hales Corners Municipal Code; motion passes 6-0-1. Board moved to item 5.0.
 - 4.1.2 **Fire & Police Commission Meeting – September 17, 2024** – referred to next meeting.
 - 4.1.3 **Public Works Commission Meeting – September 19, 2024** – T. Brinkmeier – reported. Board moved to item 4.1.1.
- 5.0 **VILLAGE OFFICIALS REPORT**
 - 5.1 **Village Administrator**
 - 5.2 **Recommendation for a Temporary Class “B”/”Class B” Retailers License: Hales Corners Lions Club – Taste of Hales Corners – September 25, 2024** - S. Kulik reported on request. D. Besson, I. Thomson and T. Brinkmeier commented that they are members of the Lions Club and there is no benefit to them personally or as part of the club in proposed request. **Motion** (Meleski, Brinkmeier) to approve; motion passes 6-0-1.
 - 5.3 **Massage License Establishments: Red’s Classic Barbering & Massage Therapy, 10950 W. Forest Home Ave., Ste. 203, Rebecca Popovic, agent - request for licensing** – S. Kulik reported on request. I. Thomson inquired if this was a renewal or new license. S. Kulik reported it was a new license. **Motion** (Meleski, Eternicka) to approve; motion passes 6-0-1.
 - 5.4 **Request for room use – Southwest Chess Club, 2025 calendar year** – S. Kulik reported on request required to be authorized by the Village Board as it is a calendar year. She requested that two dates, February 20 and April 3, be denied due to the

election scheduled for the Monday's prior to those dates. She also commented that if the February 2025 election is not needed, she can notify the club that they may use the date. **Motion** (Bennett, Meleski) to approve dates except those noted due to elections activities; motion passes 6-0-1.

5.5 Request to change date for October Committee of the Whole to October 8, 2024

– S. Kulik referred members to the memo and recommended the date be moved as she will be out of town on October 7. **Motion** (Eternicka, Meleski) to move the Committee of the Whole to October 8, 2024; motion passes 6-0-1.

6.0 VILLAGE PRESIDENTS REPORT

6.1 Whitnall Middle School request for student clean-up project at Schoetz Park -.

D. Besson reported that the request has been withdrawn. No action needed.

7.0 ADJOURNMENT – Motion (Meleski, Thomson) to adjourn at 7:02 p.m.; motion passes 6-0-1.

Sandra M. Kulik, Administrator/Clerk

Accounts Payable - Cover Sheet

September 2024

Batch	Amount	
9/11/2024	\$ 147,516.19	
9/25/2024	222,182.97	Item 3.2
TOTAL	\$ 369,699.16	

Disbursements Major Expenditures

	Amount
MMSD - quarterly billing	\$ 152,455.93
Village of Greendale - dispatch agreement	51,690.75
PLEWA - Fire Station apparatus bay ceiling contract	27,923.00
RA Smith - road program	21,027.78
MacQueen Emergency - fire hoses - new engine	14,917.50
R&R Insurance - property, liability, wc premiums	13,676.25
WE Energies - utility invoices	10,943.98
Johnny's Petroleum - fuel invoices	7,712.49
CDW - computer server VH (ARPA funded)	5,577.10
Baker Tilly - single audit progress payment	4,200.00
Subtotal Large Items	\$ 310,124.78
Other Items	59,574.38
Total A/P Checks	\$ 369,699.16

P-card	US Bank -September 2024	\$13,984.89	ITEM 3.3
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PAYROLL

Sep-24	PPE	Pay Date	Total Cks	Tax Deposits	TOTAL	
	8/30/2024	9/5/2024	\$ 104,376.30	\$ 38,748.25	\$ 143,124.55	
	9/13/2024	9/19/2024	\$ 106,765.39	\$ 41,329.77	\$ 148,095.16	ITEM 3.4
	9/27/2024	10/3/2024	\$ 105,836.61	\$ 39,425.11	\$ 145,261.72	

*Check List

SEPTEMBER 2024

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
102779	9/11/2024 AHERN CO, J F	671330	\$1,065.00	E	GENERAL FUND	BUILDING MAINTENAN
102780	9/11/2024 ASSOCIATED APPRAISAL	176084	\$53.70	E	GENERAL FUND	CONTR SERV-ASSESS
102780	9/11/2024 ASSOCIATED APPRAISAL	176084	\$966.67	E	GENERAL FUND	CONTR SERV-ASSESS
102781	9/11/2024 BAKER TILLY US	BT2893492	\$4,200.00	E	GENERAL FUND	CONTR SERV-ACCTG &
102782	9/11/2024 BOELTER	98215164	\$144.08	E	GENERAL FUND	BUILDING MAINTENAN
102782	9/11/2024 BOELTER	98209243	-\$79.53	E	GENERAL FUND	BUILDING MAINTENAN
102783	9/11/2024 CDW GOVERNMENT INC	AA1Z36N	\$5,577.10	G	GENERAL FUND	INTERFUND RECEIVAB
102783	9/11/2024 CDW GOVERNMENT INC	AA1Z36N	-\$5,577.10	G	AMERICAN RESCUE	INTERFUND RECEIVAB
102783	9/11/2024 CDW GOVERNMENT INC	AA1Z36N	\$5,577.10	E	AMERICAN RESCUE	ARPA EXPENSE
102784	9/11/2024 ELECTION SYSTEMS/SOFTWAR	CD2096959	\$167.38	E	GENERAL FUND	CONTR SERV-ELECTIO
102785	9/11/2024 FIRST RESPONDERS PSYCHOL	0824HC	\$550.00	E	GENERAL FUND	RISK MANAGEMENT
102786	9/11/2024 FLESCH, GORDON CO INC	IN14814490	\$221.74	E	GENERAL FUND	PHOTOCOPIER MAINT
102786	9/11/2024 FLESCH, GORDON CO INC	IN14815181	\$165.93	E	GENERAL FUND	PHOTOCOPIER MAINT
102787	9/11/2024 GALL S INC	028861684	\$525.98	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028825966	\$312.99	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028825964	\$58.00	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028837714	\$90.00	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028849839	\$79.77	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028805530	\$73.84	E	GENERAL FUND	UNIFORM
102787	9/11/2024 GALL S INC	028849840	\$311.34	E	GENERAL FUND	UNIFORM
102788	9/11/2024 GIBB BUILDING MAINTENANCE	19152	\$2,749.67	E	GENERAL FUND	CONTR SERV-CUSTODI
102789	9/11/2024 GREENDALE, VILLAGE OF	2024-32	\$33.56	E	GENERAL FUND	CONTR SERV-INSPEC
102789	9/11/2024 GREENDALE, VILLAGE OF	2024-5	\$51,690.75	E	GENERAL FUND	CONTR SERV-DISPATC
102790	9/11/2024 HENNER, ANTHONY	REIMBURSE	\$33.83	E	GENERAL FUND	UNIFORM
102791	9/11/2024 HUGHES, JAMES	REIMBURSE	\$74.00	E	GENERAL FUND	DUES & PUBLICATIONS
102792	9/11/2024 IKM BUILDING SOLUTIONS	930031490	\$1,273.00	E	GENERAL FUND	BUILDING MAINTENAN
102793	9/11/2024 JERRY WILLKOMM, INC	426720	\$42.12	E	GENERAL FUND	FUEL & LUBRICANTS
102793	9/11/2024 JERRY WILLKOMM, INC	426879	\$249.30	E	GENERAL FUND	FUEL & LUBRICANTS
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	5325	\$63.20	E	GENERAL FUND	FUEL & LUBRICANTS
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11963	\$737.58	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11962	\$679.46	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11961	\$536.15	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11958	\$821.03	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11964	\$825.41	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11959	\$647.82	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	15307	\$754.88	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11965	\$671.79	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	15	\$46.42	E	GENERAL FUND	BUILDING MAINTENAN
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	15	\$161.23	E	GENERAL FUND	BUILDING MAINTENAN
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11957	\$892.77	G	GENERAL FUND	FUEL INVENTORY
102794	9/11/2024 JOHNNY S PETROLEUM PROD I	11960	\$874.75	G	GENERAL FUND	FUEL INVENTORY
102795	9/11/2024 JOIN THE FIRE SERVICE LLC	1227	\$389.00	E	GENERAL FUND	COMPUTER MAINT & S
102796	9/11/2024 KAESTNER AUTO ELECTRIC CO	435894	\$99.00	E	GENERAL FUND	EQUIPMENT REPAIRS
102797	9/11/2024 LAKESIDE INTERNATIONAL TRU	1425582P	\$505.72	E	GENERAL FUND	EQUIPMENT REPAIRS
102798	9/11/2024 LANGE ENTERPRISES	88704	\$82.50	E	GENERAL FUND	PARK OPERATIONS
102799	9/11/2024 LIMB WALKERS TREE SERVICE	3880	\$1,500.00	E	GENERAL FUND	CONTR SERV-FOREST
102800	9/11/2024 MEA-SEW	2024 DUES	\$30.00	E	GENERAL FUND	DUES & PUBLICATIONS
102801	9/11/2024 MENARDS-FRANKLIN	61789	\$32.76	E	GENERAL FUND	PARK OPERATIONS
102802	9/11/2024 MILW CO TREASURER	AUG 2024	\$998.80	R	GENERAL FUND	MUNICIPAL COURT
102803	9/11/2024 MILW WATER (406)	3971142300	\$25.75	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3970602300	\$241.33	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3971119300	\$43.74	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3971192300	\$25.75	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3971193300	\$354.29	E	GENERAL FUND	UTILITIES

*Check List

SEPTEMBER 2024

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
102803	9/11/2024 MILW WATER (406)	3971141300	\$210.00	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3971300300	\$25.75	E	GENERAL FUND	UTILITIES
102803	9/11/2024 MILW WATER (406)	3971363300	\$1,181.24	E	GENERAL FUND	UTILITIES
102804	9/11/2024 MOTOROLA	8281961240	\$1,950.90	G	GENERAL FUND	INTERFUND RECEIVAB
102804	9/11/2024 MOTOROLA	8281961240	-\$1,950.90	G	POLICE DEPT SRF	INTERFUND RECEIVAB
102804	9/11/2024 MOTOROLA	8281961240	\$1,950.90	E	POLICE DEPT SRF	BODY CAMERAS
102805	9/11/2024 MUTTER EXCAVATING LLC	1831	\$2,000.00	G	GENERAL FUND	INTERFUND RECEIVAB
102805	9/11/2024 MUTTER EXCAVATING LLC	1831	\$2,000.00	E	STORM WATER	CONTR SERV-PRIVATE
102805	9/11/2024 MUTTER EXCAVATING LLC	1831	-\$2,000.00	G	STORM WATER	INTERFUND RECEIVAB
102806	9/11/2024 OREILLY AUTOMOTIVE	2372-408235	\$26.01	E	GENERAL FUND	EQUIPMENT REPAIRS
102806	9/11/2024 OREILLY AUTOMOTIVE	2372-407935	\$34.99	E	GENERAL FUND	EQUIPMENT REPAIRS
102806	9/11/2024 OREILLY AUTOMOTIVE	2372-407821	\$115.93	E	GENERAL FUND	BUILDING MAINTENAN
102807	9/11/2024 PACE ELECTRIC INC	42781	\$270.00	E	GENERAL FUND	CONTR SERV-STREET
102807	9/11/2024 PACE ELECTRIC INC	42827	\$195.00	E	GENERAL FUND	CONTR SERV-STREET
102807	9/11/2024 PACE ELECTRIC INC	42828	\$170.00	E	GENERAL FUND	BUILDING MAINTENAN
102808	9/11/2024 PLEWA PROPERTY SERVICES	5882-B	\$27,923.00	G	GENERAL FUND	INTERFUND RECEIVAB
102808	9/11/2024 PLEWA PROPERTY SERVICES	5882-B	\$27,923.00	E	CONSTRUCTION FUN	OUTLAY
102808	9/11/2024 PLEWA PROPERTY SERVICES	5882-B	-\$27,923.00	G	CONSTRUCTION FUN	INTERFUND RECEIVAB
102809	9/11/2024 PRESSWORKS PRINTING COMP	24-1983	\$969.73	E	GENERAL FUND	PUBLIC INFORMATION
102810	9/11/2024 R.A. SMITH NATIONAL	182930	\$21,027.78	G	GENERAL FUND	INTERFUND RECEIVAB
102810	9/11/2024 R.A. SMITH NATIONAL	182930	-\$21,027.78	G	CONSTRUCTION FUN	INTERFUND RECEIVAB
102810	9/11/2024 R.A. SMITH NATIONAL	182930	\$411.75	E	CONSTRUCTION FUN	OUTLAY
102810	9/11/2024 R.A. SMITH NATIONAL	182930	\$20,616.03	E	CONSTRUCTION FUN	OUTLAY
102811	9/11/2024 RAY O HERRON CO, INC	2361782	\$218.81	E	GENERAL FUND	UNIFORM
102812	9/11/2024 REFUND 1	REFUND	\$205.00	R	GENERAL FUND	BUILDING & OCCUPAN
102813	9/11/2024 RESERVE ACCOUNT	19465947	\$2,000.00	E	GENERAL FUND	POSTAGE
102814	9/11/2024 RESTITUTION 1	RESTITUTION	\$100.00	R	GENERAL FUND	MUNICIPAL COURT
102815	9/11/2024 SAFEWAY PEST CONTROL CO, I	738353	\$47.00	E	GENERAL FUND	BUILDING MAINTENAN
102815	9/11/2024 SAFEWAY PEST CONTROL CO, I	739605	\$50.00	E	GENERAL FUND	BUILDING MAINTENAN
102816	9/11/2024 SHERWIN INDUST INC	SC052807	\$679.32	E	GENERAL FUND	CONTR SERV-ROAD PA
102817	9/11/2024 SHERWIN-WILLIAMS CO	5421-4	\$52.59	E	GENERAL FUND	CONTR SERV-STREET
102818	9/11/2024 SOMAR ENTERPRISES	103364	\$65.69	E	GENERAL FUND	UNIFORM
102819	9/11/2024 SOURCE ONE TECHNOLOGY, IN	27629	\$260.00	E	GENERAL FUND	ELECTION MATERIALS/
102820	9/11/2024 WE ENERGIES (EVERETT)	1899519100002	\$29.42	E	GENERAL FUND	UTILITIES
102820	9/11/2024 WE ENERGIES (EVERETT)	1899519100031	\$17.67	E	GENERAL FUND	UTILITIES
102820	9/11/2024 WE ENERGIES (EVERETT)	1899519100022	\$238.21	E	GENERAL FUND	UTILITIES
102821	9/11/2024 WI COURT FINE & ASSESSMNT	AUG 2024	\$3,042.21	R	GENERAL FUND	MUNICIPAL COURT
102822	9/11/2024 WI DEPT OF FINANCIAL	RENEWAL	\$20.00	E	GENERAL FUND	DUES & PUBLICATIONS
102823	9/11/2024 WI PUBLIC FINANCE PROFESSI	2024	\$600.00	G	GENERAL FUND	INTERFUND RECEIVAB
102823	9/11/2024 WI PUBLIC FINANCE PROFESSI	2024	-\$600.00	G	DEBT SERVICE FUND	INTERFUND RECEIVAB
102823	9/11/2024 WI PUBLIC FINANCE PROFESSI	2024	\$600.00	E	DEBT SERVICE FUND	CONTR SERV-CONSUL
102824	9/11/2024 WOJNOWSKI, DEBORAH	REIMBURSE	\$120.74	E	GENERAL FUND	NEW EQUIPMENT & TO
102824	9/11/2024 WOJNOWSKI, DEBORAH	REIMB	\$47.85	E	GENERAL FUND	OFFICE SUPPLIES
102825	9/11/2024 XYLEM WATER SOLUTIONS USA	3556D37330	\$950.00	E	SEWER REHAB	EQUIPMENT REPAIRS
102825	9/11/2024 XYLEM WATER SOLUTIONS USA	3556D37330	-\$950.00	G	SEWER REHAB	INTERFUND RECEIVAB
102825	9/11/2024 XYLEM WATER SOLUTIONS USA	3556D37330	\$950.00	G	GENERAL FUND	INTERFUND RECEIVAB
102826	9/25/2024 AT&T MOBILITY	287291453474	\$33.24	E	GENERAL FUND	COMPUTER MAINT & S
102826	9/25/2024 AT&T MOBILITY	287291453474	\$33.24	E	GENERAL FUND	COMPUTER MAINT & S
102826	9/25/2024 AT&T MOBILITY	287291453474	\$265.92	E	GENERAL FUND	CONTR SERV-TELETYPE
102826	9/25/2024 AT&T MOBILITY	287299354737	\$74.14	G	GENERAL FUND	INTERFUND RECEIVAB
102826	9/25/2024 AT&T MOBILITY	287299354737	-\$74.14	G	HEALTH DEPT SRF	INTERFUND RECEIVAB
102826	9/25/2024 AT&T MOBILITY	287291453474	\$243.30	E	GENERAL FUND	TELEPHONE
102826	9/25/2024 AT&T MOBILITY	287340323607	\$99.72	E	GENERAL FUND	TELEPHONE
102826	9/25/2024 AT&T MOBILITY	287290222183	\$320.28	E	GENERAL FUND	TELEPHONE

