

Regular Meeting of the Village of Somerset Board of Trustees
Village Hall, 110 Spring Street Somerset, WI 54025 | Tuesday, December 19, 2023

Village President, Mike Kappers called the Regular Meeting to order at 6:03pm. Present: Chris Moreno, Chris Dubak, Mike Kappers, Brandon Krohn, and Caleb Garn. Donnie Kern was present via Zoom. Also present at Village Hall - Village Attorney, Paul Mahler and Director of Public Works, Bob Gunther and Village Engineer, Chuck Schwartz.

Public Comment

- Shyla Williamson, 219 Church Hill Rd - Little Sled Library

Motion by Krohn, second by Kern to move items 7.A. and 7.B. to next items for discussion. Motion carried unanimously.

New Business

- **Discussion/Possible Approval - Little Sled Library**
 - Krohn raised the issue of Somerset United being referenced on the signage
 - *Motion by Kern, second by Hecht to approve the Little Sled Library. Motion carried 6-1.*
- **Discussion/Possible Approval - Building Inspector Name Change**
 - Agreement between Tony and Village would take care of the name change.
 - Kern asked how long the fees are locked in for once signed. He would like to review fee schedules of other municipalities. Kappers would also like to review and asked Tony where they came up with the fees.
 - *Motion by Kappers, second by Krohn to approve the name change to TF Inspection Agency, LLC. Motion carried unanimously.*
 - Fee schedule will be noticed as an ordinance amendment and brought to the January meeting.

Minutes

- *Motion by Garn, second by Hecht to approve the minutes of the November 14, 2023 meeting. Motion carried unanimously.*
- *Motion by Hecht, second by Garn to approve the minutes of the December 7, 2023 meeting. Motion carried unanimously.*

Committee Reports

Plan Commission

- **Discussion/Possible Approval - Proposed Changes to Zoning Administrator Ordinances 13-1-170, 13-1-171, and 13-1-172**
 - Krohn asked about enforcement procedures. Garn and Kern also asked for clarification on process. Attorney Mahler said this is typically a single person, not a group. It is possible to be a group but will require coordination. It is typically a paid position.
 - *Motion by Hecht, second by Krohn to table until more information can be gathered. Motion carried unanimously.*

Public Works

- **Discussion/Possible Approval - Somerset Champions - Ice Rink**
 - Will be maintained by the Champions, flooded by the fire department. Hecht asked for clarification on maintenance, hours of operation, and lighting. Garn said no hours of operation are set and it will not be lit. Lighting would be cost prohibitive. Moreno asked about liability for the Village. Attorney Mahler said Village has immunity.

- *Motion by Kern, second by Krohn to approve the Somerset Champions - Ice Rink. Motion carried unanimously - Garn abstained.*
- **Discussion/Possible Approval - Bridge Inspection Report**
 - Does not require approval - report only.
- **Discussion/Possible Approval - Hydro Corp Contracts**
 - 2 year contract
 - Kappers asked if this is required to go out to bid. Attorney Mahler stated it doesn't because it is for professional services.
 - *Motion by Krohn, second by Garn to approve the non-residential contract for \$14,976. Motion carried unanimously.*
 - *Motion by Krohn, second by Garn to approve the residential contract for \$32,400. Motion carried unanimously.*
- **Discussion/Possible Approval - Main Street Bridge Pay App #5**
 - *Motion by Kern, second by Garn to approve the Main Street Bridge Pay App #5 for \$296,497.47. Motion carried unanimously.*
- **Discussion/Possible Approval - Wastewater Treatment Facility Improvements Change Order #6**
 - *Motion by Kern, second by Krohn to approve the Wastewater Treatment Facility Improvements Change Order #6 for \$10,441.00. Motion carried unanimously.*
- **Discussion/Possible Approval - Wastewater Treatment Facility Improvements Pay App #16**
 - *Motion by Krohn, second by Garn to approve the Wastewater Treatment Facility Improvements Pay App #16 for \$378,875.77. Motion carried unanimously.*
- **Discussion/Possible Approval - Fund 610 & 620 Water/Sewer Budgets**
 - *Motion by Krohn, second by Garn to approve Fund 610 & 620 Water/Sewer Budgets. Motion carried unanimously.*
- **Discussion/Possible Approval - Maintenance on Village owned lot at 235 Main Street**
 - *Motion by Kern, second by Krohn to approve snow plowing and snow storage at 235 Main Street. Motion carried unanimously.*

Finance/Personnel

- **Discussion/Possible Approval - Board of Appeals Application Fee**
 - Current fee is \$250, proposing change to \$350 to cover Village costs.
 - *Motion by Kappers, second by Garn to approve changing the Board of Appeals Application Fee to \$350. Motion carried unanimously.*
- **Discussion/Possible Approval 2024 Proposed Budgets**
 - *Motion by Garn, second by Dubak to approve 2024 Proposed Budget for TID #3. Motion carried unanimously.*
 - *Motion by Garn, second by Dubak to approve 2024 Proposed Budget for TID #4. Motion carried unanimously.*
 - *Motion by Garn, second by Dubak to approve 2024 Proposed Budget for TID #5. Motion carried unanimously.*

Fire/Rescue

- The November report was shared.

New Business

- **Discussion/Possible Approval - Approval of Election Inspectors and Chief Election Inspectors**
 - *Motion by Hecht, second by Krohn. Motion carried unanimously - Dubak abstained.*
- **Discussion/Possible Approval - Village Legal Counsel**

- *Motion by Kappers, second by Garn to move this to closed session in January. Motion carried unanimously.*

Village, Water and Sewer Bills

- *Motion by Krohn, second by Hecht to approve. Motion carried unanimously.*

Adjourn

- *Motion by Hecht, second by Krohn to adjourn at 6:52 p.m. Motion carried unanimously.*

Tasia Berger, Village Clerk

Adopt a Planter Program

The Village of Somerset is committed to the beautification and cleanliness of Somerset. There are several flower planters located in the downtown district which are available to individual and groups to adopt, purchase flowers and plant them in. With this comes many challenges and without the support of volunteers all these items could not be maintained. Somerset Champions encourages volunteers to help maintain the vision of Somerset Proud.

*Somerset Champions are the organizers of this program with members overseeing the pots and will be the point of contact for volunteers.

*Pots will be numbered and assigned on a first come first serve basis. Every effort will be made to grant the decision of the adopter for the planter that they are requesting.

*Somerset Champions will provide sponsorship signage as requested by the Sponsors.

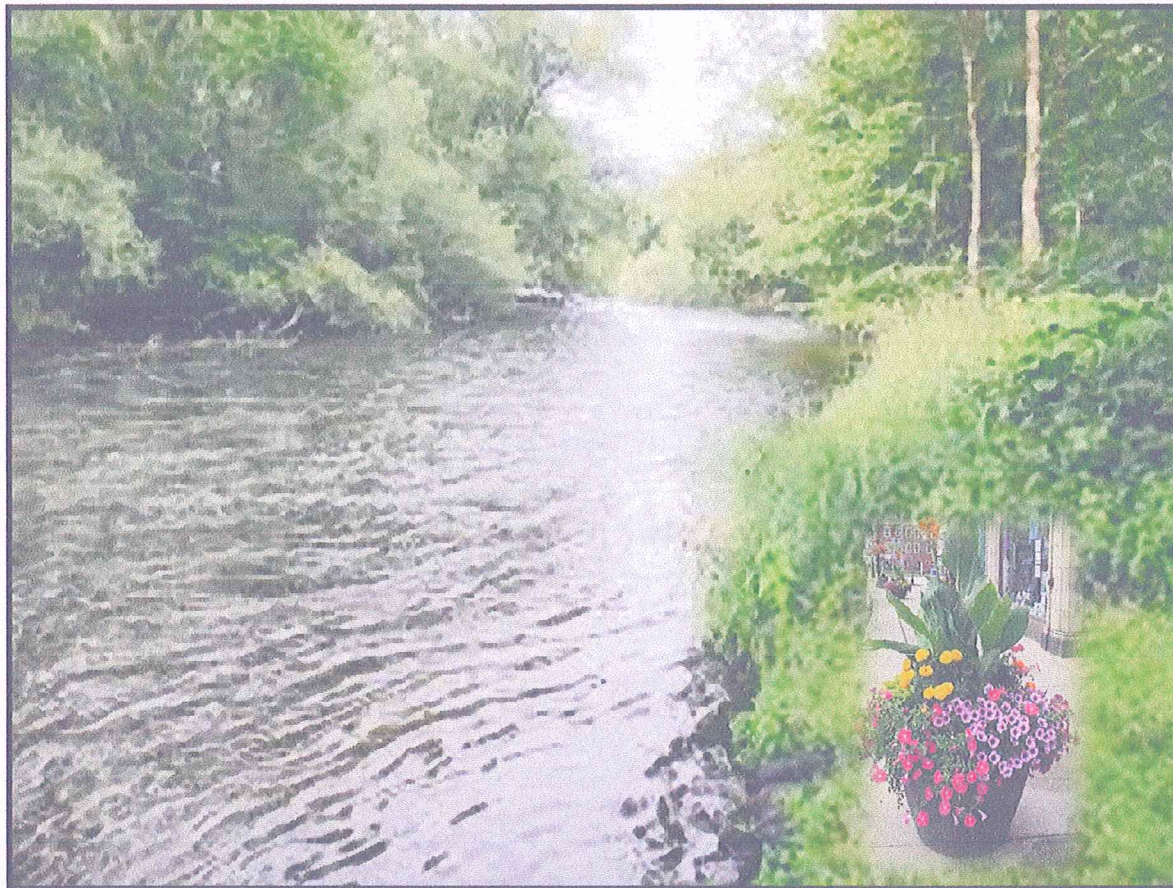
*Somerset Champions will provide a list of zone 4 hardy plants that Sponsors will pick from when purchasing plants.

*An introductory meeting will be held by Somerset Champions to go over planter guidelines and Sponsor responsibilities and to provide assistance as needed.

Somerset Proud

ADOPT A PLANTER

THE VILLAGE OF SOMERSET INVITES YOU TO HELP BEAUTIFY SOMERSET



PROGRAM DETAILS

Volunteers who may adopt the planters include businesses, individuals, families, civic groups, churches and other groups. Sponsors agree to purchase the plants, plant, water and maintain the adopted planter from late spring to late fall.

HOW TO SPONSOR A PLANTER

Start by completing the application, maintenance agreement and program forms and e mail to ????????????????

Or deliver in person to the Village Hill, 110 Spring St.

For more information call ????????

ADOPT A PLANTER PROGRAM



What is the purpose?

Being Somerset Proud encourages public involvement in the enhancement of planters in and around town. The Adopt-A-Planter program is a volunteer-based activity where area volunteer groups/individuals “adopt” and maintain designated planters. This is a unique and appealing way for community members to take an active role in greening up our downtown while demonstrating to visitors and residents alike that we care about our community and how it looks.



Program Guidelines

- *The flowerpots should be adopted for a 5 month period
- *Adopters may be individuals or group. However groups must identify a single point of contact person to work directly with organizers.
- *Plants selected must be from a list of area appropriate plants.
- *Sponsors will pay for soil and plants
- *Sponsors will attend an introductory meeting to go over planter guidelines

Volunteer Responsibilities

- *Plant flower pots with plants from acceptable list, replace dead plants as necessary
- *Notify contact person of hazardous conditions, problems or concerns
- *Water several times weekly/more in hot/dry weather
- *Winter/Spring preparation of planters
- *Remove & dispose of litter & weeds

Village Responsibilities

- *Provide planters to assigned areas—spring
- *Move planters to storage for winter
- *Assist with filling planter wells with water as needed
- *Contact organizers if Village staff deem the planter to be neglected or unsightly

Additional guidelines

The Adopt-A-Planter application and agreement shall contain the names of any individuals who would assist the planter sponsor in maintenance and planting activities during the 5 month commitment. The planter sponsor must supply organizers with updated information should changes in contact information or volunteers occur. The adopter or adopting group is responsible for the safety and well-being of volunteers at all times.

ADOPT A PLANTER AGREEMENT

Date: _____

Planter location _____

To enhance the environment and the appearance of the Village of Somerset,

_____ request permission to become a Planter Sponsor and participate in the Adopt A Planter program. By this agreement between the Village of Somerset and _____ as the Planter Sponsor, the right to maintain a planter is granted as prescribed below. .

