

JOIN US FOR A BENEFIT FOR

TJ SIROVATKA

THURSDAY,
OCTOBER 24
4 - 8 PM

General Sam's
Somerset, WI

- ✓ Food & Drinks
- ✓ Gun Raffle
- ✓ Silent Auction
and much more!

Other ways to help:

- Bring donations to First National Community Bank - Sirovatka Squad
- Venmo: @Thomas-Sirovatka
- Mail donations to TJ Sirovatka
2132 80th Street
Somerset, WI 54025
- Follow his journey on
Facebook: Sirovatka Squad

JOIN THE
SIROVATKA
SQUAD!



Thomas J. Sirovatka (TJ), a 47-yr-old husband, father, and retired law enforcement officer of 20 years, was first diagnosed with Stage 3 GE Junction cancer in September 2023. A surgery soon followed in December 2023 to remove the cancer, which was successful. BUT he later found that the cancer had already spread to the liver in March 2024 (Stage 4), and mostly recently, in July 2024 to both lungs as well. Prognosis is terminal.

Regular Meeting of the Village of Somerset Board of Trustees
Village Hall, 110 Spring Street Somerset, WI 54025 | Tuesday, August 20, 2024

Village President, Mike Kappers called the Regular meeting to order at 6:01 p.m. Present were Mike Kappers, Caleb Garn, Chris Moreno, Brandon Krohn and Chris Dubak at the Village Hall. Donnie Kern was present via Zoom. Also present at Village Hall - Village Attorney, Paul Mahler; Director of Public Works, Bob Gunther; and Village Engineer, Chuck Schwartz

Public Comment

- Bob Treeloff - 201 Arnold St - Mural on building at 242 Main St

Approval of Agenda

Motion by Krohn, second by Garn to approve the agenda and motion carried unanimously.

Consent Agenda

- *Motion by Garn, second by Krohn to approve the Consent Agenda including the following:*
 - *Minutes of July 15, 2024 and August 12, 2024*
 - *Village, Water and Sewer Bills*
 - *Wastewater Treatment Facility Improvements Change Order #8 (Final)*
 - *Wastewater Treatment Facility Improvements Pay App #20 (Final)*
 - *Site Improvements Quotes - Peterson Commercial Development*
 - *Fire/Rescue Report*

New Business

- **Discussion/Possible Approval - Participation in St. Croix EDC Housing Study**
 - \$2000 to participate in St. Croix County EDC Study
 - *Motion by Kappers, second by Krohn to approve Participation in St. Croix EDC Housing Study and motion carried unanimously.*
- **Discussion/Possible Approval - Update Ordinance 10-1-28 to add: (b)(10) No person shall stop, park, or allow any vehicle to stand at any time on the west side of Depot Street**
 - Curb is currently painted yellow, updated ordinance will allow for enforcement. Signs will be put up.
 - *Motion by Dubak, second by Moreno to approve update to ordinance as presented and motion carried unanimously.*
- **Discussion/Possible Approval - Water System Evaluation**
 - Chuck Schwartz spoke on water system evaluation
 - Water tower 1 improvement slated for 2026
 - Phase 2 - booster station for south side of railroad tracks
 - Will need to be addressed within 5-10 years
 - *Motion by Krohn, second by Kern to receive water system evaluation and motion carried unanimously.*
- **Discussion/Possible Approval - Comprehensive Outdoor Recreation Plan**
 - Motion to approve by resolution on the September Village Board agenda
 - *Motion by Krohn, second by Garn to receive the CORP and motion carried unanimously.*
- **Discussion/Possible Approval - Curb Replacement - Live Nation**

- Gunther did not approve but would not have objected if went through proper channels. Gunther does not recommend further action at this time.
- *Motion by Krohn, second by Dubak to take no action and motion carried unanimously.*
- **Discussion/Possible Approval - Use of Public Spaces**
 - Public Works to review park rental procedure
 - Finance to review direct sellers permit
 - Review current ordinances and model ordinances/policies from neighboring municipalities
- **Discussion/Possible Approval - Impact Fee Needs Assessment**
 - Chuck Schwartz presented information
 - Kappers asked how population projection is determined - state topographer
 - Comp plan updated every 10 years, should reviewed every 2-3 years to monitor progress
 - Schwartz intends to have information ready for September meetings
- **Discussion/Possible Approval - TID 5 Lift Station**
 - Needed for TID 5 area
 - Needs to be up and running by August 2025 per agreement with Plourde family
 - Needed for new multi-family development, will also help with future commercial development
 - *Motion by Krohn, second by Garn to approve TID 5 lift station plan to be submitted to DNR and motion carried unanimously.*

Unfinished Business

- **Discussion/Possible Approval - Village Seal and Flags**
 - Tabled
- **Discussion/Possible Approval - Update of landowner complaints in River Hills/Aspen Dr drainage**
 - Homeowners agree with current plan - would like some assurances that modifications will remedy the issue
 - Schwartz said assurances will be difficult
 - Gunther will contact Albrightson to schedule contractors and review homeowner expectations with MSA
 - *Motion by Kern, second by Garn for Village Attorney to send a letter to the developer*

Closed Session

- Closed session not needed. Lease paid in full and agreement to vacate by August 30, 2024.

Adjourn

- *Motion by Garn, second by Krohn to adjourn and motion carried unanimously. Meeting adjourned at 8:14 p.m.*

Tasia Berger, Village Clerk

9/12/2024 12:24 PM

In Progress Checks - Quick Report - ALL
 Accounting Checks by Payee
 GENERAL CHECKING - FIRST NATL

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 ACCT

Dated From: 1/01/2024 From Account:
 Thru: 9/18/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/04/2024	AFLAC	388.66
Manual Check		EMPLOYEE PREMIUMS	
	9/18/2024	AG SOURCE COOP SERVICES	1,350.50
		WU/SU/LAB TESTING	
	9/18/2024	B & J HARDWARE LLC	652.81
		AUGUST SUPPLIES	
	9/18/2024	BAKER & TAYLOR BOOKS	60.15
		LIB/AUDIO-VIDEO PURCHASES	
	9/18/2024	BAKER & TAYLOR BOOKS	280.88
		LIB/BOOKS	
	9/18/2024	BAKKE NORMAN SC	4,899.00
		ATTORNEY SERVICES	
	9/18/2024	CHRIS AMDAHL LOCKSMITH INC	283.00
		LIB/REPAIR SECURITY GATE LOCK	
	9/18/2024	CHRIST LUTHERAN CHURCH	250.00
		BUILDING USE-9/5/24 & 9/6/24 CONCERTS	
	9/18/2024	CIVICPLUS LLC	2,408.75
		MUNICIPAL ORDINANCE ANNUAL SERVICES	
	9/12/2024	CLIFTONLARSONALLEN	10,100.00
Manual Check		2023 AUDIT	
	9/18/2024	CULLIGAN OF STILLWATER	58.00
Manual Check		WATER SYSTEM	
	9/03/2024	DELTA DENTAL OF WISCONSIN	1,861.77
Manual Check		SEPTEMBER DENTAL INSURANCE PREMIUMS	
	9/18/2024	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	12,714.68
		NEW SQUAD UPFITTING 2024 LIGHTNING	
	9/18/2024	EO JOHNSON COMPANY	347.90
		GEN/WU/SU/COPIER/PRINTER SERVICES	
	9/18/2024	EO JOHNSON COMPANY	107.10
		GEN/WU/SU/COPIER LEASE	
	9/18/2024	EO JOHNSON COMPANY	263.95
		LIB/COPIER USAGE	
	9/06/2024	FEDERAL TAX PYMT	13,720.97
Manual Check		FEDERAL TAX DEPOSIT	
	9/18/2024	FRIDAY MEMORIAL LIBRARY	14.00
		LIB/LOST/DAMAGED BOOK	
	9/18/2024	GEMPLER'S	59.98

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ACCTDated From: 1/01/2024 From Account:
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Voucher Nbr	Check Date	Payee	Amount
	9/18/2024	GUARDIAN SUPPLY POL/UNIFORM ALLOWANCE-COOPER	56.97
Manual Check	9/03/2024	HEALTH PARTNERS SEPTEMBER HEALTH INSURANCE PREMIUMS	30,320.43
Manual Check	9/06/2024	HSA BANK EMPLOYEE CONTRIBUTIONS	1,366.24
	9/18/2024	IMPACT GROUP SEPTEMBER BARRACUDA	391.00
	9/18/2024	KINZER, PAUL LIB/STARLAB PLANETARIUM PROGRAM	330.00
	9/18/2024	MSA PROFESSIONAL SERVICES INC	4,350.00
	9/18/2024	NORTHVIEW SERVICE POL/TIRE REPAIR	30.17
	9/18/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	1,415.90
	9/18/2024	OLSON SANITATION LLC AUGUST SERVICES	21,669.00
Manual Check	9/18/2024	QUILL CORPORATION PAPER	139.47
	9/18/2024	QUILL CORPORATION LIB/TONER	157.99
	9/18/2024	SHORT ELLIOTT HENDRICKSON INC TAP GRANT DESIGN	892.55
	9/18/2024	SOMERSET UTILITIES AUGUST SERVICES	8,480.29
	9/18/2024	SPECTRUM INSURANCE GROUP LLC FINAL INSTALLMENT 2024 INSURANCE PREMIUM	15,860.50
	9/18/2024	ST CROIX COUNTY CLERK 2024 DOG LICENSES	202.25
	9/18/2024	ST CROIX COUNTY TREASURER AUGUST COURT	150.00
	9/18/2024	STATE OF WISCONSIN COURT FINES & SURCHARGES AUGUST COLLECTIONS	716.57
	9/18/2024	SUMMIT FIRE PROTECTION LIBRARY/ANNUAL INSPECTIONS	875.00
	9/18/2024	TECH SALES CO SU/LAB SUPPLIES	120.00

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Voucher Nbr	Check Date	Payee	Amount
	9/18/2024	TF INSPECTION AGENCY LLC AUGUST BUILDING PERMITS	37,200.00
	9/18/2024	TREPCZYK, JOEL REIMBURSE-CONCERT DINNER 30 PEOPLE 9/6	480.00
	9/18/2024	TROJAN TECHNOLOGIES SU/UV BULBS	2,894.60
	9/18/2024	VORPAHL AED FOR NEW SQUAD	1,824.02
Manual Check	9/04/2024	WEX BANK PW/PKS/GASOLINE CHARGES	372.01
	9/06/2024	WI DEPT OF TRANSPORTATION-FOS HWY 35-SANITARY SEWER	1,059.61
Manual Check	9/06/2024	WISCONSIN DEFERRED COMP PROGRAM EMPLOYEE CONTRIBUTIONS	1,908.66
Manual Check	9/06/2024	WISCONSIN DEPT OF REVENUE STATE TAX DEPOSIT 8/16/24-8/31/24	2,413.92
Manual Check	9/18/2024	WISCONSIN DEPT OF REVENUE BUSINESS TAX REGISTRATION	10.00
Manual Check	9/18/2024	WM CORPORATE SERVICES INC PW/PKS/WU/SU/AUGUST & SEPTEMBER	861.78
Manual Check	9/04/2024	XCEL ENERGY ELECTRIC EXPENSE	1,661.87
Manual Check	9/05/2024	XCEL ENERGY ELECTRIC EXPENSE	67.26
Grand Total			188,100.16

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ACCT

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	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	147,138.32
Total Expenditure from Fund # 220 - CONCERT FUND	751.81
Total Expenditure from Fund # 410 - TAX INCREMENTAL DIST #3	1,500.00
Total Expenditure from Fund # 430 - TAX INCREMENTAL DISTRICT #5	1,500.00
Total Expenditure from Fund # 435 - TAX INCREMENTAL DISTRICT #6	1,000.00
Total Expenditure from Fund # 470 - CAPITAL IMPROVEMENTS	15,714.25
Total Expenditure from Fund # 610 - WATER UTILITY FUND	9,852.61
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	10,643.17
Total Expenditure from all Funds	188,100.16

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ALL Checks by Payee

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	9/04/2024	AFLAC	388.66
Manual Check		EMPLOYEE PREMIUMS	
	9/18/2024	AG SOURCE COOP SERVICES	1,350.50
		WU/SU/LAB TESTING	
	9/18/2024	B & J HARDWARE LLC	652.81
		AUGUST SUPPLIES	
	9/18/2024	BAKER & TAYLOR BOOKS	60.15
		LIB/AUDIO-VIDEO PURCHASES	
	9/18/2024	BAKER & TAYLOR BOOKS	280.88
		LIB/BOOKS	
	9/18/2024	BAKKE NORMAN SC	4,899.00
		ATTORNEY SERVICES	
	9/18/2024	BLAIR, ASHLEY	96.38
		REFUND UTILITY OVERPAYMENT	
	9/18/2024	C & A LAWN CARE LLC	890.00
		LEMP BALL FIELD TREATMENT	
	9/18/2024	CHRIS AMDAHL LOCKSMITH INC	283.00
		LIB/REPAIR SECURITY GATE LOCK	
	9/18/2024	CHRIST LUTHERAN CHURCH	250.00
		BUILDING USE-9/5/24 & 9/6/24 CONCERTS	
	9/18/2024	CIVICPLUS LLC	2,408.75
		MUNICIPAL ORDINANCE ANNUAL SERVICES	
	9/12/2024	CLIFTONLARSONALLEN	10,100.00
Manual Check		2023 AUDIT	
	9/18/2024	CULLIGAN OF STILLWATER	58.00
Manual Check		WATER SYSTEM	
	9/03/2024	DELTA DENTAL OF WISCONSIN	1,861.77
Manual Check		SEPTEMBER DENTAL INSURANCE PREMIUMS	
	9/18/2024	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	12,714.68
		NEW SQUAD UPFITTING 2024 LIGHTNING	
	9/18/2024	EO JOHNSON COMPANY	347.90
		GEN/WU/SU/COPIER/PRINTER SERVICES	
	9/18/2024	EO JOHNSON COMPANY	107.10
		GEN/WU/SU/COPIER LEASE	
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	9/18/2024	FRIDAY MEMORIAL LIBRARY LIB/LOST/DAMAGED BOOK	14.00
	9/18/2024	GEMPLER'S PW/UNIFORM ALLOWANCE-THANIG	59.98
	9/18/2024	GUARDIAN SUPPLY POL/UNIFORM ALLOWANCE-COOPER	56.97
Manual Check	9/03/2024	HEALTH PARTNERS SEPTEMBER HEALTH INSURANCE PREMIUMS	30,320.43
Manual Check	9/06/2024	HSA BANK EMPLOYEE CONTRIBUTIONS	1,366.24
	9/18/2024	HUDSON POLICE DEPARTMENT REIMBURSE OFFICERS' PAY & MILEAGE	736.48
	9/18/2024	HYDROCORP CROSS CONNECTION CONTROL PROGRAM	1,974.00
	9/18/2024	IMPACT GROUP SEPTEMBER BARRACUDA	391.00
	9/18/2024	KINZER, PAUL LIB/STARLAB PLANETARIUM PROGRAM	330.00
	9/18/2024	KWAK, JIN & TABATHA REFUND UTILITY OVERPAYMENT	94.59
	9/18/2024	MENARDS - HUDSON PW/STORM SEWER REPAIRS	1,074.75
	9/18/2024	MINNESOTA PLAYGROUND INC PKS/WOOD FIBER CHIPS	1,904.00
	9/18/2024	MSA PROFESSIONAL SERVICES INC	4,350.00
	9/18/2024	NORTHVIEW SERVICE POL/TIRE REPAIR	30.17
	9/18/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	1,415.90
	9/18/2024	OLSON SANITATION LLC AUGUST SERVICES	21,669.00
	9/18/2024	PERKOVICH, MOLLY REFUND UTILITY OVERPAYMENT	7.89
Manual Check	9/18/2024	QUILL CORPORATION PAPER	139.47
	9/18/2024	QUILL CORPORATION LIB/TONER	157.99