*Check List

SEPTEMBER 2024

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
102826	9/25/2024 AT&T MOBILITY	287299354737	\$74.14	E	HEALTH DEPT SRF	PPHS GRANT FUNDS
102827	9/25/2024 AURORA HEALTH CARE	108284	\$25.00	E	GENERAL FUND	EVIDENCE SUPPLIES &
102828	9/25/2024 BOELTER	98352104	\$298.36	E	GENERAL FUND	BUILDING MAINTENAN
102829	9/25/2024 BUELOW VETTER BUIKEMA OLS	209	\$2,176.00	E	GENERAL FUND	CONTR SERV-GENL CO
102830	9/25/2024 DIGGERS HOTLINE INC	240970601PP3	\$401.45	E	GENERAL FUND	DUES & PUBLICATIONS
102830	9/25/2024 DIGGERS HOTLINE INC	240870601	\$149.05	E	GENERAL FUND	DUES & PUBLICATIONS
102831	9/25/2024 EMS MANAGEMENT & CONSULT	EMS-007998	\$2,349.04	E	GENERAL FUND	CONTR SERV-AMBULA
102832	9/25/2024 FLESCH, GORDON CO INC	IN14836414	\$64.43	E	GENERAL FUND	PUBLIC PHOTOCOPIER
102833	9/25/2024 GRAY S INC	38787	\$31.40	E	GENERAL FUND	EQUIPMENT REPAIRS
102834	9/25/2024 HENNER, ANTHONY	REIMBURSE	\$34.89	E	GENERAL FUND	UNIFORM
102835	9/25/2024 IDEAL LOGOS & AWARDS	44658	-\$615.00	G	PHEP WORKFORCE	INTERFUND RECEIVAB
102835	9/25/2024 IDEAL LOGOS & AWARDS	44658	\$615.00	G	GENERAL FUND	INTERFUND RECEIVAB
102835	9/25/2024 IDEAL LOGOS & AWARDS	44658	\$615.00	E	PHEP WORKFORCE	UNCLASSIFIED
102836	9/25/2024 ITU ABSORB TECH	8394860	\$5.53	E	GENERAL FUND	EQUIPMENT REPAIRS
102836	9/25/2024 ITU ABSORB TECH	8394860	\$24.34	E	GENERAL FUND	BUILDING MAINTENAN
102836	9/25/2024 ITU ABSORB TECH	8394860	\$16.31	E	GENERAL FUND	BUILDING MAINTENAN
102836	9/25/2024 ITU ABSORB TECH	8394860	\$4.97	E	GENERAL FUND	UNIFORM
102837	9/25/2024 JOURNAL SENTINEL	0006597332	\$37.48	E	GENERAL FUND	OFFICIAL ADVERTISIN
102838	9/25/2024 KUJAWA ENTERPRISES	377828	\$2,824.34	E	GENERAL FUND	CONTR SERV-MEDIAN
102838	9/25/2024 KUJAWA ENTERPRISES	380927	\$1,050.00	G	GENERAL FUND	ACCOUNTS RECEIVAB
102839	9/25/2024 LICHTSINN & HAENSEL SC	9308	\$12.00	E	GENERAL FUND	CONTR SERV-LITIGATI
102839	9/25/2024 LICHTSINN & HAENSEL SC	9307	\$1,680.00	E	GENERAL FUND	CONTR SERV-LITIGATI
102840	9/25/2024 LIFE-ASSIST, INC	1510291	\$207.99	E	GENERAL FUND	MEDICAL SUPPLIES
102841	9/25/2024 MACQUEEN EMERGENCY	P35599	\$14,917.50	E	CONSTRUCTION FUN	OUTLAY
102841	9/25/2024 MACQUEEN EMERGENCY	P35599	-\$14,917.50	G	CONSTRUCTION FUN	INTERFUND RECEIVAB
102841	9/25/2024 MACQUEEN EMERGENCY	P35599	\$14,917.50	G	GENERAL FUND	INTERFUND RECEIVAB
102842	9/25/2024 MENARDS-FRANKLIN	62428	\$1,439.82	E	GENERAL FUND	ELECTION MATERIALS/
102843	9/25/2024 MILW METRO SEWAGE DIST (78	189-24	\$152,455.93	E	GENERAL FUND	CONTR SERV-MMSD
102844	9/25/2024 MOTOROLA	8230439430	\$2,370.00	E	GENERAL FUND	EVIDENCE SUPPLIES &
102844	9/25/2024 MOTOROLA	1411121161	\$343.71	E	GENERAL FUND	EVIDENCE SUPPLIES &
102845	9/25/2024 PRIME PRINTING & SIGNS	34840	\$45.00	E	GENERAL FUND	UNIFORM
102846	9/25/2024 R&R INSURANCE SERVICES INC	3082183	\$6,609.00	E	GENERAL FUND	CONTR SERV-INSURAN
102846	9/25/2024 R&R INSURANCE SERVICES INC	3082184	\$7,067.25	E	GENERAL FUND	CONTR SERV-INSURAN
102847	9/25/2024 R.A. SMITH NATIONAL	183215	\$3,786.34	E	STORM WATER	CONTR SERV-ENGINEE
102847	9/25/2024 R.A. SMITH NATIONAL	183215	\$3,786.34	G	GENERAL FUND	INTERFUND RECEIVAB
102847	9/25/2024 R.A. SMITH NATIONAL	183215	-\$3,786.34	G	STORM WATER	INTERFUND RECEIVAB
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$282.87	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$91.63	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$4.03	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$91.20	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$23.76	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$60.09	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$95.37	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$82.88	E	GENERAL FUND	LIFE & DISABILITY
102848	9/25/2024 SECURIAN FINANCIAL GROUP	002832L	\$35.20	E	GENERAL FUND	LIFE & DISABILITY
102849	9/25/2024 SHERWIN INDUST INC	SC052908	\$203.00	E	GENERAL FUND	EQUIPMENT REPAIRS
102850	9/25/2024 SHERWIN-WILLIAMS CO	1204-4	\$162.50	E	GENERAL FUND	CONTR SERV-STREET
102850	9/25/2024 SHERWIN-WILLIAMS CO	9404-0	\$172.86	E	GENERAL FUND	CONTR SERV-STREET
102850	9/25/2024 SHERWIN-WILLIAMS CO	1363-8	\$405.00	E	GENERAL FUND	CONTR SERV-STREET
102851	9/25/2024 STEELSMYTH INC	2424153	\$286.00	E	GENERAL FUND	EQUIPMENT REPAIRS
102852	9/25/2024 STERICYCLE INC	8008140368	-\$100.72	G	HEALTH DEPT SRF	INTERFUND RECEIVAB
102852	9/25/2024 STERICYCLE INC	8008140368	\$100.72	G	GENERAL FUND	INTERFUND RECEIVAB
102852	9/25/2024 STERICYCLE INC	8008140368	\$100.72	E	HEALTH DEPT SRF	BIOT FOCUS
102853	9/25/2024 STREICHER S	I1719739	\$95.96	E	GENERAL FUND	UNIFORM

*Check List

SEPTEMBER 2024

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
102854	9/25/2024 THOMPSON, ADAM	REIMBURSE	\$54.21	E	GENERAL FUND	UNIFORM
102854	9/25/2024 THOMPSON, ADAM	REIMBURSE	\$11.99	E	GENERAL FUND	UNIFORM
102854	9/25/2024 THOMPSON, ADAM	REIMBURSE	\$153.82	E	GENERAL FUND	UNIFORM
102855	9/25/2024 TRI-STATE EQUIPMENT CO INC	165708	\$435.03	E	GENERAL FUND	EQUIPMENT REPAIRS
102856	9/25/2024 VON BRIESEN	469417	\$2,236.50	E	GENERAL FUND	CONTR SERV-GENL CO
102857	9/25/2024 WDATCP	2024 REIMB	\$2,312.50	R	GENERAL FUND	FOOD ESTABLISHMEN
102857	9/25/2024 WDATCP	2024 REIMB	\$110.00	R	GENERAL FUND	SWIMMING POOL
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100029	\$36.75	E	GENERAL FUND	HISTORICAL SOCIETY
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100019	\$15.23	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100021	\$8.59	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100001	\$55.20	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100023	\$2,525.61	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100026	\$12.36	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100018	\$119.67	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100028	\$36.83	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100021	\$20.05	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100032	\$38.44	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100033	\$6.97	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100027	\$2,056.37	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100030	\$198.32	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100036	\$192.94	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100036	\$10.56	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100003	\$86.18	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100024	\$73.77	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100020	\$79.83	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100015	\$302.09	G	GENERAL FUND	ACCOUNTS RECEIVAB
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100017	\$41.02	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1640492100001	\$1,122.61	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100016	\$1,242.18	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100008	\$17.67	E	GENERAL FUND	HISTORICAL SOCIETY
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100009	\$541.68	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100009	\$1,263.93	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100010	\$9.90	E	GENERAL FUND	HISTORICAL SOCIETY
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100011	\$49.25	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100014	\$102.10	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100013	\$481.74	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100004	\$180.75	E	GENERAL FUND	UTILITIES
102858	9/25/2024 WE ENERGIES (EVERETT)	1899519100012	\$15.39	E	GENERAL FUND	UTILITIES
102859	9/25/2024 WESOLOWSKI, REIDENBACH &	AUG 2024	\$454.50	E	GENERAL FUND	CONTR SERV-GENL CO
102860	9/25/2024 ZOLL MEDICAL CORP	4049884	\$221.25	E	FIRE DEPT SRF	EMS GRANT SUP EXP
102860	9/25/2024 ZOLL MEDICAL CORP	4052505	\$221.25	G	GENERAL FUND	INTERFUND RECEIVAB
102860	9/25/2024 ZOLL MEDICAL CORP	4052505	-\$221.25	G	FIRE DEPT SRF	INTERFUND RECEIVAB
102860	9/25/2024 ZOLL MEDICAL CORP	4052505	\$221.25	E	FIRE DEPT SRF	EMS GRANT SUP EXP
102860	9/25/2024 ZOLL MEDICAL CORP	4049884	-\$221.25	G	FIRE DEPT SRF	INTERFUND RECEIVAB
102860	9/25/2024 ZOLL MEDICAL CORP	4050773	\$516.00	E	GENERAL FUND	MEDICAL SUPPLIES
102860	9/25/2024 ZOLL MEDICAL CORP	4049102	\$206.90	E	GENERAL FUND	MEDICAL SUPPLIES
102860	9/25/2024 ZOLL MEDICAL CORP	4049884	\$221.25	G	GENERAL FUND	INTERFUND RECEIVAB

Grand Total

\$369,699.16

3.3

Village of Hales Corners
Report Date: 10/10/2024

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	KAPCO-ONLINE	09/12/2024	\$ 494.40	09/12/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMZN MKTP US*NQ5XE98O3	09/23/2024	15.88	09/20/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	KAPCO-ONLINE	09/23/2024	373.48	09/21/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*O35617HE3	09/23/2024	11.99	09/22/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*DJ6JO9KV3	09/23/2024	67.58	09/22/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/25/2024	106.47	09/23/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON RETA* 4021Q8EK3	09/27/2024	91.87	09/26/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS GERMANTOWN WI	09/30/2024	40.32	09/27/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	KAPCO-ONLINE	10/04/2024	82.80	10/03/2024	Not Reviewed	
**6117	RYAN BANTZ	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*BW3CZ6D Q3	10/07/2024	54.68	10/05/2024	Not Reviewed	

Total: Cardholder Name BANTZ RYAN
Number of Records: 10

\$1,339.47

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**6762	VILLAGE BOARD	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	PICK N SAVE #366	09/10/2024	\$ 5.99	09/09/2024	Not Reviewed	

Total: Cardholder Name BOARD VILLAGE
Number of Records: 1

\$5.99

**9410	ERIC CERA	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	SGAMMO LLC	09/10/2024	919.00	09/09/2024	Not Reviewed	
**9410	ERIC CERA	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	LEAGUE OF WISCONSIN MUNIC	09/19/2024	160.00	09/18/2024	Not Reviewed	
**9410	ERIC CERA	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	GLOCK PROFESSIONAL INC	09/27/2024	(250.00)	09/26/2024	Not Reviewed	

Total: Cardholder Name CERA ERIC
Number of Records: 3

\$829.00

**3543	FIRE DEPARTMENT	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	POSITIVE PROMOTIONS	09/19/2024	668.89	09/18/2024	Not Reviewed	
**3543	FIRE DEPARTMENT	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	NEOGOV	09/23/2024	199.00	09/20/2024	Not Reviewed	

Total: Cardholder Name DEPARTMENT FIRE
Number of Records: 2

\$867.89

**6754	POLICE DEPARTMENT	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	USPS PO 5635200130	09/10/2024	18.45	09/09/2024	Not Reviewed	
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Village of Hales Corners

Report Date: 10/10/2024

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**6754	POLICE DEPARTMENT	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	USPS PO 5635200130	09/27/2024	\$ 18.45	09/26/2024	Not Reviewed	

Total: Cardholder Name DEPARTMENT POLI

\$36.90

Number of Records: 2

**1097	MICHAEL ENGEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	ELLIOTT ACE HDWE	09/09/2024	6.06	09/06/2024	Not Reviewed	
**1097	MICHAEL ENGEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/11/2024	6.24	09/09/2024	Not Reviewed	
**1097	MICHAEL ENGEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/16/2024	38.55	09/13/2024	Not Reviewed	
**1097	MICHAEL ENGEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/18/2024	12.47	09/16/2024	Not Reviewed	
**1097	MICHAEL ENGEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/19/2024	120.54	09/17/2024	Not Reviewed	

Total: Cardholder Name ENGEL MICHAEL

\$183.86

Number of Records: 5

**1288	SHAWNA GABRIEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	FESTIVAL FOODS	09/17/2024	20.97	09/16/2024	Not Reviewed	
**1288	SHAWNA GABRIEL	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	THE UPS STORE 4713	09/19/2024	87.06	09/18/2024	Not Reviewed	

Total: Cardholder Name GABRIEL SHAWNA

\$108.03

Number of Records: 2

**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	NYTIMES	09/16/2024	20.00	09/16/2024	Not Reviewed	
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Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	THEEVENTSCAL* PLUGINS	09/30/2024	\$ 75.65	09/27/2024	Not Reviewed	
**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*JH0OF0P Q3	09/30/2024	47.99	09/29/2024	Not Reviewed	
**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*TE40X8N2 3	09/30/2024	50.38	09/29/2024	Not Reviewed	
**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*BD1ZN845 3	09/30/2024	9.40	09/29/2024	Not Reviewed	
**4559	SETH HARRISON	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	D J*BARRON'S	10/04/2024	89.97	10/03/2024	Not Reviewed	

Total: Cardholder Name HARRISON SETH
Number of Records: 6 \$293.39

**5436	ANTHONY HENNER	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	NATIONAL DUTY SUPPLY INC	09/13/2024	68.62	09/13/2024	Not Reviewed	
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Total: Cardholder Name HENNER ANTHONY
Number of Records: 1 \$68.62

**4603	STEVE M HOUTE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	KWIK TRIP #857	09/11/2024	2.69	09/09/2024	Not Reviewed	
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Total: Cardholder Name HOUTE STEVE M
Number of Records: 1 \$2.69

**1606	ANDREW JACOB	**4184	VILLAGE HALES	No	Unmatched	AMAZON MARK*	09/11/2024	2,668.14	09/11/2024	Not Reviewed	
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Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
			CORNERS OC			CJ0L18WU3					
**1606	ANDREW JACOBI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	IN *POLICE AND SHERIFFS P	09/18/2024	17.60	09/17/2024	Not Reviewed	
**1606	ANDREW JACOBI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMZN MKTP US*TD3UG0HJ3	09/18/2024	13.78	09/18/2024	Not Reviewed	
**1606	ANDREW JACOBI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MARK* ZG7EC59D3	09/19/2024	48.85	09/19/2024	Not Reviewed	

Total: Cardholder Name JACOBI ANDREW

\$2,748.37

Number of Records: 4

**5019	PETE JASKULSKI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	SPECTRUM	09/10/2024	229.98	09/09/2024	Not Reviewed	
**5019	PETE JASKULSKI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	CONCENTRA INC	09/23/2024	897.00	09/20/2024	Not Reviewed	
**5019	PETE JASKULSKI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMZN MKTP US*MC23P8IY3	10/07/2024	56.00	10/04/2024	Not Reviewed	

Total: Cardholder Name JASKULSKI PETE

\$1,182.98

Number of Records: 3

**6902	DEREK NOVY	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	CDW GOVT #AA58U2U	09/16/2024	35.72	09/13/2024	Not Reviewed	
**6902	DEREK NOVY	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*965YV7C C3	09/17/2024	59.27	09/16/2024	Not Reviewed	

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**6902	DEREK NOVY	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	WASABI TECHNOLOGIES	09/19/2024	\$ 25.79	09/19/2024	Not Reviewed	

Total: Cardholder Name NOVY DEREK
Number of Records: 3

\$120.78

**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	FORWARD TS, LTD.	09/09/2024	128.17	09/05/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	SPECTRUM	09/16/2024	109.98	09/13/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	SPECTRUM	09/17/2024	159.98	09/16/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	SPECTRUM	09/18/2024	1,952.80	09/17/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	GANNETT MEDIA CO	09/20/2024	19.99	09/20/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	VISTAPRINT	09/23/2024	23.95	09/20/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMZN MKTP US*QH7DL39U3	09/23/2024	8.79	09/21/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	ATT* BILL PAYMENT	09/25/2024	409.50	09/24/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	FORWARD TS, LTD.	09/26/2024	121.13	09/24/2024	Not Reviewed	
**1308	ACCOUNTS PAYABLE	**4184	VILLAGE HALES	No	Unmatched	VERIZONWRLSS*	09/26/2024	389.61	09/25/2024	Not Reviewed	

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
			CORNERS OC			RTCCR VB					

Total: Cardholder Name PAYABLE ACCOUNT

\$3,323.90

Number of Records: 10

**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/09/2024	25.13	09/06/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/09/2024	124.81	09/06/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/09/2024	393.55	09/06/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/09/2024	55.80	09/06/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/12/2024	201.34	09/11/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/12/2024	16.20	09/11/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/13/2024	63.69	09/12/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/13/2024	29.73	09/12/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/16/2024	80.63	09/13/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/16/2024	113.30	09/13/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/16/2024	34.90	09/13/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/16/2024	55.71	09/13/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/18/2024	8.62	09/17/2024	Not Reviewed	

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/19/2024	\$ 35.11	09/18/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/19/2024	16.20	09/18/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/23/2024	34.52	09/20/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/23/2024	20.02	09/20/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/24/2024	32.15	09/23/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/24/2024	15.66	09/23/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/27/2024	48.64	09/26/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/27/2024	42.14	09/26/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/27/2024	32.37	09/26/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/30/2024	79.63	09/27/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	09/30/2024	9.71	09/27/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/03/2024	11.39	10/02/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/04/2024	272.63	10/03/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/04/2024	188.94	10/03/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/04/2024	24.74	10/03/2024	Not Reviewed	
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/07/2024	67.09	10/04/2024	Not Reviewed	

Transaction Summary

Account Number	Name	Managing Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
			CORNERS OC								
**2684	BAKER TAYLOR	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	BAKER-TAYLOR	10/07/2024	25.90	10/04/2024	Not Reviewed	

Total: Cardholder Name TAYLOR BAKER
Number of Records: 30

\$2,160.25

**9105	JAMIE THORPE	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/10/2024	63.76	09/08/2024	Not Reviewed	
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Total: Cardholder Name THORPE JAMIE
Number of Records: 1

\$63.76

**2188	DEBORAH WOJNOWSKI	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	KALAHARI RESORT - WI	09/12/2024	196.00	09/10/2024	Not Reviewed	
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Total: Cardholder Name WOJNOWSKI DEBOR
Number of Records: 1

\$196.00

**9079	PUBLIC WORKS	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMAZON MKTPL*Z80FD6TH 2	09/09/2024	157.97	09/09/2024	Not Reviewed	
**9079	PUBLIC WORKS	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	AMZN MKTP US*ZT0W519U1	09/10/2024	43.88	09/09/2024	Not Reviewed	
**9079	PUBLIC WORKS	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	MENARDS FRANKLIN WI	09/19/2024	106.43	09/17/2024	Not Reviewed	
**9079	PUBLIC WORKS	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	ELLIOTT ACE HDWE	10/03/2024	92.75	10/02/2024	Not Reviewed	

Transaction Summary

Account Number	Name	Managlng Account Number	Managing Account Name	Disputed Status	Matching Status	Merchant Name	Posting Date	Transaction Amount	Transaction Date	Transaction Status	Attachment
**9079	PUBLIC WORKS	**4184	VILLAGE HALES CORNERS OC	No	Unmatched	FLEET FARM 6600	10/03/2024	\$ 51.98	10/02/2024	Not Reviewed	

Total: Cardholder Name WORKS PUBLIC \$453.01
Number of Records: 5

Total: \$13,984.89
Total Number of Records: 90

End of Report

Village of Hales Corners

5635 S. New Berlin Road
Hales Corners, WI 53130
Phone: (414) 529-6161
Fax: (414) 529-6179
www.halescorners.org

DRAFT



James R. Ryan Municipal Building

VILLAGE OF HALES CORNERS, WISCONSIN REQUEST FOR PROPOSALS FOR PROFESSIONAL PLANNING SERVICES

A. Purpose of Request

The Village of Hales Corners, Wisconsin is requesting proposals for the purpose of retaining a Planning Service Firm (Firm) to provide guidance and assistance to the Plan Commission, Village Board, Community Development Authority and other Village Boards, Commissions and Committees as well as Village Staff. All detailed information needs are outlined in subsequent sections of this request for proposal (RFP). The term of the contract with the successful Firm shall commence no later than January 1, 2025 and shall be for **a term of three years with an option for a two year extension subject to pricing negotiations.**

Any inquiries/clarifications concerning the request for proposal should be directed in writing to the Administrator, via email at skulik@halescorners.org and should be received no later than the date specified in the time schedule. No information provided verbally, or by any other personnel, will be considered binding. All respondents should use this written document and its attachments as the sole basis for proposal at this time.