1. Planter will be maintained under and in accordance with the Village of Somerset's Adopt A Planter conditions attached to this agreement and incorporated herein by reference
2. The Planter Sponsor shall abide by all regulations relating to the maintenance, safety, and all other conditions as required by the Village for the Adopt A Planter program
3. It is expressly stipulated that this agreement is a license for permissive use only.
4. The Planter shall not have any plants, decorative items, etc. that will impede the visual traffic.
5. The Planter Sponsor will, at all times, assume risk relating to, and indemnify, defend and hold the Village of Somerset, its Council, agents, employees and representatives against any and all claims, lawsuits, losses, damages, responsibility, liability, attorney's fees, costs and expenses arising from, allegedly arising from or related to, the exercise or attempted exercise by the Sponsor, its employees, agents, contractors and representatives, of the Sponsor's obligations, rights and privileges in this agreement. This paragraph shall survive termination of this agreement.
6. The Planter Sponsor agrees that Village of Somerset may terminate this agreement at any time the Planter Sponsor does not comply with the conditions in this agreement or at any time The Village determines the work is unsafe or causes a conflict with traffic. The Village of Somerset reserves the right to revise or discontinue this program at any time.
7. As to relationships with the Village of Somerset, the Planter Sponsor and all persons performing work under this agreement shall at all times and for all purposes be independent contractors and not employees. The Planter Sponsor performing work under this agreement shall have no claim to worker's compensation or other employee rights or privileges granted to the Village of Somerset employees by operation of law or by Village of Somerset.

Signature

Date

Contact Name

email address

Phone

Sign Inscription (Somerset Proud, Proudly Sponsored by (Name or name of organization)

Subject: Quote For Your Final Approval: EarthPlanter Quote #(30974) - December 27, 2023



Quote: Review For Your Final Confirmation #(30974) - December 27, 2023

Your final quote details are below. **Once approved please accept the quote and select your payment method online.** Note: Unless noted otherwise, shipping is to a commercial location with dock and/or forklift service and open delivery hours. Appointments, limited access locations, lift-gate service, and other special requests will incur additional charges. All orders arrive shrink-wrapped on pallets.

[Accept Offer and Choose Payment Method](#)

Have questions or need assistance processing your payment? Contact EarthPlanter at sales@earthplanter.com or call [877-815-9276](tel:877-815-9276)

Request #30974

Product	Quantity	Unit Cost	Extended Price
 Urban Vase 31 - Millstone (#EPMV31-) List \$499: 31" Top Diameter x 26" H Water Capacity: 18 Gal	3	\$395.00	\$1,185.00
Subtotal before Discounts: (subtotal based on List Price)	\$1,497.00		
Discount Applied:	-\$312.00		
Shipping:	\$168.00 via FedEx Freight Economy		
Tax:	\$0.00		
Total:	\$1,353.00		

Note: Manual Enter By Jack. Orders To Ship Together: 30974,30889. Delivery TBD

Shipping Appointment Phone: 715-338-9092

INTERIM CONDITIONAL USE PERMIT

Village of Somerset

ISSUED TO:	Live Nation Entertainment, Inc. (“Tenant”) Karl Adams 111 East Wacker Drive, Suite 1400 Chicago, IL 60601
ISSUED TO:	Somerstar Entertainment, LLC (“Landlord”) Somerset Amphitheater Matt Mithun 900 E. Wayzata Blvd., Suite 130 Wayzata, MN 55391
EXPIRATION DATE:	<i>Reviewed Annually</i>
PARCEL NUMBER:	Parcel 181-1009-10-000 (43A), 181-1009-10-200 (43A-20), 181-41225-00-000 (1101) and four acres of 181-4124-00-00 (1100)
PARCEL ZONING:	Highway Commercial
PERMIT NUMBER:	ICUP 2011-01
CONDITIONAL USE TO:	Concert Venue/Event Parking
APPROVED BY THE VILLAGE BOARD:	On the 12 th day of October 2016 On the 17 th day of October 2017 On the 19 th day of February 2019 On the 21 st day of January 2020 On the 26 th day of March 2020 On the 23 rd day of February 2021 On the 15 th day of February 2022 On the 15 th day of November 2022 On the 16 th day of January 2024

CONDITIONS SET BY VILLAGE BOARD, PLAN COMMISSION AND PUBLIC SAFETY

(NOTE: Live Nation Entertainment, Inc. ("Tenant") and Permittee ("Landlord") shall collectively be referenced as "Permittee", with Karl Adams or his Designee, and Matt Mithun or his Designee, serving as the respective contacts for each party. If Permittee fails to complete any of its obligations hereunder, the Village of Somerset will send a notice to Tenant and Landlord. Permittee will have seven (7) days to correct said violation. If Permittee fails to comply with the notice, the Village of Somerset has the right to rescind the Interim Conditional Use Permit if the following conditions are not met.)

1. The number of event dates per year is limited to twenty-five days unless additional dates are authorized by the village. Tickets cannot exceed 40,000 for eight (8) dates, 20,000 for twelve (12) dates and 10,000 for five (5) dates.

Concert Event Times will be within 11:00 a.m. to 11:00 pm Monday through Thursday, 9:00 am to 12:00 am Friday and Saturday, and 9:00 am to 11:00 pm on Sundays, unless the Sunday is followed by a Monday holiday in which case the event shall end at 12:00 am. All other events starting at 9:00 am to 11:00 pm. See Exhibit A (map).

- (a) Permittee will be allowed to have music until 2:30 a.m. on Saturday and Sunday ("Late Night") on a smaller stage in the Grove/backside of the site for up to two events per season. For purposes of clarity, Late Night cannot be on the Main Stage.*
- (b) Permittee will be allowed to show a movie until 1:00 a.m. on Saturday and Sunday for up to two events per season.*
- (c) Permittee will be allowed to have music and programming in the Saloon until 1:00 a.m. on Saturday and Sunday for up to two events per season. (added 12-15-15, amended 03-26-2020)*
- (d) The Police Chief, Sheriff, and the Village Board President or their respective designees may extend concert hours up to one hour in cases of inclement weather or other unforeseen circumstances. (added 1-16-24)*

2. Permittee must provide the address, legal description and a map providing dimensions of all property (to include, but not limited to, arena area, parking area(s), concessions, medical facilities, stages, storage, restrooms, camping areas, etc.) upon which the assembly is to be held, together with the name, residence and mailing address of the recorded owner(s) of all such property and owner(s) or holder(s) of any unrecorded leaseholds or vested property interests therein, if known. This information is to be provided by April 1st, annually and any substantial revisions or changes must be communicated 30 days prior to the event.

Permittee may use the “Float Rite Parcel” (St. Croix County Parcel No. 181-4128-00-000) for parking and camping during concerts or other Permittee events provided the Village receives acceptable proof of the Permittee’s authority to use and exclusively possess the Float Rite Parcel during the concert or other event. If there is a private dispute regarding the owner of the Float Rite Parcel and the Permittee regarding the use of the Float Rite Parcel, the Village will not take a position in that dispute between the Permittee and Float Rite Parcel, except that if such Permittee authorization to use the Float Rite Parcel is terminated, then the parcel is no longer included in the ICUP.

Authorization to use Outlot 3 (St. Croix County Parcel No. 181-1009-10-130) for parking purposes is conditioned that the use does not interfere with the existing, recorded permanent access easement and that property owners who benefit from the access easement are allowed to enter and exit via Plourde Drive/Outlot 3.

3. Notice of Event Dates, description of events and anticipated attendance will be provided to the Village at least 45 (forty-five) days prior to an event date.
4. Permittee will provide the village and the Fire Chief with, the current as well as the projected attendance figures based on both gratis and sales, 30 (thirty), 15 (fifteen) and 5 (five) days before the event dates. ***The attendance information is confidential and will be used for Public Safety purposes only.***
5. Comply with all St. Croix County health and sanitation ordinances.
6. Bond: Tenant to provide certificate of insurance or general liability policy prior to each event naming the village as an insured on the same terms, conditions and coverage as Tenant in the face amount of at least \$2,000,000 aggregate with a \$2,000,000 umbrella for each event over 10,000 estimated attendees and \$2,000,000 aggregate with a \$1,000,000 umbrella for events under 10,000 estimated attendees governing the entire period of each event.
7. Public Safety Matters:
 - (a) Restricted Dates: Permittee will coordinate with the Pea Soup Days Committee to avoid event conflicts. No concerts will be allowed on weekdays during the regular school year, except for Fridays in May, September and October from 3:00 p.m. to 12:00 am. Non-concert events may be held during the regular school year from 9:00 am to 10:00 pm on weekdays for events under 20,000 estimated attendees. Sunday of Memorial Day weekend concerts times are 9:00 am to 12:00 am.

- (b) Identification of Age Drinkers: There must be a visible means by Permittee of identifying people who are of age and are drinking by a wristband placed on the wrist of the person who is of legal drinking age. Permittee will provide a map detailing all points of alcohol sale locations to the Incident Commander and Village Clerk five days prior to the event. The Incident Commander or his designee has the right to request locations sites be modified for safety concerns.
- (c) Plans for parking vehicles including size and location of lots, points of highway access and interior roads including routes between highway access and parking lots and an emergency evacuation plan for vehicles and people will be provided to the Village Board by April 1 each year and any changes to be provided 30-days prior to each event. **Signs will be posted stating “No overnight parking in event parking lots.” Posting signs will be the responsibility of the Permittee.**
- (d) Emergency Vehicle Entry/Exit Road: Permittee is to provide and maintain a separate restricted entry and exit road for all emergency vehicles.
- (e) (1) Traffic Control: The Incident Commander or his Designee will meet with Permittee or its Designee prior to the event to address pedestrian to vehicle traffic issues. If needed, the Somerset Police Department will be asked to help with the execution of the traffic plan. Otherwise, outside law enforcement can be brought in to help with traffic control. Entrance / exits of Somerset Amphitheater property adjacent to Village properties shall remain open to all vehicle / pedestrian traffic if requested by the Incident Commander.
- (2) Security and Safety: Permittee or its Designee, Security, Law Enforcement and Fire/Rescue shall meet. The St. Croix County Sheriff or an agreed upon Designee shall operate as the Incident Commander and schedule a meeting with representatives of Permittee security personnel, Somerset Police Department (if needed) and Somerset Fire/Rescue Department to discuss traffic, parking, security, safety, and law enforcement plans and procedures and shall reach agreement on mutual cooperation and support in providing security, safety and law enforcement services. ***There can be no major changes made to plans that are laid out in Section E Sub (2) without approval of the Incident Commander or his Designee.***
- (3) Permittee shall in all matters concerning public safety (law enforcement, medical and rescue), comply with local established procedures and systems, and shall defer to all local institutions engaged by Permittee to provide public safety services in connection with any event. In the event that local institutions are engaged, Permittee may supplement the public safety services provided in its reasonable discretion, but at all times in coordination with the

respective, affected heads of law enforcement, medical and rescue. In events where Permittee is not the sole controlling entity it has the responsibility to advise the controlling entity of these requirements.

- (f) Law Enforcement: The Sheriff or an agreed upon Designee shall be designated as the Incident Commander for the amphitheater site. Permittee will provide an area on **or near** the event grounds ~~near the E.M.S. building~~ for the Law enforcement base of operations. The St. Croix County Sheriff's Department if needed will have full authority over law enforcement issues on the event grounds. The law enforcement officers will not be restricted to a certain location; it will be at the discretion of the Incident Commander as to where officers will be on the concert grounds. Nothing in this Paragraph shall constitute a waiver by Permittee of any of its constitutional rights, including those regarding unlawful search and seizure.
- (g) Permittee shall pay for Village Expenses: The Fire Chief, and any applicable EMS services will annually estimate the expenses to the Village for providing services at an event. The estimate will be broken down into number of event days and number of attendees. Rates shall be communicated by the Village Clerk to Permittee each year for the following year's event season no later than November 1st. The estimate shall be turned into the village clerk and approved by the village board. The clerk will provide this information to Permittee. Permittee will provide the clerk with an estimate of projected attendees 30 days prior to the start of the event. ~~Permittee shall pay the invoice 15 days prior to the start of the event. After the event, the Village will calculate the actual expenses incurred for the event. Expenses not covered by the estimate will be billed to Permittee with payment due 30 days from date of invoice. Law Enforcement and Fire shall submit an invoice to the Assistant General Manager within 7 days of the event for immediate payment to be received. Anything submitted after the 7 day period will need to be submitted to Live Nation Worldwide for payment to be received 30 days after invoice is received. If the estimate was greater than the actual cost, the Village will reimburse Permittee for any excess, providing Permittee does not have any outstanding debts owed to the Village in which case the Village may apply any excess to said outstanding debts.~~ Extraordinary documented administrative and other costs and expenses incurred by the village as a result of the event will be invoiced within thirty (30) days of the event end date with payment due within thirty (30) days of date of invoice. Permittee will only be charged with actual expenses and will be provided receipts for such expenses upon request.
- (h) A deposit of ~~\$5,000.00~~ **\$10,000** will be paid to the village by May 1st each year for start-up costs associated with the event season, no deposit is required if there are no events planned for the season. Any unused funds will be used to pay any outstanding debts Permittee owes the Village, and any remaining funds will be returned to Permittee by December 31 of the calendar year. In the event the start-up costs associated with the event season exceed ~~\$5,000.00~~ **\$10,000** for the

event season, the following year's event season shall require a deposit of ~~\$10,000~~ \$15,000 until otherwise mutually agreed by the parties. Any start-up costs exceeding the deposit shall be invoiced to Permittee and paid within thirty (30) days of date of invoice.