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Voucher Nbr	Check Date	Payee	Amount
	9/18/2024	RASKA SEWER SERVICE PKS/PORTABLES AT DISC GOLF	157.50
	9/18/2024	SHORT ELLIOTT HENDRICKSON INC TAP GRANT DESIGN	892.55
	9/18/2024	SOMERSET FIRE/RESCUE 9/5/24 & 9/6/24 CONCERT EXPENSES	6,942.29
	9/18/2024	SOMERSET UTILITIES AUGUST SERVICES	8,480.29
	9/18/2024	SPECTRUM INSURANCE GROUP LLC FINAL INSTALLMENT 2024 INSURANCE PREMIUM	15,860.50
	9/18/2024	ST CROIX COUNTY CLERK 2024 DOG LICENSES	202.25
	9/18/2024	ST CROIX COUNTY TREASURER AUGUST COURT	150.00
	9/18/2024	STATE OF WISCONSIN COURT FINES & SURCHARGES AUGUST COLLECTIONS	716.57
	9/18/2024	SUMMIT FIRE PROTECTION LIBRARY/ANNUAL INSPECTIONS	875.00
	9/18/2024	TECH SALES CO SU/LAB SUPPLIES	120.00
	9/18/2024	TF INSPECTION AGENCY LLC AUGUST BUILDING PERMITS	37,200.00
	9/18/2024	TREPCZYK, JOEL REIMBURSE-CONCERT DINNER 30 PEOPLE 9/6	480.00
	9/18/2024	TROJAN TECHNOLOGIES SU/UV BULBS	2,894.60
	9/18/2024	VORPAHL AED FOR NEW SQUAD	1,824.02
	9/18/2024	WEINZIERL, STEVEN & KELLY REFUND UTILITY OVERPAYMENT	141.09
	9/18/2024	WEST CENTRAL WISCONSIN BIOSOLIDS FACILITY SU/MONTHLY SERVICES	14,781.72
Manual Check	9/04/2024	WEX BANK PW/PKS/GASOLINE CHARGES	372.01
	9/06/2024	WI DEPT OF TRANSPORTATION-FOS HWY 35-SANITARY SEWER	1,059.61
Manual Check	9/06/2024	WISCONSIN DEFERRED COMP PROGRAM EMPLOYEE CONTRIBUTIONS	1,908.66

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Voucher Nbr	Check Date	Payee	Amount
Manual Check	9/06/2024	WISCONSIN DEPT OF REVENUE STATE TAX DEPOSIT 8/16/24-8/31/24	2,413.92
Manual Check	9/18/2024	WISCONSIN DEPT OF REVENUE BUSINESS TAX REGISTRATION	10.00
Manual Check	9/18/2024	WM CORPORATE SERVICES INC PW/PKS/WU/SU/AUGUST & SEPTEMBER	861.78
Manual Check	9/04/2024	XCEL ENERGY ELECTRIC EXPENSE	1,661.87
Manual Check	9/05/2024	XCEL ENERGY ELECTRIC EXPENSE	67.26
Grand Total			216,900.85

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Dated From: 1/01/2024

From Account:

Thru: 9/18/2024

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	151,207.13
Total Expenditure from Fund # 220 - CONCERT FUND	8,430.58
Total Expenditure from Fund # 410 - TAX INCREMENTAL DIST #3	1,500.00
Total Expenditure from Fund # 430 - TAX INCREMENTAL DISTRICT #5	1,500.00
Total Expenditure from Fund # 435 - TAX INCREMENTAL DISTRICT #6	1,000.00
Total Expenditure from Fund # 470 - CAPITAL IMPROVEMENTS	15,714.25
Total Expenditure from Fund # 610 - WATER UTILITY FUND	11,994.01
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	25,554.88
Total Expenditure from all Funds	216,900.85

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Posted From: 8/22/2024 From Account:
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Check Nbr	Check Date	Payee	Amount
62583	9/04/2024	SOMERSET UTILITIES GROWING WINGS PYMT FROM LAND TITLE	743.12
62584	9/04/2024	ABT MAILCOM WU/SU/AUGUST BILLING	1,068.98
62585	9/04/2024	BAKER & TAYLOR BOOKS AUDIO/VIDEO	265.58
62586	9/04/2024	BAKER & TAYLOR BOOKS LIB/BOOKS	829.19
62587	9/04/2024	CARDIO PARTNERS INC POL/AED	1,707.00
62588	9/04/2024	CHIPPEWA VALLEY TECHNICAL COLLEGE POL/TRAINING	85.00
62589	9/04/2024	EHLERS & ASSOCIATES CAPVEST PROFORMA	1,581.25
62590	9/04/2024	FERGUSON WATERWORKS #2516 WATER/NEPTUNE 360 SOFTWARE/HARDWARE	5,142.56
62591	9/04/2024	IMPACT GROUP AUGUST OFFICE 365	303.60
62592	9/04/2024	KILKELLY, DANIEL TUITION REIMBURSEMENT	1,315.00
62593	9/04/2024	LE PHILLIPS MEMORIAL PUBLIC LIBRARY REPLACEMENT	6.95
62594	9/04/2024	LOGISTICS RECYCLING INC MONTHLY FEE-SHRED BIN	10.00
62595	9/04/2024	MIDWEST NATURAL GAS INC. NATURAL GAS SERVICES	302.17
62596	9/04/2024	OLSON SANITATION LLC JULY SERVICES	179.00
62597	9/04/2024	QUALIFICATION TARGETS INC POL/TRAINING TARGETS	35.00
62598	9/04/2024	SCVBC SCV BIRDCLUB MEMBERSHIP	20.00
62599	9/04/2024	SOMERSET ANIMAL HOSPITAL 8/20/2024 SERVICES	108.00
62600	9/04/2024	SPARTAN QUICK SERVICE LLC PW/VEHICLE MAINTENANCE	1,107.43
62601	9/04/2024	SPECTRUM INSURANCE GROUP LLC 2023 PREMIUMS NOT PAID	21,128.25

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Posted From: 8/22/2024 From Account:
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Check Nbr	Check Date	Payee	Amount
62602	9/04/2024	SWANBERG, DEAN LFMP CONCRETE REMOVAL/INSTALL	7,000.00
62603	9/04/2024	TRANSCENDENT TECHNOLOGIES PET LICENSING SOFTWARE	136.00
62604	9/04/2024	TRANSUNION RISK AND ALTERNATIVE CT/AUGUST SERVICES	75.00
62605	9/04/2024	TREPCZYK, JOEL REIMBURSE DISCOUNT TIRE PURCHASE	269.04
62606	9/04/2024	TRI STATE BOBCAT INC SHOP SUPPLIES FROM PREVIOUS REPAIR	13.58
62607	9/04/2024	VERIZON WIRELESS PW/PKS/WU/SU/WIRELESS SERVICES	535.49
62608	9/04/2024	WISCONSIN PROFESSIONAL POLICE ASSOC SEPTEMBER UNION DUES	222.50
WIRE 090424	9/04/2024	FIRE APPARATUS & EQUIPMENT INC PIERCE JOB #39067-TENDER	380,176.00
EFT 082224-1	8/22/2024	FNC BANK DEBT/2018 NOTE	57,791.00
EFT 082324-1	8/23/2024	FEDERAL TAX PYMT FEDERAL TAX DEPOSIT	13,694.70
EFT 082324-2	8/23/2024	HSA BANK EMPLOYEE CONTRIBUTIONS	1,366.24
EFT 082324-3	8/23/2024	KWIK TRIP INC POL/PW/GASOLINE CHARGES	843.24
EFT 082324-4	8/23/2024	WISCONSIN DEFERRED COMP PROGRAM EMPLOYEE CONTRIBUTIONS	1,089.98
EFT 082324-5	8/23/2024	WISCONSIN DEPT OF REVENUE STATE TAX DEPOSIT 08/01/24-08/15/24	2,356.80
EFT 082724-1	8/27/2024	HSA BANK ACCOUNT FEES	20.00
EFT 082824-1	8/28/2024	BP BUSINESS SOLUTIONS PW/GASOLINE CHARGES	422.91
EFT 082824-2	8/28/2024	XCEL ENERGY ELECTRIC EXPENSE	17.24
EFT 082924-1	8/29/2024	XCEL ENERGY ELECTRIC EXPENSE	124.46
EFT 083024-1	8/30/2024	PRINCIPAL LIFE INSURANCE CO SEPTEMBER PREMIUMS	98.90

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Check Nbr	Check Date	Payee	Amount
Grand Total			502,191.16

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	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	245,856.43
Total Expenditure from Fund # 320 - DEBT SERVICE FUND	57,791.00
Total Expenditure from Fund # 430 - TAX INCREMENTAL DISTRICT #5	1,581.25
Total Expenditure from Fund # 470 - CAPITAL IMPROVEMENTS	185,682.72
Total Expenditure from Fund # 610 - WATER UTILITY FUND	6,914.65
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	4,365.11
Total Expenditure from all Funds	502,191.16



SOMERSET POLICE DEPARTMENT

"DEDICATED TO SERVING OUR COMMUNITY"

Joel J. Trepczyk, Chief of Police

09-09-2024

TO: Village Board

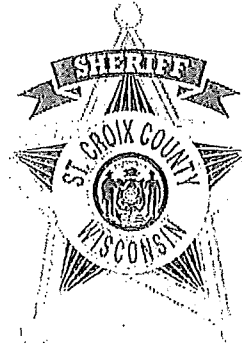
FROM: Chief J. Trepczyk

Reference: Radio Purchase

Recommendation: Requesting approval to purchase five (5) Motorola APX4000 portable radios not to exceed \$21,120 to be complaint county LAW1 upgrade to LSM – Linear Simulcast (cqpsk)

ST. CROIX COUNTY SHERIFF'S OFFICE

1101 Carmichael Road, Hudson, WI 54016
715-381-4320 Fax: 715-386-4606
www.sccwi.gov



Scott L. Knudson
Sheriff
Brent Standaert
Chief Deputy

Field Services

Investigations, Patrol, Court Services
715-381-4320 Fax: 715-386-4606

Corrections

Jail, Huber
715-386-4752 Fax: 715-381-4402

Support Services

Emergency Communications
Emergency Management, Records
715-386-4751 Fax: 715-386-4389

May 7, 2024

St Croix County Radio Users,

The St. Croix County Emergency Communications Center upgraded their radio system in 2017 to five simulcast radio channels to improve communications. At that time one of those simulcast radio channels was made digital for SCC LAW1 our main Law Enforcement channel for St Croix County. Without going down a rabbit hole of radio discussion currently the digital channel is operating at a c4fm modulation in programming of the radio. At that time there was a radio end user study for those using to determine what Law Enforcement mobiles and portables that were being used at that time in 2017. Some of the radios in use by Law Enforcement were not capable of LSM-Linear Simulcast (cqpsk) they could only be programmed for c4fm. This posed a safety risk of missing some audio and that is vital at times to be able to communicate it could be an Officer Safety concern.

Over the course of the last seven years those radios that were not capable of LSM or cqpsk hopefully have been rotated out of service. It should be noted that in the programming of your radio there is a setting for Cqpsk that should be checked or however it is in your radio depending on your brand/model. Currently some radios may still have the c4fm modulation checked. It is alright to change your radio's programming to checking the cqpsk format today without issue. The radio bases in our network will be converted to cqpsk format in October 2024. That date will be October 14, 2024, in the morning hours.

This format change will allow an enhancement to building penetration and a cleaner signal to be heard at times. Basically, it will improve coverage in those hard-to-reach places that we know do exist.

If your radio does not allow cqpsk or LSM- linear simulcast modulation you may experience some words being omitted from what you receive via radio.

Should you have questions please feel free to contact me.

A handwritten signature in black ink, appearing to read "Terry Andersen".