The Village prohibits communication initiated by the respondent to any Village official, representative from another entity or employee evaluating or considering the proposals, prior to the time a decision has been made.

This RFP seeks professional services and statutory bidding laws do not apply.

B. Scope of Work to be Performed

- Prepare reports and agendas for Plan Commission, Village Board, Zoning Board of Appeals and other Community Development Authority as needed.
- Attend Plan Commission meetings and other related public meetings and hearings. When appropriate, make presentations at these meetings.
- Review, analyze, and write reports on site plans, subdivision plats, zoning requests, conditional use permits, annexation petitions, and other related petitions to determine their conformance with Village Ordinances and adopted Plans and Policies. Firm will be available to meet with developers and petitioners, in Village's offices, per a regular or as needed schedule, set by the Village. In order to achieve maximum cost-effectiveness, these meetings would typically be held on the same day as a regularly scheduled Plan Commission meeting. Additional meetings could be arranged if necessary. The Village can pass on these costs to the applicant(s).
- Complete any necessary community speaking engagements.
- Provide expert witness testimony on an as needed basis.
- Review existing community development related ordinances, including but not limited to the Village's Zoning Ordinance, Subdivision Ordinance, sign regulations, site plan standards, lighting plans and landscaping standards. Where deemed necessary by the Village, firm will make recommendations, in memorandum form, regarding revisions needed to make the existing codes and ordinances more effective at achieving a high-quality development pattern.

Requests for time intensive ordinance and map amendments are beyond the scope of this contract, and would be completed under a separate contract.

- Provide information related to interpretation of the Village's Zoning and Subdivision Ordinances.
- Review and make recommendations for changes to the Comprehensive Plan and detailed plans, where appropriate.
- Assist the Village in preparing updates of existing Plans and Studies. *Significant Plan updates and revisions would be completed as projects under separate contract.*
- Work with Village staff to identify and apply for other non-Village funding sources to implement Village objectives and projects, including a range of community and economic development grant programs that the firm will monitor and track.
- Coordinate and lead work related to property acquisition and relocation orders. *Preparation of a relocation plan would be beyond the scope of this contract, and as such would require a separate contract.*
- All work will be performed under professional Services in accordance with generally accepted standards of its profession.
- Firm shall designate a principal member acceptable to the Village to lead current planning efforts. As needed, other firm member(s) will be acceptable to the Village to meet project deadlines subject to notice by the firm to the Village Administrator.

C. Time Schedule

The Village intends to use the following timetable for evaluation and selection of a Planning Firm:

Week of October 14, 2024	Send out request for proposal
November 11, 2024, 1:00 p.m.	Deadline for receipt of proposals by Village (No responses will be accepted after this date.)
Week of November 18, 2024	Interview Village Officials by Firm (if needed)
December 9, 2024	Village Board award of contract with Planning Services Firm

D. Instructions to Planning Services Firms

1. All responses must be addressed to, and mailed or delivered to:

Village of Hales Corners
Attn: Village Administrator
5635 S. New Berlin Rd.
Hales Corners, WI 53130

2. All proposals must be in writing, must be in a sealed envelope and clearly marked in the lower left corner: "Planning Services Proposals." **All proposals must be received by 1:00 p.m. on November 11 2024. Proposals received after that date and time will be rejected.** Proposals will not be opened publicly.

All attachments, additional pages, addenda or explanations supplied by the Firm with this proposal will be considered as part of the proposal response. If an oral presentation or interview is required of selected finalists, it shall be at the respondents' expense. An award may be made without discussion with the respondents. Therefore, respondents are cautioned that proposals should be submitted initially on the most favorable terms, from both a technical and cost standpoint.

3. One (1) original and seven (7) copies of each proposal must be provided with submission.
4. The Administrator will notify the Firm being recommended to the Village Board by December 3, 2024.
5. This RFP does not commit the Village to award a contract, to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The Village reserves the right to accept or reject any or all proposals received as a result of this request, to waive minor irregularities in the procedure, to negotiate with any qualified source, or to cancel in part or in its entirety, this RFP, if it is in the best interest of the Village of Hales Corners to do so. The Village may require the Firm selected to participate in negotiations, and to submit such price, technical or other revisions in their proposal as my result from negotiations.
6. Amendment of proposals may be done as follows:
 - a. **By Village:** Proposals may be amended by the Village in response to need for further clarification, specifications and/or requirements changes, new opening date, etc. Amendments will be posted to the Village of Hales Corners website at: www.halescornerswi.org.

It is the responsibility of prospective Firms to check this website for any future amendments, questions, revisions, etc. prior to the opening date. **All amendments must be acknowledged in the transmittal letter.** Failure to do so may result in Firm's response being rejected.
 - b. **By Firm:** Proposals may only be amended after receipt by the Village by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the Village.
7. A response that includes contractual terms and conditions that do not conform to the contractual terms and conditions in the RFP document is subject to rejection as nonresponsive. The Village reserves the right to permit the respondent to withdraw nonconforming terms and conditions from its response or negotiate changes to the contractual requirements prior to making a determination of responsiveness.
8. An alternate proposal is viewed by the Village as a proposal describing an approach to accomplishing the requirements, which differs from the approach set forth in the solicitation. An alternate proposal may also be a second proposal submitted by the same Firm, which differs in some degree from its prime proposal. The Village may consider or reject any or all alternate proposals submitted.
9. Proposals may be withdrawn only in total, and only by a written request to the Village prior to the time and date scheduled for opening the proposals.

E. Description of Entity

The Village of Hales Corners is located in Milwaukee County and southwest of the City of Milwaukee. The Village was established as an incorporated village in 1952. The Village operates

under the Village Administrator form of government. The Village President is elected to serve a three year term and six trustees serve at large and serve staggered three year terms. The Village Administrator is appointed by the Village Board and oversees the day-to-day operations of the Village as well as serves as Clerk and Treasurer. The Village of Hales Corners provides a full range of services, including police, fire and emergency medical protection, public works activities such as highway and street maintenance, refuse and recycling collection, a storm water utility, community development activities, zoning enforcement, and general and financial administration.

Other pertinent information is as follows:

- The Plan Commission consists of the Village President as Chair, a Village Trustee member, and five (5) community appointed members.
- The Plan Commission meets on the third Monday of each month. Provisions exist for special meetings subject to additional costs to the applicant.
- Current applications for any Plan Commission matter require submittal forty-five (45) days prior to the regularly scheduled meetings.
- The Village currently has one active Tax Incremental Financing District created in 2016.
- *Proposed future Tax Incremental Financing Districts and assistance requested from the firm selected will be subject to a separate contract.*
- Village will provide firm with all base maps, blueprints, aerial photos, studies, reports, and ordinances needed to complete these Services. Firm may reasonably rely on the accuracy and completeness of these items. Village agrees to provide these items and to render decisions in a timely manner so as not to delay the orderly and sequential progress of firm services.
- The administrative liaison between the firm the Village will be the Village Administrator or designee.
- Village Municipal Code of Ordinance is available on line at <https://ecode360.com/HA3605>

F. Assistance Available to Selected Firm

The primary contacts for the Planning Services Firm will be the Village Administrator and Public Works Project Manager.

The Village will provide adequate office space, office furniture, photocopying, telephone, fax service and Wi-Fi access at no cost to the firm.

G. Terms and Conditions

Insurance

All proposals must include either a description of the Firm's insurance or a certificate of insurance outlining the Firm's insurance policies which evidence a prudent amount of coverage for the willful or negligent acts or omissions of any officers, employees or agents thereof. The Village's minimum requirement for errors and omissions coverage is \$10,000,000. The successful Firm shall agree that it will, at all times during the term of the agreement, keep in force and effect insurance policies required by the contract, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the Village. Such insurance shall be primary. Prior to execution of the written contract, the successful Firm shall furnish the Village with a Certificate of Insurance listing the Village as an additional insured and upon request, certified copies of the required insurance policies. The Certificate shall reference the contract and provide for thirty (30) days advance notice of cancellation or nonrenewal during the term of the agreement.

Failure to submit an insurance certificate, as required, can make the contract voidable at the Village's discretion. ~~Additionally, the Firm shall not allow any subcontractor to commence work until the~~ aforementioned documents, where applicable, have been obtained from the subcontractor and approved by the Village of Hales Corners.

Applicable Law

Any law suits related to or arising out of disputes under this agreement shall be commenced and tried in the Circuit Court of Milwaukee County, Wisconsin, and the Village and successful Firm shall submit to the jurisdiction of the Circuit Court for such lawsuits.

Nondiscrimination

In connection with the performance of work under this agreement, the Firm agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, nation origin or ancestry. This provision must be included in all subcontracts.

Assignment or Subcontract

This contract may not be assigned or subcontracted by the Firm without the written consent of the Village.

Independent Contractor Status

The Firm agrees that it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship of employer and employee between the parties.

Amendments to Contract

This contract may be modified only by written amendment to the contract, signed by both parties.

Waiver

One or more waivers by any party of any term of the contract will not be construed as a waiver of a subsequent breach of the same or any other term. The consent or approval given by any party with respect to any act by the other party requiring such consent or approval shall not be deemed to waive the need for further consent or approval of any subsequent similar act by such party.

Indemnification and Defense of Suits

The Firm agrees to indemnify, hold harmless, and defend the Village, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Firm, its employees, agents or subcontractors.

Contract Period

The term of this contract shall commence no later than January 1, 2024. The contract will be for three (3) years with an option to extend for an additional two (2) years subject to separate pricing negotiations with the firm no later than August 31, 2027.

Termination of Contract for Cause

If through any cause, the Firm shall fail to fulfill in a timely and proper manner the obligations under this contract, or if the Firm shall violate any of the covenants, agreements or stipulations of this contract, the Village shall thereupon have the right to terminate this contract by giving written notice to the Firm specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials related to the services prepared by the Firm under this contract shall, at the option of the Village, become the property of the Village of Hales Corners.

Notwithstanding the above, the Firm shall not be relieved of liability to the Village for damages sustained by the Village by virtue of any breach of the contract by the Firm, and the Village may withhold any payments to the Firm for the purpose of set off until such time as the exact amount of damages due to the Village from the Firm is determined.

H. Proposal Requirements

Title Page

The proposal should identify the subject, the name of the Firm, address, telephone number, fax number, email address, name and title of the contact person, and the date of submission. The response should confirm that the proposal is effective for ninety (90) days from the date submitted.

Table of Contents

The table of contents of the proposal should include a clear and complete identification of the materials submitted by section and page number.

Letter of Transmittal

The letter of transmittal should summarize the following information:

1. A brief understanding of the services to be performed.
2. A positive commitment to perform the services as specified.
3. The name(s) of the person(s) authorized to represent the Firm, their title, address, telephone number, fax number and email address if different from the individual who signs the transmittal letter.

Certificate of Independence

Firm must commit to maintaining an independent attitude and appearance through the full term of the agreement.

A. Profile of the Firm

This section should include information on:

1. The type of organization and the size of the Firm.
2. The location of the office from which the work is to be performed, and the number of partners, managers, supervisors, seniors and other professional staff employed at that office.
3. The length of time the Firm has been in existence, as well as the length of time the Firm has been performing audits of local governments.

B. Firm's Qualifications

This section should include the following:

1. Resumes of all key staff members to be assigned to the agreement. The resumes should include experience and educational information relative to the work proposed. The Firm shall not replace any key staff member without approval of the Village, whose approval will not be reasonably withheld. The resumes may be included as an appendix.
2. Description of the Firm's recent experience with local government planning engagements or services clients similar to that being requested. Provide references from at least three prior or current clients, including the names, titles, addresses, telephone numbers and email address of key client staff members.
3. Any other information relevant to the Firm's qualifications for the proposed engagement. This could include library or research facilities, specialized technical expertise, IT resources, etc.
4. Applicable licensures for work to be performed under this contract shall be listed for any firm member proposed to be performing under this contract.

I. Cost Proposal

A schedule of rates for each staff category should be provided by year in the following format:

	2025	2026	2027
Category:			
Partner			
Manager			
Supervisor			
Senior			
Staff			

J. Evaluation of Proposals

The proposals will be evaluated by the Plan Commission. The proposals will be evaluated based upon expertise and qualifications, scope of service proposed, references, organization capability to complete the service in a timely manner and cost of proposal. It is anticipated that the Village Board will select a firm on December 9, 2024.

Submission of a proposal indicates acceptance by the Firm of conditions contained in this request for proposals unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Village of Hales Corners and the firm selected.

The Village of Hales Corners reserves the right without prejudice to reject any or all proposals.

K. Professional Service Contract

If your proposal is accepted and a contract is issued, then this Request for Proposal and all documents attached hereto including any amendments, the Firm's technical and price proposals, and any other written offers/clarifications made by the Firm and accepted by the Village will be incorporated into a contract between the Village and the Firm, it shall contain all the terms and conditions agreed on by the parties hereto, and no other agreement regarding the subject matter of this proposal shall be determined to exist or bind any of the parties hereto.

The submission of a proposal shall be considered as a representation that the Firm has carefully investigated all conditions, has full knowledge of the scope, nature and quality of work required, and is familiar with all applicable State, Federal and Local regulations that affect, or may at some future date affect the performance of this contract.

Acceptance of this proposal will take place only upon award by the Village Board, execution of the contract by the proper Village Officials, and delivery of the fully-executed contract to the Firm. Acceptance may be revoked at any time prior to delivery of the fully-executed contract to the successful firm. The contract may be amended only by written agreement between the Firm and the Village of Hales Corners.

Village of Hales Corners
Report on 2024 Financing
\$1,185,000 General Obligation Promissory Notes
Presented to:
Village Board of Trustees
October 14, 2024
Prepared By:
Carol Ann Wirth, President

2024 Financing Purposes

The 2024 financing would provide funding for:

\$935,000 for the fire engine
\$250,000 for parking lot improvements
\$1,185,000

Source of Funding

Two sources of funding were considered for the fire engine and parking lot improvements:

1. State Trust Fund Loan
10-year amortization
Interest rate - 5.25%
No other costs of issuance
2. General Obligation Promissory Notes (Municipal Securities)
10-year amortization
Interest rate determined by competitive bid in Municipal Bond market
Costs of issuance include Municipal Advisor, Bond Counsel, Bond Rating, Underwriting

State Trust Fund Loan

Below is an estimated repayment schedule for a State Trust Fund Loan structured according to the State's program requirements. Principal and interest are paid on March 15 each year, beginning in 2026 through 2034. The Loan may be prepaid each year between January 1 and August 31.

\$1,185,000 State Trust Fund Loan 2024 @ 5.25% Est. Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Cal Yr Total
12/16/2024	-	-	-	-	-
03/15/2026	93,270.83	5.250%	77,382.12	170,652.95	170,652.95
03/15/2027	113,337.18	5.250%	57,315.78	170,652.96	170,652.96
03/15/2028	119,146.65	5.250%	51,506.31	170,652.96	170,652.96
03/15/2029	125,542.58	5.250%	45,110.38	170,652.96	170,652.96
03/15/2030	132,133.56	5.250%	38,519.39	170,652.95	170,652.95
03/15/2031	139,070.57	5.250%	31,582.38	170,652.95	170,652.95
03/15/2032	146,305.25	5.250%	24,347.70	170,652.95	170,652.95
03/15/2033	154,052.80	5.250%	16,600.15	170,652.95	170,652.95
03/15/2034	162,140.58	5.250%	8,512.38	170,652.96	170,652.96
Total	\$1,185,000.00	-	\$350,876.59	\$1,535,876.59	-

General Obligation Promissory Notes

Because General Obligation Promissory Notes are "Municipal Securities," the financing process must comply with the requirements of the Securities and Exchange Commission and the Municipal Bond Market. There are four financing team members involved – Municipal Advisor (Wisconsin Public Finance Professionals, LLC), Bond Counsel (Quarles & Brady), Rating Agency (Moody's Investors Service), and an Underwriter (Winning Bidder). The expenses associated with the financing team are included in the structuring of the financing such that the Underwriter's bid on the sale date will include paying those expenses. Below is an estimated Sources and Uses of Funds to demonstrate where the funds come from and how they are used.