8. The Public Safety Committee, the Somerset Village Board and Permittee will review the Interim Conditional Use Permit annually prior to January 1 (going forward) and make changes that are mutually agreed upon between the Somerset Village Board, the Public Safety Committee and Permittee to protect the health, welfare and safety of the public.
-

I certify that the Somerset Village Board has revised this permit during the interim of this Interim Conditional Use Permit on the ~~22nd day of July 2022~~ 16th day of January 2024.

~~Doug Lahde~~ Mike Kappers, Village President

Date



Professional Services Agreement

This AGREEMENT (Agreement) is made today January 16, 2024, by and between VILLAGE OF SOMERSET (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Village of Somerset Impact Fee Needs Assessment

The scope of the work authorized is: See Exhibit A

The schedule to perform the work is: Complete by July 7, 2024

The lump sum fee for the work is: \$19,000

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF SOMERSET

Mike Kappers
Village President
Date: _____

110 Spring Street
Somerset, WI 54025
Phone: (715) 247-5555

MSA PROFESSIONAL SERVICES, INC.

Charles D. Schwartz, PE
Team Leader
Date: January 16, 2024

60 Plato Boulevard East, Suite 140
St. Paul, MN 55107
Phone: (612) 548-3141

EXHIBIT A

SECTION I: MSA RESPONSIBILITIES

PROJECT OBJECTIVE: Update the Village of Somerset 2010 Impact Fee Needs Assessment in accordance with Wisconsin State Statute 66.0617. The Village will use the results of the assessment to update its impact fee schedule.

PHASE 1: IMPACT FEE NEEDS ASSESSMENT UPDATE

Task 1: Research

MSA will research impact fees collected by adjacent and comparable communities to provide a comparison to those fees charged by Somerset. MSA proposes to research impact fees charged by the City of New Richmond, City of Hudson, and Village of Osceola. Up to two additional communities will be added to the list as determined through discussion with the Village Public Works/Economic Development Director.

Task 2: Update Impact Fee Needs Assessment

The current Impact Fee Needs Assessment (dated June 1, 2010) includes the following chapters:

- i. Introduction
- ii. Needs Assessment Update
- iii. Water Needs Assessment
- iv. Transportation Needs Assessment
- v. Library Needs Assessment
- vi. Police Facility Needs Assessment
- vii. Fire/EMS Needs Assessment
- viii. Financing of Improvements
- ix. Effect of Impact Fees on the Availability of Affordable Housing in the Village of Somerset
- x. Recommendations

MSA proposes to update the existing 2010 plan to integrate the most recent demographics, plans, studies, budgets, capital improvements plans, etc. within each chapter. Anticipated existing plans which MSA will utilize as part of the Impact Fee Needs Assessment update to include the 2024 Village Budget, 2023 Comprehensive plan, and 2019 wastewater treatment facility plan along with other past studies and plans.

As part of the plan update, MSA will analyze the overall effect that an impact fee will have on the affordability of housing within the Village as required under Wisconsin State Statute 66.0617. In addition, as part of the plan update, MSA will document those portions of facility costs necessitated by new development versus those necessitated by existing deficiencies. Under State Statute 66.0617 impact fees may not be used to pay for inadequacies in the current system.

Task 3: Staff Meetings & Coordination

MSA anticipates that a variety of information will be necessary to collect from Village Department Heads in addition to those plans and studies already on file with MSA to update the Impact Fee Needs Assessment. The scope of services includes one onsite project kickoff meeting and assumes subsequent staff coordination can occur remotely via email and telephone to share project information, review desired levels of service, and review draft chapters of the updated Impact Fee Needs Assessment as they are developed.

Task 4: Village Meetings & Public Hearing

The scope of services includes attendance at one Finance & Personnel Committee meeting to review the draft updated Impact Fee Needs Assessment and attendance at one Village Board meeting to review the final Impact Fee Needs Assessment prior to adoption. State Statute 66.0617 requires the Village hold at least one public hearing before enacting an ordinance that imposes impact fees, or amending an existing ordinance that imposes impact fees. MSA will provide the Village with a sample public hearing notice and ordinance.

DELIVERABLES

- Digital (PDF) copies of all draft and final documents

SERVICES NOT PROVIDED AS PART OF THIS PROJECT

Field traffic data, comprehensive traffic studies and analysis; municipal building architectural services, engineering design services, park land design services, concept planning, on-site inventories of facilities or equipment, or updates to other existing Village plans and studies used as part of this project.

SECTION II: VILLAGE OF SOMERSET RESPONSIBILITIES

- Provide copies of department budgets, capital improvement plans, updated inventories of facilities and equipment, studies, plans, and reports that include relevant information to the planning project.
- Provide hard copies of draft and final project documents for Village Staff and Board members as desired.

January 12, 2024

Andrea Otto, Treasurer/Deputy Clerk
Village of Somerset, Wisconsin
110 Spring St
PO Box 356
Somerset, WI 54025

**Re: Written Municipal Advisor Client Disclosure with the Village of Somerset (“Client”) for
2024 Impact Fee Study Update (“Project” Pursuant to MSRB Rule G-42)**

Dear Andrea:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.

As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers & Associates



Jon Cameron
Senior Municipal Advisor/Vice President

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

DISCLOSURE OF CONFLICTS OF INTEREST/OTHER REQUIRED INFORMATION

Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

Affiliated Entities

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B

Impact Fee Study Update

Scope of Service

Client has requested that Ehlers assist Client with an Impact Fee Study Update (“Project”). Ehlers proposes and agrees to provide the following scope of services:

Phase I: Project Initiation

1. Prior to the kickoff meeting we will request and review the following:
 - a. Any available cost and other information for new project costs.
 - b. The Comprehensive Plan for the Village.
 - c. The existing impact fee study. (we have these documents)
 - d. A listing of projects from the last impact fee study that have been completed to date and the updated cost of those projects. For projects listed in the last impact fee study not yet completed, a listing of whether the projects will be completed, and the approximate timing of completion and updated cost estimates for completion.
 - e. All available planning information including development projections, documentation of new public improvement needs including timing and estimated costs.
 - f. Any other available long range capital improvement planning documents or other relevant information on upcoming capital improvement needs for the planning area that may be beneficial to complete the impact fee study.
 - g. The amount of impact fees collected to date, by year, if available, since the inception of the impact fees.
 - h. The current impact fee ordinance
2. We will meet with Village staff (and others as desired by client) remotely to discuss the timing and cost of public facilities upgrades. For all facilities we will discuss the projects contained in the last impact fee study, identify whether those projects have been completed or not, and which projects should be included in the new study.
3. We will also discuss the timing of the completion of the impact fee study and procedures for adopting the new fees.

Phase II: Impact Fee Study

1. Perform Feasibility Analysis for Impact Fees
 - a. Review all available planning documents and work with Village staff to understand the nature of the proposed capital improvement projects for the area proposed to have impact fees imposed to determine the nature of the projects and growth-related components as applicable.
 - b. Review the Village’s Comprehensive Plan, and any other area specific planning documents for future growth and population projections.
 - c. Review the Village’s Capital Improvement Plan for identification of capital improvement projects that may be suitable candidates for impact fee recovery.

- d. Prepare a memo to Village staff outlining the feasibility of continued collection of impact fees.
2. Develop Public Facilities Needs Assessment and Impact Fee Methodology
 - a. For the facilities that are identified as viable candidates for impact fees, develop a methodology for proper allocation of deficiency and growth-related costs for each identified impact fee, and review with Village staff.
 - i. The development of proper methodologies for impact fee recovery will include identifying capital facilities and associated costs subject to impact fee recovery, identifying proper service level standards for each facility by which to measure existing deficiencies in capital facilities, and the allocation of deficiency and growth-related costs.
3. Impact Fee Calculation
 - a. Based on the methodology developed above, calculate applicable impact fees for residential and non-residential development.
 - b. Develop detailed schedules for each impact fee each development type.
4. Prepare Impact Fee Report
 - a. Prepare a draft written impact fee report that meets the requirements of Wisconsin Statute 66.0617 detailing the methodology and calculations of all impact fees.
 - b. Produce and electronic version (PDF) of both written reports and submit to the Village. We will also submit all supporting worksheets that are in the report to the Village in an Excel format.
 - c. We will produce paper copies of the reports upon request.

Phase III: Presentation and Implementation

1. Presentation
 - a. The project scope will include meeting with Village staff as necessary
 - b. One (1) meeting with the Village Board to present the results of the study and attendance at the required public hearing for impact fee adoption.

Scope of Service Limitations

Notwithstanding the Scope of Services listed above, Ehlers' engagement related to Project is expressly limited as follows:

1. Ehlers will assist the Village by reviewing the required impact fee ordinance to be prepared by the Village Attorney.

Compensation

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers as follows:

Phase	Cost
I: Project Initiation	\$1,500
II: Impact Fee Study	\$5,000
III: Presentation and Implementation	\$1,000
Total Per Impact Fee	\$7,500

The Village has 5 impact fees, which totals \$37,500.

Payment for Services

Ehlers will invoice Client at the completion of each phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Hourly Charges

For any service directed by Client and not covered by this, or another applicable Appendix, Client will be charged on an hourly basis. Current hourly rates are:

Senior Municipal Advisor	\$225-250/hour
Municipal Advisor	\$200-230/hour
Financial Specialist II	\$190-215/hour
Senior Financial Analyst	\$200-230/hour
Clerical Support	\$100-100/hour

Client Engagement

The above Proposal is hereby accepted by Somerset, Wisconsin, by its authorized officer:

Signed	Title	Date
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Village of Somerset, WI

Tax Increment District No. 5 Note Extension

January 10, 2024

Background

- In 2020, the Village executed a Taxable G.O. Note for \$1.016M to acquire property in TID 5.
- Payment structure included interest only payments through 2023 with full maturity in 2024.
- The intention was to keep payments as low as possible to allow time for growth to occur in the TID.
- Refinancing and extending the Note must occur before the Note's March 1, 2024 payment date.

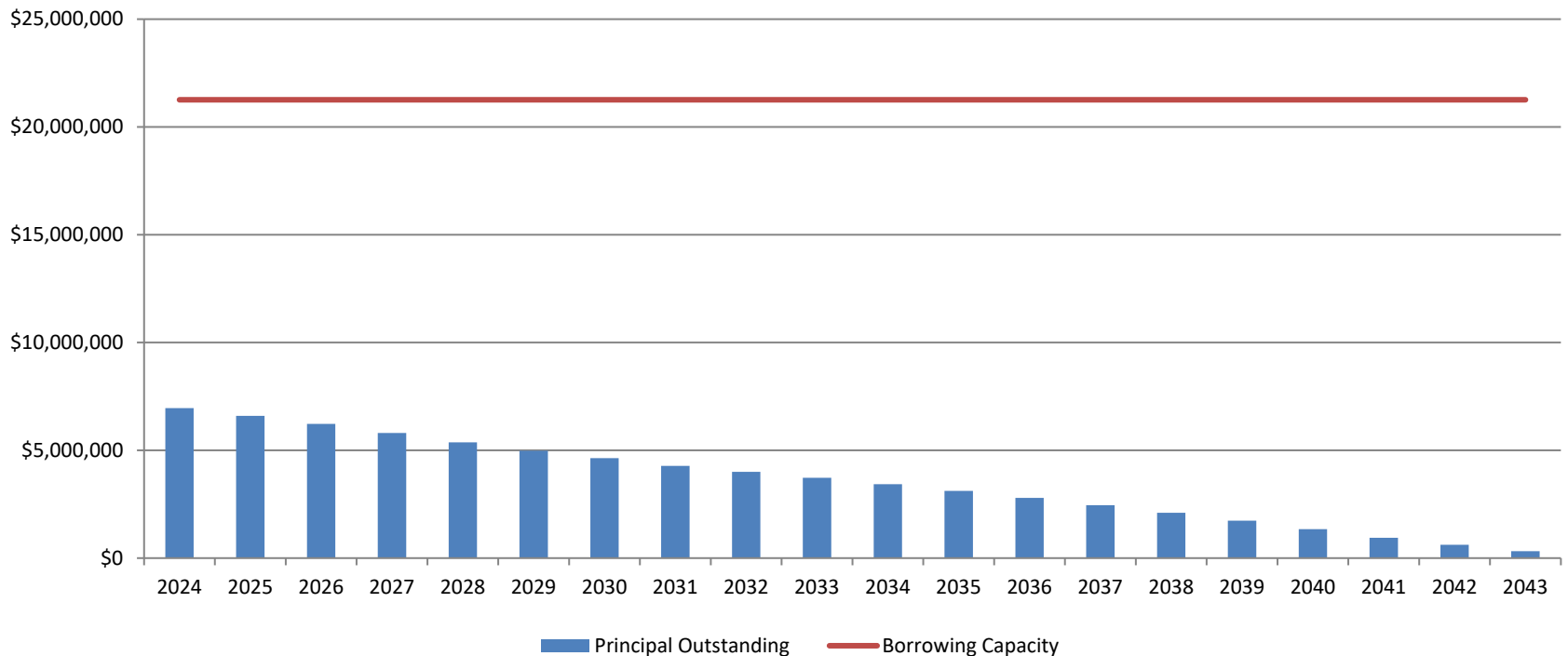
State Trust Fund Loan of 2024

- State Trust Fund Loan through the WI Board of Commissioners of Public Lands is the best option to extend the Note.
- STFL allows for 20-year financing for the project taking advantage of the full life of TID 5.
- STFL is pre-payable each year.
- Process is easy to administer and Village will receive funds in a timely manner to pay off the Note.