Terry Andersen
Emergency Communications Manager
St Croix County Sheriff's Office

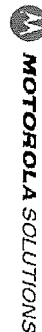


QUOTE-2240020
APX-4000 Portable Radio 7-31-23

Billing Address:
Village of Somerset Police
Department
110 Spring Street
Somerset, WI 54025
US

Quote Date: 07/13/2023
Expiration Date: 09/29/2023
Quote Created By:
Sid Sanocki
Sales
sid.sanocki@ancom.org
651-714-8359

End Customer:
Village of Somerset Police Department
John Farrell
jfarrell@villageofsomerset.us
(715) 247-3319
Contract: WCA Contract
Payment Terms:



QUOTE-2240020
APX-4000 Portable Radio 7-31-23

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
4	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	3	\$143.64	27.0%	\$104.86	\$314.58
Grand Total							\$10,557.39(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
--------	-------------	-------------	-----	------------	--------	------------	-----------------

1	APX™ 4000 Series H51KDFP6W6AN	APX 4000 VHF MHz MODEL 2 PORTABLE	3	\$2,425.28	27.0%	\$1,770.45	\$5,311.35
1a	Q698AA	ADD: 2.5 INCH BELT CLIP	3	\$13.00	27.0%	\$9.49	\$28.47
1b	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	3	\$0.00	0.0%	\$0.00	\$0.00
1c	QA02749AA	ALT: IMPRES L10N 2350MAH (PMMN4424)	3	\$98.70	27.0%	\$72.05	\$216.15
1d	H885BK	ADD: 3Y ESSENTIAL SERVICE	3	\$133.00	0.0%	\$133.00	\$399.00
1e	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	3	\$1,727.00	27.0%	\$1,260.71	\$3,782.13
2	PMMN4424B	BATT IMPRES L10N IP68 2350T	3	\$148.84	27.0%	\$108.65	\$325.95
3	PMPN4576A	CHARGER CHGR DESKTOP SINGLE UNIT IMPRES EXT PS USNATW	3	\$62.08	27.0%	\$59.92	\$179.76

Any sales transaction involving Motorola's goods is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that entitles Customer to such a discount. If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

\$3,519.13
Per Radio

Any sales transaction involving Motorola's goods is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that entitles Customer to such a discount. If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Purchase Order Checklist

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PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
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Bill-To Address
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Non-Editable Format (Word/ Excel templates cannot be accepted)
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept
Ship To Contact Name & Phone #
Tax Exemption Status
Signatures (As required)

Billing Address:
 Village of Somerset Police
 Department
 110 Spring Street
 Somerset, WI 54025
 US

Quote Date: 07/31/2023
 Expiration Date: 09/29/2023
 Quote Created By:
 Sid Sanocki
 Sales
 sid.sanocki@ancom.org
 651-714-8359

End Customer:
 Village of Somerset Police Department
 John Farrell
 jfarrell@villageofsomerset.us
 (715) 247-3319

Contract: WCA Contract
 Payment Terms:

Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
APX™ 4000 Series							
1	H51KDF9PW6AN	APX4000 VHF MHZ MODEL 2 PORTABLE	3	\$2,425.28	27.0%	\$1,770.45	\$5,311.35
1a	Q698AA	ADD: 2.5 INCH BELT CLIP	3	\$13.00	27.0%	\$9.49	\$28.47
1b	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	3	\$0.00	0.0%	\$0.00	\$0.00
1c	QA02749AA	ALT: IMPRES LI-HON 2350MAH (PMNN4424)	3	\$98.70	27.0%	\$72.05	\$216.15
1d	H885BK	ADD: 3Y ESSENTIAL SERVICE	3	\$133.00	0.0%	\$133.00	\$399.00
1e	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	3	\$1,727.00	27.0%	\$1,260.71	\$3,782.13
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Line #	Item Number	Description	Qty	List Price	Disc %	Sale Price	Ext. Sale Price
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\$3,519.13
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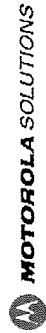


Village of Somerset Police Department

APX-4000 Portable Radio 7-31-23

07/31/2023

The design, trademark, service mark and other information ("information") furnished with this quotation is the confidential proprietary information of Motorola Solutions, Inc. or the Motorola Solutions entity providing this quote. Motorola Solutions, Inc. and its subsidiaries ("Motorola") and its affiliates ("Motorola") are trademarks of Motorola. This information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the information without the express written permission of Motorola. Motorola Solutions, Inc. and its subsidiaries ("Motorola") are registered trademarks of Motorola. Motorola Solutions, Inc. and its subsidiaries ("Motorola") are registered trademarks of Motorola. All other trademarks are the property of their respective owners. © 2020 Motorola Solutions, Inc. All rights reserved.



07/31/2023

Village of Somerset Police Department
110 Spring Street
Somerset, WI 54025

RE: Motorola Quote for APX-4000 Portable Radio 7-31-23
Dear John Farrell,

Motorola Solutions is pleased to present Village of Somerset Police Department with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

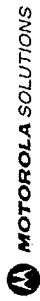
This information is provided to assist you in your evaluation process. Our goal is to provide Village of Somerset Police Department with the best products and services available in the communications industry. Please direct any questions to Sid Sanocki at sid.sanocki@ancom.org.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Sid Sanocki
Sales

Motorola Solutions Manufacturer's Representative



Purchase Order Checklist

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Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

ST. CROIX COUNTY SHERIFF'S OFFICE

1101 Carmichael Road, Hudson, WI 54016
715-381-4320 Fax: 715-386-4606
www.sccwi.gov



Scott L. Knudson

Sheriff

Brent Standaert

Chief Deputy

Field Services

Investigations, Patrol, Court Services
715-381-4320 Fax: 715-386-4606

Corrections

Jail, Huber
715-386-4752 Fax: 715-381-4402

Support Services

Emergency Communications
Emergency Management, Records
715-386-4751 Fax: 715-386-4389

May 7, 2024

St Croix County Radio Users,

The St. Croix County Emergency Communications Center upgraded their radio system in 2017 to five simulcast radio channels to improve communications. At that time one of those simulcast radio channels was made digital for SCC LAW1 our main Law Enforcement channel for St Croix County. Without going down a rabbit hole of radio discussion currently the digital channel is operating at a c4fm modulation in programming of the radio. At that time there was a radio end user study for those using to determine what Law Enforcement mobiles and portables that were being used at that time in 2017. Some of the radios in use by Law Enforcement were not capable of LSM-Linear Simulcast (cqpsk) they could only be programmed for c4fm. This posed a safety risk of missing some audio and that is vital at times to be able to communicate it could be an Officer Safety concern.

Over the course of the last seven years those radios that were not capable of LSM or cqpsk hopefully have been rotated out of service. It should be noted that in the programming of your radio there is a setting for Cqpsk that should be checked or however it is in your radio depending on your brand/model. Currently some radios may still have the c4fm modulation checked. It is alright to change your radio's programming to checking the cqpsk format today without issue. The radio bases in our network will be converted to cqpsk format in October 2024. That date will be October 14, 2024, in the morning hours.

This format change will allow an enhancement to building penetration and a cleaner signal to be heard at times. Basically, it will improve coverage in those hard-to-reach places that we know do exist.

If your radio does not allow cqpsk or LSM- linear simulcast modulation you may experience some words being omitted from what you receive via radio.

Should you have questions please feel free to contact me.

A handwritten signature in black ink, appearing to read "Terry Andersen".

Terry Andersen

Emergency Communications Manager
St Croix County Sheriff's Office



A Lifeline in the
Moments that Matter

Customer:

Somerset Police Dept
Joel Trepczyk
110 Spring Street
Somerset WI 54025
715-247-3319

Vendor:

BAYCOM, Inc.
Rick Rux
3470 Losey Blvd S
La Crosse WI 54601
608-788-8980
rrux@baycominc.com

Quote Date

8/29/2024

Quote Valid Until

11/29/2024

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
6	Programming of APX4000 Portable Radio	\$65.00	\$390.00
1	Build New Code Plug for APX4000 (One Time Fee)	\$435.00	\$435.00

Approved by: _____ Date: _____

Purchase Order: _____

Billing Terms: Net 30

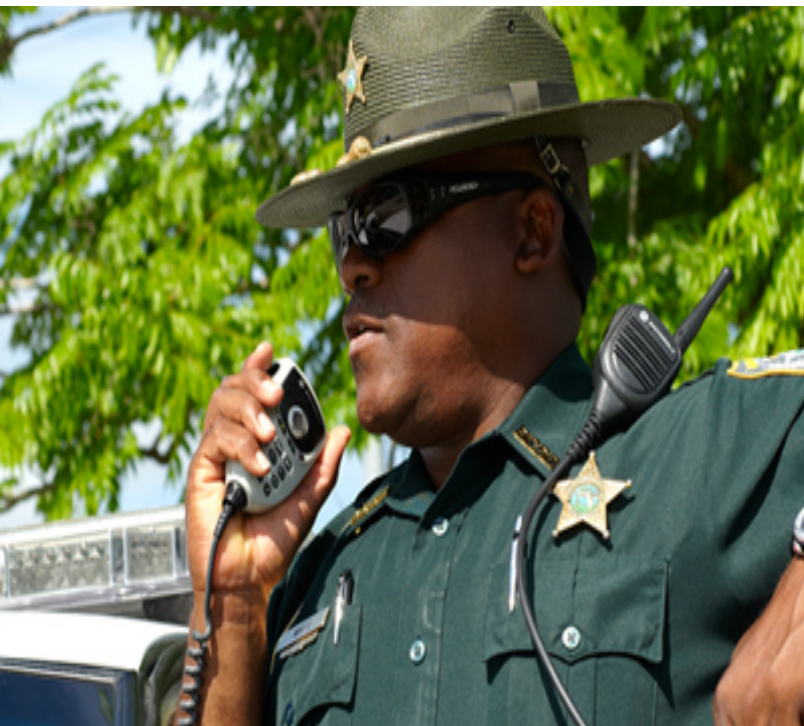
Total : \$825.00
Shipping and Handling:
Sales Tax: Exempt
Total: \$825.00

Terms and Conditions can be found at <https://www.baycominc.com/baycom-operating-terms-conditions/>

We impose a surcharge of 2% on credit card purchases over \$1,000, which is not greater than our cost of acceptance

All of the information listed on this proposal is confidential and proprietary information.

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms



SOMERSET POLICE DEPARTMENT

Somerset Police Dept. APX4000 (6)

08/29/2024

08/29/2024

SOMERSET POLICE DEPARTMENT
110 SPRING ST
SOMERSET, WI 54025

RE: Motorola Quote for Somerset Police Dept. APX4000 (6)
Dear Joel Trepczyk,

Motorola Solutions is pleased to present SOMERSET POLICE DEPARTMENT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide SOMERSET POLICE DEPARTMENT with the best products and services available in the communications industry. Please direct any questions to Rick Rux at rrux@baycominc.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Rick Rux

Motorola Solutions Manufacturer's Representative

Billing Address:
SOMERSET POLICE
DEPARTMENT
110 SPRING ST
SOMERSET, WI 54025
US

Quote Date:08/29/2024
Expiration Date:10/28/2024
Quote Created By:
Rick Rux
rrux@baycominc.com

End Customer:
SOMERSET POLICE DEPARTMENT
Joel Trepczyk
jtrepczyk@villageofsomerset.us
715-247-3319

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 4000 Series	APX4000				
1	H51KDF9PW6AN	APX 4000 VHF MHZ MODEL 2 PORTABLE	6	\$2,425.28	\$1,770.45	\$10,622.70
1a	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	6	\$0.00	\$0.00	\$0.00
1b	QA09113AB	ADD: BASELINE RELEASE SW	6	\$0.00	\$0.00	\$0.00
1c	H885BK	ADD: 3Y ESSENTIAL SERVICE	6	\$133.00	\$133.00	\$798.00
1d	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	6	\$1,727.00	\$1,260.71	\$7,564.26
2	PMPN4576A	CHARGER,CHGR DESKTOP SINGLE UNIT IMPRES EXT PS US/NA/TW	6	\$82.08	\$59.92	\$359.52
3	PMMN4069A	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55	6	\$133.00	\$97.09	\$582.54

Grand Total **\$19,927.02(USD)**

Notes:

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Purchase Order Checklist

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PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

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Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

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Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

ORDINANCE A-685

AN ORDINANCE AMENDING 9-2-11 IN THE VILLAGE OF SOMERSET, WISCONSIN

THE VILLAGE BOARD OF THE VILLAGE OF SOMERSET, WISCONSIN, DOES ORDAIN AND AMEND AS FOLLOWS:

TITLE 9 CHAPTER 2 SECTION 9-2-11 (a-c) Charges (Sewer Rate)

Sec. 9-2-11. - Charges.

(a) *Sewer Rates.*

- (1) *Minimum Meter Charge Rate.* Minimum charge based on the size of water meter in service will be per the following schedule:

5/8 "	Meters	\$8.92 9.50
3/4"	Meters	8.92 9.50
1 "	Meters	22.71
1 1/4"	Meters	27.15
1 1/2"	Meters	36.10
2"	Meters	54.36
3"	Meters	90.88
4"	Meters	90.88

- (2) *Volume Usage Rate.* A fixed charge of ten dollars and eighty-two cents (~~\$11.14~~ \$11.75) per one thousand (1,000) gallons per quarter on the amount of water consumed as defined in Subsection (5) (c).

- (b) *Sewer Charges.* All charges for sewerage service shall be made monthly and shall be due the 20th of each month. A three percent (3%) penalty will be added to those bills not paid on or before the twentieth day after the issuance date of the bill with a fifty-cent minimum penalty charge. A failure to receive a bill shall not excuse nonpayment. Delinquent sewerage service charges shall be a lien on the property served pursuant to Sec. 66.0809(3), Wis. Stats.
- (c) *Credits:* Sewer use charges shall be as set forth in this Section and no credit will be given for intentional or accidental excess water use on the part of the user, with the exception of a faulty water meter or where the user submits sufficient written proof that the excess water did not enter the Village sewer system. Upon submission of such proof, the Village Public Works Director shall, based on the written submission of proof, determine if a credit may be issued. An appeal of the Public Works Director's decision may be made to the Public Works Committee and Village Board within thirty (30) days of the decision. Requests for credit must be submitted in writing within sixty (60) days of the bill date.

ADOPTED : 9/19/2023
EFFECTIVE : 10/16/2023
PUBLISHED : 9/28/2023

	<u>Current</u>	<u>Proposed</u>	<u>Difference</u>
Fixed Charge	\$8.92	\$10.79	\$1.87/mth
Rate per 1,000/g	\$11.14	\$11.64	\$.50/ 1,000g

1,400 customers x \$8.92= \$12,500

1,400 customers x \$10.79= \$15,100

Difference \$2,600/m and \$31,000/yr

1,400 customers at 4,000 gallons per month x \$11.14= \$62,400/m

1,400 customers at 4,000 gallons per month x \$11.64= \$65,200/m

Difference \$2,800/m and \$33,600/yr

Totals: \$5,400/m and \$64,600/yr

Additional 135 homes in TID 6 is an additional \$75,000/yr for usage and \$17,500 in fixed charges for a total increase of \$92,500 in revenue at full build out.

Option #2	Current	Year 1	Year 2	Year 3
Fixed Charge	\$8.92	\$9.50	\$9.75	\$10.00
Rate per 1,000/g	\$11.14	\$11.75	\$12.00	\$12.25
Change in revenue		\$50,600/yr	\$72,000/yr	\$92,000/yr

1,400 customers x \$9.50= \$13,300

Difference \$800.00/m and \$9,600/yr

1,400 customers at 4,000 gallons per month x \$11.75= \$65,800

Difference \$3,400/m and \$41,000/yr

Totals: \$4,200/m and \$50,400/yr

1,400 customers x \$9.75= \$13,700

Difference \$1,200/m and \$14,400/yr

1,400 customers at 4,000 gallons per month x \$12.00= \$67,200/m

Difference \$4,800/m and \$57,600/yr

Totals: \$6,000/m and \$72,000/yr

1,400 customers x \$10.00 = \$14,000

Difference \$1,500/m and \$18,000/yr

1,400 customers at 4,000 gallons per month x \$12.25= \$68,600

Difference \$6,200/m and \$74,400/yr

Totals: \$7,700/m and \$92,400/yr

To: Village Trustees

From: Bob Gunther, Director of Public Works

RE: Hometown Hero Flags

The Somerset Champions Council is requesting the following:

- Use of light poles in the Village to display flags to honor veterans
- Public Works to assist with putting the flags up and taking them down, which would include the cost of renting the necessary equipment. This would be a Village expense.

Flags would be displayed from Memorial Day to Veterans Day each year. No additional funds are being requested of the Village at this time. The Somerset Champions Council will seek donations to cover the cost of the flags.