\$1,185,000 General Obligation Promissory Notes 2024 Est. Sources & Uses

Dated 12/16/2024 | Delivered 12/16/2024

Sources Of Funds

Par Amount of Notes	\$1,185,000.00
Est. Reoffering Premium	60,864.15
Total Sources	\$1,245,864.15

Uses Of Funds

Total Est. Underwriters Expenses (Municipal Advisor, Official Statements, Bond Counsel, Rating, Underwriting)	53,870.00
Deposit to Project Construction Fund	1,185,000.00
Excess Premium Deposited to Debt Service	6,994.15
Total Uses	\$1,245,864.15

Issuance expenses paid by the Underwriter are as follows: Municipal Advisor – \$13,750; Official Statements - \$650; Bond Counsel - \$10,750; Underwriter - \$14,220 (est)

General Obligation Promissory Notes (Cont'd)

Below is an estimated repayment schedule structured as a municipal security. Principal is paid on March 1, 2025 to 2034, with semiannual interest payments. The Notes will have a prepayment date beginning on March 1, 2032.

\$1,185,000 General Obligation Promissory Notes 2024 Est. Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Cal Yr Total
12/16/2024	-	-	-	-	-
03/01/2025	110,000.00	4.000%	9,875.00	119,875.00	-
09/01/2025	-	-	21,500.00	21,500.00	141,375.00
03/01/2026	100,000.00	4.000%	21,500.00	121,500.00	-
09/01/2026	-	-	19,500.00	19,500.00	141,000.00
03/01/2027	105,000.00	4.000%	19,500.00	124,500.00	-
09/01/2027	-	-	17,400.00	17,400.00	141,900.00
03/01/2028	110,000.00	4.000%	17,400.00	127,400.00	-
09/01/2028	-	-	15,200.00	15,200.00	142,600.00
03/01/2029	115,000.00	4.000%	15,200.00	130,200.00	-
09/01/2029	-	-	12,900.00	12,900.00	143,100.00
03/01/2030	120,000.00	4.000%	12,900.00	132,900.00	-
09/01/2030	-	-	10,500.00	10,500.00	143,400.00
03/01/2031	120,000.00	4.000%	10,500.00	130,500.00	-
09/01/2031	-	-	8,100.00	8,100.00	138,600.00
03/01/2032	130,000.00	4.000%	8,100.00	138,100.00	-
09/01/2032	-	-	5,500.00	5,500.00	143,600.00
03/01/2033	135,000.00	4.000%	5,500.00	140,500.00	-
09/01/2033	-	-	2,800.00	2,800.00	143,300.00
03/01/2034	140,000.00	4.000%	2,800.00	142,800.00	-
09/01/2034	-	-	-	-	142,800.00
Total	\$1,185,000.00	Est. TIC 3.86%	\$236,675.00	\$1,421,675.00	-

General Obligation Promissory Notes (Cont'd)

Below is an estimated pricing schedule reflecting rates and yields from current Wisconsin sales in the municipal market for similarly rated municipalities. The Village of Hale's Corner's existing bond rating assigned by Moody's Investors Service is "A3." The rates and yields shown below are not guaranteed and would be locked in when Underwriter bids are received and the Village Board approves them with the adoption of an Award Resolution.

\$1,185,000 General Obligation Promissory Notes 2024 Preliminary Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
03/01/2025	Serial Coupon	4.000%	3.000%	110,000.00	100.199%	-	-	-	110,218.90
03/01/2026	Serial Coupon	4.000%	2.550%	100,000.00	101.711%	-	-	-	101,711.00
03/01/2027	Serial Coupon	4.000%	2.550%	105,000.00	103.091%	-	-	-	108,245.55
03/01/2028	Serial Coupon	4.000%	2.600%	110,000.00	104.279%	-	-	-	114,706.90
03/01/2029	Serial Coupon	4.000%	2.600%	115,000.00	105.543%	-	-	-	121,374.45
03/01/2030	Serial Coupon	4.000%	2.650%	120,000.00	106.524%	-	-	-	127,828.80
03/01/2031	Serial Coupon	4.000%	2.750%	120,000.00	107.086%	-	-	-	128,503.20
03/01/2032	Serial Coupon	4.000%	2.850%	130,000.00	107.442%	-	-	-	139,674.60
03/01/2033	Serial Coupon	4.000%	2.900%	135,000.00	107.105%	c 3.016%	03/01/2032	100.000%	144,591.75
03/01/2034	Serial Coupon	4.000%	3.000%	140,000.00	106.435%	c 3.188%	03/01/2032	100.000%	149,009.00
Total	-	-	-	\$1,185,000.00	-	-	-	-	\$1,245,864.15
Par Amount of Notes									\$1,185,000.00
Reoffering Premium or (Discount)									60,864.15
Gross Production									\$1,245,864.15
Total Underwriter's Discount (4.546%)									\$(53,870.00)
Total Purchase Price									\$1,191,994.15
True Interest Cost (TIC)									3.8659890%

All expenses of issuance are paid by the Underwriter out of the premium generated from the sale of the Notes to investors. Therefore, the estimated true interest cost of 3.865989% includes all expenses.

Summary Comparison of Funding Options

	<u>State Trust Fund Loan</u>	<u>General Obligation Promissory Notes</u>	<u>Estimated Difference*</u>
Principal	\$1,185,000.00	\$1,185,000.00	
Est. Interest	<u>\$ 350,876.59</u>	<u>\$ 236,675.00</u>	
Total Est. Debt Service	\$1,535,876.59	\$1,421,675.00	\$114,201.59
Est. Interest Rate	5.25%	3.86% Including Expenses	

*Estimated difference is subject to change until final underwriting bids are received.

Financing Timeline

October 14	Financing Presentation to Village Board
Month of October	Preparation of Official Statement / Bond Rating Presentation
November 12-13	Moody's Rating Conference Call
November 20	Moody's Rating and Report Released
November 25	Sale – Bids Received in A.M. Board Action on Resolution Awarding Bonds to Successful Bidder
December 16	Closing; Delivery of Funds to Village

4.1.2

STATE OF WISCONSIN MILWAUKEE COUNTY VILLAGE OF HALES CORNERS

RESOLUTION NO. 24-XX

A RESOLUTION APPROVING THE 2023 SINGLE AUDIT

WHEREAS, the Village of Hales Corners has requested that the firm of Baker Tilly Virchow Krause, LLP perform an independent audit of the financial records of the Village of Hales Corners for required for Federal Funds and complete a Single Audit of the 2023 programs receiving this funding; and

WHEREAS, the Village Board has reviewed that report.

NOW, THEREFORE, BE IT RESOLVED, that the single audit report of Baker Tilly USA, LLP., Certified Public Accountants, for the year ending December 31, 2023 be and it hereby is approved.

PASSED and ADOPTED this _____th day of _____, 2024.

Daniel J. Besson, Village President

(VILLAGE SEAL)

Sandra M. Kulik, Administrator/Clerk

Village of Hales Corners

Report on Federal and State Awards

December 31, 2023

Village of Hales Corners

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December 31, 2023

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**Report on Internal Control
Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of
Financial Statements Performed in Accordance
With *Government Auditing Standards***

Independent Auditors' Report

To the Village Board of
Village of Hales Corners

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Village of Hales Corners (the Village), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements, and have issued our report thereon dated May 2, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2023-001, that we consider to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The Village's Response to Finding

Government Auditing Standards requires the auditor to perform limited procedures on the Village's response to the finding identified in our audit and described in the accompanying schedule of findings and questioned costs. The Village's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Baker Tilly US, LLP

Milwaukee, Wisconsin
May 2, 2024

**Report on Compliance
for Each Major Federal and Major State Program;
Report on Internal Control Over Compliance; and
Report on the Schedule of Expenditures of
Federal and State Awards Required by the Uniform Guidance and the
State Single Audit Guidelines**

Independent Auditors' Report

To the Village Board of
Village of Hales Corners

Report on Compliance for Each Major Federal and Major State Program

Opinion on Each Major Federal and Major State Program

We have audited the Village of Hales Corners's (the Village) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* and the *State Single Audit Guidelines* (the *Guidelines*) that could have a direct and material effect on each of the Village's major federal and major state programs for the year ended December 31, 2023. The Village's major federal and major state programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Village complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal and major state programs for the year ended December 31, 2023.

Basis for Opinion on Each Major Federal and Major State Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and the *Guidelines*. Our responsibilities under those standards, the Uniform Guidance, and the *Guidelines* are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Village and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal and major state program. Our audit does not provide a legal determination of the Village's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Village's federal and state programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Village's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and the *Guidelines* will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Village's compliance with the requirements of each major federal and major state program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and the *Guidelines*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Village's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Village's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and the *Guidelines*, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and the *Guidelines* and which are described in the accompanying schedule of findings and questioned costs as items 2023-002 and 2023-003. Our opinion on each major federal and major state program is not modified with respect to these matters.

Government Auditing Standards requires the auditor to perform limited procedures on the Village's response to the noncompliance findings identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The Village's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as items 2023-002 and 2023-003 to be material weaknesses.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures the Village's response to the internal control over compliance finding identified in our compliance audit described in the accompanying schedule of findings and questioned costs. The Village's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the *Guidelines*. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal and State Awards Required by the Uniform Guidance and the *Guidelines* and Schedule of Settlement of DHS Cost Reimbursement Awards

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Village as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements. We issued our report thereon dated May 2, 2024, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal and state awards and schedule of settlement of DHS cost reimbursement awards are presented for purposes of additional analysis as required by the Uniform Guidance and the *Guidelines* and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal and state awards and schedule of settlement of DHS cost reimbursement awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Baker Tilly US, LLP

Milwaukee, Wisconsin
September 25, 2024

Village of Hales CornersSchedule of Expenditures of Federal and State Awards
Year Ended December 31, 2023

Grantor Agency/ Program Title	Federal Assistance Listing Number	Pass-Through Entity	Pass-Through Agency Grant ID	Expenditures	Payments to Subrecipients
Federal Programs					
U.S. Department of Housing and Urban Development					
CDBG - Entitlement Grants Cluster					
Community Development Block Grants/Entitlement Grants	14.218				
COVID-19 Community Development Block Grants/Entitlement Grants		Milwaukee Co.	N/A	\$ 16,905	\$ -
Community Development Block Grants/Entitlement Grants		Milwaukee Co.	N/A	43,534	-
Total CDBG - Entitlement Grants Cluster				60,439	-
Total U.S. Department of Housing and Urban Development				60,439	-
U.S Elections Assistance Commission					
HAVA Election Security Grants	90.404	Milwaukee Co.	N/A	800	-
Total U.S Elections Assistance Commission				800	-
U.S. Department of Health and Human Services					
Public Health Emergency Preparedness	93.069	WI DHS	155015, 155050	28,444	-
CDC and Prevention Investigations and Technical Assistance	93.283	N/A	N/A	800	-
Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)	93.323	WI DHS	155817	162,125	-
Public Health Emergency Response: Cooperative Agreement for					
Emergency Response: Public Health Crisis Response	93.354	WI DHS	155812	1,610	-
Preventive Health and Health Services Block Grant	93.991	WI DHS	159220	47	-
Maternal and Child Health Block Grant (MCH)	93.994	WI DHS	159320	2,497	-
Medicaid Cluster					
Medical Assistance Program	93.778	N/A	N/A	3,290	-
Total Medical Assistance Program				3,290	-
Total Medicaid Cluster				3,290	-
Total U.S. Department of Health and Human Services				198,813	-
U.S. Department of Treasury					
COVID-19 Coronavirus State and Local Fiscal Recovery Funds	21.027	Direct Program	N/A	622,280	-
COVID-19 Coronavirus State and Local Fiscal Recovery Funds	21.027	WI DHS	155811	294,300	-
Total COVID-19 Coronavirus State and Local Fiscal Recovery Funds				916,580	-
Total U.S. Department of Treasury				916,580	-
U.S. Department of Homeland Security					
Assistance to Firefighters Grant	97,044	Direct Program	N/A	39,505	-
Total U.S. Department of Homeland Security				39,505	-
Total federal programs				\$ 1,216,137	\$ -

See notes to schedule of expenditures of federal and state awards

Village of Hales Corners

Schedule of Expenditures of Federal and State Awards
Year Ended December 31, 2023

Grantor Agency/ Program Title	State ID Number	Pass-Through Agency	Pass-Through Agency Grant Number	Expenditures	Payments to Subrecipients
State Programs					
Wisconsin Department of Natural Resources					
Recycling Grants to Responsible Units	370.670	Direct Program	N/A	\$ 19,998	\$ -
Total Wisconsin Department of Natural Resources				19,998	-
Wisconsin Department of Health and Family Services					
Preparedness - Communicable Disease Control and Prevention	435.155800	WI DHS	155800	2,477	-
Total Wisconsin Department of Transportation				2,477	-
Total state programs				\$ 22,475	\$ -

See notes to schedule of expenditures of federal and state awards

Village of Hales Corners

Notes to Schedule of Expenditures of Federal and State Awards
December 31, 2023

1. Basis of Presentation

The accompanying schedule of expenditures of federal and state awards (the Schedule) includes the federal and state grant activity of the Village of Hales Corners under programs of the federal and state government for the year ended December 31, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the *State Single Audit Guidelines*. Because the Schedule presents only a selected portion of the operations of the Village of Hales Corners, it is not intended to and does not present the financial position, changes in net position or cash flows of the Village of Hales Corners.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual or modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

The underlying accounting records for some grant programs are maintained on the modified accrual basis of accounting. Under the modified accrual basis, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred. Program income is reported as revenue in the year that it is received.

3. Indirect Cost Rate

The Village has not elected to use the 10% de minimis indirect cost rate of the Uniform Guidance.

4. Report Dates

The schedule of expenditures of federal and state awards includes adjustments through the May 1, 2024 (expected payment date) Grant Enrollment Application and Reporting System (GEARS) reports. Federal/state funding splits for awards passed through the Wisconsin Department of Health Services (DHS) are based on the splits provided by DHS on February 14, 2024, as applicable.

5. Pass-Through Agencies

The Village received federal awards from the following pass-through agencies:

WI DHS	Wisconsin Department of Health Services
Milwaukee Co.	Milwaukee County, Wisconsin

Village of Hales Corners

Schedule of Findings and Questioned Costs
December 31, 2023

Section I - Summary of Auditors' Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

 X yes

 no

Significant deficiency(ies) identified?

 yes

 X none reported

Noncompliance material to financial statements noted?

 yes

 X no

Federal and State Awards

Internal control over major federal programs:

Federal Programs

State Programs

Material weakness(es) identified?

 X yes

 no

 yes

 X no

Significant deficiency(ies) identified?

 yes

 X none reported

 yes

 X none reported

Type of auditor's report issued on compliance for major federal programs:

Unmodified

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance or the *State Single Audit Guidelines*?

 X yes

 no

 yes

 X no

Auditee qualified as low-risk auditee?

 yes

 X no

 yes

 X no

Dollar threshold used to distinguish between Type A and Type B programs:

 \$750,000

 \$250,000

Identification of major federal programs:

Assistance Listing Numbers

Name of Federal Program

21.027

COVID-19 Coronavirus State and Local Fiscal Recovery Funds

Identification of major state programs:

State ID Numbers

Name of State Program

370.670

Recycling Grants to Responsible Units

Village of Hales Corners

Schedule of Findings and Questioned Costs
December 31, 2023

Section II - Financial Statement Findings Required to Be Reported in Accordance With Government Auditing Standards

Finding 2023-001: Internal Control Over Financial Reporting

Repeat of Prior Year Finding 2022-001

Criteria: Statement on Auditing Standards AU – C Section 265 requires communication of significant deficiencies and material weaknesses in the year-end financial reporting process.

Condition: Management did not prepare financial statements and footnotes that are in conformity with generally accepted accounting principles.

Cause: Information provided by management throughout the year may not be presented in accordance with generally accepted accounting principles.

Effect: The Village does not have sufficient resources to prepare financial statements and footnotes in conformity with generally accepted accounting principles.

Recommendation: Consider hiring personnel that have sufficient time and experience to prepare financial statements and footnotes that are in conformity with generally accepted accounting principles.

Management response and Corrective Action Plan: Management agrees with the finding. The time needed to prepare statements does not currently exist at the Village. Management will evaluate the cost benefit of implementing or changing their processes to incorporate these types of activities into their year-end audit preparation.

Section III - Federal and State Awards Findings and Questioned Costs

Finding 2023-002: Material Weakness - Internal Control Over Procurement, Suspension and Debarment

Program	COVID-19 State & Local Fiscal Recovery Funds
Grantor Agencies	U.S. Department of Treasury & WI Department of Health Services
Assistance Listing Number	21.027

Criteria: For federal awards after January 1, 2018, guidance provided in 2 CFR part 200.318 requires nonfederal entities to establish and follow their own documented procurement procedures that conform to applicable federal law and standards. 2 CFR part 200.320 includes different allowable methods of procurement. There are also requirements to verify the vendors are not suspended or debarred.

Condition/Context: During our testing for this program, we noted that the Village did not have a written procurement policy to conform with Uniform Guidance requirements. There was not a system in place to track and document the procurement process and support the contracting decisions made. As a result, we were unable to verify if the Village followed the necessary federal procurement standards.

Cause: The Village was not aware that a written policy was required to be in place outside of the terms and condition in the grant agreement.

Finding 2023-002: Material Weakness - Internal Control Over Procurement, Suspension and Debarment

Program	COVID-19 State & Local Fiscal Recovery Funds
Grantor Agencies	U.S. Department of Treasury & WI Department of Health Services
Assistance Listing Number	21.027

Criteria: For federal awards after January 1, 2018, guidance provided in 2 CFR part 200.318 requires nonfederal entities to establish and follow their own documented procurement procedures that conform to applicable federal law and standards. 2 CFR part 200.320 includes different allowable methods of procurement. There are also requirements to verify the vendors are not suspended or debarred.

Condition/Context: During our testing for this program, we noted that the Village did not have a written procurement policy to conform with Uniform Guidance requirements. There was not a system in place to track and document the procurement process and support the contracting decisions made. As a result, we were unable to verify if the Village followed the necessary federal procurement standards.