STFL Estimated Debt Service

Year	Principal	Rate	Interest	Total P&I
2024				
2025	35,553	6.00%	66,451	102,004
2026	42,577	6.00%	59,427	102,004
2027	45,132	6.00%	56,872	102,004
2028	47,692	6.00%	54,313	102,004
2029	50,702	6.00%	51,303	102,004
2030	53,744	6.00%	48,261	102,004
2031	56,968	6.00%	45,036	102,004
2032	60,272	6.00%	41,732	102,004
2033	64,003	6.00%	38,002	102,004
2034	67,843	6.00%	34,161	102,004
2035	71,913	6.00%	30,091	102,004
2036	76,158	6.00%	25,847	102,004
2037	80,798	6.00%	21,207	102,004
2038	85,646	6.00%	16,359	102,004
2039	90,784	6.00%	11,220	102,004
2040	96,216	6.00%	5,789	102,004
Totals	\$1,026,000		\$606,069	\$1,632,069

G.O. Capacity including STFL



- Capacity is basically unchanged since the existing Note was already included.
- Sufficient capacity remains to initiate any new projects.

TID 5 Cash Flow

Projected Revenues									Projected TID No. 5 Expenses							
Const. Year	Valuation Year	Revenue Year	Growing Wings	Additional Development	TID Value Increment	Tax Rate	Projected Tax Increment	Total Increment and Other Revenues	2022	Projected 2024	2023	Growing Wings Development Incentive	Admin. Expenses	Projected TID 5 Exp. & Total Debt Service	Annual Balance	Cumulative Balance
									TXBL G.O. Note	State Trust Fund Loan	G.O. Bonds					
2020	2021	2022							\$1,016,000	\$1,026,000	\$4,640,000					
2021	2022	2023			-	16.89	-	-	12,598				1,500	14,098	(14,098)	(266,971)
2022	2023	2024			-	14.96	-	-	12,598			9,166	1,500	23,264	(23,264)	(304,333)
2023	2024	2025			-	14.96	-	-			15,700		1,500	119,204	(119,204)	(423,537)
2024	2025	2026	1,700,000	2,300,000	4,000,000	14.96	59,828	59,828		102,004	30,700	14,354	1,500	148,559	(88,731)	(512,268)
2025	2026	2027		3,000,000	7,000,000	14.96	104,698	104,698		102,004	29,950	14,354	1,500	147,809	(43,111)	(555,379)
2026	2027	2028		1,000,000	8,000,000	14.96	119,655	119,655		102,004	34,200	14,354	1,500	152,059	(32,404)	(587,783)
2027	2028	2029		3,000,000	11,000,000	14.96	164,526	164,526		102,004	33,200	14,354	1,500	151,059	13,467	(574,316)
2028	2029	2030		2,000,000	13,000,000	14.96	194,440	194,440		102,004	32,200	14,354	1,500	150,059	44,381	(529,935)
2029	2030	2031			13,000,000	14.96	194,440	194,440		102,004	31,200	14,354	1,500	149,059	45,381	(484,554)
2030	2031	2032			13,000,000	14.96	194,440	194,440		102,004	30,200	14,354	1,500	148,059	46,381	(438,173)
2031	2032	2033			13,000,000	14.96	194,440	194,440		102,004	29,400	14,354	1,500	147,259	47,181	(390,992)
2032	2033	2034			13,000,000	14.96	194,440	194,440		102,004	33,600	5,164	1,500	142,268	52,171	(338,821)
2033	2034	2035			13,000,000	14.96	194,440	194,440		102,004	32,600		1,500	136,104	58,335	(280,486)
2034	2035	2036			13,000,000	14.96	194,440	194,440		102,004	31,600		1,500	135,104	59,335	(221,151)
2035	2036	2037			13,000,000	14.96	194,440	194,440		102,004	30,600		1,500	134,104	60,335	(160,816)
2036	2037	2038			13,000,000	14.96	194,440	194,440		102,004	29,600		1,500	133,104	61,335	(99,480)
2037	2038	2039			13,000,000	14.96	194,440	194,440		102,004	33,600		1,500	137,104	57,335	(42,145)
2038	2039	2040			13,000,000	14.96	194,440	194,440		102,004	32,400		1,500	135,904	58,535	16,390
2039	2040	2041			13,000,000	14.96	194,440	194,440			31,200		1,500	32,700	161,740	178,130

- Additional development is needed for the TID to end positive.
- Project plan envisioned \$25 million in new development.
- Village may have to advance funds from other sources to pay for near term deficits.

Other Sources of Funds

Source of Funds	2022 Audit Amount
Unassigned Fund Balance	748,131
Bridge Fund (estimated after 2023 Main St. project)	476,899
Estimated TID 4 Closure Balance	45,000
Levy for Debt Service	TBD

- Advanced funds can be repaid with TID dollars assuming sufficient growth.



Important Disclosures

Ehlers is the joint marketing name of the following affiliated businesses (collectively, the “Affiliates”): Ehlers & Associates, Inc. (“EA”), a municipal advisor registered with the Municipal Securities Rulemaking Board (“MSRB”) and the Securities and Exchange Commission (“SEC”); Ehlers Investment Partners, LLC (“EIP”), an SEC registered investment adviser; and Bond Trust Services Corporation (“BTS”), a holder of a limited banking charter issued by the State of Minnesota.

Where an activity requires registration as a municipal advisor pursuant to Section 15B of the Exchange Act of 1934 (Financial Management Planning and Debt Issuance & Management), such activity is or will be performed by EA; where an activity requires registration as an investment adviser pursuant to the Investment Advisers Act of 1940 (Investments and Treasury Management), such activity is or will be performed by EIP; and where an activity requires licensing as a bank pursuant to applicable state law (paying agent services shown under Debt Issuance & Management), such activity is or will be performed by BTS. Activities not requiring registration may be performed by any Affiliate.

This communication does not constitute an offer or solicitation for the purchase or sale of any investment (including without limitation, any municipal financial product, municipal security, or other security) or agreement with respect to any investment strategy or program. This communication is offered without charge to clients, friends, and prospective clients of the Affiliates as a source of general information about the services Ehlers provides. This communication is neither advice nor a recommendation by any Affiliate to any person with respect to any municipal financial product, municipal security, or other security, as such terms are defined pursuant to Section 15B of the Exchange Act of 1934 and rules of the MSRB. This communication does not constitute investment advice by any Affiliate that purports to meet the objectives or needs of any person pursuant to the Investment Advisers Act of 1940 or applicable state law.

Village of Somerset
PO Box 356
Somerset, WI 54025

January 12, 2024

Heather Logelin, President & CEO
St. Croix Valley Foundation
516 Second Street, Suite 214
Hudson, WI 54016

Dear Ms. Logelin:

The Village of Somerset (the “Agency”) wishes to establish a fund of the St. Croix Valley Foundation (the “Foundation”) with a grant to the Foundation designated for this purpose. This grant shall be used to establish and maintain a component fund (the “Fund”) of the Foundation to be held and administered as follows:

1. The Fund shall be known as the **VILLAGE OF SOMERSET SCV FOUNDATION FUND** of the St. Croix Valley Foundation and shall be identified as such by the Foundation in the course of the administration and distribution thereof. The purpose of this fund is to support projects that improve signage throughout the Village of Somerset.
2. The assets of the Fund, after deducting the expenses of investing and administering the Fund, shall be distributed as grants to the Agency as requested by the Agency and approved by the Foundation, consistent with the purposes specified in the Foundation’s Articles and Bylaws as they now exist or may be hereafter amended.
3. Gifts may be added to the Fund at any time by the Agency or any other donor. If warranted, sub-funds may be created with future gifts, subject to the approval of the Foundation Board.
4. Distributions from the Fund shall be made on a “spend down” basis, with the expectation that the assets of the Fund will be expended (and not preserved in endowment fashion).
5. In the event of the dissolution of the Agency or its successors, the Foundation shall thereafter continue to hold the assets constituting the Fund and shall distribute the income therefrom to such organizations as in the opinion of the Board of Directors of the Foundation most clearly meet the purposes and objectives for which the Fund was established.
6. The Board of Directors of the Foundation shall have sole discretion as to the investment and reinvestment of the assets of the Fund, including the selection of investment managers, and as to the selection of custodians of the assets of the Fund.
7. The Fund shall be administered in accordance with the Wisconsin Uniform Prudent Management of Institutional Funds Act.

8. Notwithstanding anything herein contained to the contrary, the Fund shall at all times be held and administered in accordance with the provisions of the Articles and Bylaws of the Foundation, all of which are hereby accepted and agreed to by the undersigned, including those provisions relating to amendment, termination and variance from donors' directions. The undersigned acknowledges that under the provisions of the Articles and Bylaws and applicable tax regulations, the Board of Directors of the Foundation has the power and the duty to modify any restriction or condition of the distribution of the funds for any specified charitable purpose if, in the sole judgment of the Foundation's Board (without the approval of any participating trustee, custodian or agent), such restrictions or conditions become, in effect unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the region served by the Foundation.
9. Consistent with its practice adopted from time to time with respect to other funds of the Foundation, the Foundation shall from time to time make a charge to the Fund in an amount reasonably calculated to reimburse the Foundation's direct and indirect costs incurred in the administration of the Fund.
10. Assets of the Fund may be commingled for purposes of investment with other assets of the Foundation, provided that the separate identity of the Fund and the distributions from the fund are at all times maintained.

If the foregoing is acceptable to the Foundation, kindly so indicate by dating and signing this letter in the space provided below and returning it to us. Upon such acceptance, this letter will constitute our agreement with respect to the Fund and all prior discussions and agreements concerning the Fund are merged herein and are made a part hereof.

Sincerely,

Mike Kappers, Village President
mkappers@villageofsomerset.us
715-247-3395

ACCEPTED BY THE ST. CROIX VALLEY FOUNDATION

Heather K. Logelin, President & CEO
St. Croix Valley Foundation
hlogelin@scvfoundation.org
715-386-9490

Date

**BYLAWS
OF
ST. CROIX VALLEY FOUNDATION**

A Minnesota Non-Profit Corporation

ARTICLE I - OFFICE

The office of the Corporation, for transacting the business of the Corporation and for maintaining the records of the Corporation, shall be located in the City of Hudson, County of St. Croix, State of Wisconsin. Until otherwise fixed by resolution of the Board of Directors, the office shall be at 516 Second Street, Suite 214, Hudson, Wisconsin 54016.

ARTICLE II - PURPOSE

The mission and purpose of the Corporation is “To enhance the quality of life in the St. Croix Valley Region by:

- Encouraging charitable giving in the Valley – building permanent funds that will provide resources for the needs of today and tomorrow
- Connecting people and programs – bringing together people’s charitable interests and the funding needs of programs and organizations
- Encouraging collaboration – forming partnerships and providing servant leadership through programs that enhance the quality of life in our region’s distinct communities.”

ARTICLE III - BOARD OF DIRECTORS

Section 3.01. **Composition and Qualifications.** The Board of Directors (hereinafter sometimes referred to as “Directors” and individually as a “Director”) shall be composed of not fewer than fifteen (15) or more than thirty (30) persons from the communities served by the Corporation. The Board of Directors are generally representative of the public interests of the St. Croix Valley. Members of the Board of Directors shall serve without compensation except the Board of Directors may authorize reimbursement for reasonable expenses incurred on behalf of the Corporation.

Section 3.02. **Term of Office.** As the term of each Director expires, the Director's successor shall be elected by the Board of Directors for a term of three (3) years. No Director shall be eligible to serve more than three (3) consecutive three-year terms except that the Board may extend the final three-year term of any Director serving as an Officer in order for the Director to serve the second consecutive one-year term as Chair as provided for in Article V or to serve the second one-year term as Immediate Past Chair. Terms of less than three years shall not be counted toward the term limitation. A Director who has served three (3) consecutive three-year terms shall be eligible for re-election after

an absence of one year from the Board of Directors but shall not be immediately eligible for election to a partial term. All terms shall expire upon: (1) adjournment of the Corporation's annual meeting held in the year designated for expiration and (2) election of a successor or re-election. To the extent possible, the Board of Directors shall ensure that the three-year terms of less than a majority of the members of the Board of Directors expire at each annual meeting.