Task Order

MSA Project Number: 08783113

This AGREEMENT (Agreement) is made effective September 17, 2024 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 60 Plato Blvd East, St. Paul, MN 55107-1835

Phone: (612) 548-3132

Representative: Chuck Schwartz

Email: cschwartz@msa-ps.com

VILLAGE OF SOMERSET (OWNER)

Address: 110 Spring Street, Somerset, Wisconsin 54025

Phone: (715) 247-5555

Representative: Mike Kappers

Email: mkappers@villageofsomerset.us

Project Name:

TID #5 Regional Stormwater Ponds

The scope of the work authorized is:

See Attachment A: Scope of Services

The schedule to perform the work is:

Approximate Start Date:

September 18, 2024

Approximate Completion Date:

December 18, 2024

The lump sum fee for the work is:

\$22,500

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

MSA PROFESSIONAL SERVICES, INC.

Mike Kappers
Village President
Date: _____

Chuck Schwartz
Public Works Operations Leader
Date: _____

ATTACHMENT A: SCOPE OF SERVICES

Stormwater Management Plan

MSA will prepare a stormwater management plan including the sizing of stormwater management facilities to provide peak discharge rate control, water quality treatment, and infiltration to serve the TID 5 business park. It is anticipated that the facilities will be configured as a 'two-cell' system, with the upper cell being a wet pond with a primary function of providing water quality treatment and a second cell being an infiltration basin with the primary function of achieving post-development infiltration volume controls. Collectively, both basins will provide peak discharge rate control.

The stormwater management system will be designed to achieve the cumulative performance standards of the WDNR and the Village of Somerset:

- **Peak Discharge Rate Control** – Post-development peak discharge rates leaving the site under events ranging from the 1-, 2-, 10-, and 100-yr, 24-hr rainfall will not exceed pre-development rates for the same rainfall events.
- **Water Quality Treatment** – Stormwater runoff from the site will be treated such that there is an 80% reduction in annual Total Suspended Solids (TSS) loading rates
- **Infiltration** – Post-development annual stay-on (infiltration) depths will be at least 75% of predevelopment stay-on depths (assumes a site impervious area density between 40% and 80%)

MSA will prepare a stormwater management plan design report documenting the design and performance of the proposed stormwater management plan. This report will be suitable for submission to WDNR (if requested) to support a WDNR 'notice of intent' application for post-construction stormwater management.

MSA will size storm sewer, street inlets, and stubs to serve private lots sufficient to collect and convey stormwater runoff within the site to the proposed stormwater management system. It is assumed that storm sewer pipes and inlets will be sized to collect and convey peak runoff from the 10-yr 24-hr rainfall event and that the public ROW (street cross-section) will be designed to convey flows in excess of storm sewer capacity up to peak 100-yr peak runoff rates within the public ROW. In locations where vertical sags (low-points) are required along public roadway alignments, MSA will evaluate storm sewer sizing to ensure flows are safely contained within the ROW or will incorporate into the site grading plan surface overflow routes which will be designed to deliver flows to stormwater management features.

Design and Bidding Phase Services

1. Review design options with Village Staff.
2. Use previously completed topographic survey and locates for the storm ponds
3. Storm pond and structures design that includes:
 - a. Plan drawings that show alignment and elevations.
 - i. Prepare construction details.
 - ii. Improvements to be bid as part of the Multi-family project.
 - b. Correspondence with the Village during design and bidding phase.
 - c. Internal quality control and quality assurance.
 - d. Meeting attendance and plan presentation at one Public Works and Board meeting.
 - e. Respond to Bidder questions related to the improvements herein.

- f. Reimbursables (mileage, copies, fax, postage, UPS, submittal fees) during design and bidding phase.
 - g. Stormwater Permitting
- 4. Construction Phase Services – N/A
 - a. RPR services assumed to be part of the Multi-family project.

A. Services Provided by the Owner

- 1. The OWNER will:
 - a. Provide requested information and documentation for surrounding Village infrastructure.
 - b. Provide previous studies, reports and results from past engineering planning efforts.
 - c. Provide CAD in electronic format, if available.
 - d. Easement and Waiver of Trespass acquisition.

B. Additional Services

- 1. The following additional services are not included in the Scope of Basic Services, but are available at standard billing rates upon request:
 - a. Additional improvements not identified above.
 - b. Construction Observation.
 - c. Additional Meetings.
 - d. Permitting fees or any additional permitting activities.
 - e. Private utility coordination.
 - f. Soil Borings.

ATTACHMENT B: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Administrative	\$ 75 – \$150/hr.
Architects	\$ 75 – \$215/hr.
Community Development Specialists	\$135 – \$185/hr.
Digital Design	\$175 – \$195/hr.
Environmental Scientists/Hydrogeologists	\$105 – \$185/hr.
Geographic Information Systems (GIS)	\$ 95 – \$185/hr.
Housing Administration	\$ 95 – \$170/hr.
HR	\$ 135 – \$150/hr.
Inspectors/Zoning Administrators	\$105 – \$130/hr.
IT Support	\$175 – \$195/hr.
Land Surveying	\$ 75 – \$185/hr.
Landscape Designers & Architects	\$ 75 – \$215/hr.
Planners	\$ 75 – \$205/hr.
Principals	\$210 – \$315/hr.
Professional Engineers/Designers of Engineering Systems	\$150 – \$200/hr.
Project Managers	\$150 – \$230/hr.
Real Estate Professionals	\$135 – \$165/hr.
Staff Engineers	\$ 75 – \$145/hr.
Technicians	\$ 95 – \$150/hr.
Wastewater Treatment Plant Operator	\$ 90 – \$115/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page
Plots	\$0.01/sq.in.
Flash Drive	\$10
GPS Equipment	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level	\$85/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile standard/ \$0.69 mile for DOT
Nuclear Density Testing	\$30/day
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost
Geodimeter	\$30/hour
Drone Flight	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2024.

STREET USE PERMIT

VILLAGE OF SOMERSET

APPLICANT NAME, ADDRESS & PHONE NO.

Kelly Emerson
[REDACTED]
Somerset WI

NAME, ADDRESS & PHONE NO. OF ORGANIZATION REQUESTING PERMIT

Somerset School District
645 Sunrise Dr Somerset
715 247 4840 ext 140

NAME, ADDRESS & PHONE NO. OF CONTACT PERSON FOR STREET USE

Kelly Emerson
Somerset
[REDACTED]

PROPOSED STREETS: Forrest, Francis, Main, Depot, Cloutier

DATE OF USE: Friday, Oct 11th

TIME OF USE: 1 PM - 2 PM

PROJECTED ATTENDANCE: _____

PROPOSED STREET USE (Describe in detail):

Forrest Dr → right on @to Sunrise → left on Main →
left on Depot → Cloutier → right on Sunrise → enter campus
at middle school

*** PAVEMENT MARKING IS NOT ALLOWED ON ANY STREET ****

• INSURANCE:

is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant is

☐	☐
--------------------------	--------------------------

For office use:

Date Reviewed by Village Board: _____ Approved _____ Denied _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ansay & Associates, LLC. 101 East Grand Ave. Suite #11 Port Washington WI 53074	CONTACT NAME: Tiana Regenwether PHONE (A/C, No, Ext): 262-284-7174 E-MAIL ADDRESS: tiana.regenwether@ansay.com FAX (A/C, No): 262-377-3784
INSURED Somerset School District 645 Sunrise Drive Somerset WI 54025	INSURER(S) AFFORDING COVERAGE INSURER A: Community Insurance Corp INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
SOMESCH-01	NAIC # 11250

COVERAGES**CERTIFICATE NUMBER:** 138401684**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			SGL22343	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			SGL22343	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	N/A				PER STATUTE ☐ OTH-ER ☐ E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Homecoming Parade on October 7th, 2022

CERTIFICATE HOLDER**CANCELLATION**

Village of Somerset 110 Spring Street PO Box 356 Somerset WI 54025	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Tiana Regenwether
---	--

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MEMO

To: Village Trustees

9/11/24

From: Tasia Berger, Village Clerk

RE: Election Worker Pay Rate

Election workers play a vital role in the election process. The Village of Somerset has a fantastic pool of election workers who have served our municipality in this capacity for many years, however, we still struggle to fill shifts each election. To fill all shifts, we need 10 Election Inspectors and 2 Chief Inspectors per election. During the 2023-2024 election cycle, we have averaged 7-8 Inspectors.

To recruit and retain election workers, the board should consider raising the pay rate for election workers. Chief Inspectors must reside in the Village. Election Inspectors must reside in St. Croix County.

The following is pay rate information I received from nearby municipalities:

Municipality	Hourly Rate		Meals Provided?	Notes
	Inspector	Chief		
T Star Prairie	\$25	\$30	Yes	
T Somerset	\$25	\$30	Yes	
T Eau Galle	\$20	\$20	Yes	Meals provided by Clerk
C Hudson	\$15	\$17	No	
T Glenwood	\$15	\$17	Yes	
T Richmond	\$15	\$15	Yes	
V Hammond	\$15	\$15	Yes	
T Pleasant Valley	\$15	\$15	No	
T Rush River	\$15	\$15	No	
T Baldwin	\$14.50	\$21	No	
C Glenwood City	\$14	\$15	Yes	
V Woodville	\$12.95	\$15.95	Yes	Lunch only
T Springfield	\$12	\$14	No	
V Baldwin	\$12	\$14	Yes	Proposing +\$2 next year
T Kinnikinnic	\$12	\$13.50	Yes	
V Somerset	\$11	\$13	Yes	
T Hammond	\$10	\$15	Yes	
V Deer Park	\$10	\$13	No	
V Star Prairie	\$10	\$11	Yes	
T Cady	\$10	\$10	No	
V Wilson	\$10	\$10	No	

I propose increasing the hourly rate for Election Inspectors to \$25 per hour and Chief Inspectors to \$30 per hour beginning with the next election on November 5, 2024. This increase will be covered by our election budget.

Somerset Fire/Rescue

from the office of Chief Belisle

Sept 3rd, 2024

Dear Board Members –

This is the update for August 2024. This month we responded to 62 calls for service. The breakdown is as follows: 38 calls in the Village consisting of 24 medicals and 14 fire/rescue call; 14 in the Township consisting of 10 medicals and 4 fire/rescue calls; and 10 auto aid calls, 5 in St. Joe, 2 in New Richmond and 3 in Star Prairie. This brings us to a total of 361 runs for the year compared to 295 for the same time in 2023.

Runs are obviously up with 66 calls more than the same time in 2023. We are on track to respond to well over 500 calls this year. With the growth that continues to happen, we can only assume the call volume will continue to rise.

The new tender will be ready for pick up in the next week to week and a half. Once put in service the 1992 will be listed for sale on WI Surplus Auction, and all monies brought in by its sales will be split with the Town and Village.

We are currently operating with 25 members of which 17 are full members, 5 are probationary, 1 is a part time employee, 1 is a High School Cadet and 1 is an honorary member. We currently have multiple applications on file and have been interviewing the candidates. We are hoping to find some great additions to our staff within these interviews, more to come. We are still below staffing for what we would like to see and we currently are working with our recruitment committee to attempt to recruit from our growing community. 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!

Sincerely,

Travis Belisle

Travis Belisle - Chief
Somerset Fire/Rescue

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

RESOLUTION 2024-05

REQUESTING APPLICATION FOR EXEMPTION FROM THE COUNTY LIBRARY TAX

WHEREAS, the County Board for St. Croix County, Wisconsin levies a county library tax; and

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that any city, town, or village which levies a tax for public library service and appropriates and expends for a library fund as defined by section 43.52(1) of the Wisconsin Statutes during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized value of the property in the city, town, or village for the current year is exempt from the county library tax; and

WHEREAS, the Village of Somerset will, in 2025, be appropriate and expend an amount in excess of that calculated above.

NOW THEREFORE, BE IT RESOLVED that the Village of Somerset hereby requests of the St. Croix County Board of Supervisors that the Village of Somerset be exempt from the payment of any county tax for the support of the public library service as provided in Section 43.64(2) of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that copies of this Resolution are forwarded by the Village of Somerset Clerk to the following parties:

Somerset Library, 208 Hud Street, Somerset WI 54025

St. Croix County Clerk, 1101 Carmichael Rd., Hudson WI 54016

Dated this 17th Day of September 2024

By: _____

Mike Kappers, Village President

Attest: _____

Tasia Berger, Village Clerk

Intent Statement:

The purpose of this amendment is to safeguard the integrity of our elections by ensuring that election officials, also known as poll workers, can perform their duties without fear of harassment, intimidation, or interference. Election officials play a critical role in upholding the democratic process, and their protection is essential for maintaining public confidence in the outcomes of our elections.

This amendment establishes clear penalties for individuals who engage in conduct aimed at disrupting elections or harassing election officials, ensuring that violations are met with appropriate consequences. By instituting this ordinance, we send a strong message that any attempt to interfere with the work of poll workers will not be tolerated, and the integrity of the electoral process will be vigorously protected.

Sec. 11-2-13. - Harassment; obscene phone calls; harassment of election officials.

(a) **Harassment.** No person, with intent to harass or intimidate another person, shall do any of the following; each instance shall be considered a separate violation:

1. Strike, shove, kick, or otherwise subject the person to physical contact or attempts or threatens to do the same.
2. Engage in a course of conduct or repeatedly commits acts which harass or intimidate the person and which serve no legitimate purpose.

(b) **Harassing or Obscene Telephone Calls.** Whoever commits any of the following acts shall be subject to the general penalty as provided in this Code of Ordinances:

1. Makes any comment, request, suggestion, or proposal which is obscene, lewd, lascivious, or indecent;
2. Makes a telephone call, whether or not conversation ensues, with the intent to abuse, threaten, or harass any person at the called number or numbers;
3. Makes or causes the telephone of another repeatedly or continuously to ring, with intent to harass any person at the called number or numbers;
4. Makes repeated telephone calls, during which conversation ensues, solely to harass any person at the called number or numbers;
5. Knowingly permits any telephone under his/her control to be used for any purpose prohibited by this Section;
6. In conspiracy or concerted action with other persons, makes repeated calls or simultaneous calls solely to harass any person at the called number or numbers.

(c) **Harassment of Election Officials.**

1. No person shall, in a public or private place, engage in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct directed at or toward an individual working in their capacity as an Election Official or based on their

position as an Election Official, under circumstances in which such conduct tends to cause or provoke a disturbance.

2. No person shall knowingly interfere with or obstruct any individual working in their capacity as an Election Official in the performance of such individual's duties related to the conduct of an election.
3. No person shall send an individual working in their capacity as an Election Official or based on their position as an Election Official a telecommunication message, with the reasonable expectation that such individual will receive the message, using any harassing, violent, abusive, threatening, indecent, or profane language or image, or any other message in which such telecommunication message tends to cause or provoke a disturbance.

(d) Harassment of Election Officials via Social Media.