Cause: The Village was not aware that a written policy was required to be in place outside of the terms and condition in the grant agreement.

Village of Hales Corners

Schedule of Findings and Questioned Costs
December 31, 2023

Effect: Without an adequate policy in place, procurement procedures may not adhere to requirements of federal awards.

Questioned Costs: None noted.

Recommendation: Program personnel should become familiar with the procurement, suspension and debarment rules for Federal programs and implement a formal written policy to conform with Uniform Guidance requirements. The Village should also create a system to track projects that were procured during the year to ensure they are in compliance with their policy.

Management response and Corrective Action Plan: Management agrees with the finding. A tracking procedure has been developed and a written procurement policy will be approved prior to the end of fiscal 2024 to further define procurement processes to align with Federal program standards and Village ordinance to address this deficiency.

Finding 2023-003: Material Weakness - Internal Control Over Reporting

Program	COVID-19 State & Local Fiscal Recovery Funds
Grantor Agencies	U.S. Department of Treasury & WI Department of Health Services
Assistance Listing Number	21.027

Criteria: All required reporting should be reviewed with proper detail to ensure they are completed accurately and properly approved prior to submission.

Condition/Context: Of the three reports selected for testing, none included documentation of proper review. Additionally, the two reports tested related to the funding passed through DHS were not completed with accuracy or on a timely basis. As a result of this, both reports erroneously included expenditures incurred after the reporting period. Overall, the expenditures do agree to the amount awarded by DHS despite these discrepancies of when the expenditures were reported.

Cause: The Village was not aware of the requirement to complete and retain documentation of review prior to submitting these reports. There also was not proper review to identify and correct these reporting errors prior to submission.

Effect: The reports could contain inaccurate information leading to an impact on future grant funding.

Questioned Costs: None noted.

Recommendation: We recommend the Village implement procedures to review reporting prior to submission. This should include verification that the report is accurate as compared to the underlying data, mathematically correct and submitted timely. Documentation of this review should be retained on file.

Management response and Corrective Action Plan: Management agrees with the finding. Village Management staff will prepare the support document, the Village Administrator will review the support and submit to the appropriate approving Department for their submittals to the programs on a month end basis.

Village of Hales Corners

Schedule of Findings and Questioned Costs
December 31, 2023

Section IV - Other Issues

Does the auditor's report or the notes to the financial statements include disclosure with regard to substantial doubt as to the auditee's ability to continue as a going concern?

_____ yes X no

Does the audit report show audit issues (i.e., material non-compliance, nonmaterial noncompliance, questioned costs, material weakness, significant deficiency, management letter comment, excess revenue or excess reserve) related to grants/contracts with funding agencies that require audits to be in accordance with the *State Single Audit Guidelines*:

Department of Health Services

 X yes _____ no

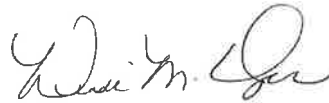
Department of Natural Resources

_____ yes X no

Was a Management Letter or other document conveying audit comments issued as a result of this audit?

 X yes _____ no

Name and signature of principal



Wendi Unger, CPA, Principal

Date of report

September 25, 2024

Village of Hales Corners
Schedule of Settlement of DHS Cost Reimbursement Awards

Audit Period Ended December 31, 2023

DHS Identification Number:

	GEARS Profile 155800	GEARS Profile 155811 COVID 19 - State & Local Fiscal Recovery Funds	GEARS Profile 155812 COVID 19 - PHEP	GEARS Profile 155015 BIOT Focus Planning	GEARS Profile 155050 Bioterrorism Preparedness	GEARS Profile 155817 COVID 19 - Enhance COVID Detection	GEARS Profile 159220 Prevention Grant - PPHS	GEARS Profile 159320 Cons Contracts MCH
Award Amount:	\$ 2,800	\$ 294,300	\$ 57,300	\$ 27,978	\$ 27,978	\$ 172,924	\$ 2,733	\$ 2,497
Award Period:	7/1/22 - 6/30/23	3/1/21 - 12/31/24	7/1/21 - 6/30/23	7/1/22 - 6/30/23	7/1/22 - 6/30/23	10/1/20 - 12/31/23	10/1/21 - 9/30/23	1/1/23 - 12/31/23
Period of Award within Audit Period:	1/1/23 - 6/30/23	1/1/23 - 12/31/23	1/1/23 - 6/30/23	1/1/23 - 6/30/23	1/1/23 - 6/30/23	1/1/23 - 12/31/23	1/1/23 - 9/30/23	1/1/23 - 12/31/23
A. Expenditures Reported to DHS for Payment	\$ 2,477	\$ 294,146	\$ 3,926	\$ 13,373	\$ 36,823	\$ 169,892	\$ 47	\$ 2,497
B. Total Costs of Award								
1. Employee Salaries and Wages	1,367	-	-	8,567	8,737	124,610	-	1,738
2. Employee Fringe Benefits	219	-	-	1,125	4,002	18,295	-	133
3. Payroll Taxes	104	-	-	655	2,332	8,205	-	101
4. Rent of Occupancy	-	-	-	-	-	-	-	-
5. Professional Services	-	-	1,350	-	-	4,615	-	-
6. Employee Travel	-	-	-	-	-	-	-	-
7. Conferences, Meetings or Education	-	-	-	-	-	-	-	-
8. Employee Licenses and Dues	-	-	260	-	-	-	-	-
9. Supplies	712	68,062	-	992	-	1,808	47	525
10. Telephone	-	-	-	-	-	1,388	-	-
11. Equipment	-	-	-	449	-	521	-	-
12. Depreciation	-	-	-	-	-	-	-	-
13. Utilities	-	-	-	-	-	550	-	-
14. Bad Debts	-	-	-	-	-	-	-	-
15. Postage and Shipping	-	-	-	-	-	-	-	-
16. Insurance	-	-	-	-	-	-	-	-
17. Interest	-	-	-	-	-	-	-	-
18. Bank Fees and Charges	-	-	-	-	-	-	-	-
19. Advertising and Marketing	75	-	-	1,585	-	377	-	-
20. Other	-	226,238	-	-	-	1,756	-	-
Total Operating Costs of Award	2,477	294,300	1,610	13,373	15,071	162,125	47	2,497
C. Less Disallowed Costs	-	-	-	-	-	-	-	-
D. Less Program Revenue and Other Offsets to Costs	-	-	-	-	-	-	-	-
E. Net Allowable Operating Costs Before Profit	-	-	-	-	-	-	-	-
F. Add Allowable Profit	-	-	-	-	-	-	-	-
G. Total Allowable Costs	\$ 2,477	\$ 294,300	\$ 1,610	\$ 13,373	\$ 15,071	\$ 162,125	\$ 47	\$ 2,497

Effect: Without an adequate policy in place, procurement procedures may not adhere to requirements of federal awards.

Questioned Costs: None noted.

Recommendation: Program personnel should become familiar with the procurement, suspension and debarment rules for Federal programs and implement a formal written policy to conform with Uniform Guidance requirements. The Village should also create a system to track projects that were procured during the year to ensure they are in compliance with their policy.

Management response and Corrective Action Plan: Management agrees with the finding. A tracking procedure has been developed and a written procurement policy will be approved prior to the end of fiscal 2024 to further define procurement processes to align with Federal program standards and Village ordinance to address this deficiency.

Finding 2023-003: Material Weakness - Internal Control Over Reporting

Program COVID-19 State & Local Fiscal Recovery Funds
Grantor Agencies U.S. Department of Treasury & WI Department of Health Services
Assistance Listing Number 21.027

Criteria: All required reporting should be reviewed with proper detail to ensure they are completed accurately and properly approved prior to submission.

Condition/Context: Of the three reports selected for testing, none included documentation of proper review. Additionally, the two reports tested related to the funding passed through DHS were not completed with accuracy or on a timely basis. As a result of this, both reports erroneously included expenditures incurred after the reporting period. Overall, the expenditures do agree to the amount awarded by DHS despite these discrepancies of when the expenditures were reported.

Cause: The Village was not aware of the requirement to complete and retain documentation of review prior to submitting these reports. There also was not proper review to identify and correct these reporting errors prior to submission.

Effect: The reports could contain inaccurate information leading to an impact on future grant funding.

Questioned Costs: None noted.

Recommendation: We recommend the Village implement procedures to review reporting prior to submission. This should include verification that the report is accurate as compared to the underlying data, mathematically correct and submitted timely. Documentation of this review should be retained on file.

Management response and Corrective Action Plan: Management agrees with the finding. Village Management staff will prepare the support document, the Village Administrator will review the support and submit to the appropriate approving Department for their submittals to the programs on a month end basis.

Contact for Corrective Action Plan:

Sandy Kulik, CPA
Village Administrator/Clerk
Village of Hales Corners
5635 S. New Berlin Rd.
Hales Corners, WI 53130
Phone: (414) 529-6175

RESOLUTION NO. 24-XX

A RESOLUTION AUTHORIZING 2024 TAX INCRMENTAL FINANCE DISTRICT
(TID) NO. 4 BUDGET AMENDMENT

WHEREAS, the Village Board of Trustees of the Village of Hales Corners has reviewed and approved a 2024 Budget on November 20, 2023; and

WHEREAS, a developers agreement for the Tax Incremental Finance District (TID) No. 4 includes annual principal and interest on funds expended by the developer for public infrastructure improvements under an approved payment schedule; and

WHEREAS, 2024 property tax increment collected for the district resulted in a surplus available to reduce future expenses of the district relative to interest due under the debt obligation; and

WHEREAS, the Village Board recognizes that advanced payment of the debt may allow the district to close earlier which could reduce the property tax burden on residents of the Village.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the following amendment to identified accounts below:

Account	Description	Increase (Decrease)
460-596-305	Debt Principal	\$146,463

BE IT FURTHER RESOLVED, that this resolution authorizes the Village Administrator and Village President to pay the debt principal and interest payment in the amount \$355,238 as provided in the developers agreement with ChiFest, Inc.

BE IT FURTHER RESOLVED that this resolution be published as allowed under 2019 Wisconsin Act 42 within 15 days of adoption by posting the notice on the Village of Hales Corners website.

PASSED and ADOPTED this ____th day of _____, 2024.

Daniel J. Besson, Village President

(VILLAGE SEAL)

Sandra M. Kulik, Administrator/Clerk

**Developers Agreement Bond Schedule				Principal Outstanding
	Principal	Interest	Total	
10/31/2020	\$ -	75,625	75,625	1,650,000
10/31/2021	214,137	90,750	304,887	1,435,863
10/31/2022	169,787	78,972	248,759	1,266,076
10/31/2023	158,585	69,634	228,219	1,107,491
10/30/2024	294,326	60,912	355,238	813,165
10/30/2025	136,645	44,724	181,369	676,520
10/30/2026	124,901	37,209	162,110	551,619
10/30/2027	126,999	30,339	157,338	424,620
10/29/2028	134,009	23,354	157,363	290,611
10/29/2029	141,404	15,984	157,388	149,207
10/29/2030	149,207	8,206	157,413	-
10/29/2031	-	-	-	-
10/28/2032	-	-	-	-
	\$ 1,650,000	535,708	2,185,708	

**Developers Agreement Bond Schedule				Principal Outstanding
	Principal	Interest	Total	
10/31/2020	\$ -	75,625	75,625	1,650,000
10/31/2021	214,137	90,750	304,887	1,435,863
10/31/2022	169,787	78,972	248,759	1,266,076
10/31/2023	158,585	69,634	228,219	1,107,491
10/30/2024	147,863	60,912	208,775	959,628
10/30/2025	136,645	52,780	189,425	822,983
10/30/2026	124,901	45,264	170,165	698,082
10/30/2027	126,999	38,395	165,394	571,083
10/29/2028	134,009	31,410	165,419	437,074
10/29/2029	141,404	24,039	165,443	295,670
10/29/2030	149,207	16,262	165,469	146,463
10/29/2031	146,463	8,055	154,518	-
10/28/2032	-	-	-	-
	\$ 1,650,000	592,097	2,242,097	

**Developers Agreement Bond Schedule				
	Principal	Interest	Total	
10/31/2020	\$ -	75,625	75,625	
10/31/2021	152,945	90,750	243,695	
10/31/2022	169,787	82,338	252,125	
10/31/2023	158,585	73,000	231,585	
10/30/2024	147,863	64,278	212,141	
10/30/2025	136,645	56,145	192,790	
10/30/2026	124,901	48,630	173,531	
10/30/2027	126,999	41,760	168,759	
10/29/2028	134,009	34,775	168,784	
10/29/2029	141,404	27,405	168,809	
10/29/2030	149,207	19,627	168,834	
10/29/2031	146,463	11,421	157,884	
10/28/2032	61,192	3,366	64,558	
	\$ 1,650,000	2 629,119	2,279,119	

4.1.4

STATE OF WISCONSIN MILWAUKEE COUNTY VILLAGE OF HALES CORNERS

RESOLUTION NO. 24-XX

A RESOLUTION APPROVING A PURCHASING POLICY FOR THE VILLAGE OF
HALES CORNERS

WHEREAS, the Village of Hales Corners has codified certain spending thresholds in the Municipal Code of Ordinances; and

WHEREAS, Federal and State Grant awards require a formal policy to align with purchasing requirements for grants funding; and

WHEREAS, the Village Board has reviewed the recommended policy and deems it will protect the assets of the Village by complying with more Federal and State requirements.

NOW, THEREFORE, BE IT RESOLVED, that the attached "Exhibit A" be the formal purchasing policy for the Village of Hales Corners be and it hereby is approved effective upon adoption of the resolution.

PASSED and ADOPTED this ____th day of _____, 2024.

Daniel J. Besson, Village President

(VILLAGE SEAL)

Sandra M. Kulik, Administrator/Clerk

VILLAGE OF HALES CORNERS PURCHASING POLICY

The Village of Hales Corners, as a local government entity, must ensure that the expenditure of funds occurs in a manner that balances the desire for lowest cost to the Village with an expectation of a quality product. The purpose of this policy is to provide guidance and procedures to be followed for procurement of goods and services for all Village departments within the scope of Chapter 55 of the Village of Hales Corners Municipal Code. The controls and procedures set forth are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility in department operations. This policy covers items that have been included in the Village budget as approved by the Village Board; any items in excess of \$5,000 not included in the budget require specific approval by the Village Board, prior to purchase.

Process Overview:

A. General

1. Procurements consist of the following three major categories:
 - a. Goods (tangible items): e.g., equipment, supplies, vehicles
 - b. Services: items requiring outside labor, maintenance agreements, etc.
 - c. Facility maintenance, construction of public buildings and improvements
2. The provisions of Wisconsin Statute Section 62.15 apply to procurements involving public construction and take precedence over any portion of this policy that may conflict with that statute.
3. Department Heads have the responsibility for procurement in their respective departments. A Department Head is defined as the Village employee having responsibility for the department on behalf of which monies were appropriated in the Village budget for purchase.
4. It is the responsibility of the Village Administration Department to monitor compliance with Village procurement policies and procedures. The Village Administrator has been delegated the authority to be the Village's purchasing agent.
5. As part of monitoring compliance, the Village Administration Department may perform periodic audits of procurement practices. The Village's independent auditors may also perform such audits.
6. An annual report of procurement transactions will be developed for presentation to the Village Board Committee of the Whole, covering the nature of procurements, any material exceptions to policies discovered as part of monitoring compliance, and recommendations for policy changes (if applicable).

7. When an emergency will not permit the use of the competitive processes outlined in this policy, the applicable department head, Village Administrator and Village President may determine the procurement methodology most appropriate to the situation. Appropriate documentation of the basis for the emergency should be maintained to support the emergency such that the failure to act may result in life threatening events, disasters or significant damage to property. In a non-emergency situation that does not allow time to obtain three bids, the Village Board will be notified as soon as possible, and staff will address the purchase in a meeting packet memo to the Board of Trustees. Any emergency or non-emergency purchase in excess of the threshold requiring Board approval will be brought to the Board of Trustees for ratification at its next meeting.
8. In situations of extreme price volatility, the Department Head may approve the purchase and then submit the requisition for approval in arrears. Appropriate documentation of vendors solicited for bids shall be maintained.

B. Purchase of Goods

1. Guidelines for Approval Authority of Purchases:
 - a. Under \$1,000: Department Head must approve prior to purchase.
 - b. Over \$1,000, purchase orders are required and it is recommended that competitive quotes be obtained, but specific documentation is not required.
 - c. \$5,000 to \$10,000: Department Head approval required; competitive quotes must be documented via a bid sheet or similar. Quotes must be submitted to the Village Administration prior to approval. The purchasing requisition will be reviewed and approved by the Village Administrator or, in his/her absence, Village President before being processed.
 - d. \$10,000 to \$25,000: Department Head approval required; competitive quotes must be documented via a bid sheet or similar. Quotes must be submitted to the Village Administration Department prior to approval. The purchasing requisition will be reviewed by the Village Administrator and Village President before being processed. In the absence of either the Administrator or Village President, Village Board approval shall be required.
 - e. Over \$25,000: Competitive bids or proposals required; must submit to the Village Board of Trustees for approval prior to purchase. Village approval is required before requisition may be processed.
2. Unless there is only one qualified source, bids or quotes should be obtained from at least three vendors.
3. In general, the lowest responsible bid should be accepted for procurements. Awards shall be made only to responsible vendors that possess the potential

ability to perform successfully under the terms and conditions of the proposed procurement.

4. Sole source purchases are allowed in the following circumstances:

- a. The item or service is only available from a single source;
- b. After competitive procurement solicitations, competition is determined to be inadequate;
- c. The purchase is from another governmental body; or
- d. The item is being purchased through a cooperative purchasing arrangement such as the State bid list, or State of Wisconsin VendorNet.

5. Use of Purchase Orders:

- a. In general, purchase orders are required for single vendor purchases over \$1,000. Purchase orders are to be issued prior to obtaining the item. Payment to the vendor will not be made and/or items are subject to return if a purchase order is not authorized prior to the purchase.
- b. Confirming purchase orders, for items ordered verbally, are to be used in emergency situations only.

C. Contracts for Services

1. The City Attorney should be consulted on the need for legal review of contracts.

2. Where applicable, a competitive process for selection of vendors for contracts for services must be used, under the guidance outlined for purchases of goods outlined in Section B above.

3. Contracts for services that are not specifically identified in the budget shall be presented to the Village Board for review and approval prior to signing, regardless of cost.