Section 3.03. **Resignation.** Any Director of this Corporation may resign at any time by giving written or electronic mail notice to the Chair of or the President of this Corporation. The resignation shall take effect at the time specified, or if no time is specified, upon receipt. The acceptance of the resignation shall not be necessary to make it effective.

Section 3.04. **Vacancies.** The Board of Directors may fill by election any vacancy occurring in the Board of Directors for the unexpired term of a Director who has resigned, died or been removed at a meeting called, at least in part, for the purpose of electing Directors.

Section 3.05. **Nomination and Election of Directors.** The Board of Directors may establish a committee or assign a committee, whose members shall be members of the Board of Directors or from the community at large, to prepare and present a single slate of nominees for election to the Board of Directors and for election as Officers, as well as presenting replacements from time to time for resigned, deceased or removed Directors. The Committee shall transmit a list of its nominees to each Director at least ten (10) days before the meeting to elect so that the Directors may consider the list of nominees prior to the meeting. Additional nominations may be submitted by any member of the Board of Directors, in writing at least five (5) days before the meeting to elect and with notification to the Board of Directors and to the Corporation office. In the event that nominations are received in addition to the slate submitted, election to the Board of Directors shall be determined by written ballot at the meeting to elect. All nominations must have the prior agreement of the nominee to serve if elected.

Section 3.06. **Powers and Duties.** Except as otherwise provided in the Articles of Incorporation or in these Bylaws, all the powers, duties and functions of the Corporation conferred by the Articles of Incorporation, these Bylaws, State statutes, common law, court decisions, or otherwise shall be exercised, performed or controlled by the Board of Directors, including, but not limited to, the following:

- (a) **General Responsibility.** The Board of Directors shall have the responsibility to oversee and manage the affairs, property and assets of the Corporation. It shall be the duty of the Board of Directors to carry out the aims and purposes of this Corporation and, to this end, to manage and control all its property or assets. Each Director serves in a fiduciary capacity.

- (b) **Gift Conditions.** The Board of Directors is hereby committed to exercise, in the best interest of the Corporation or its successor, the powers described in Treasury Regulation, Section 1.170A-9(e)(11)(v)(B), (C) and (D), relating generally to modification and removal of gift restrictions and conditions and including the commencement of necessary legal actions consistent with applicable State law.
- (c) **Administration of Funds.** The Board of Directors is hereby committed to obtain information and to take other appropriate steps with the view to seeing that each participating custodian or agent administers the funds of this Corporation or its successor in accordance with the provisions of Treasury Regulation, Section 1.170A-9(e)(11)(v)(F).
- (d) **Appointment of Advisors.** The Board of Directors may appoint, as advisors, persons whose advice, assistance and support may be deemed helpful in determining policies and formulating programs for carrying out the Corporation's purposes.
- (e) **Administration.** The Board of Directors is authorized to engage persons as in its opinion are needed for the administration of the Corporation and to pay reasonable compensation for services and expenses thereof.
- (f) **Variance.** The Board of Directors possesses the variance power with respect to its established funds. Variance power allows a community foundation to remove or modify any restriction or condition on the distribution of funds, if in the sole judgement of the Board of Directors, it becomes unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served.
- (g) **Conflict of Interest.** The Board shall comply with the terms and conditions of the conflict of interest policies adopted by the Foundation.

Section 3.07. **Removal of Directors.** Any Director may be removed, either with or without cause, at any time, by a vote of a majority of the total number of Directors, at a special meeting of the Board of Directors called for that purpose. The vacancy shall be filled in the manner specified in Section 3.05. hereof.

ARTICLE IV - MEETINGS

Section 4.01. **Annual Meeting.** The annual meeting of the Corporation shall be held each year during the month of September or other date as determined by the Board of Directors and shall include presentations on the activities and financial condition of this

Corporation. The annual meeting shall be held in the St. Croix Valley as designated by the Board of Directors.

Section 4.02. **Regular Meetings.** The Board of Directors shall meet at least quarterly. At the annual meeting of the Board of Directors, the Directors shall determine the date, place and time of regular meetings for the following twelve (12) months.

Section 4.03. **Special Meetings.** Special meetings of the Board of Directors may be called at any time (a) by the Chair, or in the Chair's absence by the Vice Chair/Secretary; or (b) by three (3) or more members of the Board of Directors by making a written request to the Vice Chair/Secretary to call the meeting. The Vice Chair/Secretary shall give notice of the meeting to be held and its purpose or proposed agenda. If the Vice Chair/Secretary fails to give notice of the meeting within seven (7) days from the day on which the request was made, a person who requested the meeting may fix the time and place of the meeting and give notice in the manner provided in Section 4.05.

Section 4.04. **Organization.** At each meeting of the Board of Directors, the Chair of this Corporation shall act as chairperson, and in the Chair's absence the Vice Chair/Secretary shall act as chairperson. If both the Chair and the Vice Chair/Secretary are absent, a chairperson chosen by a majority of the Directors present shall preside.

Section 4.05. **Notice of Meetings.** Written notice of the annual, regular, special and other meetings of the Board of Directors stating the time, place and purpose of the meeting, shall be mailed, by regular U.S. mail or electronic mail, not less than five (5) days nor more than thirty (30) days before the meeting, excluding the day of the meeting, to each Director at the Director's mailing or electronic mail address according to the last available records of the Corporation. Notice of a meeting may be waived by a member orally or in writing, if recorded in the minutes of the meeting.

Section 4.06. **Telephone or Electronic Participation.** If a member of the Board of Directors has an unavoidable conflict and cannot attend a meeting in person, the Board of Directors may, in its discretion, permit members to participate in the meeting by telephone or other electronic means, so long as all participants can hear each other simultaneously.

Section 4.07. **Proxies.** Proxies shall not be allowed or used.

ARTICLE V - OFFICERS AND EMPLOYEES

Section 5.01. **Officers.** The Officers of the Corporation shall be a Chair, a Vice Chair/Secretary, a Treasurer, Immediate Past Chair, and other Officers as the Board of Directors may from time to time designate.

Section 5.02. **Election, Term of Office, and Qualifications.** Officers, other than Chair and Vice Chair/Secretary, shall be elected annually for a one-year term by the Board of Directors at the annual meeting to serve until their respective successors are elected. Officers must be duly elected members of the Board of Directors, except as otherwise provided in Article V and no Officer may at the same time hold more than one office. Each Officer shall be elected by vote of a majority of Directors present at a meeting at which there is a quorum, except as otherwise provided herein.

Any Director serving as Chair shall serve a two-year term as Chair, and any Director serving as Vice Chair/Secretary shall serve a two-year term as Vice Chair/Secretary. It is the intent of the Board of Directors that the Chair of the Corporation elected at the annual meeting shall have served as Vice Chair/Secretary during the immediately preceding term, but the Board may, by vote of a majority of Directors present at a meeting at which there is a quorum, elect any eligible Director as Chair.

Section 5.03. **Resignation.** Any Officer may resign from their office at any time by giving written or electronic mail notice to the Board Chair or President. The resignation of any Officer shall take effect at the time specified, or if no time is specified, upon receipt. The acceptance of the resignation shall not be necessary to make it effective. The former Officer will continue to be a member of the Board of Directors.

Section 5.04. **Termination:** A Board member may be removed from their office, with or without cause, by a vote of a simple majority of the total number of Directors at any annual or special meeting at which a quorum is present, and the specified purpose stated in the notice of the meeting.

Section 5.05. **Vacancies.** A vacancy in any office because of death, resignation, removal, or any cause shall be filled by election of the Board at any meeting of the Board of Directors for the unexpired portion of the term in the manner prescribed in Section 5.02. for election to the office.

Section 5.06. **Chair.** The Chair shall be responsible for the general supervision and direction of the affairs of the Corporation except for the day to day business of operation, which is managed by the President. The Chair shall preside at all meetings of the Board of Directors and the Executive Committee. The Chair shall execute on behalf of the Corporation all contracts, deeds, conveyances and other instruments in writing which may be required or authorized by the Board of Directors for the transaction of Corporation business. The Chair shall be an ex officio member of each committee.

Section 5.07. **Vice Chair/Secretary.** The Vice Chair/Secretary shall have the powers and perform duties as prescribed by the Board of Directors and shall perform the duties of the Chair in the case of the Chair's absence or disability. In the case of the Chair's absence or disability, the execution by the Vice Chair/Secretary on behalf of the

Corporation of any instrument shall have the same force and effect as if it were executed on behalf of the Corporation by the Chair. In addition, the Vice Chair/Secretary shall be responsible for maintaining records of Board actions, including overseeing the taking of minutes at all Board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assuring that the Bylaws and corporate records are maintained. The active day to day management of Board records, announcements, and notifications are delegated to and shall be conducted by the St. Croix Valley Foundation staff.

Section 5.09. **Treasurer.** The Treasurer shall chair the Finance and Investment Committee, assist in the preparation of the budget, make financial information available to Board members and other duties as may be assigned by the Board of Directors. The active day-to-day management of the business of the Corporation is delegated to and shall be conducted by the St. Croix Valley Foundation staff.

Section 5.10. **Immediate Past Chair of the Board.** The Immediate Past Chair of the Board shall assist the Chair of the Board and shall have such other powers and perform such other duties as from time to time may be prescribed by the Board of Directors or the Chair of the Board.

Section 5.11. **President.** The President is hired by the Board of Directors and has day-to-day responsibilities for the Corporation, including carrying out the organization's mission, vision, goals, resolutions and policies. The President will attend all Board meetings report on the progress of the organization, answer questions of the Board members, and carry out the duties described in the job description. The Board can designate other duties as necessary. The President shall be a non-voting member of the Board of Directors. The President may be excluded from part or all of a Board meeting upon majority vote. If there is no President, the duties shall be performed by the Chair or the designee of the Chair.

Section 5.12. **Other Officers, Agents, and Employees.** This Corporation may have other Officers, agents, and employees as deemed necessary by the Board of Directors. Any additional Officers, agents, and employees shall have only such authority, duties and responsibilities as shall be authorized and designated by the Board of Directors.

Section 5.13. **Other Assistants and Other Acting Officers.** The Board of Directors shall have the power to appoint any person to act as assistant to any officer, or to perform the duties of such officer whenever for any reason it is impractical for such officer to act personally. Such assistant or acting officer so appointed by the Board of Directors shall have the power to perform all the duties of the office to which such person is so appointed except as otherwise defined or restricted by the Board.

ARTICLE VI –EXECUTIVE COMMITTEE

Section 6.01. **Executive Committee.** The Board of Directors shall establish an Executive Committee of at least 5 members consisting of the Chair, Vice Chair/Secretary, Treasurer, the Immediate Past Chair (or another Director appointed by the Chair and approved by the Board of Directors) and chairpersons of Board-designated committees. Additional Board members may be appointed to the Executive Committee by the Chair with the approval of the Board.

Section 6.02. **Powers.** Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Committee shall have all the powers and authority of the Board in the intervals between meetings of the Board of Directors and is subject to the direction and control of the full Board. The Executive Committee may act on behalf of the Board of Directors between meetings of the Board in critical or emergency situations, as determined by the Chair or President. Decisions of the Executive Committee will be communicated to the Board of Directors at the next Board meeting.

ARTICLE VII – OTHER COMMITTEES

Section 7.01. **Finance and Investment Committee.** The Treasurer is the Chair of the Finance and Investment Committee, which includes at least three other Board members. The Finance and Investment Committee is responsible for developing and reviewing fiscal procedures, the annual budget with staff and other Board members, monitoring investments to maximize long-term risk adjusted returns and working with outside advisers or agents as appropriate. The Board must approve the annual budget with any major changes approved by the full Board. Annual reports are required to be submitted to the Board showing income, expenditures, and pending income.

Section 7.02. **Appointment.** The Board of Directors may by resolution establish and appoint committees as necessary. All committee appointments shall be for one year and shall be made by the Board of Directors. Unless otherwise provided, committee members may be re-appointed. The Chair shall appoint committee Chairs, have the power to fill vacancies for the unexpired portion of any term, and appoint additional members to any committee. The Board of Directors may act by and through other committees as specified in a resolution duly adopted by a majority of the entire Board of Directors. Such committees shall have duties and responsibilities as granted them by the Board of Directors and be subject to its direction.

Section 7.03. **Accountability and Responsibility.** All committees shall be responsible to, and report to, the Board of Directors. No policy or action taken by any committee shall continue in effect unless approved by the Board of Directors. Decisions that bind the Corporation to the expenditure of funds or the use of other Corporation resources are subject to ratification by the Board of Directors.

Section 7.04. **Expiration of Term.** Every committee member's term shall expire at the close of the annual meeting following the date of appointment or as soon thereafter as a successor has been appointed.