1. No person shall use any social media platform, website, or other form of electronic communication to harass, intimidate, or threaten an individual working in their capacity as an Election Official or based on their position as an Election Official. This includes, but is not limited to, posting threatening or abusive comments, sharing or disseminating personal information with the intent to harass, or inciting others to interfere with the duties of an Election Official.
2. Any individual using social media to organize or engage in actions that obstruct the work of election officials, or to encourage others to engage in such actions, will be subject to the same penalties outlined for harassment and intimidation of election officials in this section.

Penalty for Violation: Any person violating this section shall, upon conviction for a first offense, forfeit not less than \$300.00 nor more than \$1,000.00. Any person violating this section shall, upon conviction for a second or subsequent offense within one year, forfeit not less than \$1,000.00 nor more than \$5,000.00.

Impact Fee Needs Assessment Update

**Village of Somerset
St. Croix County, Wisconsin
September 2024**

Prepared by:

MSA Professional Services, Inc.
60 Plato Blvd. E., Suite 420
St. Paul, MN 55107
Phone: 612-548-3141
www.msa-ps.com

Project No. R08783106

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Impact Fee Needs Assessment Update Village of Somerset

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CHAPTER 1 – INTRODUCTION

1.1 INTRODUCTION

The Village of Somerset has a history of being proactive when developing infrastructure for the provision of services to serve new development, as well as serve existing residents and businesses. To do so they have utilized a full range of planning and finance options, including grants, taxes, impact fees and utilities.

Beginning in 2001, the Village began to utilize impact fees to address these and other issues. A law enacted in 1995 allows the Village to charge impact fees for public improvements. Impact fees are cash contributions, contributions of land, or interests in land or any other items of value that are imposed on a developer by a political subdivision. Impact fees can be used to recover costs to construct, expand, or improve public facilities. Public facilities include:

- highways and other transportation facilities
- traffic control devices
- facilities for collection and treating of sewage
- facilities for collection and treating storm and surface water
- facilities for pumping, storing, and distributing water
- parks, playgrounds, and land for athletic fields
- solid waste and recycling facilities
- fire protection facilities
- law enforcement facilities
- emergency medical facilities
- libraries

The impact fee or cost to future and/or existing users to use the facilities is determined by the impact each connection/user will place on the facility. For instance, a single-family home will send less wastewater to the treatment plant than an industry such as a car wash. The larger flow from the car wash will have a greater impact on the life of the equipment, labor, energy costs, etc. for these public facilities.

For each impact fee, the Village must prepare a Needs Assessment that will identify the new public facility or improvements and/or expansion of the existing public facility that will be required because of land development.

Historically, impact fees have been assessed and collected on a community wide basis – that is, all new development pays the impact fee, regardless of its location. However, state law does allow impact fees to be assessed on a regional, or area basis.

The following documents contain the Needs Assessments for the impact fees proposed in this report. They demonstrate compliance with Sec. §66.0617 Wis. Stats. and are on file and available for public inspection in the office of the Village Clerk.

- This report, Impact Fee Needs Assessment Update, Village of Somerset, 2024, prepared by MSA Professional Services.
- *Village of Somerset 2043 Comprehensive Plan, 2024 by MSA Professional Services.*

- Village of Somerset Water System Evaluation, 2024, by MSA Professional Services.
- Impact Fee Needs Assessment Update, Village of Somerset, 2010 by SEH.
- Impact Fee Needs Assessment, Village of Somerset, 2004, by Cedar Corp.
- Impact Fee Needs Assessment, Village of Somerset, 2001, by Cedar Corp.

1.2 POPULATION PROJECTIONS

Growth projections are an important tool and qualification for accurately preparing an Impact Fee Needs Assessment. The Village of Somerset is in a unique location of the state and country, which makes it more difficult to correctly estimate future growth. Several factors have and will continue to impact growth in and around Somerset, including the local, regional, and national economies, proximity to the Twin Cities metropolitan area, the new St. Croix River Crossing, and small-town atmosphere, just to name a few.

The big picture to consider is how the Village population has grown in recent years and how the Village is expected to grow over the next 20 years as outlined in the Village's Comprehensive Plan, updated in 2024. Table 1-1 below shows the projections used in the Somerset Comprehensive Plan update.

1.2.1 RESIDENTIAL

The Wisconsin Department of Administration (DOA) population projection, which is by state statute the official population projections for Wisconsin municipalities, predicts that by 2040 the Village of Somerset will have approximately 4,100 residents. This is 985 (32%) more than Somerset's 2020 Census population of 3,115. St. Croix County's population is expected to increase at a slightly faster rate (36%) than the Village.

Table 1-1 Comprehensive Plan Population Projections

	Census		Projections					Change	
	2010	2020	2023	2025	2030	2035	2040	Numerical	Percent
V. Somerset	2,635	3,115	3,239	3,430	3,725	3,935	4,100	985	32%
St. Croix County	84,345	96,985	99,929	104,465	111,470	115,692	119,010	34,665	36%

Table 1-2 Comprehensive Plan Acreage Projections

	2020 (Current)	2025	2030	2035	2040
Residential	340.8	363.6	384.9	400.1	412
Commercial	398.8	425.5	450.4	468.2	482.1
Industrial	126.8	135.3	143.2	148.9	153.3
Institutional*	150.0	155.0	160.0	165.0	170.0

Source: Village of Somerset 2043 Comprehensive Plan update

* 20 acres of additional development are projected over 20 years. This equates to an average of 5 acres every 5 years.

Based on these projections, it was determined that approximately 71.2 additional acres would be needed with a single-family density of 3 units per acre and a multi-family density of 12 units per acre.

1.2.2 COMMERCIAL

The Somerset Comprehensive Plan update projects 4.2 acres of commercial growth per year from 2020 to 2040. Based on this assumption, over the next ten years (through 2030), it would be expected to see another 42 acres of commercial growth. The primary areas identified for commercial growth in the Comprehensive Plan update include the area adjacent to the STH 35/64 bypass interchange southeast of the Village, adjacent to existing commercial development between County Trunk Highway VV and Rivard Street, west of City Limits near Main Street, and north of City Limits west of State Trunk Highway 35 (Brand Buggy, LLC area).

1.2.3 INDUSTRIAL

The Somerset Comprehensive Plan update projects 1.3 acres of industrial growth per year from 2020 to 2040. Based on this assumption, over the next ten years (through 2030), it would be expected to see another 13 acres of industrial growth. The primary areas identified for industrial growth in the Comprehensive Plan update include land north of the existing Somerset Industrial Park (north and east of City Limits).

1.3 REGIONAL CONTEXT

The Twin Cities area has maintained its role as a crucial employment center for the residents of St. Croix, Pierce, and Polk Counties in Wisconsin. The trend of commuting to the Twin Cities metropolitan area has remained steady, with a significant portion of the workforce crossing state lines for job opportunities. In recent years, the Twin Cities have continued to attract workers from these counties, reflecting the region's economic draw and the interlinked nature of the two states' labor markets.

The Twin Cities Metropolitan Council has consistently reported on development trends, emphasizing the ongoing commercial, industrial, and public construction within the Twin Cities Region. While Somerset, Wisconsin, was not a direct subject of these studies, the insights provided are pertinent to understanding the regional development patterns, especially those near the Minnesota-Wisconsin border. Recent projects, such as the expansion of infrastructure and public facilities, underscore the substantial commercial and industrial activities that have been shaping the economic landscape of Somerset and its neighboring areas.

This updated summary underscores the enduring economic interdependence between Minnesota and the Wisconsin counties of St. Croix, Pierce, and Polk. The cross-border workforce movement and regional development have been pivotal in molding the area since the early 2000s and are expected to continue influencing its trajectory well into the future. The region's commitment to infrastructure and development, as evidenced by recent projects, speaks to its dynamic economic environment and its readiness to embrace growth and change.

CHAPTER 2 – NEEDS ASSESSMENT UPDATE

2.1 WISCONSIN STATUTE & AUTHORITY TO IMPOSE IMPACT FEES

The foundational statute, created by Wisconsin Act 305 in 1993 and codified as Section §66.55 (now §66.0617), grants municipalities the authority to levy impact fees on new developments to cover the capital costs of public facilities. These fees are instrumental in supporting a range of infrastructure needs, including transportation networks, sewage treatment plants, water management systems, recreational areas, waste management facilities, and essential services such as fire, police, emergency medical services, and libraries.

The statute has undergone several amendments to refine the scope of facilities eligible for impact fees and to clarify the procedural requirements for municipalities enacting impact fee ordinances. Notable amendments include Wisconsin Acts 206 and 477 in 2006, Wisconsin Act 44 in 2007, and most recently, Wisconsin Act 243 in 2017.

- Impact fees for water supply, police services, and fire protection, as stipulated under Wisconsin Statutes §66.0617.
- Sewer service fees for new or expanded connections, governed by the wastewater utility's fee structure under Wisconsin Statutes §66.0821.
- Parks facilities fees granted to municipalities by Wisconsin Statutes §236.45(6), which allows for the imposition of fees instead of land dedication for park development during the subdivision approval process. These fees are allocated for the procurement and initial outfitting of parklands, encompassing activities such as grading, landscaping, utility setup, sidewalk construction, playground installation, and the establishment of restroom amenities.

2.1.1 IMPACT FEE DEVELOPMENT PROCEDURE

In preparation for the adoption or modification of an impact fee ordinance, municipalities are obliged to compile a Public Facilities Needs Assessment. This assessment should encompass:

- An inventory of current public facilities, highlighting any deficiencies in their capacity or condition that might necessitate the implementation of an impact fee for new development.
- The identification of new public facilities, or the necessary upgrades or expansions to existing facilities, prompted by new land development. This process should be informed by clearly defined service areas and standards.
- An itemized estimate of the capital costs associated with delivering new public services/facilities or upgrading existing ones. This includes assessing the overall impact of both proposed and current impact fees on the affordability of housing within the municipality.

Additionally, municipalities are required to conduct a public hearing regarding the proposed impact fee ordinance and ensure that the Public Facilities Needs Assessment and draft ordinance are available for public viewing at least 30 days before the hearing.

2.1.2 ELIGIBLE FACILITIES

It is essential to note that impact fees must be strictly used for the facilities explicitly listed in the statutes. Under Wisconsin impact fee law, municipalities have the authority to utilize impact fees for a diverse range of public facilities projects that will support new development. These fees can

be allocated to cover the proportionate capital costs associated with highways, traffic control facilities, sewerage systems, stormwater management, water supply infrastructure, parks development, solid waste and recycling facilities, fire protection services, law enforcement facilities, emergency medical services, and libraries—essential components required to support new commercial and residential growth.

2.1.3 ELIGIBLE COSTS

Impact fees are designated solely for the capital expenses associated with public facilities, which encompass the expenditures for construction, enlargement, or enhancement of such facilities. These fees can cover a range of eligible expenses, including the acquisition of land and costs related to legal services, planning, engineering, and design. However, it is important to note that impact fees are not applicable for the procurement of vehicles and equipment, nor can they be utilized for operational and maintenance costs.

2.1.4 DETERMINATION OF FEE AMOUNT

Impact fee legislation stipulates a direct correlation between impact fees and the necessity for new or enhanced public facilities. This implies that if a new development does not increase the demand for a particular type of public facility, then impact fees should not be levied on it. For instance, impact fees for parks are typically not charged to nonresidential developments, as they are less likely to utilize these recreational services. Additionally, the calculation of impact fees must be grounded in a realistic expectation of the new development's demand for public facilities. In cases where services such as water and sewer are utilized by both residential and nonresidential properties, it is essential to establish a fair method for apportioning the capital costs of facilities between residential and nonresidential developments.

Impact fees may not be used to correct existing deficiencies in the public facilities for which they are imposed. Examples of existing deficiencies may include:

- Facilities or segments thereof that are essential to achieve the targeted service level for current development.
- Facilities or segments thereof that necessitate replacement due to natural deterioration or becoming outdated.
- Enhancements to current facilities required to comply with state or federal mandates or to incorporate more advanced technology.

State regulations mandate that impact fees must not exceed the proportional share of capital expenditures necessary for accommodating new development relative to existing development. The allocation of costs between new and existing development must be calculated based on service level standards that are clearly specified, although not stipulated by state law. These standards must be established by the local government instituting the impact fees. An analysis of each facility is required to establish the proportion of the facility demanded to maintain the service level for present development, in contrast to the surplus capacity that can accommodate to new development. The same service level criteria should be uniformly applied to both existing and future development to determine if a segment of the facilities is essential to deliver the anticipated service level to current development. Should new facilities be partly necessary to achieve the desired service level for existing development, then a segment of the overall capital costs might need to be allocated to address any existing shortfalls when calculating the total eligible costs that can be recouped through impact fees.

The 2017 Wisconsin Act 243 introduced a refined measure for impact fees, stating that the fees should not account for any increase in service capacity beyond what is necessary for the

development in question. This directive is more precise compared to the previous requirement that fees must not exceed the proportional share of capital costs needed for land development relative to existing land uses within the municipality. Currently, this standard has not been judicially interpreted, leaving open the question of what benchmarks municipalities need to meet to demonstrate that an impact fee does not exceed the cost of the capacity required for a particular development.

The total amount recoverable through impact fees must be adjusted to reflect deductions for any other financial obligations placed on new land development. These obligations could include special assessments, land dedications, or fees that are charged instead of land dedication, all aimed at defraying the capital costs of new facilities. Additionally, impact fees should be proportionately decreased to account for any state or federal grants that a municipality has secured to fund the facilities that are subject to these fees.

2.2 GENERAL

The service area for the Needs Assessment is the area planned as part of the Village of Somerset Comprehensive Plan Update 2023-2043. This Impact Fee framework is designed to ensure that the Village of Somerset's infrastructure keeps pace with its growth, fostering a sustainable and well-equipped community for the future.

The Village of Somerset historically financed municipal improvements through several mechanisms, including developer negotiation, annexation agreement, impact fees, property tax, as well as requiring construction of municipal facilities to be paid for as part of the subdivision development process. The Village of Somerset has observed a consistent trajectory of growth in both its residential and commercial sectors, with projections indicating this trend will persist. In response, the Village has instituted a series of development fees to offset the capital expenditures of public facilities, ensuring that the infrastructure evolves in tandem with the community's expansion. Based upon the projected land uses and densities identified for the area by the Village's adopted Comprehensive Plan, the Village has estimated the amount of future development that will occur on a parcel-by-parcel basis.

2.3 SERVICE STANDARDS

Wisconsin Law requires municipalities adopt a service standard for each public improvement that is collecting an impact fee. The Village of Somerset has established service standards for a variety of public infrastructure, as part of previous impact fee needs assessments, as well as other professional studies and plans. This report summarizes those standards, as identified in this report, and incorporates them by reference. All service standards are in accordance with Section 66.0617(1)(h) Wis. Stats., as adopted by the Village of Somerset.