4. The following approval thresholds (after applicable legal review) are to be used:

- a. Under \$1,000: Department Head
- b. \$5,000 - \$10,000: Department Head and Village Administrator
- c. Over \$10,000 Department Head, Village Administrator and Village Board

5. The Village President and Village Administrator shall sign contracts on behalf of the Village. Prior to signing any service contract, regardless of size, the Village President may refer the contract to a sub-committee or Village Board for review and approval. Certain contracts or agreements may require the Village Board provide authorization to a specified Department Head. Unless otherwise required, general authority to enter into contracts within the constraints of this policy is delegated to the Village President and Village Administrator and may be changed from time to time via resolution adopted by the Village Board. No contracts will

be processed without documentation that the approval process has been followed and appropriate reviews completed.

6. Change orders on construction or similar contracts will follow the thresholds for approval of contracts for services. The Department Head has the option at any time to refer the request for a change order to the Village Board or another board, commission, or committee as appropriate.

D. Facility Maintenance, Construction of Public Buildings and Improvements

1. Facility maintenance projects can be a hybrid of service contracts, purchase of equipment/supplies and/or construction. As a result, special consideration of these projects from a procurement standpoint is warranted.
2. The Public Works Department is responsible for oversight and coordination of all Village facility maintenance and construction projects.
3. The following guidelines are to be used with respect to facility maintenance and construction project procurements:
 - a. Projects under \$5,000: No specific contract or bids required, similar to purchases of goods or service contracts. Applicable terms and conditions will be attached as an addendum to the purchase order as necessary.
 - b. Projects over \$5,000: Will follow the bidding or contract approval process set forth in Sections B and C above, based on the type of equipment or service. The Public Works Project Manager is responsible for ensuring that facility maintenance projects that fall under public construction statutes are properly bid in accordance with applicable laws.

VILLAGE OF HALES CORNERS PUBLIC SURPLUS PROPERTY

The Village of Hales Corners has adopted this policy for the purpose of establishing guidelines for the disposition of public surplus property. Surplus Property is defined as property owned by the Village that has become obsolete, been replaced, or has generally outlived its useful service to the Village of Hales Corners. The objective of this policy is to maximize the value received upon disposal of surplus property of the Village.

Process overview:

A. Surplus property with an estimated value of more than \$1,000:

1. Public sale (external auction, set price or negotiated price). The Village Administrator may approve the disposal of surplus property with a value estimated to be in excess of \$1,000 through external public auction, public posting at a set price, or through negotiated sale. The Village Board will be notified of the sale of any surplus property with a value in excess of \$5,000.
2. Trade-in. For certain types of surplus property, it may be customary for a vendor to offer a trade-in discount or credit for the surplus property when purchasing new or replacement equipment. Trade-ins are allowable when the purchase price of the new equipment is at the lowest competitive purchase price, and the value of the discount or credit for the surplus property meets or exceeds the estimated fair market sale value. This protocol may be utilized if: 1) the discount from trade-in is stated clearly within the purchase agreement; and 2) the trade-in and subsequent purchase have been provided for within the budget.

B. Surplus property with an estimated value of more than \$250:

1. Department Heads may make recommendations to the Village Administrator concerning property which should be dismantled or scrapped for salvage value if such value exists. This decision shall be made having considered the possibility of obtaining a fair market value by other means.

C. Surplus property with an estimated value of less than \$250:

1. Certain surplus property may have no readily convertible value and may be discarded under the following conditions:
 - a. If the property is valued under \$250, it may be disposed of summarily if it is not possible or practical to bring them to public sale, trade-in, or dismantle/scrap. This distinction will be made by the Department Head or his/her designee.

- D. This policy does not apply to firearms and ammunition which are handled under § 968.20, Wis. Stats., or to any other surplus property specifically excluded pursuant to applicable federal or state law.
- E. No surplus property shall be sold or given to any employee, employee's family member, or employee's designee without the expressed consent of the Village Administrator.
- F. The proceeds from the sale of Village assets shall be deposited in official Village bank accounts.
- G. Village employees are prohibited from accepting cash payments in exchange for the sale of Village assets.
- H. If the property cannot be sold, it may be donated to another government agency or not-for-profit entity. A record shall be created of the date, description, condition of the asset and recipient and forwarded to the Village Administrator Director.
- I. If the property cannot be sold or donated, it shall be recycled in an environmentally friendly manner where possible.

RESOLUTION NO. 24-XX

A RESOLUTION AUTHORIZING CLOSURE OF CAPITAL PROJECT RESERVES FOR
COMPLETED PROJECTS

WHEREAS, the Village Board of Trustees of the Village of Hales Corners has completed various Capital Projects; and

WHEREAS, a funds are no longer required to be allocated for future costs.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the closure of the capital project reserve accounts as presented below:

Account	Description	Balance
200-32280	DPW Fuel System	(238.87)
200-32466	DPW Garage Replacement	(31,958.36)
200-31101	Fund Balance	(16,264.10)
200-32400	Building Replacement Reserve	48,461.33

PASSED and ADOPTED this ____th day of _____, 2024.

Daniel J. Besson, Village President

Sandra M. Kulik, Administrator/Clerk

~~RESOLUTION NO. 24-XX~~A RESOLUTION AUTHORIZING 2024 GENERAL FUND AND EQUIPMENT
REPLACEMENT FUND BUDGET AMENDMENT TO TRANSFER FUNDS FROM
CONTINGENCY TO ALLOCATE FUNDING FOR PRE-WETTING DEICING
EQUIPMENT AND AUTHORIZING THE PURCHASE FROM VARITECH
INDUSTRIES

WHEREAS, the Village Board of Trustees of the Village of Hales Corners has reviewed and approved a 2024 Budget on November 20, 2023; and

WHEREAS, a request for funds to purchase pre-wetting deicing equipment for winter operations has been reviewed; and

WHEREAS, the Village Board has determined that this equipment is essential to addressing winter ice conditions more efficiently through automation compared to existing mixing operations which results in inconsistent application of calcium chloride; and

WHEREAS, Varitech Industries provided a quote of \$5,800 per unit and can provide said equipment in time for application in the upcoming 2024-25 winter season.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees hereby authorizes the following 2024 Budget amendment to identified accounts below:

Account	Description	Increase (Decrease)
100-580-105	Contingencies	(15,000)
100-543-960	Transfer to Equip Repl Fund	15,000
700-45339	Transfer from General Fund	15,000
700-543-999	Highway – Outlay	15,000

BE IT FURTHER RESOLVED that the purchase of this equipment to Varitech Industries be awarded with updated quote information subject to purchase order approval by the Village Administrator and Village President not to exceed the approved allocation.

BE IT FURTHER RESOLVED, that this resolution be published as allowed under 2019 Wisconsin Act 42 within 15 days of adoption by posting the notice on the Village of Hales Corners website.

PASSED and ADOPTED this _____th day of _____, 2024.

Daniel J. Besson, Village President

Sandra M. Kulik, Administrator/Clerk

Sandra Kulik

From: Steven Houte
Sent: Thursday, October 10, 2024 8:59 AM
To: Sandra Kulik
Subject: FW: pre wet set ups
Attachments: 150 gal tank for all trucks.pdf; Electric Prewet for 537&540.pdf; Electric Prewet for truck 533.pdf

Sandy,

To better serve the residents for cold icy conditions DPW staff has recommended to add a pre-wet set up on two of the four trucks. This will apply liquid calcium to the salt as it is applied to the roads when conditions require more vigorous treatment. When utilized it will provide a more consistent application of calcium chloride and a faster de-icing treatment. Currently DPW staff mixes liquid calcium to salt by applying it to a salt pile and mixing it up with equipment. This effort is done by best judgment of the operator.

The DPW department is requesting \$15,000.00 for the operations budget to be used for this purchase and set up.

Sincerely,
Steven Houte,
Department of Public Works Project Manager

Village of Hales Corners
5635 S. New Berlin Rd.
Hales Corners, WI 53130
Phone: (414) 529-6165
Fax: (414) 529-6165

From: DPW Garage <VHCDPW@halescorners.org>
Sent: Tuesday, October 1, 2024 2:23 PM
To: Steven Houte <shoute@halescorners.org>
Subject: pre wet set ups

Steve,

See attached quotes from February 2024. In short, about \$5300 each to set up truck 537 and 540. About \$5000 to set up truck 533. 533 has older technology and would be lowest on priority scale. We would need to confirm these quote numbers and any installation costs, if this were to become a reality this year.

Buck Hughes
Village of Hales Corners DPW Foreman
5641 S New Berlin Rd, Hales Corners WI 53130
414-529-6179

**VariTech Industries Inc.**

A subsidiary of FORCE America, Inc.
501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

E-Mail

Date: 2/8/24**Total Pages (including cover):**3

To: VariTech Industries Municipal
4115 Minnesota St
Alexandria MN 56308-3328
USA

Attn:
Email:

From: VariTech Industries Inc
4115 Minnesota Street
Alexandria MN 56308-3328
USA
sales@varitech-industries.com

Phone Number:888-208-0686**FAX Number:**320-763-5612

Subject:
Message:



VariTech Industries Inc.
A subsidiary of FORCE America, Inc.
501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

Sales Quotation

QUOTE
QT060-1023002-1

DATE
2/8/2024
PAGE
2 OF 3

SOLD TO
579775
VariTech Industries Municipal
4115 Minnesota St
Alexandria MN 56308-3328
USA

SHIP TO
345736
Village of Hales Corners
Hales Corners WI 53130
USA

Expiration Date: 3/9/2024
Customer Ref.: LDS LDS-TG150-ECL-SS
Customer P/O: Village of Hales Cor
Customer Contact:
Payment Terms: Due - CredCard
Sales Rep: FAI
F.O.B.: Alexandria, MN

Ship From: VariTech Industries Inc
Site 160
4115 Minnesota Street
Alexandria MN 56308-3328
USA

NOTES

PRODUCT / DESCRIPTION

QTY

U/M

PRICE

EXTENSION

1107893 Rev. A

1

EA

4,387.08

4,387.08

Kit Includes 150 gallon tank with stainless steel frame,
quick fill/suction/discharge plumbing with 3 brass nozzles,
12VDC electric closed loop power unit with flowmeter
mounted on tank. Controls and cables are not included.
LDS LDS-TG150-ECL-SS

Prices Are Not Guaranteed And Are Subject To Change
Lead Times & Delivery Dates Are Based Upon Current Information And Are Subject to Change
Unless Otherwise Noted, Prices Do Not Include Freight

Accepted By: _____

Date: _____

MERCHANDISE TOTAL: \$4,387.08

MISC CHARGE: \$0.00

TAX: \$0.00

QUOTE TOTAL: \$4,387.08

Questions about your order? Contact us by phone at 888-208-0686 or email us at sales@varitech-industries.com

www.forceamerica.com

VARITECH INDUSTRIES, INC.
TERMS AND CONDITIONS

Acceptance: These Terms and Conditions shall govern all contracts for the sale of any goods to Buyer by VariTech Industries, Inc. and/or its subsidiaries and divisions (collectively "Seller"). These Terms and Conditions shall control over any conflicting terms and condition set forth in any request for quotation, purchase order, confirmation or other transaction document submitted to Seller by Buyer.

Delays in Delivery: Seller shall not be responsible for any delay in delivery of goods to Buyer due to fires, strikes, riots, Acts of God, government orders or restrictions, delays in transportation delays by suppliers or materials or parts, inability to obtain necessary labor or other causes beyond Seller's control. In the event of such delay, the delivery date shall be extended for a reasonable period of time.

Damage or Loss in Transit: All risk of loss shall pass to Buyer at the time of delivery of the goods. Deliver of the goods to any carrier shall constitute delivery of the goods to Buyer, regardless of which party retained or hired the carrier.

Warranties: Seller warrants that any goods sold by Seller to Buyer shall be free from defects in material and workmanship for a period of one (1) year from the date of delivery. THIS WARRANTY SHALL BE THE SOLE AND EXCLUSIVE WARRANTY MADE BY SELLER TO BUYER. SELLER HEREBY DISCLAIMS ANY IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Exclusive Remedy: If within the aforementioned one-year warranty period, any goods sold by Seller are proven by Buyer to be defective to Seller's reasonable satisfaction, then such defective goods shall be repaired or replaced, at Seller's sole option. THIS REMEDY SHALL BE THE SOLE AND EXCLUSIVE REMEDY AVAILABLE TO BUYER. BUYER SHALL NOT, UNDER ANY CIRCUMSTANCES, BE ENTITLED TO RECOVER ANY INCIDENTAL, CONSEQUENTIAL OR CONTINGENT DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS.

Payment: Buyer shall pay Seller's invoices within thirty (30) days of receipt. Buyer agrees to pay interest to Seller on any past-due amounts at the rate of 18% per year.

Security Interest: To secure payment of Seller's invoices, Buyer hereby grants Seller a security interest in all goods sold by Seller to Buyer. Buyer hereby authorizes Seller to file financing statements on behalf of Buyer to perfect Seller's security interest. In the event Buyer fails to timely pay Seller for any goods sold to Buyer, Seller may proceed, at its option, to utilize the remedies available to a secured party under Article 9 of the Uniform Commercial Code.

Freight Terms: All sales made by Seller to Buyer shall be F.O.B. Seller's Distribution Center.

Returned Goods: Goods may only be returned by Buyer with Seller's prior authorization and consent. Only unused goods in original containers of current design will be considered for return. Specially manufactured, custom or modified goods shall not be returnable. Buyer shall pay all transportation charges for any goods accepted for return by Seller. Buyer shall also pay a restocking charge equal to 15% of the original price of any goods accepted by Seller for return.

Taxes and Other Charges: Buyer shall be responsible for paying any taxes, duties, fees, or other charges imposed by any governmental entity based upon Buyer's purchase of any goods from Seller.

Legal Action: These Terms and Conditions and the terms of any contract for the sale of goods by Seller to Buyer shall be governed by and construed in accordance with Minnesota law. Any action relating to or arising out of any contract for the sale of goods by Seller to Buyer shall be venued in state or federal court in Minnesota. Buyer consents to the personal jurisdiction of Minnesota courts and waives any defense that venue in Minnesota is in any manner inconvenient. Buyer shall pay all attorney fees, costs and disbursements incurred by Seller in collecting any amounts due from Buyer, enforcing these Terms and Conditions and/or enforcing the terms of any contract for the sale of goods by Seller to Buyer. Any legal action by Buyer against Seller relating to or arising out of any contract for the sale of goods by Seller to Buyer shall be brought within one (1) year after the delivery of the goods or be forever barred.

**FORCE America Distributing, LLC.**

A subsidiary of FORCE America, Inc.
501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

E-Mail

Date: 2/9/24**Total Pages (including cover):**3

To: Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

Attn:**Email:**

From: FORCE America Distributing LLC
3130 Intertech Dr
Brookfield WI 53045-5113
USA
brookfield@forceamerica.com

Phone Number:800-722-5844**FAX Number:**262-896-3510**Subject:****Message:**

**FORCE America Distributing, LLC.**

A subsidiary of FORCE America, Inc.
501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

Sales Quotation

QUOTE

QT001-1343571-1

DATE

2/9/2024

PAGE

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107751
Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

66170
Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

Expiration Date: 3/9/2024
Customer Ref.: Truck# 537 - add electric prewet
Customer P/O:
Customer Contact:
Payment Terms: Net 30 Days
Sales Rep: Braovac, Robert Z
F.O.B.: Brookfield, WI

Ship From: **FORCE America Distributing LLC**
Site 102
3130 Intertech Dr
Brookfield WI 53045-5113
USA

NOTES

Parts to add electric prewet to Truck# 537
A feedback signal splitter is included with item# 1095346 listed on the quote

PRODUCT / DESCRIPTION		QTY	U/M	PRICE	EXTENSION
1	1095345 Kit, Electric Prewet, 20A (DIN) (Includes Amplifier and 20Ft Harness. For SSC3100/5100ex/6100) <i>ELECTRIC-PREWET-DIN</i>	1	EA	409.50	409.50
2	1095346 Kit, Prewet Feedback, M12 Cable, 2M (Includes splitter, 2 meter cable (M12 to M12). For 5100ex/6100.) <i>FBK-PREWET-M12-2M</i>	1	EA	220.85	220.85
3	1121678 HW Config Revision <i>HW Config Revision</i>	1	EA	200.00	200.00
***** Prices Are Not Guaranteed And Are Subject To Change Lead Times & Delivery Dates Are Based Upon Current Information And Are Subject to Change Unless Otherwise Noted, Prices Do Not Include Freight *****					
Accepted By: _____		MERCHANDISE TOTAL: \$830.35			
Date: _____		MISC CHARGE: \$0.00			
		TAX: \$0.00			
		QUOTE TOTAL: \$830.35			

Questions about your order? Contact us by phone at 800-722-5844 or email us at brookfield@forceamerica.com

www.forceamerica.com

FORCE AMERICA DISTRIBUTING LLC
TERMS AND CONDITIONS

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Delays in Delivery: Seller shall not be responsible for any delay in delivery of goods to Buyer due to fires, strikes, riots, Acts of God, government orders or restrictions, delays in transportation delays by suppliers or materials or parts, inability to obtain necessary labor or other causes beyond Seller's control. In the event of such delay, the delivery date shall be extended for a reasonable period of time.

Damage or Loss in Transit: All risk of loss shall pass to Buyer at the time of delivery of the goods. Deliver of the goods to any carrier shall constitute delivery of the goods to Buyer, regardless of which party retained or hired the carrier.

Warranties: Seller warrants that any goods sold by Seller to Buyer shall be free from defects in material and workmanship for a period of one (1) year from the date of delivery. THIS WARRANTY SHALL BE THE SOLE AND EXCLUSIVE WARRANTY MADE BY SELLER TO BUYER. SELLER HEREBY DISCLAIMS ANY IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Exclusive Remedy: If within the aforementioned one-year warranty period, any goods sold by Seller are proven by Buyer to be defective to Seller's reasonable satisfaction, then such defective goods shall be repaired or replaced, at Seller's sole option. THIS REMEDY SHALL BE THE SOLE AND EXCLUSIVE REMEDY AVAILABLE TO BUYER. BUYER SHALL NOT, UNDER ANY CIRCUMSTANCES, BE ENTITLED TO RECOVER ANY INCIDENTAL, CONSEQUENTIAL OR CONTINGENT DAMAGES, INCLUDING, WITHOUT LIMITATION, LOST PROFITS.