Section 7.05. **Committee Meetings.** Each committee may establish the time for its regular meetings and may change that time as it deems advisable. Special meetings of any committee may be called by the chairperson of that committee or by the Board Chair. No fewer than two (2) days' notice by regular or electronic mail shall be given of any special meeting of a committee not including the day of the meeting. Notice of a meeting may be waived by a member orally or in writing, if recorded in the minutes of the meeting.

Section 7.06. **At-large Members.** Because the Corporation sees involvement of other community members as a way of building ownership of the Corporation, increasing its access to expertise in the region, and training future Board members, standing committees of the Corporation have the option of adding non-Board or “at-large” members to their committees, provided that non-Board members shall never constitute a majority of any committee. The selection process for at-large members is up to the discretion of the individual committees; at-large members are subject to the approval by the Board of Directors. At-large members should be given an orientation to the values and mission of the committee and shall be considered full voting members of the committee on which they serve.

ARTICLE VIII – AFFILIATED COMMUNITY FOUNDATIONS

The Board of Directors may authorize the establishment of affiliated community foundations (“Affiliates”) as operating divisions of this Corporation. The assets of each such Affiliate shall be a component fund of this Corporation and be held and administered for the purposes of supporting charitable programs and activities in the community designated in the declaration establishing the Affiliate. The authority to manage the business affairs of the Affiliate and any funds associated with the Affiliate shall be delegated to and vested in the governing board of the Affiliate, subject to the Articles of Incorporation and Bylaws of the St. Croix Valley Foundation, the declarations establishing the Affiliate and further direction from the Board of Directors of St. Croix Valley Foundation.

ARTICLE IX – VOTING AND QUORUM

At all meetings of the Board of Directors and Board designated committees, each Director or committee member shall be entitled to cast one vote on any question coming before the meeting. The presence of at least one-half (1/2) of the membership of the Board of Directors or committee shall constitute a quorum at any meeting. The Directors or committee members present at any meeting, although less than a quorum, may discuss

items on the agenda so long as a formal vote is not taken or adjourn the meeting to a later time. A majority vote of the Directors or committee members present at any meeting, if there be a quorum, shall be sufficient to transact any business, except as may be specified elsewhere in these Bylaws. A Director or committee member who is present at a meeting of the Board of Directors or committee when an action is taken is presumed to have assented to the action unless the Director or committee member votes against the action or is prohibited from voting on the action. Directors, Officers, and committee members may participate in a meeting by telephone or other electronic means and count toward determining a quorum so long as all participants can hear each other simultaneously.

ARTICLE X - INDEMNIFICATION AND INSURANCE

Section 10.01. **Indemnification of Officers, Directors and Employees.** To the full extent permitted by any applicable law, this Corporation shall indemnify each person made or threatened to be made a party to any threatened, pending or completed civil, criminal, administrative, arbitration or investigative proceeding, including a proceeding by or in the right of the Corporation, by reason of the former or present capacity of the person as a Director, Officer, employee or member of a committee of this Corporation; or a Director, Officer, partner, employee or agent of another organization or employee benefit plan, who while a Director, Officer or employee of this Corporation, is or was serving the other corporation at the request of this Corporation or whose duties as a Director, Officer or employee of this Corporation involve or involved such service to the other corporation; against judgments, penalties, fines (including, without limitation, excise taxes assessed against the person with respect to an employee benefit plan), settlements and reasonable attorneys' fees and disbursements, incurred by the person in connection with the proceeding. Indemnification provided by this section shall continue as to a person who has ceased to be a Director, Officer, employee or committee member, shall inure to the benefit of the heirs, executors and administrators of such person and shall apply whether or not the claim against such person arises out of matters occurring before the adoption of this section. Any indemnification realized other than under this section shall apply as a credit against any indemnification provided by this section.

Section 10.02. **Insurance.** This Corporation may, to the full extent permitted by applicable law, from time to time in effect, purchase and maintain insurance on behalf of any person who is or was a Director, Officer, employee or a member of a committee of this Corporation against any liability asserted against such person and incurred by such person in any such capacity.

ARTICLE XI - NON-DISCRIMINATION

The Corporation shall provide equal opportunity to all people without regard to race, color, ethnic background, religion (creed), gender, gender expression, sexual preference, age,

disability, marital status, public assistance status, economic status, political views, family/parental status, military status or national origin (ancestry) in regard to membership on the Board of Directors, employment by the Corporation or any other action or activity of the Corporation.

ARTICLE XII – AMENDMENTS

The Board of Directors may amend these Bylaws to include or omit any provision which could be lawfully included or omitted at the time the amendment is made. Written notice of any proposed amendment shall be mailed by regular U.S. mail or by electronic mail to each Board Member at least five (5) days in advance of the meeting. Any amendment of these Bylaws may be submitted and voted upon at a meeting of the Board of Directors at which a quorum is present and shall be adopted at the meeting upon receiving more than eighty percent (80%) of the vote of all members of the Board of Directors present and entitled to vote.

Adopted by Resolution of the Board of Directors on 2019-09-10.

Attest: Susan Gerlach (signature)

Printed Name and Office: Susan Gerlach Board Chair

Revised: 2019-08-15

Somerset Fire/Rescue

from the office of Chief Belisle

Jan 1st , 2024

Dear Board Members –

This is the update for December 2023 and the final of the year. This month we responded to 36 calls for service. The breakdown is as follows: 17 calls in the Village consisting of 13 medicals and 4 fire/rescue call; 12 in the Township consisting of 8 medicals and 4 fire/rescue calls; and 7 auto aid calls, 8 in St. Joe and 1 in Star Prairie. This brings us to a total of 444 runs for the year compared to 460 for the same time in 2022.

The month of December was steady with no calls of significance to report. We are still working on getting the Ford F-150 Lightning into service so that we can sell the Tahoe on Wisconsin Surplus. Our biggest news to report is that our furnace went out sometime before Dec 21st in our office area. We are currently waiting on pricing and what the Township is planning to do, we are currently heating the offices with the heat from one of our bays.

We are currently operating with 22 members, 18 full members, 3 probationary members and 1 cadet. We are still below staffing for what we would like to see and currently have no applications on file. As always you are more than welcome to stop in and say hi at the station when you see someone there. We welcome visitors and are more than willing to give you a tour and show you our trucks and equipment!

Happy New Year!

Sincerely,

Travis Belisle

Travis Belisle - Chief
Somerset Fire/Rescue

748 Hwy 35
Somerset, WI 54025
Station (715)247-5364 Fax (715)247-3194

The schedule of fees for various permits as required by the Village of Somerset shall be as follows:

- (1) *Fees for one- and two-family dwellings* shall be based on valuation from the Uniform Building Code 1985 Chapter 3A as determined by square footage at the following rate:
 - a. Unfinished Basement \$15.00 per square foot
 - b. Finished Basement \$20.00 per square foot
 - c. First Floor Dwelling \$120.00 per square foot
 - d. Second Floor Dwelling \$75.00 per square foot
 - e. Garage (attached) \$30.00 per square foot
 - f. Porch \$30.00 per square foot
 - g. Deck \$20.00 per square foot
- (2) *Valuation.* Fees shall be determined as follows:
 - a. Four hundred dollars (\$400.00) for the first two thousand dollars (\$2,000.00) of value on new home construction, additions or alterations valued at five thousand dollars (\$5,000.00) and over.
 - b. Four dollars (\$4.00) per each additional one thousand dollars (\$1,000.00) or fraction thereof.
 - c. Forty dollars (\$40.00) for UDC seal or current fee.
- (3) *Additions and Alterations under Five Thousand Dollars (\$5,000.00) in Value.*
 - a. Two hundred dollars (\$200.00) for the first two thousand dollars (\$2,000.00) in value.
 - b. Four dollars (\$4.00) per each additional one thousand dollars (\$1,000.00) or fraction thereof.
- (4) *In-ground Pool* \$180.00
- (5) *Above Ground Pool (over five thousand (5,000) gallons)* \$120.00
- (6) *Storage Buildings and Unattached Garages (larger than one hundred forty-four (144) square feet without electricity, plumbing or heating):*
 - a. Valuation shall be calculated at the rate of fifteen dollars (\$15.00) times the total square feet of the structure.
 - b. Minimum fee shall be one hundred dollars (\$100.00) for the first two thousand dollars (\$2,000.00) of value as calculated above.
 - c. Additional fee shall be calculated at four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00).
- (7) *Storage Buildings and Unattached Garages (with electricity, plumbing and/or heating):*
 - a. Valuation shall be calculated at the rate of twenty dollars (\$20.00) times the total square feet of the structure.
 - b. Minimum fee shall be one hundred fifty dollars (\$150.00) for the first two thousand dollars (\$2,000.00) of value as calculated above.
 - c.

Additional fee shall be calculated at the rate of four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00).

(8) *Decks (uncovered, attached or unattached)* \$140.00

(9) *Decks (covered, attached or unattached):*

- a. Valuation shall be calculated at the rate of thirty dollars (\$30.00) times the total square feet of the structure.
- b. Minimum fee shall be one hundred fifty dollars (\$150.00) for the first two thousand dollars (\$2,000.00) of value as calculated above.
- c. Additional fee shall be calculated at the rate of four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00).

(10) *Residential Electrical Work* (including, but not limited to, pools under five thousand (5,000) gallons volume with pump, receptacles, lights, circuits, new service, central air conditioning, hot tubs, spas, etc.). Includes permit and first inspection. Seventy-five dollars (\$75.00) for each additional inspection.
\$100.00

(11) *Commercial Electrical Work* (Includes permit and first inspection. One hundred dollars (\$100.00) for each additional inspection. \$150.00

(12) *Plumbing Valve for Irrigation (Sprinkler) System* \$90.00

(13) *Gas Fireplaces* (fireplaces may be included with other permits at no additional fee, i.e., new homes, additions, alterations, etc.) \$125.00

(14) *Outdoor Gas, Wood, Corn, etc., Fireplaces* \$125.00

(15) *Permit to Start* \$100.00

(16) *Re-Inspections* \$75.00

(17) *Driveway Permit* \$90.00

All permits for new construction of a residential dwelling unit includes driveway inspection fee.

(18) *Industrial Permits:*

- a. Minimum fee shall be four hundred dollars (\$400.00) for the first two thousand dollars (\$2,000.00) of value.
- b. Additional fee shall be calculated at the rate of four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00) and up to one million dollars (\$1,000,000.00). Over one million dollars (\$1,000,000.00) at the rate of three dollars (\$3.00) for each additional one thousand dollars (\$1,000.00) of value.

(19) *Commercial Permits:*

- a. Minimum fee shall be four hundred dollars (\$400.00) for the first two thousand dollars (\$2,000.00) of the value.
- b.

Additional fee shall be calculated at the rate of four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00) up to two million dollars (\$2,000,000.00).

(20) *Non-Building Structures (towers, etc.):*

- a. Minimum fee shall be one hundred fifty dollars (\$150.00) for the first two thousand dollars (\$2,000.00) of value.
- b. Additional fee shall be calculated at the rate of four dollars (\$4.00) for each additional one thousand dollars (\$1,000.00) of value or fraction thereof as exceeds minimum value of two thousand dollars (\$2,000.00).

(21) *Signs:*

- a. New \$90.00
- b. Repair or replace existing \$40.00

(22) *Fences* \$90.00

Minor Repairs:

(23) Minor repairs and alterations costing less than one thousand dollars (\$1,000.00) which do not change occupancy area, structural strength, fire protection, exits, natural light or ventilation: No charge

(24) Minor repairs over one thousand dollars (\$1,000.00) will be charged one hundred dollars (\$100.00) for the first one thousand dollars (\$1,000.00) of value and four dollars (\$4.00) per one thousand dollars (\$1,000.00) thereafter.

(25) Replacement or repair of roofing may be done without a permit.

Assessment Fee. All permits for new construction of a residential dwelling unit shall pay a thirty dollar (\$30.00) assessment fee.

Administrative Fee. New homes to pay a seventy-five dollar (\$75.00) administrative fee; all other permits to pay a twenty-five dollar (\$25.00) administrative fee no matter the cost of the permit.