CHAPTER 3 –WATER NEEDS ASSESSMENT

3.1 WATER NEEDS ASSESSMENT

The Village's water system is comprised of two wells (Well #3 and Well #5), two water towers (Tower #1 and Tower #2), and 115,493 feet (22 miles) of water main. Tower #1 was built in 1973. Tower #2 was built in 2004. In 2018 Tower #2's glass lined tank was replaced with a painted steel tank. Both towers have a capacity of 200,000 gallons. The two wells have the capacity to pump over 2 million gallons per day, or over 1 million gallons per day with the largest well out of service.

An abbreviated Water System Evaluation dated August 8, 2024, considered whether the Village should proceed with maintenance of existing Tower #1 or if replacement of Tower #1 is warranted. Additionally, the evaluation identified additional water system improvements necessary to adequately serve anticipated growth. The recommendations of this evaluation were incorporated into this needs assessment.

Distribution system modeling was performed utilizing WaterCAD software. WaterCAD was used to model the existing system and the projected system in 20 years. Water main design is based on the ultimate demand in the area, so that the size of the trunk water main selected is adequate for supply and fire flows for the maximum population to be served in the area. Facilities such as wells and towers are designed based on population growth and increases in demand. Model demands were assigned based on 2023 pumping data supplied by the Village. The largest water customer locations were given specific demands in the model. All other demand was averaged throughout the model.

Elevation data were assigned to the model using two-foot contour data. Village staff was consulted to verify connectivity and pipe sizes in questionable areas.

Pressure Requirements are set forth in the Wisconsin Administrative Code and Public Service Commission Code. The Village currently meets code requirements including:

- *NR 811.63 (3) The minimum flow requirement for water mains serving fire hydrants is 500 gpm at 20 psi residual pressure.*
- *NR 811.66 (1) (b) Minimum and maximum pressures. The minimum and maximum pressure in service areas shall be 35 and 100 psi respectively at ground level.*
- *NR 811.70 (4) The system shall be designed and operated to maintain a minimum residual pressure of 20 psi at ground level at all points in the distribution system under all conditions of flow.*
- *PSC 185.82 Pressure standards.*

As established by this report, water service standards are:

- Transmission mains, which provide main distribution to the Village as a whole, must maintain 1,500 gallons per minute of water supply, at 45 P.S.I. residual pressure.
- Water storage shall equal one average day of use excluding seasonal demands.
- Water supply shall be such that maximum day demands can be met by 18 hours of pumping with the largest well out of service.

This service standard is based upon quality of service, as well as a quantity of service.

Because of the nature of the service standard, the Village may build more or fewer water storage devices (which may include elevated or ground level), more or fewer wells (as production level varies), and vary the location of transmission main. Whatever the specific types or location, it shall be done in compliance with the service standard.

3.2 FUTURE DEMAND

Village of Somerset, 20 Year Water Demand Projection – New Development Only							
	Acres	Units	Persons	Projected Water Use gpd/person	Projected Water Use gpd/acre	Water Needs (gpd)	Projected REU
Residential	71.2	329	985	80		78,800	410
Institutional	20				750	15,000	78
Commercial	83.3				750	62,475	325
Industrial	26.5				750	19,875	104
Total						176,150	917

3.3 EXISTING DEFICIENCIES

There are no current production, storage, or pressure deficiencies that raise to the level of immediate improvement needs.

3.4 WATER FACILITY NEEDS TO ACCOMMODATE GROWTH

Storage – Based on future growth, an additional 200,000 gallons of storage will be needed by approximately 2040. The estimated cost of a new tower is \$3,500,000.

Supply – With the largest well out of service, the Village has 1,152,000 gallons per day available. There is no need for an additional water supply for the next 20 years unless an additional water supply addresses a water flow and/or pressure need.

Pressure/Flow – In order to provide sufficient pressure and flow for future development, the Village will need to provide certain improvements, including approximately 18,000 linear feet of water main which is greater than 8 inches in size along with the development of a high pressure zone that includes a booster station and pressure reducing valve.

Oversized Water Main

For the purposes of impact fees, the Village chooses to collect fees equal to the cost of “oversizing” water mains from their 8-inch minimum standard. This means that the base size (8 inches) will be paid for in a method other than impact fees – this could be the developer installing the main, charging for the cost through special assessment, or using TIF or grant funds. However, when, as determined by the Village Director of Public Works, it is necessary to require water mains in excess of 8 inches so as to serve as part of the main water distribution system, the Village will expend water impact fees to pay for this “oversizing”. The estimated cost of water main oversizing is \$790,000.

Booster Station and Pressure Reducing Valve

Existing static pressure extremes range from 39 psi to 98 psi, which fall within the code-required range of 35 to 100 psi. There are areas within Village-limits that will experience pressures below 35 psi if development proceeds, primary in the southwest portion of the

Village along Somerset Lane and Spartan Drive. The estimated cost to create a high-pressure zone is \$1,900,000.

3.5 RECOMMENDED WATER IMPACT FEES

Future water demand as calculated in Section 3.2 is based upon residential population projections and assumed water use per acre for industrial, commercial, and institutional uses. Following the same logic, the number of Residential Equivalent Use (REU) is 3,937. The projected REU is 917 for a total of 4,854 REUs. Projected REU represents 19% of the total.

New Water Tower

The cost of a new tower is \$3,500,000. The cost to serve existing customers is 81% of the total. The cost to serve growth is 19% ($\$3,500,000 \times 0.19\% = \$665,000$).

High Pressure Zone (HPZ)

The cost of a booster station and pressure reducing valve (PRV) is \$1,900,000. The cost to serve existing customers is 81% of the total. The cost to serve growth is 19% ($\$1,900,000 \times 0.19\% = \$360,000$).

Water System Improvements	
Water Main	\$790,000
Booster Station and PRV (19%)	\$360,000
Cost of Water Tower due to growth (19%)	\$665,000
Previously Collected Needs	-\$264,000
TOTAL	\$1,551,000
Estimated REU	971
Cost per REU	\$1,690

A single REU is the fee charged to a single-family home. All other users pay an equivalent charge, based upon number of REU's and meter size. This equivalency is based upon the Public Service Commission's "Equivalency Meter Charge" used for allocating demand related capital costs.

This actual fee is based on the following chart. It is for all non-single family metered uses (multi-family, commercial, industrial, public, and institutional).

Meter Size	Number of REUs	Equivalent Charge
3/4	1	\$1,690
1	2.5	\$4,225
1.25	3.7	\$6,253
1.5	5	\$8,450
2	8	\$13,520
2.5	12.5	\$21,125
3	15	\$25,350
4	25	\$42,250
6	50	\$84,500
8	80	\$135,200

10	120	\$202,800
12	160	\$270,400

Meter size will be determined by the Water Utility upon application by the landowner for installation of water service.

For purpose of payment of an impact fee when a building permit is requested, but before an actual meter size can be calculated by the Village, the base charge will be \$4,225 per building for all non-single-family lots. In addition, the Village will provide a written notice that the fee will be revised if a meter larger than one inch is required when service is requested. When the meter application is made, the Village will issue a revised bill that reflects the difference between what was paid at building permit issuance and what the fee is based upon meter size. The fee will be due and payable before the Utility hooks up the customer.

CHAPTER 4 – TRANSPORTATION NEEDS ASSESSMENT

4.1 TRANSPORTATION NEEDS ASSESSMENT

Streets are defined as local collectors, collectors, minor arterials, principal arterials, and principal arterial/expressway. They are laid out in such a way to effectively manage vehicular and non-vehicular transportation. Local streets provide direct access to adjacent land. Typically, through-traffic movement is discouraged. Collector streets serve both as direct access and traffic circulation. They typically collect traffic from local streets and convey that traffic to the arterial system. Arterial streets serve to move traffic from neighborhoods to other parts of the Village, or from one community to another.

At this time, the Village is choosing to implement street needs assessments only for intersection improvements to accommodate turn movements in accordance with the *Manual on Uniform Traffic Control Devices* (MUTCD), which is prepared by the U.S. Department of Transportation, Federal Highway Administration, as interpreted by the Village Director of Public Works, in consultation with appropriate Village Committees. This manual is the “Service Standard,” for Transportation Impact Fees, as selected by the Village. As the Village is not collecting Transportation Impact Fees for any other part of the transportation system in the Village, the Village chooses to not set other standards for other portions of the transportation system.

In conjunction with Village staff, MSA reviewed the existing Village infrastructure to identify improvements necessary to serve the existing demand within the Village, and to identify improvements necessary to serve future development within the community.

As part of this review, it was determined that there are no improvements necessary to serve existing demand in the Village, but there are several projects necessary to serve future growth of the Village, in accordance with the Village Standard for Transportation Improvements.

Based upon review of Village streets, the proposed improvements to serve future development are:

Table 4-1 Transportation Projects

	Total Cost	Impact Fee	State Share
Meadow and CTH VV – Signals, Turn Lanes, Striping	\$400,000	\$400,000	\$0
Aspen and CTH C - Signals, Turn Lanes, Striping	\$400,000	\$400,000	\$0
La Grandeur Road and STH 35 Intersection Improvements	\$400,000	\$200,000	\$200,000
Previously Collected Needs	-\$186,000	-\$186,000	
TOTAL	\$1,014,000	\$814,000	\$200,000

4.1.1 ALLOCATION OF COSTS

In order to allocate the costs of the proposed improvements, we calculated the amount of traffic that will be generated over the next 20 years, utilizing the growth projections of the Comprehensive Plan as well as trip generation data from the Institute of Transportation Engineers Trip Generation, 11th Edition.

Table 4-2 Transportation Facility Impact Fee - Projected Growth Land Use Type

	Average Trips Per Day	Acreage	Total Trips per Day
Residential	26	71.2	1,851
Industrial	50	20	1,000
Commercial	400	83.3	33,320
Institutional	63	26.5	1,670
Total Trip Generation			37,841

New residential users shall cover 50% of future transportation improvements costs equally split among the projected users.

Table 4-3 Residential Impact Fee

Transportation Projects	\$814,000
Percentage of Cost for Residential Land Use	50%
Subtotal	\$407,000
Additional Residential Units	410
Impact Fee per REU	\$993

Table 4-4 Industrial, Commercial, and Institutional Impact Fee

Transportation Projects	\$814,000
Percentage of Cost for Non-Residential Uses	50%
Subtotal	\$407,000
Total Non-Residential Trips	35,990
Cost per Trip Generated	\$11.13

The cost per trip generated for non-residential uses is used as the basis of calculating the impact fee per use. The number of daily trips is determined by the daily trip generation number in the Institute of Transportation Engineers Trip Generation Manual or as recommended by the Village Engineer. The fee is determined at the time of the building permit application.

CHAPTER 5 – LIBRARY NEEDS ASSESSMENT

5.1 LIBRARY NEEDS ASSESSMENT

Wisconsin public libraries must be governed and operated according to Chapter 43 of the Wisconsin Statutes. Wisconsin Department of Public Instruction (WDPI) has also developed library requirements in the Wisconsin Public Library Standards, 6th edition (2018). The proposed impact fee examined in this report is intended for the partial recovery of public costs associated with the expansion of the Village's library facilities. These improvements will be required because of projected growth and development of the Village and surrounding area. The Impact Fee Statute requires the proposed fee to bear a rational relationship to capital costs as well as to be proportional to the use of the added public facilities costs. The total amount to be collected through impact fees is calculated based on the proportional share of the increase in library facilities generated by the new growth in the Village.

The Somerset Public Library at its current location was originally built in 1993 with 3,500 square feet. It was maintained in excellent condition until it was expanded by more than 9,000 square feet in 2020. The total 12,540 square foot area is ADA compatible. With the construction of the new building, the cost of the library will be divided by total people in the service area divided by projected household size since the facility meets existing and future needs of the community. Commercial/industrial facilities will not be used in the calculation since they do not contribute to the use of the library.

A library's total space needs are estimated by using a WDPI design population to calculate the area needed for library collection materials, meeting rooms, reading spaces, staff workspaces/offices, and non-assignable spaces such as mechanical/electrical and stairs/elevators, etc. The Somerset Public Library currently has 9,526 people in its service area and has approximately 2,344 active cardholders. By 2040, the library's service area population is expected to increase to more than 11,447 people. The total space needed would include up to 18,512 square feet (5,972 square feet of additional space) to accommodate all proposed library functions and facilities of a Tier 1 Library based on the expected 2040 design population.

5.1.1 SERVICE STANDARD - LIBRARY

The levels of service related to the library are part of the Public Library Standards issued by the Wisconsin Department of Public Instruction. The three levels of service are:

- Tier One – the minimum services that should be available to all residents of the state
- Tier Two – an expansion of services beyond the basic
- Tier Three – the highest level of service

The standards are met by meeting specific criteria as follows:

- Full time equivalent staff per 1,000 service population
- Hours open
- Materials expenditures per capita
- Collection size (print, audio, and video) per capita
- Volumes held per capita (print)
- Periodical titles received per 1,000 population (print)
- Audit recordings held per capita
- Video recordings held per capita

- Public Use Internet computers per 1,000 population

Quantitative Library Standards by Municipal Population (3,000 to 4,999)	Tier 1 Standard
Full time equiv. staff per 1,000 population	0.6
Volumes held per capita (print)	5
Periodical subscriptions held per 1,000 population (print)	12.1
Audio recordings held per capita	0.27
Video recordings held per capita	0.64
Public use Internet computers per 1,000 population	1.56
Hours open (weekly)	40
Materials expenditures per capita	\$ 4.25
Collection size (print, audio, and video) per capita	5.6

Previous Standard of Service (2010)

The newer Tier 1 designation maintained by Somerset Public Library is comparable to the level of service established when the last impact fee update was completed in 2010. At that time, the Department of Public Instruction provided a different service level system – Basic, Moderate, Enhanced and Excellent. At that time, the Somerset Library provided a service generally in accordance with the Basic service level. Based on this, the library had no existing deficiency at the time impact fees were established in 2001. The recent library expansion and renovation provides more room for the library services to grow with the community to maintain the expected level of service established by the newer tiered library rating system as outlined in Wisconsin Public Library Standards, 6th edition (2018).

Year	Estimated Cost	Project	Description
Year 1 (2025)	\$12,000.00	Maker Space Completion	Furnish the Maker Space with functional tables and chairs to create a collaborative and versatile environment for patrons engaging in creative activities.
Year 2	\$5,000.00	Virtual Meeting Capabilities	Complete the library's meeting spaces by furnishing video conferencing capabilities.
Year 3	\$8,000.00	Expanded Children's Area Offerings	Enhance the children's area with additional resources, interactive elements, and educational materials to accommodate the growing needs of the younger population.
Year 4	\$30,000.00	Book Lockers Installation	Implement book lockers to provide convenient and contactless access to library materials, improving accessibility and efficiency.
Year 5	\$9,000.00	Children's Reading Garden Installation	Create a safe and welcoming outdoor space with the installation of a children's reading garden, promoting literacy and outdoor activities for families.
Year 6	\$20,000	Exterior and Interior Signage Installation	Install clear and attractive signage both inside and outside the library premises to improve wayfinding, visibility, and overall aesthetics. Exterior digital signage has a significant range.
Year 7	\$12,000.00	Accessibility Improvements	Implement improvements to enhance accessibility for patrons with disabilities, ensuring that the library is an inclusive and welcoming space for everyone.
Year 8	\$100,000	Energy-Saving Equipment	Install solar panels and other energy-saving equipment. This initiative aligns with our long-term goal of decreasing operational costs and promoting environmental stewardship. Grants might offset some of the cost.
Year 9	\$60,000	Library Expansion Needs Assessment	Study needs for additional collection space, conference room space and storytime space, patron seating, and staff areas to meet WDPI Tier 1 Standard for public libraries according to projected municipal population.