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**FORCE America Distributing, LLC.**

A subsidiary of FORCE America, Inc.
501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

E-Mail

Date: 2/9/24**Total Pages (including cover):**3

To: Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

Attn:**Email:**

From: FORCE America Distributing LLC
3130 Intertech Dr
Brookfield WI 53045-5113
USA
brookfield@forceamerica.com

Phone Number:800-722-5844**FAX Number:**262-896-3510**Subject:****Message:**



FORCE America Distributing, LLC.

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501 East Cliff Road
Burnsville, MN 55337
(952) 707-1300

Sales Quotation

QUOTE

QT001-1343573-1

DATE

2/9/2024

PAGE

2 OF 3

107751
Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

66170
Village Of Hales Corners
5635 S New Berlin Rd
Hales Corners WI 53130-1775
USA

Expiration Date: 3/9/2024
Customer Ref.: Truck# 533 - add electric prewet
Customer P/O:
Customer Contact:
Payment Terms: Net 30 Days
Sales Rep: Braovac, Robert Z
F.O.B.: Brookfield, WI

Ship From: **FORCE America Distributing LLC**
Site 102
3130 Intertech Dr
Brookfield WI 53045-5113
USA

NOTES

Parts to add electric prewet to Truck# 533
Item# 1065212 will go from the "PRE" feedback connector in the cab to the prewet flow meter
This option has an 8 week lead time

PRODUCT / DESCRIPTION		QTY	U/M	PRICE	EXTENSION
1	1095345 Kit, Electric Prewet, 20A (DIN) (Includes Amplifier and 20Ft Harness. For SSC3100/5100ex/6100) ELECTRIC-PREWET-DIN	1	EA	409.50	409.50
2	1065212 Cable, Female M12, 4 Position CPC, 10M (For 5100 feedback sensor), U2-14488 14334A001	1	EA	138.60	138.60
***** Prices Are Not Guaranteed And Are Subject To Change Lead Times & Delivery Dates Are Based Upon Current Information And Are Subject to Change Unless Otherwise Noted, Prices Do Not Include Freight *****					
Accepted By: _____		MERCHANDISE TOTAL: \$548.10			
Date: _____		MISC CHARGE: \$0.00			
		TAX: \$0.00			
		QUOTE TOTAL: \$548.10			

Questions about your order? Contact us by phone at 800-722-5844 or email us at brookfield@forceamerica.com

www.forceamerica.com

**FORCE AMERICA DISTRIBUTING LLC
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6.1.2

**Village of Hales Corners
Department of Public Works**

Memo

To:	Board of Trustees
From:	Steven Houte, DPW Project Manager
CC:	Sandra M. Kulik, Administrator/Clerk
Date:	October 4, 2024
Re:	– Electronic Recycling Proposal

Staff has been approached by COM2 Recycling Solutions to provide Village residents a way to dispose of recyclable components. Staff had a conversation with this firm to discuss the service. In general the firm will provide a container for the list of approved components to be placed. The container would be removed once filled. There is no financial cost to the Village. Staff would need to coordinate a location and inform the firm when the bin is at capacity.

Staff and the Public Works Commission recommends that the bin be located at the Village Hall at a location as to not impact Village operations.

Enclosed:

Copy of the Resolution for the Agreement

Copy of the Agreement

Copy of the firms services

COMPANY INTRODUCTION

COM2 - We Provide Recycling Solutions that Save, Serve and Earn

In United States, 151.8 million electronics go silent every year and over 25 million TVs / LCDs go defunct as we continue to buy newer models and technology year on year. Subsequently, the UNEP has found that a huge volume of 53.6 million metric ton of electronic waste (e-waste) was produced in 2019 alone, globally.

These are the e-boom environmental challenges that we all face today. Reducing the size and depth of our electronic waste (e-waste) footprint is everyone's responsibility - worldwide.

COM2 Recycling – At a Glance:

- An internationally recognized recycling leader - focused on efficient & safe disposition of your unused or obsolete consumer & business electronics
- The 1st CRT (Cathode Ray Tube) Certified Plant in the State of Illinois, that now stands out as one of the largest CRT Processing Plants across North America and masters 'glass-to-frit' recycling with 100% automation.
- A recognized environment protector with a recycling recovery rate of 99%
- A valued partner of customers and communities alike; with a goal to reduce electronic waste while recovering valuable resources and ensuring data security – consistently
- An experienced Asset Recovery Company capable of turning your obsolete electronic equipment into revenue through processes that generate highest fair market value
- Honored recipient of R2 certification, ISO 14001 and ISO 45001
- Com2 is fully equipped & certified to deal with harmful substances such as PCB, mercury, lead, lithium etc.
- An expert at handling all your electronic waste needs including laptops, TVs, PCs, Cell Phones and more – we specialize in 360° Electronic Recycling



THE TSUNAMI OF eWASTE

"With mounting volumes of production and disposal, the world faces what one recent international forum described as a mounting "tsunami of e-waste", putting lives and health at risk."

"In the same way the world has rallied to protect the seas and their ecosystems from plastic and microplastic pollution, we need to rally to protect our most valuable resource – health of our children – from the growing threat of e-waste."

*- Dr Tedros Adhanom Ghebreyesus,
W.H.O. Director-General, United Nations.*

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



VISION, MISSION & PHILOSOPHY

COM2's Commitment: Keeping Environment & Relationships Healthy

COM2's Vision:

Insights into what is needed now and next

COM2's objective is to reinforce and augment its position as North America's premier recycling service company, safeguarding the environment for the present and future generations. We will sustain this pre-eminent position by anticipating and meeting these evolving customer needs with innovative, proven and cost-effective recycling solutions.

COM2's Mission:

Insights into what is needed now and next

At COM2, our mission is to help create a healthier natural environment by promoting responsible recycling throughout the community while protecting our customer's sensitive data and controlling and minimizing environmental liabilities. We support economic development organically through the processing of recyclables and the harvesting of materials that is renewed and used in domestic manufacturing. At COM2, putting & keeping customer relationships on a healthy ground is 'function of conducting business' with honesty, integrity and excellence - as our core focus.

COM2's Philosophy:

Exceptional Service to you is the result of us treating our people exceptionally well!

Preservation and enhancement of the environment are the fundamental premises underlying our business. We recognize that achieving these goals begins with the highly trained COM2 people, who are driven to succeed and are fully supported in all aspects of their daily work @ COM2. This results in a level of service that exceeds expectations – the customer expectations, COM2's performance expectations and employee expectations for their individual growth. This creates a win-win situation for everyone involved in our routine business functions.

Training & Development

Com2 newbies go through a rigorous training program at the time of their induction. This Program is completed in two sections, that is, the classroom-based training and the On-job training. These sessions are led by our SMEs (Subject Matter Experts) to ensure a clearer understanding of the topics covered. Both the sessions are carefully designed to assure continuous improvement of our human resource. The Trainees are then moved into their assigned teams to operate as one successful unit – The COM2 Team.

OUR BUSINESS PHILOSOPHY

**Protect our "Pale Blue Dot" (Earth)
as referenced by Scientist Carl Sagan (NASA)**

COM2 is committed to the prevention of pollution, protection of biodiversity and ecosystems, and protecting the health and safety through responsible recycling.

COM2 is committed to manage used and end of life electronic equipment based on a reuse, refurbishment, recovery, disposal hierarchy including onsite management throughout the recycling chain while protecting client data.

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



Recycling Solutions - Serve and Save

At our powerful recycling facilities, COM2 securely processes obsolete electronics. By allowing COM2 to safely process your e-waste, businesses & consumers gain peace of mind, confidence and meet their social & legal obligations. Furthermore, the raw materials can then be repurposed to be reused into the new material; instead of landing in a landfill. Thus, adhering to COM2's strong "No Landfill Policy" at all times.

ILLINOIS

At Carol Stream IL., COM2 owns and operates a sizeable facility that is spread over approximately 12.5 Acres of Land. Functioning since 2001, it is a technologically advance recycling powerhouse that is fully monitored and stays secured 24/7, 365 days a year. We have 24-hour operations split into three (03) working shifts.



A view of our Carol Stream, IL. Facility

CANADA

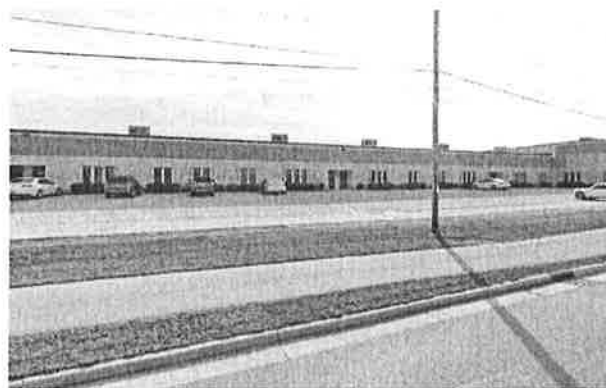
Com2's Canadian facility greatly extends our service capability. The Canadian counterparts iced up the R2 Certification awarded in Canada. We are also proud to be ISO 9001, ISO 14001, and ISO45001 Certified. Our Canadian facility accentuates the prolific contribution of COM2 in the handling of huge ewaste across North America.



A View of our Canadian Facility

WISCONSIN

Once again, as a customer centric organization, we continue to facilitate our customers. Our business facility in Menomonee Falls, WI is an established pick up/drops off point, where the communities can conveniently reach out to us and enjoy our effective recycling solutions for their electronics. When you know that the useful life of your electronics has maxed out, you can reach us at COM2 for the best possible returns on your e-waste.



A View of our Wisconsin Facility

Feel free to Contact Us for your pick up / drop off appointments.

Asset Retrieval that Rejuvenates Your Products

End-of-life products can yet earn a healthy return. Many clients work with us to help remove their obsolete electronics that is just taking up space being stacked in their storage areas. After removal, this space can be utilized by placing other things of value per clients' choice.

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



We pick these electronics, clean them up, erase the data thoroughly and resell these assets as a whole, as components or simply as de-manufactured for raw material. Our connections in all kinds of markets help us maximize your recovery rates. Partner with us for the end-of-life, revenue-renewal & enjoy our hassle-free solutions.

DATA SECURITY

Your Data Security is our Top Priority

COM2's # 1 Priority is the Security of your Proprietary Information. Thus, your data from each and every system that we recycle is thoroughly erased and destroyed. We have highly secure processes in place, advanced and diverse destruction methodologies and a rigorous standard – that we follow as our SOPs. COM2 not only guarantees that your data is gone & fully removed; but we also provide you with a proof in the form of a written *Certificate of Recycling*, that you receive upon the completion of our recycling process.

Irrespective of the media type — mini and standard hard drives, zip drives, tapes, SD cards, CD-ROMs, Thumb drives and beyond—we guarantee and certify complete erasure and purging using the US Department of Defense and NSA procedures. Our process is compliant with:

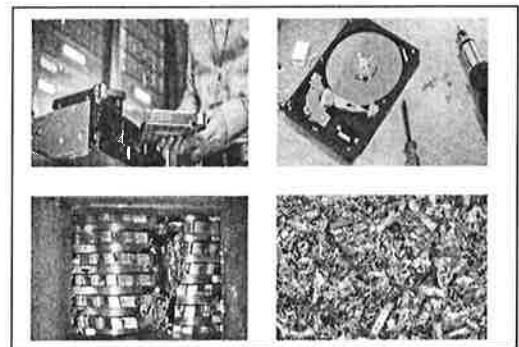
- Federal regulations, including the Federal Privacy Act
- HIPPA (Health Insurance Portability and Accountability Act)
- R2 Certification (Responsible Recycling)
- NAID (National Association for Information Destruction)
- State legislations
- The Graham-Leach Biley Act
- NIST (National Institute of Standards and Technology)
- DOD (Department of Defense) 5220.22 - M

Data Security – Right from the Start

We manage each shipment based on your specific requirements / requests. We apply our standard procedures that further ensure data security. For example, every shipment containing data must first & foremost be processed within the Data Security Department to ensure the integrity of information security.

Our “Sanitizing” Software Destruction

Data removal can occur electronically. COM2 has a licensed software technology that is approved as a “sanitizing” solution by the US Department of Defense, calibrating with the NIST standards of destruction. Each unit we receive is tracked based on the manufacturer and the serial numbers and to further ensure the data protection, all corporate identification tags are immediately removed. The Electronic (software) data removal permanently erases operating systems, program files and any user data present. Software based cleansing of hard drives is so thorough & trustworthy that the hard drives can even be used again.



Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



Physical Destruction

Our data security department uses an industrial shredder designed to process the Hard Drives (HDD). The smaller Hard drives are shredded whereas, the Hard drives of any other size or additional data media are shredded upon request. When physical destruction is a must, our process ensures complete destruction of each and every drive. You can request viewing of the shredding process - if you wish to. With every piece of equipment, COM2 leaves no doubt that the data is gone & out!

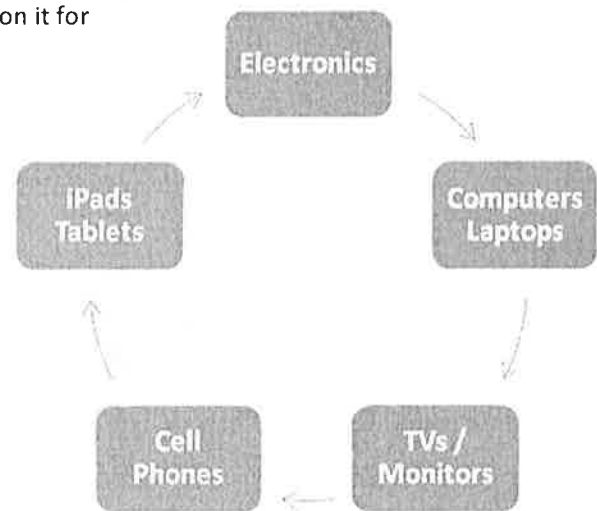
ASSET MANAGEMENT

Asset Management: Fresh Revenue from Your Obsolete Electronics

COM2 responds to your recycling and data-destruction needs in a heartbeat. As a perfect example, we bring your obsolete electronics and other office equipment back to the revenue-generating life. The computers, TVs, printers, cables, fax machines and even coax cable that is taking up space in your storage rooms or vacated offices has a value in the marketplace and COM2 helps capitalize on it for you.

Let us successfully liquidate these electronic assets for you to generate this unexpected and surprising revenue. Our Asset Management/Recovery services are of great value to:

- Any company that wants to turn excess, outdated, unused and unwanted equipment into money right away
- Companies that are Up-Grading electronics or their I.T. Infrastructure
- Companies that are facing foreclosure
- Downsizing companies
- Firms going out of business
- Businesses that are shifting premises / relocating
- Individuals with excess & obsolete electronics



You will benefit from COM2's processes and our full support at every step of the way. Starting from a **FREE** appraisal of your assets, Com2 then provides a wide range of options to the most suitable to fit your needs. We can remove all the assets, erase (sanitize data), then sell it as a whole, as parts, scrap or even as de-manufactured raw material. We partner with you to sell your equipment and share that revenue with you by promoting our worldwide contacts and knowledge of the primary & secondary markets, to ensure the best possible returns on your original investment. Why let these untapped resources and potential revenue go waste while it is taking up space, when you can earn a healthy return for that equipment with COM2 Asset Management Services.

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



Asset Recovery Services

Your obsolete electronics may still have some life left in them in terms of generating revenue. We can clean them up, safely erase all data and resell them as whole units, as parts, or as de-manufactured raw material. Our local, national and worldwide connections help maximize the recovery value for a wide range of electronic equipment, including:

Networking & Servers

Data Storage Systems

Medical Systems

Copiers and Printers

Telecommunications

Point of Sale Systems

Computers & Laptops

Consumer Electronics

Switches & Boards

TVs / LCDs

iPads & Tablets

Monitors

CRT RECYCLING

CRT Glass-to-Frit Recycling—A Clearly Better Solution

COM2 is the **First CRT Glass-to-Frit Processing Plant** in the State of Illinois. It stands out as one of the largest, certified Cathode Ray Tube (CRT) recyclers in North America today.

We are proud to provide innovative and environment-friendly solutions to a huge electronic disposal challenge: safely recycling millions of TVs and computer monitors that contain Cathode Ray Tubes (CRTs) with lead-based tube.

These ancient electronics have now become 'dinosaurs made extinct' by the introduction of millions of flat panel LCD/LED TVs and computer monitors offered each year. With their leaded glass, these relics have become dangerous & are not fit for disposal in landfills due to the prospect of *lead leaching* into the soil &/or water table and the unhealthy threat that they present to our communities, at large.

We Separate, Clean & blend our Glass with right ingredients required processing it into "FRIT", which is used for the manufacturing of Ceramic Tiles. Thus, providing the tile industry with the required raw materials while helping the organic growth of the economy.



Figure Com2 - Processing of Glass into Frit

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



COM2 – IS THE ANSWER!

Turn to COM2 for your total CRT glass recycling needs and we will answer it by using our innovative, safe & efficient processing systems.

We re-engineer these old TV/Monitor tubes (CRTs) to create new value by separating the front panel non-lead glass from the lead-based tube found in the TVs and computer monitors. Our unique CRT glass processes sort and clean the glass to produce high quality Frit and provide value to the ceramic industry at large.

This valuable process helps us daily recover thousands of pounds of leaded glass, which substantially eliminates the danger of improper landfill disposal when processed and done the right way Inhouse – thus reflecting its COM2 quality.

COM2 SERVICES

Designed to Serve Customers and the Environment

Today, our love of the electronic devices we use is short-lived and this usually results in e-waste piling up in our business storage rooms and homes. Auspiciously, COM2 Recycling Solutions has a variety of solutions that can breathe a new life, repurpose and potentially gain revenue-returns from this electronic waste. These services accommodate our customers who want to dispose of their obsolete equipment easily and conveniently. COM2 Services also cater to the environment preservation as we recycle e-waste responsibly by using the disassembly and disposal methods, that pay detailed attention to the government policies, legislation and the needs of our customers – who want to dispose of their obsolete & out of use equipment easily & hassle-free.



360° - Comprehensive Recycling Services

You have electronic waste. We have the safe, convenient and cost-effective methods to recycle it. We offer Electronics Recycling FREE of charge to Residential, School and Non-Profit 503 (c) (3) customers in a broader area radius (Please check with us to see if we're able to provide this service to you)

COM2 helps companies fulfill their ethical, social and legal recycling obligations in the treatment of their end-of-life electronics. We then provide these useful and much needed raw materials to the relevant industries for consumption.