(Ord. No. A-548, 6-20-2006; Ord. No. A-589, 8-17-2010; Ord. No. A-657, 12-17-2019)

Ordinance A-548

BUILDING PERMIT FEES IN THE VILLAGE OF SOMERSET

The Village Board of the Village of Somerset, Wisconsin, do ordain as follows:

Section 8.02(1) Building Permits and Inspections

Fees

The schedule of fees for various permits as required by the Village of Somerset shall be as follows:

1. **Fees for one (1) and two (2) family dwellings** shall be based on valuation from the Uniform Building Code 1985 Chapter 3A as determined by square footage at the following rate ~~or contractor's estimate, whichever is greater:~~
 - a. Unfinished Basement \$15.00 ~~(\$25.00)~~ per square foot
 - b. Finished Basement \$20.00 ~~(\$30.00)~~ per square foot
 - c. First Floor Dwelling \$120.00 ~~(\$175.00)~~ per square foot
 - d. Second Floor Dwelling \$75.00 ~~(\$100.00)~~ per square foot
 - e. Garage (attached) \$30.00 ~~(\$40.00)~~ per square foot
 - f. Porch \$30.00 ~~(\$40.00)~~ per square foot
 - g. Deck \$20.00 ~~(\$30.00)~~ per square foot
2. **Valuation**

Fees shall be determined as follows:

 - a. \$400.00 for the first \$2,000.00 of value on new home construction. ~~additions or alterations valued at \$5,000.00 and over.~~
 - b. \$4.00 per each additional \$1,000.00 or fraction thereof
 - c. \$40.00 for UDC seal or current fee
3. **Additions and alterations: ~~under \$5,000.00 in value:~~**
 - a. \$200.00 ~~(\$250.00)~~ for the first \$2,000.00 in value
 - b. \$4.00 per each additional \$1,000.00 or fraction thereof
4. **In-ground Pool** \$180.00 ~~(\$200.00)~~
5. **Above Ground Pool (over 5,000 gallons)** \$120.00 ~~(\$125.00)~~
6. **Storage Buildings and Unattached Garages (larger than 144 square feet without electricity, plumbing, or heating):**
 - a. VALUATION shall be calculated at the rate of \$15.00 ~~(\$30.00)~~ times the total square feet of the structure

- b. MINIMUM FEE shall be \$100.00 ~~(\$150.00)~~ for the first \$2,000.00 of value as calculated above
- c. ADDITIONAL FEE shall be calculated at \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00.
7. **Storage Buildings and Unattached Garages (with electricity, plumbing or heating)**
- a. VALUATION shall be calculated at the rate of \$20.00 ~~(\$40.00)~~ times the total square feet of the structure
- b. MINIMUM FEE shall be \$150.00 ~~(\$200.00)~~ for the first \$2,000.00 of value as calculated above
- c. ADDITIONAL FEE shall be calculated at \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00.
8. **Decks (uncovered, attached or unattached)** \$140.00 ~~(\$200.00)~~
9. **Decks (covered, attached or unattached)**
- a. VALUATION shall be calculated at the rate of \$30.00 ~~(\$40.00)~~ times the total square feet of the structure
- b. MINIMUM FEE shall be \$150.00 ~~(\$180.00)~~ for the first \$2,000.00 of value as calculated above
- c. ADDITIONAL FEE shall be calculated at \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00.
10. **Residential Electrical Work (including but not limited to pools under 5,000 gallons volume with pump, receptacles, lights, circuits, new service, central air conditioning, hot tubs, spas, etc.)** \$100.00 ~~(\$125.00)~~
(includes permit and 1st inspection, ~~\$45.00~~ (\$75.00) for each additional inspection)
11. **Commercial Electrical Work** \$150.00
(includes permits an 1st inspection, \$100.00 for each additional inspection)
12. **Plumbing Valve for Irrigation System** \$90.00
13. **Gas furnaces (furnaces may be included with other permits at no additional fee, i.e. new homes, additions, alterations, etc.)** \$125.00
14. **Outdoor Gas, Wood, Corn, etc. Fireplaces** \$125.00
15. **Permit to Start** \$100.00
16. **Re-Inspections** \$75.00
17. **Driveway Permit** \$90.00
All permits for new construction of a residential dwelling unit includes driveway inspection fee.

18. **Industrial Permits**
a. MINIMUM FEE shall be \$400.00 for the first \$2,000.00 of value
b. ADDITIONAL FEE shall be calculated at \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00 and up to \$1,000,000.00. Over \$1,000,000.00 (~~\$2,000,000.00~~) at the rate of \$3.00 for each additional \$1,000.00 of value.
19. **Commercial Permits**
a. MINIMUM FEE shall be \$400.00 for the first \$2,000.00 of value
c. ADDITIONAL FEE shall be calculated at \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00 up to \$2,000,000.00. Over \$2,000,000.00 at the rate of \$3.00 for each additional \$1,000.00 of value.
20. **Non-Building Structures (towers, etc.)**
a. MINIMUM FEE shall be \$150.00 for the first \$2,000.00 of value
b. ADDITIONAL FEE shall be calculated at the rate of \$4.00 for each additional \$1,000.00 of value or fraction thereof as exceeds minimum value of \$2,000.00
21. **Signs**
a. New \$90.00
b. Repair or replace existing \$40.00
22. **Fences** \$90.00
23. ~~Raze~~ ~~\$100.00~~

MINOR REPAIRS

24. Minor repairs and alterations costing less than \$1,000.00 in value which do not change occupancy area, structural strength, fire protection, exits, natural light or ventilation: **NO CHARGE**

25. Minor repairs over \$1,000.00 will be charged \$100.00 (~~\$150.00~~) for the first \$1,000.00 of value and \$4.00 per \$1,000.00 thereafter.

26. Replacement or repair of roofing may be done without a permit.

27. ~~Meetings~~
a. In person ~~\$250.00~~
b. via Zoom ~~\$150.00~~

ASSESSMENT FEE

All permits for new construction of a residential dwelling unit shall pay a \$30.00 assessment fee. Does this still need to be on the fee schedule?

ADMINISTRATIVE FEE

New homes to pay a \$75.00 administrative fee; all other permits to pay \$25.00 administrative fee no matter the cost of the permit.

Adopted: _____ By: _____

Ordinance No. _____

An Ordinance to Update and Adopt the Comprehensive Plan of the Village of Somerset, St. Croix County, Wisconsin.

The Village Board of the Village of Somerset, St. Croix County, Wisconsin, do ordain as follows:

Section 1. Pursuant to section 62.23(2) and (3) of the Wisconsin Statutes, the Village of Somerset is authorized to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

Section 2. Prior to beginning the process to update the Village's previously adopted 2012-2032 Comprehensive Plan, the Village Board adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by section 66.1001(4)(a) of the Wisconsin Statutes.

Section 3. The Village Board of the Village of Somerset assigned the Plan Commission to prepare an update to the Village's Comprehensive Plan.

Section 4. The Plan Commission has recommended the draft 2043 Comprehensive Plan for adoption by the Village Board.

Section 5. The Plan Commission of the Village of Somerset has adopted a resolution recommending to the Village Board adoption of the document entitled "Village of Somerset, WI, 2043 Comprehensive Plan," containing all of the elements specified in section 66.1001(2) of the Wisconsin Statutes.

Section 6. The Village Board has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes.

Section 7. The Comprehensive Plan may be used as the basis for, among other things, official mapping, local subdivision regulations, general zoning ordinances, shoreland/wetland zoning, and as a guide for approving or disapproving actions affecting growth, development, conservation, and recreation within the jurisdiction of the Village of Somerset and its extraterritorial plat review area.

Section 8. The Village Board of the Village of Somerset, WI, 2040 Comprehensive Plan," pursuant to section 66.1001(4)(c) of the Wisconsin Statutes.

Section 9. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Village Board and [publication/posting] as required by law.

Adopted this ____ day of _____, 2024

Village President:_____

(Published/Posted):

(Approved, Vetoed):

Attest, Village Clerk:_____

Original Alcohol Beverage
License Application

FOR CLERKS ONLY

Municipality

License Period

License(s) Requested

- ☒ Class "A" Beer \$ _____ ☒ "Class A" Liquor \$ _____
- ☐ Class "B" Beer \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class C" Wine \$ _____ ☐ "Class A" Liquor (Cider Only) \$ _____
- ☐ Reserve "Class B" Liquor \$ _____ ☐ "Class B" (Wine Only) Winery \$ _____

License Fees	\$
Publication Fee	\$
Background Check	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

APG WI LLC

2. Trade Name or DBA

Speedway #7843

3. Premises Address

419 Main St, Somerset, WI 54025

4. County

St Croix

5. Municipality

Village of Somerset

6. Aldermanic District

7. Mailing Address (if different from premises address)

PO BOX 3155, EAU CLAIRE, WI 54702

8. FEIN

93-3048770

9. Wisconsin Seller's Permit Number

456103154086202

10. Premises Phone

(715) 247-3764

11. Premises Email

compliance@dmgcorp.com

12. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

CONVENIENCE STORE - NEAR REGISTER, DISPLAY IN STORE, BACK ROOM STORAGE

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate. ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration WISCONSIN		2. Date of Registration 08/23/23	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No			
Name of Parent Company		FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☐ No If yes, please explain using the space below. Attach additional sheets if necessary.			
5. Agent's Last Name Bottolfson		Agent's First Name Tracy	
		Phone (651) 206-3647	

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

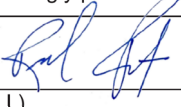
Last Name	First Name	Title	Phone
Pandit	Rad	Manager	563-676-0993
Chandhry	Ather	Manager	301-980-2576

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 11/20/2023	
Name (Last, First, M.I.) PANDIT, RAD			
Title Manager	Email radpandit@gmail.com	Phone (563) 676-0993	

Part F: For Clerk Use Only

Date application was filed with clerk	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

Resolution 2024-01

Village Board meetings are held on the third (3rd) Tuesday of each month. Per Village Ordinances, a regular meeting date may be changed by resolution adopted by the Village Board at a regular meeting at least ten (10) days prior to the changed meeting date.

The Village Board will hold its regular board meeting on _____.

Mike Kappers, Village President

Tasia Berger, Village Clerk

Date Approved: 01/16/2024

Sec. 2-2-14. - Order of business at meetings; agenda; recognition of visitors.

(a) Agenda.

(1) The order of business at all regular or special meetings shall be according to the agenda prepared by the Village Clerk-Treasurer. The Clerk-Treasurer shall place a public comment item on the agenda for each regular and special Village Board meeting. The public comment period shall be limited to agenda items and shall last no more than two (2) minutes per speaker and fourteen (14) minutes total, unless otherwise extended and approved by the Village Board. Prior to posting the final agenda, the Village Clerk-Treasurer shall provide to all Village Trustees a copy of the preliminary agenda by 12:00 Noon on the Thursday preceding the scheduled regular Board meeting as prepared by the Village Clerk. All matters to be presented at a Board meeting shall be filed with the Clerk-Treasurer, or his/her deputy, no later than 12:00 Noon on the Friday preceding the scheduled regular Board meeting to enable the Clerk-Treasurer to prepare the agenda and all attachments and distribute the same to the Village Board. Matters filed after 12:00 Noon on the Friday preceding the Board meeting will not be placed upon the agenda. The President may waive the filing deadline for emergency cause shown.

(2) A submitting department shall include copies of all material necessary to consider the agenda item.

(3) The Village President shall advise the Clerk-Treasurer whether to include an item on the agenda, except that the Trustees calling a special meeting shall decide which items shall be first considered at such special meeting. Two (2) or more Trustees may also request, and have placed, an item on the regular Village Board agenda provided the placement of that item on the agenda complies with Wisconsin's Open Meetings Law or other applicable Wisconsin Statutes.

(4) The Clerk-Treasurer shall afford the Trustees maximum reasonable notice of agenda items as each situation allows.

(b) Order of Business. Generally, the following order shall be observed in the conduct of all regular Board meetings:

(1) Call to order by presiding officer.

(2) Roll Call.

(3) Pledge of Allegiance

(4) Approval of Agenda

(5) Consent Agenda

() Minutes of previous meetings

() Village, Water and Sewer Bills

() Committee and Village Officer Reports, if applicable

() Items recommended for approval by Committees

() Other routine items as needed

~~(3) Discussion, correction and approval of the minutes of the previous meetings.~~

~~(4) Audit bills and discuss finances.~~

(6) New business, including introduction of ordinances and resolutions.

~~(5)~~ (6) Unfinished business from previous meetings.

~~(9)~~ (7) Miscellaneous business permitted by law.

~~(7) Committee reports.~~

~~(8) Reports of Village officers.~~

~~(10)~~ (9) Adjournment.

(c) *Order to Be Followed.* No business shall be taken up out of order unless authorized by the Village President or by majority consent of all Trustees and in the absence of any debate whatsoever.

(d) *Recognition of Visitors.* In order to maintain and hold meetings in an orderly fashion the following procedure will be followed regarding visitors unless having previously made a request to be placed on the agenda for a specific item:

(1) No discussion allowed from visitors during the course of the meeting unless requested by the Board.

(2) At the appropriate time, each visitor can be recognized and allowed to speak for no more than five (5) minutes.

(3) Citizen comments shall be addressed to the entire Village Board, not to individual Trustees.

(e) *Procedure at Public Hearings.*

(1) After opening the public hearing, the presiding officer shall then call on those persons who wish to speak for the proposition. Each person wishing to speak for the proposition shall give his or her name and address.

(2) Each person speaking on behalf of the proposition shall be limited in time to not more than five (5) minutes. The presiding officer may allow for additional time.