5.2 RECOMMENDED IMPACT FEES

Costs for library facilities next 8 years	\$ 256,000.00
Existing Library Impact Fee Balance	\$ (46,000.00)
Total Impact Fee Needs over 8 years	\$ 210,000.00
2023 Population	3,115
2030 Population	3,725
2040 Population	4,100
Growth	396
2023 Households	1,214
2030 Households	1,494
2040 HH	1,687
Household (HH) Size	2.49
Total Cost / Total Pop	\$ 68.72
Per Capita Cost * HH Size	\$ 171.35

With an estimated impact fee need of an estimated \$210,000 over the next nine years and a projected 1,494 REUs by 2030, the recommended charge would be approximately \$171.35 per REU.

CHAPTER 6 – LAW ENFORCEMENT NEEDS ASSESSMENT

6.1 LAW ENFORCEMENT NEEDS ASSESSMENT

Somerset Village Hall at 110 Spring Street was expanded in 1997 to include dedicated space for the Police Department. The Village of Somerset Police Department currently employs seven sworn full-time police officers and one part-time civilian employee. Current staff includes the following positions:

- Chief
- Lieutenant
- School Resources officer
- Officer
- Officer
- Officer
- Officer

Part-time:

- Office Coordinator

Total Full-Time Staff Equivalent

- 7.6

Potential Future Additions

- Full-time Office Coordinator
- Additional Officer / Investigator

The Department currently provides almost 24-hour coverage each day, however, is short of this by approximately 10 hours per week. The Department coordinates with the St. County Sheriff's department to always ensure coverage of the Village.

Law enforcement needs are variable based upon many factors. Some of the factors that impact the Village of Somerset having a higher-than-average call volume requiring a higher level of coverage compared to similar sized communities include:

- Proximity to Minneapolis/St. Paul Metro Area
- Summer influx of tourists related to tubing (up to 20,000 maximum during summer months, averaging 7,000-10,000)
- Concerts (two major concerts per month, with attendance at 20,000, one just outside the Village, attendance 25,000)
- High level of rental properties and absentee ownership of rental properties
- Size of the community (smaller communities typically have a larger number of officers per thousand of population (there is a minimum number of officers needed to provide law enforcement services regardless of community population) – as a community grows larger there is greater demand, but it is not in direct proportion to the population increase.
- Per capita basis for law enforcement needs – as the population grows, so does the demand.

In 2022, the National Emergency Number Association estimates that communities across the United States field approximately 720 calls per 1,000 residents per year. Based on the Village's year-round population of 3,239, the department should anticipate fielding approximately 1,760 calls and complaints each year. However, as can be seen from Table 6.1 Number of Service Calls per Year, over the past 10 years, the Village has experienced unusually high yearly call volumes closer to 880 calls per 1,000 residents – an average that is 22% higher than the national average. In 2022, the most recent year on record, there were approximately 1,012 calls per 1,000 residents, 40% higher service call volumes compared to the national average. The larger call volumes are particularly noticeable during the region's peak tourism season driven mostly by local attractions and natural features.

Table 6-1 Police Department Service Calls per Year

Year	# of Service Calls	Village Population
2014	2,078	2,690
2015	1,855	2,695
2016	1,912	2,716
2017	1,987	2,788
2018	1,931	2,837
2019	1,699	2,924
2020	1,985	2,035
2021	2,617	3,051
2022	3,280	3,148

Additionally, the US FBI tracks staffing level data across approximately 13,500 police departments throughout the nation. Nationwide, the rate of sworn officers was approximately 2.4 per 1,000 inhabitants. Including all full-time staff (civilians and sworn law enforcement officers), this average is closer to 3.5 employees per 1,000 residents. Full-time equivalent staffing at the Department includes 7.6 total employees (civilian and sworn officers). The Village provides 2.13 sworn officers per 1,000 residents and a total of 2.31 total employees per 1,000 across the entire Department. The Department is currently providing below average staffing totals to address the above average law enforcement need across the Village.

6.1.1 PROJECTIONS OF FUTURE CALLS FOR SERVICE

The total numbers of calls, as well as the sum of the yearly populations can be used to determine that from 2014 through 2022, the Village had a per capita call volume of 0.88 calls per person over that 8-year period.

This per capita call volume was used to establish the average expected calls for any given year to anticipate future staffing and facility needs. The Department can reasonably expect to field an average of around 3,600 calls per year using the per capita call volume and projected 2040 population. However, recent peak call volumes indicate that the Department could see total volumes topping 4,150 if adequate resources are not provided to address increased tourism and a growing resident population.

6.2 EXISTING DEFICIENCIES

The Village currently provides acceptable facility resources in accordance with the established Village standard level of service. However, existing space inefficiencies and deferred maintenance issues have been identified with the current building. The Village and Police Department are presently exploring options to provide more adequate space to serve the growing community needs. Repairs made to existing deficient facilities for routine maintenance and upkeep for these areas must be paid for with funds other than impact fees collected to serve facility demands for new development.

6.3 FACILITY NEEDS BASED ON FUTURE STAFFING LEVELS

Based on the Village's recently completed Facilities Conditions Assessment + Space Needs Study Report prepared by ISG in 2024, the Village will need a total of 7,415 of space dedicated solely to address the needs of the Police Department for existing and future development. Another 1,500 square feet can be added to this for non-assignable common space and other facilities. A standalone police station building would require approximately 9,000 total square feet. Based upon the Village standard of service, the Police Department will need space for nine officers by 2030. In addition, the Department will need to add 1.5 administrative staff person by that time. To serve existing demands, the Department will need to accommodate the following space with its chosen option to upgrade or expand current facilities:

1. Office Spaces (3-4 individual office spaces)
2. Processing, Interview, and Investigation Rooms (100 sf each)
3. Weapons + Ammo + Tactical Gear Storage (120 sf)
4. Evidence and Records Storage Rooms (120 sf each)
5. Patrol Room space (two more officers) (150 sf)
6. Dispatch and Briefing Room (140 sf)
7. Additional Conference / Training Room (200 sf)
8. Improved Breath Alcohol Testing Room (100 sf)
9. Living quarters (to accommodate future 24-hour rotation / coverage)
10. Locker room with showers
11. Electrical service / panel upgrade to accommodate electrified fleet / EVSE
12. Rooftop or similar solar (Photovoltaic)
13. HVAC - indoor air quality - geothermal
14. Lobby / vestibule / secured entrance with work area for Office Coordinator
15. Fencing / secured area / electronic gate to restrict access to secured area / squad garage / PD side of parking lot

Based upon the condition and physical layout of the existing space, it is unlikely to add any additional space to the current building. If a new building is constructed, funds other than impact fees will need to be used to replace the existing space to meet current community demand, while impact fees may be used for the new space which is designed to serve the future development of the community.

The Facility Space Needs Study estimated the maximum total cost for constructing a new separate Department Police Station building would be approximately \$6,264,798. If the new building meets all existing and future expected community law enforcement needs, then approximately 14% of the total floor area of a new police station building can be attributable to population increase expected over the same timeframe. The estimated cost of the new Police Station attributable to new development is anticipated to be no more than \$877,677.

Adjusting for the land area developed for each land use as determined by the Village's 2040 Comprehensive Plan, residential development will account for approximately 35% (71.2 acres) of the total new development land area to be served by the Department. Other uses will account for 65% (129.8 acres) of the total new development area served.

6.4 RECOMMENDED LAW ENFORCEMENT IMPACT FEE

Table 6-2 Police Facility Impact Fee - Project Growth

Land Use Type	Acreage	Percentage of Total Acreage	Share of Cost	Cost Per REU/Acre
Residential	71.2	35.42%	\$310,898.52	\$898.55
Institutional	20	9.95%	\$87,331.05	\$4,366.55
Commercial	83.3	41.44%	\$363,733.81	\$4,366.55
Industrial	26.5	13.18%	\$115,713.64	\$4,366.55
Total	201	100.00%	\$877,677.01	

The Village needs to raise \$877,677. Based upon projected growth, the Village should charge an impact fee of \$898.55 per new REU or \$4,366.55 per net acre of new institutional, commercial, or industrial development to fund police infrastructure improvements attributable to new development.

CHAPTER 7 –FIRE/EMS NEEDS ASSESSMENT

7.1 FIRE/EMS NEEDS ASSESSMENT

The Village and Town of Somerset provide joint coverage for fire and EMS services to the two municipalities. The existing facility is owned by the Town and the Village pays its share of both operating and construction costs. The current split in costs is 47% Village, 53% Town.

Levels of fire department service might first be expressed as performance standards which can then be converted into specific labor, equipment, and facility needs. Desired or current levels of service in fire prevention and firefighting may be expressed in terms of:

- Response time
- Provision of adequate water supply and fire flow
- Degree of protection and inspection functions within the local fire service
- The extent of full-time vs. volunteer participation in firefighting and prevention activities; or
- Insurance rating schedules maintained by the Insurance Service Office (ISO) commercial fire suppression ratings.

As with the Police Department, the Fire/EMS units are impacted by the nature of the community, particularly the high level of seasonal demand. Also, as the Department is all volunteers, many statistics published (which include full-time departments) are not directly relatable to the Village.

The square footage of the existing building is approximately 5,428 ft and provides storage and training space for the Department. Current equipment includes:

Department Apparatus Inventory

- 2 Engines
- 2 Tenders
- 2 Brush Trucks
- 1 Medium medical response truck
- 1 Utility pick-up
- 2 Polaris Rangers (1 set up for Fire response and 1 for EMS response)
- 2 Boats - 1 Zodiac and 1 G3 Boat

Fire Runs/Calls over the past 5 years have been relatively stable at around 450 total runs. However, current 2024 estimates predict fire service calls could reach as high as 600 calls by the end of the year – a 33% increase over the 5-year average.

Year	Number of Calls
2020	426
2021	448
2022	460
2023	444
2024	299*

*Total through July 2024. Could reach as high as 600 if the current trend continues.

7.2 EXISTING DEFICIENCIES

Based upon interviews with the Fire Chief, the current Fire Department space is presently beyond capacity to expand further without additional building facilities. There are no existing deficiencies in the building that houses the equipment. The amount of equipment is sufficient to service the Village, however equipment storage could be more efficiently organized given more adequate space; the location of the Department provides suitable response times. The current building is beyond the present capacity to house additional volunteers based on the present level of staffing even accounting for shared spaces.

7.3 FUTURE NEEDS

Based upon the growth of the Village, the Board projects several additional needs to support the Fire Department with the estimated population growth documented in the 2040 Comprehensive Plan.

Currently all bookkeeping is performed by the Department volunteers. As the department grows in size to meet the needs of the growing population, the Department projects hiring a full-time administrative staff person. The Department will need to construct office space in the amount of 500 square feet. Using the average US Midwest average cost of commercial construction of \$250 per square foot, the total approximate construction cost would be \$125,000. This portion of the estimate accounts for two (2) shared offices and one (1) report writing room.

Currently the building has a small training facility shared with local seniors, limiting the use to evenings by the Fire Department staff. This is adequate for the current Department; however, as the department volunteers grow in numbers (projected to be 30 by 2030), the Department will need to provide daytime training, which will require additional space. The Department projects that it will need to construct a dedicated training room approximately 650 square feet in size at \$300 per square foot for a total cost of \$195,000. Design includes basic 8' or 9' room ceiling height, painted drywall room, VCT or sealed concrete floor, acoustical ceiling tile system, standard 2x4 lights and roughed in audio / visual equipment. Plumbing would include a kitchen that is 325 square feet for an additional cost of \$97,500. The total cost estimate for the training facility is \$292,500. These expansions will allow the existing facilities to be repurposed for other Department needs such as equipment storage or maintenance.

7.4 RECOMMENDED IMPACT FEES

As the Department supply fire and EMS services to both the Town and Village, the cost for improvements need to be allocated appropriately.

Department Facility	Village Share (45%)	Town Share (55%)	Total Cost
Training Room (650 SF)	\$ 87,750.00	\$ 107,250.00	\$ 195,000.00
Kitchen (325 SF)	\$ 43,875.00	\$ 53,625.00	\$ 97,500.00
Office (500 SF)	\$ 56,250.00	\$ 68,750.00	\$ 125,000.00
TOTAL	\$ 187,875.00	\$ 229,625.00	\$ 417,500.00

The Village should allocate \$187,875.00 in impact fees for Fire/EMS service expansions attributable to new development. Based on the proportion of land allocated to each use in the

Comprehensive Plan, the impact fee will be \$192.34 per REU for residential uses and \$934.70 per acre for commercial, industrial, and institutional uses.

Table 7-1 Fire Facility Impact Fee - Projected Growth

Land Use Type	Acreage	Percentage of Total Acreage	Share of Cost	Cost Per REU/Acre
Residential	71.2	35.42%	\$ 66,550.75	\$192.34
Institutional	20	9.95%	\$ 18,694.03	\$934.70
Commercial	83.3	41.44%	\$ 77,860.63	\$934.70
Industrial	26.5	13.18%	\$ 24,769.59	\$934.70
Total	201	100.00%	\$ 187,875.00	-

CHAPTER 8 –FINANCING OF IMPROVEMENTS

8.1 FINANCING OF IMPROVEMENTS

Historically in Somerset, infrastructure costs are paid in one of three manners. As part of the subdivision platting process, all internal improvements are either constructed by, or paid for, by the developer. Generally, the Village does not build infrastructure significantly in advance of development occurring in an area. The Village, through the subdivision process, requires that those roads be designed and constructed to standards appropriate to the development – residential, commercial, or industrial.

The Village may also use the special assessment process in order to pay for improvements – in this case the Village constructs the improvements, then levies a special assessment against the properties benefited to pay for the cost of said improvements. However, the Village has historically only done this for properties located within the Village, as levying special assessments outside of the Village limits requires approval by the Town Board, and this has been historically difficult to obtain.

In certain circumstances, the Village requires improvements be constructed to a level that is higher than that which is required by the traffic demands of the development itself. This is done for the purpose of accommodating future demand that will be generated elsewhere than directly in the location the work is being completed and are designed in accordance with sound engineering practices. In order to pay for these “upgraded” streets, the Village instituted a community wide impact fee in 2001. Thus, through the Village wide impact fee, all future development pays for its share of the oversized improvement being built in any specific location.