Please Contact Us for to schedule an appointment.

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



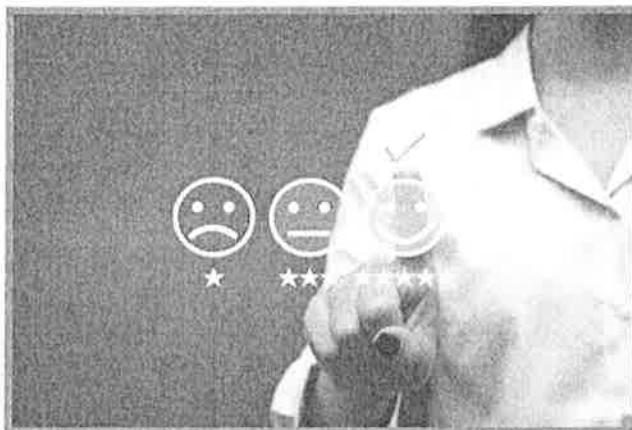
What We Recycle

We recycle it all: the excess, obsolete and surplus computers, consumer electronics, household electronics, cell phones, cables, wires & several excess and plastic, metal parts and much more. Ask us about other items that may not be listed.

(If we cannot assure to fully recycle your equipment, we do not accept it. We do not landfill electronics or components).

Our team makes the customer service its top priority. We are a thriving team of professionals with strong work ethics and a customer centric approach. We tailor our services to our customers' needs and ensure to work in the way that we exceed your expectations.

With the continued success of COM2, we realize that our biggest asset is "our human capital". At COM2, we understand that our customers are satisfied today with the consistent performance delivered by our human resource – who are willing to go the extra mile and deliver up to the desired mark while setting new milestones each day.



Our Service - Always Fresh and Original

Community Recycling Events

As a responsible recycler, COM2 works with the local authorities, schools and businesses to support community Electronics Recycling Events, where, the residents can properly discard their end-of-life electronics. We are happy to extend these services on a frequent basis to educational institutes like schools and other organizations.

To make it easier to dispose of your e-waste, we run suitable drop off locations across North America. For the convenience of our customers, we have an established facility in Charleston, IL. Where we receive the drop-offs round the year - making it simpler for our customers to reach out to us.

We have delivered in our partnerships and are open to collaborations with municipals, schools, non-profits, residential and university town communities to hold recycling events in their respective areas, to achieve the goal of making "the environment greener".



Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



Please Contact Us to help coordinate your next community electronics recycling event in your neighborhood / town via a call or an email.

Corporate Office and Processing Facility:
500 Kehoe Blvd, Carol Stream IL 60188
Tel 877-977-2662
Local 630-653-2662
Fax 630-690-2662
Email: info@com2recycling.com

Canadian Processing Center
1704 Meyerside Drive, Unit 7-8,
Mississauga, ON. L5T 1A3,
Canada
Toll free number: 855-977-2662
Tel: 905-670-3040, Fax: 905-670-3042

Com2 - Menomonee WI Non R2
W140N5958 Lilly Rd,
Menomonee Falls, WI 53051,
Tel 262-293-9079
Drop-off hours: Monday-Friday 9AM-6PM
Saturday 10AM-4PM

Toll Free: 877-977- (Com2) 2662

Email: info@com2recycling.com

Local: 630-653-2662



THIS AGREEMENT FOR ELECTRONICS COLLECTION AND RECYCLING (this "Agreement") is made and entered into as of _____, 2024, by and between the **Village of Hales Corners** and COM2 Recycling Solutions, an Illinois limited liability company ("COM2").

RECITALS

WHEREAS, the **Village of Hales** is a municipality in **Milwaukee** County, Wisconsin; and

WHEREAS COM2 is an Illinois limited liability company engaged in the collection and processing of electronic wastes; and

WHEREAS, the **Village** agrees to allow COM2 to collect and process electronics from the **Hales Corners**' residents for electronic wastes designated as a Collector of Covered Program Materials EEOL Products ("PMs") under the Wisconsin E-Waste Law, statutes codified at WIS. STAT. §§ 287.17(1)-(11). (The "Wisconsin E-Waste Law"); and

WHEREAS, the **Village** has contracted with COM2 annually to collect, accept, transport, and recycle PMs under the Wisconsin E-Waste Law beginning **November 1, 2024**; and

WHEREAS, the **Village** and COM2 desire to enter into an agreement regarding the scope of residential electronics equipment collection and processing from the designated collection location located at **The Village Hall**, performed by COM2 for **Hales Corners**' residents.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein contained, the parties agree as follows:

1. Definitions

1.1 As used in this Agreement, the following terms, when capitalized or not, shall have the meaning set forth below.

"Accepted Items" means Program Material delivered by **Hales Corners**' resident to a Permanent Site located on **Village Property**.

"Law" means statutes codified at WIS. STAT. §§ 287.17(1)-(11). seq., as may be amended from time to time.

"PM" means Program Material Electronics Devices from residents as defined in the Law and set forth on Schedule 1, which may be amended from time to time in accordance with the Law.

"Collection Services" means, collectively, the Permanent Site Collection Services.

"Containers" means a corrugated container.

DNR" means the Department of Natural Resources.

"Residents" or "Community Members" means, individually or collectively, residents of the village.

"Event Site" means a Site that shall be available to residents to drop off electronic pieces of equipment.

"Permanent Site" means a corrugated collection container at The Village Hall location for collection of electronic items from residents that shall be available on a scheduled basis, which may be amended from time to time.

"Promotional Materials" means a listing on **Village's** website, or such other form of promotion as determined by the Villages' Board.

"Term" shall have the meaning ascribed thereto in Section 4.

"Village" shall have the meaning The Village of Hales Corners

2. Responsibilities of COM2

2.1 Except as otherwise specified herein, COM2 shall furnish personnel, labor, equipment, and vehicles necessary for the loading of all PMs Electronics. Which also includes the collection, packaging, transportation, and recycling of PMs from residents of the Hales Corners' Community.

2.2 COM2 shall register with the DNR as a Recycler and Collector as defined in the Law.

2.3 COM2 shall determine and provide the following minimum levels of service to collect the PM electronics. Including the number of collection trucks, pallets, gaylords, and other supplies as needed or mutually agreed upon.

2.4 COM2 shall remove all PM collected items from the Village's site unless alternate arrangements are made with the Village's Board. If Items remain for removal from the Site, COM2 shall notify the **DPW Project Manager** at **(414) 529-6165 or shoute@halescorners.org**, who will be the primary point of contact, by the next business day of the number of Items remaining and a mutually agreed upon date/time for the removal of the material.

2.5 COM2 shall take title to, and risk of loss of, all Items from the Village's location. COM2 shall recycle, or cause to be recycled, all PMs delivered by Hales Corner's residents to be transported to

and recycled at a facility licensed and permitted to lawfully receive the material in accordance with applicable federal, state, and local law.

2.6 COM2 shall provide detailed weight reports by material category and by collection in accordance with reporting requirements of the Law.

2.7 COM2 shall provide the **Village** Clerk/Treasurer with a certificate of recycling for Items collected by COM2.

3. Additional COM2 Responsibilities

3.1 The _____ shall be the primary contact for COM2 throughout the contract term.

3.2 COM2 shall register with the DNR as a Collector (as defined in the Law) and provide information to the DNR, as may be required by the Law. COM2 shall maintain such registration in conformance with the Law and any applicable regulations. If the DNR compliance is not met, this Agreement will be considered annulled. COM2 would be responsible for any remaining items already collected at the **Village Hall**.

3.3 COM2 shall coordinate with the **DPW Manager** to identify sufficient space for COM2 to perform the collection, packaging, and loading of Items at the site.

3.4 COM2 shall facilitate communication between COM2 and the **DPW Manager** regarding time and location of the delivery of a truck and supplies for the site.

3.5 COM2 will coordinate with the **DPW Manager** regarding posting of the list of Accepted Items and participation limits in accordance with the Law.

3.6 The **DPW Manager** shall notify COM2 of any cancellation of Collection Services due to weather or other circumstances.

3.7 COM2 shall be responsible for communicating any changes in collection practices or Accepted Items to the **DPW Manager** via written communication.

4. Term of the Agreement

4.1 The initial term of this Agreement shall commence on **November 1, 2024, and end on January 1, 2026**, unless terminated earlier in accordance with this Agreement or extended in writing by mutual agreement of the parties.

4.2 The Agreement may be automatically annually renewed or otherwise amended by mutual agreement of the Parties.

5. Indemnification

5.1 The Village will indemnify, defend and hold harmless COM2, and their respective officials, employees, agents, representatives and attorneys, in both their official and individual capacities (collectively, the "Indemnitees"), from and against any and all injuries, deaths, claims, losses, damages, suits, demands, actions and causes of actions, expenses, fees (including attorneys' fees and court costs) and costs which may be asserted against an Indemnatee in consequence of entering into this Agreement or which may result from or arise out of any action or omission of COM2, its officers, employees, agents or subcontractors under this Agreement.

5.2 COM2 will indemnify, defend and hold harmless the, Village and their respective officials, employees, agents, representatives and attorneys, in both their official and individual capacities (collectively, the "Indemnitees"), from and against any and all injuries, deaths, claims, losses, damages, suits, demands, actions and causes of actions, expenses, fees (including attorneys' fees and court costs) and costs which may be asserted against an Indemnatee in consequence of entering into this Agreement or which may result from or arise out of any action or omission of the Village, its officers, employees, agents or subcontractors under this Agreement.

6. Notice

6.1 Unless otherwise specified, any notices or communications required to be given to or served upon the Village or COM2 shall be in writing and shall be delivered either by (i) certified mail, return receipt requested, postage prepaid, in the U.S. mail; (ii) a reputable messenger service or a nationally recognized overnight courier; (iii) personal delivery with receipt acknowledged in writing; or (iv) electronic delivery to the email address specified below. Either party shall have the right to change from time to time its mailing address or email address. Until new addresses shall be given the parties' respective addresses shall be:

Company Name: Village of Hales Corners

Company Address: 5635 S New Berlin Rd

Attn: Steven Houte, DPW Project Manager

Telephone Number: 414-529-6165

Email Address: shoute@halescorners.org

COM2 Recycling Solutions

500 Kehoe Blvd.

Carol Stream, Illinois 60188

Attn: Syed Nabeel Hasan,

Tel: 630-653-2662 x 240

Email: Nabeel@COM2Recycling.com

7. Miscellaneous.

7.1 COM2 represents and warrants that it is fully licensed under federal, state, and local law and regulations to collect, transport, store, and recycle Accepted Items. It further represents and warrants that it will perform the services to be provided under this Agreement in full conformity with all applicable federal, state, and local law and regulations.

7.2 COM2 shall not assign this Agreement or any part thereof without the prior written consent of the Village.

7.3 This Agreement and any questions concerning its validity, construction, or performance shall be governed by the laws of the State of Wisconsin.

7.4 COM2 shall act as an independent contractor. All personnel used by COM2 shall be employees of COM2. COM2 will pay all wages and appropriate expenses of said personnel, as well as employer's Federal, State and Social Security taxes, Federal and State Employment taxes and any other required personnel taxes.

7.5 The Villages failure to act with respect to a breach by COM2 does not waive The Villages right to act with respect to subsequent or similar breaches. The failure of The Village to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

7.6 The provisions of this agreement shall survive the voluntary or involuntary termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives, effective as of the day and year first written above.

Village of Hales Corners, WI

By: _____

Title: _____

Date: _____

COM2 RECYCLING SOLUTIONS

By: _____

Title: _____

Date: _____

Schedule 1

Accept Items under Program Material - (EED's)

- Consumer Computers (Desktop, Laptop, Netbook, and Tablet)
- Consumer Printers (desktop-style printers, printer-fax-copier-scanner combinations and 3-D printers)
- Consumer video display devices (televisions, computer monitors, e-Readers)
- Computer peripherals (mice, keyboards, scanners, etc.)
- Fax Machines
- DVD Players
- VCRs
- Digital video players/recorders

Accept Items under Program Material - (Non - EED's)

- Adding machines & calculators
- Answering machines
- Microwaves
- Shredders
- Stereos
- Toasters
- Vacuums

6.1.3

**Village of Hales Corners
Department of Public Works**

Memo

To:	Board of Trustees
From:	Steven Houte, DPW Project Manager
CC:	Sandra M. Kulik, Administrator/Clerk
Date:	June 14, 2024
Re:	2024 Paving Program – Project Update

Work on S. 116th St. has been on and off. Staff has been working with the Villages Engineer for this project to get it completed. Musson Bros. has not met their Contract completion times and the requirement to perform ongoing work unless due to weather or weather related site conditions. The Contract allows for the Village to enforce Liquidated Damages for each. To date the damages have ranged from \$500.00 per working day and \$1,000.00 per calendar day for project completion. Musson Bros. has been informed of the Villages enforcement of the Liquidated Damages and understand.

Since the concerns by Staff and Engineer about the asphalt pavement workmanship has been addressed the project has been idle. The reaming work is to complete site restoration including finish grading, top soiling, seeding, erosion control, roadway signage installation, mailbox re-installation, and pavement marking. There is also an added section of road improvements. By Contract Change Order "That's Amore" roadway and driveway drainage improvements also needs to be performed.

With all of these outstanding items to be completed, Musson Bros. have been ordered to begin restoration within seven days of notification and if not The Village will act on their Performance Bond. Musson Bros. responded by providing their updated schedule. They will be on site beginning Oct. 15th to begin restoration and complete the remaining items. Musson Bros. will still need to provide a schedule for "That's Amore" improvements.

6.2.1

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: Sept. 26, 2-2024

☐ Town ☒ Village ☐ City of Hales Corners

County of Milwaukee

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Nov. 2, 2024 and ending Nov. 2, 2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☒ Church

☐ Lodge/Society

☐ Chamber of Commerce or similar Civic or Trade Organization

☐ Veteran's Organization

☐ Fair Association

(a) Name Emanuel Church, Hales Corners

(b) Address 10627 W. Forest Home Ave., Hales Corners, WI, 53130
(Street)

☐ Town

☒ Village

☐ City

(c) Date organized Aug. 14th,

(d) If corporation, give date of incorporation April 28, 1888

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Lonny Goecks, 8146 S. Forest Meadow Dr., Franklin, 53132

Vice President July Porter, 3659 S. Logan Ave., Milwaukee 53207

Secretary

Treasurer Dennis Ciche, 8128 S. 43rd Street, Franklin, WI 53132

(g) Name and address of manager or person in charge of affair: Steffi Ehrlich, 4470 S. Regal Dr., New Berlin, WI 53151
Phone #: 262-271-1117

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 10627 West Forest Home Ave.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All of building

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Silent Auction

(b) Dates of event November 2, 2024

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature]
(Signature/date)

Officer [Signature]
(Signature/date)

Date Filed with Clerk 9/26/24

Date Granted by Council _____

Emanuel Church, Hales Corners

(Name of Organization)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Reported to Council or Board _____

License No. _____

6.3.1

STATE OF WISCONSIN : MILWAUKEE COUNTY : VILLAGE OF HALES CORNERS

RESOLUTION NO. 24-XX

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO
EXECUTE A MEMORANDUM OF AGREEMENT FOR PERSONNEL SHARING
INTERGOVERNMENTAL COOPERATION AGREEMENT WITH MILWAUKEE COUNTY
SHERIFF DEPARTMENT

WHEREAS, Section 66.0301 AND 66.0313, Wis. Stats., authorizes Wisconsin municipalities to contract with other municipalities for the receipt or furnishing of services, such as police protection; and

WHEREAS, Section 66.0513, Wis. Stats., authorizes police departments to engage in mutual assistance within a requesting police department's jurisdiction; and

WHEREAS, an agreement was drafted to provide for the occasional sharing of police personnel which reimburses the Village of Hales Corners for such shared personnel; and

WHEREAS, the Village Board believes that intergovernmental cooperation for the purposes of public safety and protection should be encouraged.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Hales Corners, Wisconsin, that the Mutual Aid Personnel Sharing Agreement between Milwaukee County Sheriff Department in the form and content as annexed hereto, be and the same is hereby approved.

BE IT FURTHER RESOLVED, that the Village President and the Village Administrator/Clerk be and the same are hereby authorized to execute and deliver such agreement.

PASSED and ADOPTED this _____th day of October, 2024.

Daniel J. Besson, President

Sandra M. Kulik, Administrator/Clerk



Memorandum of Understanding

This *Memorandum of Understanding*, dated this ____ day of October 2024 is entered into by and between Milwaukee County Sheriff's Office, 821 W. State Street, Suite 107, Milwaukee, WI 53233 by its representative Daniel R. Hughes, Chief Deputy, and the Hales Corners Police Department, 5635 S. New Berlin Road, Hales Corners, WI 53130 by its representative Eric R. Cera, Chief of Police.

Hereinafter referred to as the "MCSO" and "HCPD" respectively.

"Officer" has the meaning given in Wisconsin State Statute §165.85(2)(c).

WHEREAS, the MCSO and HCPD desire to enter into a mechanism for cooperation.

WHEREAS, a mechanism exists pursuant to Wisconsin State Statutes §66.0301 and §66.0313.

THEREFORE, Mutual Aid assistance is requested by the MCSO prior to and during many varied community outreach / special events and may be provided by officers of the HCPD subject to the following conditions:

1. Both parties will work together on scheduling to ensure that operations of both parties are not inconvenienced or that an added cost is not incurred by either party without both parties' consent.
2. Officer time and wages must be agreed upon by both parties and in accordance with Wisconsin State Statute §66.0513 prior to the deployment of officers.
3. No part of this agreement is intended to waive or impair the application of Wisconsin State Statutes §895.35 and §895.46; nor, increase the limits of liability for claims made against the parties.
4. All future amendments, recodification or judicial interpretation of the aforementioned statutes shall be applied to this agreement.
5. This MOU will remain in effect until December 31st, 2025. Either party may withdraw from participating in this agreement by giving 30 days written notice.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding the day, month, and year first written above.

MILWAUKEE COUNTY SHERIFF'S OFFICE

HALES CORNERS POLICE DEPARTMENT

By: _____
Daniel R. Hughes, Chief Deputy

By: _____
Eric R. Cera, Chief of Police

Date: _____

Date: _____