(3) The presiding officer shall then call on those persons who wish to oppose the proposition.

(4) Each such person wishing to speak in opposition to the proposition shall give his or her name and address and shall also be limited to five (5) minutes.

(5) Any person wishing to speak in rebuttal to any statements made may, with the permission of the presiding officer, do so, provided, however, such rebuttal statement shall be limited to three (3) minutes by any one (1) individual.

(6) When the presiding officer in his/her discretion is satisfied that the proposition has been heard, he/she shall announce the fact that the hearing is concluded.

(Ord. No. A-670, 6-30-2021)

2024-2025 Election Inspectors

CHIEF INSPECTORS:

Name

Patty Forsberg
Nancy Vanasse
Chris Dubak
Kym Dunleap

INSPECTORS:

Name

Lavonne Baillargeon
Kay Walsh
Kathy Watters
Gwen Gossin
Carol Kies
Becky Linke
Marla Granger
Ryan Sicard
Michael Sykora
Sam Peterson
Barbara Tanning
Bradford Clark
Charlotte Jorgenson
*Karen Wright

*Added after 12/19/23

1. *Composition.*

1. There is hereby created an Economic Development Committee by the Village President and subject to approval of the Village Board. There shall be seven members, as follows:
 1. Village President
 2. Village Trustee
 3. Economic Development Director
 4. Four civilian members
2. Appointments shall be for staggered three-year terms. Appointments will be made by the Village President. There shall be no term limits.
3. There is no residency requirement for the four citizen members; however, citizens should generally live or work in Somerset and/or have a strong interest or background in business and economic development.
4. The Village President shall appoint a chairperson and vice-chairperson each year in April when all other citizen appointments occur, subject to approval by the Village Board.

2. *Functions.*

1. The Economic Development Committee shall serve in an advisory capacity to the Village Board in matters pertaining to economic development, including but not limited to commercial and industrial development proposals, marketing efforts, real estate transactions, business and technical parks, downtown revitalization, and attraction and retention of a quality labor force.

3. *Confidentiality.*

1. Some topics of discussion might, in the opinion of staff or the village attorney, require closed session. Therefore, members of the Economic Development Committee may be required to sign confidentiality agreements during their appointment.

4. *Training and Continuing Education.*

1. Members of the Economic Development Committee are encouraged to attend trainings and educational events regarding local government operations and/or economic development, as directed by the Village Board.

(a) *How Constituted.*

- (1) The Village Economic Development Committee shall consist of seven (7) members as follows: The Village President, who shall be its presiding officer, and six (6) persons. The six (6) persons shall be people of recognized experience and qualifications, the members of which shall be selected upon a nonpartisan basis.

(b) *Appointment.*

- (1) *Members.* Six (6) persons shall be appointed by the Village President and approved by the Village Board. The first committee appointed, there will be two (2) members appointed to a one (1) year term, two (2) members to a two (2) year term, and two (2) members to a three (3) year term with subsequent vacancies appointed to three (3) year terms in May when their terms expire. The committee will be staffed by the Village Clerk/Economic Development Director, Village Engineer staff and other Village Staff as needed.
- (2) *Alternate Chairman.* The Village Trustee appointed shall serve as Alternate Chairman and shall be appointed by the Village President and approved by the Village Board each May.
- (3) *[Members.]* Members seven (7) consist of:
 - Village Board President—Chair;
 - Village Trustee;
 - Banker;
 - School Board Member or designee;
 - Chamber Representative or designee;
 - Industrial Owner;
 - Commercial Owner.

(c) *Powers and Duties.*

- (1) The Committee shall work with the Village Board, Village Clerk/Economic Development Director and Village staff as appropriate in promoting the Village of Somerset and in attracting economic growth and development.
- (2) The Committee shall advise, develop and recommend methods to stimulate positive public interest and economic growth and development. Such as but not limited to:
 - Oversee the creation of a Business Retention Program ("BRE");
 - Review development projects as appropriate;
 - Provide direction/feedback on marketing related activities;
 - Review TIF related activities as needed.

(3)

When necessary, the Committee may utilize the services of the Village Engineer, the Village Attorney and other Village Officials and employees, upon such basis as shall be mutually agreed to, or as may be determined by the Village Board.

- (4) The Economic Development Director shall act as liaison between the Village Board and Private land owners/developers and businesses.
- (5) The Committee shall recommend to the Village Board such action as the Committee determines to be necessary.
- (6) The Village Board and Committee members recognizes that projects that may come before the Committee are sensitive in nature and at times may not be fully disclosed to the Committee in order to ensure confidentiality. Staff will make every effort to inform the Committee of projects while ensuring confidentiality.
- (7) Committee shall use closed session statutes as appropriate to conduct Committee business. The Committee is subject to open meeting laws.

(Ord. No. A-641, 7-18-2017)

Editor's note— Ord. No. A-641, adopted July 18, 2017, repealed § 2-4-6 and enacted new provisions to read as herein set out. Former § 2-4-6 pertained to Industrial Committee; appointment; duties, and derived from the original codification.

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ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 1/01/2024

From Account:

Thru: 1/17/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/12/2024	ABT MAILCOM	1,212.00
Previous Year Expense		WU/SU/UTILITY BILLS	
	1/12/2024	AFLAC	388.66
Previous Year Expense		EMPLOYEE PREMIUMS	
	1/12/2024	AG SOURCE COOP SERVICES	701.00
Previous Year Expense		WU/SU/LAB SERVICES	
	1/17/2024	AG SOURCE COOP SERVICES	334.00
		SU/LAB SERVICES	
	1/12/2024	ANDERSON HEATING	849.00
Previous Year Expense		PKS/BATHROOM HEATER REPAIR	
	1/17/2024	ANDERSON HEATING	401.38
		SU/BOILER MAINTENANCE	
	1/11/2024	ANGELA OLSON LAW	637.50
Previous Year Expense		COURT ATTORNEY SERVICES	
	1/17/2024	BRIAN WERT INSPECTION AGENCY INC.	4,228.00
Previous Year Expense		DECEMBER BUILDING PERMITS	
	1/17/2024	CINTAS	123.95
		GEN/FLOOR MAT SERVICES	
	1/11/2024	COMTECH 21	53.14
Previous Year Expense		POL/LONG DISTANCE SERVICES	
	1/17/2024	CWS SECURITY	54.00
		MONITORING INVOICE	
	1/17/2024	DAREL L. HALL	94.30
		ANIMAL CONTROL SERVICES	
	1/17/2024	DIGGER'S HOTLINE	111.80
Previous Year Expense		WU/SU/DECEMBER LOCATES	
	1/17/2024	ELECTION SYSTEMS & SOFTWARE INC	351.75
		EXPRESS VOTE CONTRACT	
	1/11/2024	EO JOHNSON COMPANY	107.10
		GEN/WU/SU/COPIER LEASE	
	1/17/2024	FERGUSON WATERWORKS #2516	2,654.19
Previous Year Expense		SU/WU/SUPPLIES	
	1/17/2024	GARDEN EXPRESSIONS INC	1,144.80
Previous Year Expense		PW/GARLAND ON STREET LIGHTS	
	1/17/2024	GEMPLER'S	124.97
Previous Year Expense		PW/UNIFORM ALLOWANCE-BODLOVICK	
	1/17/2024	GUARDIAN SUPPLY	103.97
		POL/UNIFORM ALLOWANCE-KERBER	

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Dated From: 1/01/2024

From Account:

Thru: 1/17/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/17/2024	HAWKINS INC.	3,451.95
Previous Year Expense		WU/SU/CHEMICALS	
	1/17/2024	HYDROCORP	1,732.00
Previous Year Expense		WU/CROSS CONNECTION CONTROL PROGRAM	
	1/17/2024	IMPACT GROUP	268.25
Previous Year Expense		DECEMBER MICROSOFT LICENSES	
	1/17/2024	IMPACT GROUP	1,975.70
Previous Year Expense		DECEMBER MANAGED SERVICES	
	1/17/2024	INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE	240.00
		POL/MEMBERSHIP DUES	
	1/17/2024	JFTCO INC	172.64
Previous Year Expense		PW/PARTS	
	1/17/2024	JOHN DEERE FINANCIAL	161.28
Previous Year Expense		PW/PARTS	
	1/11/2024	JOHNSON FORD	80.95
Previous Year Expense		POL/OIL CHANGE	
	1/17/2024	LEAGUE OF WISCONSIN MUNICIPALITIES	1,615.80
		2024 MEMBERSHIP	
	1/11/2024	LOGISTICS RECYCLING INC	10.00
Previous Year Expense		SHRED BIN RENTAL FEE	
	1/17/2024	MENARDS-STILLWATER	144.98
Previous Year Expense		PKS/BATHROOM HEATER PUMP	
	1/11/2024	METRO SALES INC.	357.41
Previous Year Expense		POL/COPIER LEASE	
	1/11/2024	MILESTONE MATERIALS	24.38
Previous Year Expense		PW/CLASS 5 GRAVEL	
	1/11/2024	MORTON SALT INC	2,290.32
Previous Year Expense		PW/SAFE-T-SALT	
	1/11/2024	NORTHWEST COMMUNICATIONS	1,444.06
		TELEPHONE EXPENSE	
	1/11/2024	O'ROURKE MEDIA GROUP	67.25
Previous Year Expense		GEN/LEGAL NOTICES	
	1/17/2024	O'ROURKE MEDIA GROUP	145.33
		LEGAL NOTICES	
	1/11/2024	OLSON SANITATION LLC	21,065.00
Previous Year Expense		DECEMBER REFUSE/RECYCLING SERVICES	
	1/11/2024	POSTMASTER	196.00
		PO BOX 356 & PO BOX 158	

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Dated From: 1/01/2024

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Thru: 1/17/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/17/2024	RASKA SEWER SERVICE	172.50
		PKS/PORTABLES AT DISC GOLF	
	1/17/2024	SHORT ELLIOTT HENDRICKSON INC	12,104.09
Previous Year Expense		PROFESSIONAL SERVICES-TAP GRANT	
	1/17/2024	SOMERSET AREA CHAMBER OF COMMERCE	150.00
		2024 MEMBERSHIP	
	1/11/2024	SOMERSET FIRE/RESCUE	63,321.00
		2024 PAYMENT	
	1/17/2024	SOMERSET UTILITIES	8,358.58
Previous Year Expense		WATER/SEWER SERVICES	
	1/17/2024	ST CROIX COUNTY HIGHWAY DEPT	6,585.25
Previous Year Expense		PW/SPRAY PATCH	
	1/17/2024	ST CROIX COUNTY TREASURER	532.60
Previous Year Expense		DECEMBER COURT	
	1/17/2024	ST CROIX COUNTY TREASURER	3,295.03
		MAIN STREET LOTS	
	1/17/2024	STATE OF WISCONSIN COURT FINES & SURCHARGES	1,438.70
Previous Year Expense		DECEMBER COURT	
	1/17/2024	TITAN PUBLIC SAFETY SOLUTIONS LLC	5,245.00
		CT/ANNUAL SUPPORT-TIPSS PROGRAM	
	1/11/2024	TRANSUNION RISK AND ALTERNATIVE	75.00
Previous Year Expense		COURT SEARCHES	
	1/11/2024	TRI STATE BOBCAT INC	218.62
Previous Year Expense		PW/TOOLCAT PLOW CUTTING EDGE	
	1/17/2024	TRI STATE BOBCAT INC	918.48
		PW/TOOLCAT REPAIRS/MAINTENANCE	
	1/11/2024	ULINE	283.61
		WU/DESK CHAIR	
	1/11/2024	VERIZON WIRELESS	542.21
Previous Year Expense		PW/PKS/WU/SU/CELLULAR CHARGES	
	1/17/2024	WI CHIEFS OF POLICE ASSOCIATION	150.00
		2024 MEMBERSHIP DUES	
	1/17/2024	WI DEPT OF TRANSPORTATION-FOS	8,714.88
Previous Year Expense			
	1/11/2024	WISCONSIN DEPT OF JUSTICE	125.00
		POL/ACTIVE THREAT CONFERENCE	
	1/11/2024	WISCONSIN PROFESSIONAL POLICE ASSOC	267.00
		POL/JANUARY UNION DUES-6 MEMBERS	

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GENERAL CHECKING - FIRST NATL

Dated From: 1/01/2024

From Account:

Thru: 1/17/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/11/2024	WORKHORSE SOFTWARE SERVICES INC 2024 SOFTWARE SUPPORT	4,050.00
Grand Total			165,666.36

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ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 1/01/2024

From Account:

Thru: 1/17/2024

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	130,341.27
Total Expenditure from Fund # 470 - CAPITAL IMPROVEMENTS	18,648.58
Total Expenditure from Fund # 610 - WATER UTILITY FUND	4,555.26
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	12,121.25
Total Expenditure from all Funds	165,666.36