8.2 IMPACT FEES

A comparison of the current and projected Village Wide Impact Fees is shown below.

Table 8-1 Village Wide Fees per new REU

Fee	Current	Projected
Water Impact Fee	\$1,082	\$1690.00
Transportation Impact Fee	\$141	\$993.00
Library Impact Fee	\$468	\$171.35
Police Impact Fee	\$192	\$898.55
Fire Impact Fee	\$57	\$192.34
Total	\$1,940	\$3,945.24

CHAPTER 9 – EFFECT OF IMPACT FEES

9.1 EFFECT OF IMPACT FEES ON THE AVAILABILITY OF AFFORDABLE HOUSING IN THE VILLAGE OF SOMERSET

The Village of Somerset currently has impact fees, assessed on a Village wide basis, for transportation, water, parks, library, and police. These charges are detailed below.

The Village of Somerset, at its discretion, may provide a discount on an impact fee provided that the costs are not shifted to other types of development.

The effect of these fees on the availability of affordable housing will be limited. First, the largest pool of affordable housing is existing homes in the Village. These homes will not be charged an impact fee.

Second, any residents with new affordable housing will significantly benefit from this impact fee. Without the impact fee, new development would not be able to occur due to a lack of available infrastructure capacity – there would be no additional housing.

Third, without the impact fee, the Village would need to collect the revenue from some mechanism. Most mechanisms, such as the property tax, would more significantly impact the availability of affordable housing, as it would impact all existing affordable housing in the Village, increasing costs for those households.

CHAPTER 10 – RECOMMENDATIONS

10.1 RECOMMENDATIONS

Based upon this report, and the previous studies completed by the Village, we recommend the following:

1. An Impact Fee Ordinance amendment implementing impact fees be adopted in accordance with state statutes.
2. The impact fee implemented should be in accordance with this section.

Table 10-1 Proposed Village Wide Base Impact Fees for Residential Development

Fee	Impact Fee per REU
Water	\$1,690.00
Transportation	\$993.00
Library	\$171.35
Police	\$898.55
Fire	\$192.34
TOTAL	\$3,945.34

Table 10-2 Proposed Village Wide Base Impact Fees for Commercial, Industrial or Institutional Development

Fee	Impact Fee per REU	Method
Transportation	\$11.13	Per Trip Generated
Water	\$4,225.00	Per Meter Size
Library	N/A	N/A
Police	\$4,366.55	Per Acre
Fire	\$934.70	Per Acre

To: Village of Somerset
From: Charles D. Schwartz, PE
Subject: Water System Needs Memo
Date: August 8, 2024

Background

As part of the Impact Needs Assessment, The Village of Somerset (Village) has asked MSA to conduct an abbreviated Water System Evaluation to consider whether the Village should proceed with maintenance of existing Tower #1 or if replacement of Tower #1 is warranted. Tower #1 was constructed in 1973. An inspection report provided by KLM Engineering, dated 2021, has identified that rehabilitation work at the Tower is warranted. Recommended rehabilitation work generally includes removal and replacement of both the interior and exterior coating systems; the report recommended that this work is completed in 2025 or 2026.

Existing Water System Summary

The Village water system includes two active wells (Wells #3 and #5), and two elevated water storage reservoirs all within one pressure zone.

The Village of Somerset Water Utility provides water to residential, commercial, industrial, and public customers within the Village corporate boundaries.

According to the 2023 WI Public Service Commission (PSC) Annual Report, the water system includes 115,493 feet (22 miles) of water main and serves 1,438 customers.

The largest water users in 2023 include the following:

- | | |
|--|---------------------------------|
| - Scientific Molding Corp., 330 SMC Dr | 4.066 MG annual (3.1% of total) |
| - Somerset School District, 625 Sunrise Dr | 3.468 MG annual (2.7% of total) |
| - Somerset School District, 645 Sunrise Dr | 3.134 MG annual (2.4% of total) |

Design Standards

Pressure Requirements are set forth in the Wisconsin Administrative Code and Public Service Commission Code as follows:

NR 811.63 (3) The minimum flow requirement for water mains serving fire hydrants is 500 gpm at 20 psi residual pressure. Note: It is recommended that the actual fire flow design be based on the capacity of any fire pumper which may be connected to the water main and the type of services or buildings to be protected.

NR 811.66 (1) (b) Minimum and maximum pressures. The minimum and maximum pressure in service areas shall be 35 and 100 psi respectively at ground level.

NR 811.70 (4) The system shall be designed and operated to maintain a minimum residual pressure of 20 psi at ground level at all points in the distribution system under all conditions of flow.

PSC 185.82 Pressure standards. (1) Under conditions of normal heavy system demand the residual pressure at the meter outlet shall not be less than 20 p.s.i.g. This standard shall ordinarily require that the distribution main pressure at the corporation stop connection be at least 35 p.s.i.g. The utility is to establish minimum specifications for the service lateral to assure that excessive pressure drop does not occur in the lateral because of its length or for other cause. (2) The maximum pressure at the meter shall not exceed 125 p.s.i.g. The maximum pressure at the meter shall not exceed 100 p.s.i.g. for new systems and, to the extent practical, major additions to existing systems.

Storage Volume are set forth in the Wisconsin Administrative Code as follows:

NR 811.62 (1): VOLUME REQUIREMENTS. A sufficient quantity of water, as determined from engineering studies, shall be maintained in elevated storage when only one pumping unit to the distribution system is available to serve the water system. This shall be at least an average-day supply under normal operating conditions. When more than one distribution pump is available, the storage shall be in accordance with standard engineering practice. Standard engineering practice is based upon an engineering review of existing and future water supply needs including: type of service and population served; average day, maximum day, peak hour and fire flow demands and durations; water source quality, availability and treatment, pump capacities, auxiliary power, storage capacity, water distribution and costs.

Boosted Zone

The booster pumps shall maintain static pressures in the area served within the range of 35 to 100 psi under normal operating conditions.

Pump stations which serve more than 50 connections shall be designed so that the peak demand can be met with the largest pump out of service.

Elevated storage is not required as long as an emergency power source is provided and positive pressure can be supplied to all areas from the low-pressure zone storage. (NR 811.75)

NR 811.74 (5) For those stations servicing a boosted zone without elevated storage, ...a small bladder type hydro-pneumatic tank in the station with a 3-minute minimum run timer on the pump to prevent frequent pump cycling is required.

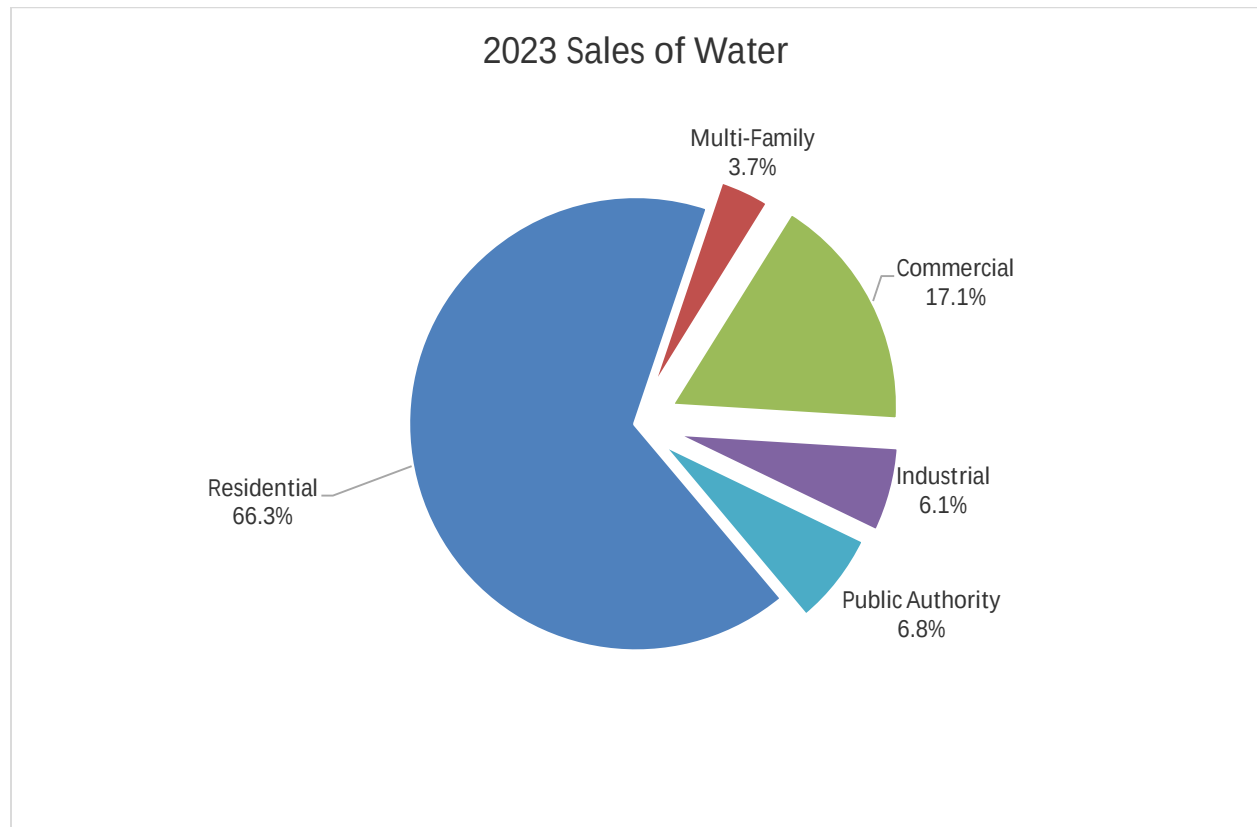
WATER SYSTEM DEMANDS

Current Demand

The 2023 PSC Annual Report for the Village of Somerset reported the average daily water pumped to be 358,000 gallons per day or 249 gallons per minute (gpm) when averaged across 24 hours. The maximum day water demand was 743,000 gallons, which was attributed to hydrant flushing on June 8, 2023. The maximum day demand for the last five years (2019 – 2023) was attributed to hydrant flushing or watermain flushing. Because these events are planned and not associated with an actual customer demand, the maximum day demand from the summer months (June, July, and August) will be used as the 'maximum day' demand in this evaluation. More specifically, the maximum day demand is assumed to be the average day in over June, July, and August of 2023. This is referred to as "Summer Demand" for the remainder of this report.

The Wisconsin Department of Administration estimated the 2023 population to be 3,239. Water sales by user classification for 2023 are shown in Figure 1. Approximately 70% of the water sales in the Village was attributed to residential single-family and multi-family customers. Commercial customers accounted for 17.1% of the water sales, while public authority made up 6.8%, and industrial made up approximately 6.1% of the water sales.

Figure 1 - Water Use by Classification



The average day water demand over the past 10 years for the Village of Somerset is shown in Figure 2. As shown, the average day demand has increased since 2019. The average day demand in 2023 was greater than the 5-year average (2019 – 2023) by 58,000 gpd and greater than the 10-year average day demand by 98,000 gpd. The increase in water demand from 2020 to 2023 may be associated with the relative increase in the percent water loss metric as reported to the PSC. A water loss of 11% was reported in 2020, which is generally consistent with years prior. The average percent water loss reported from 2020 through 2023 was 28%, which is considered excessive by DNR standards. The Village should consider conducting a leak detection survey to identify leaking portions of the water system.

Figure 2 - Average & Maximum Day Demand 2014 - 2023

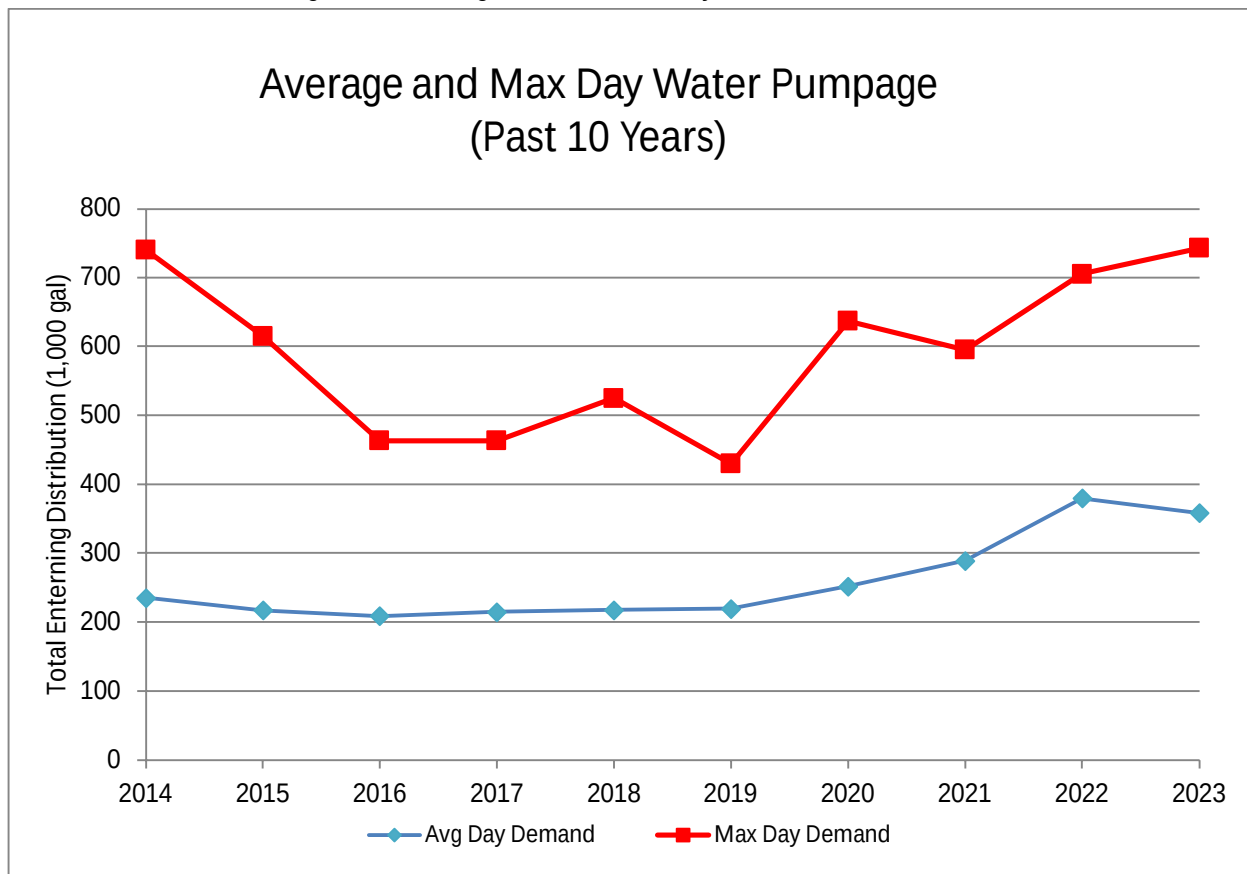
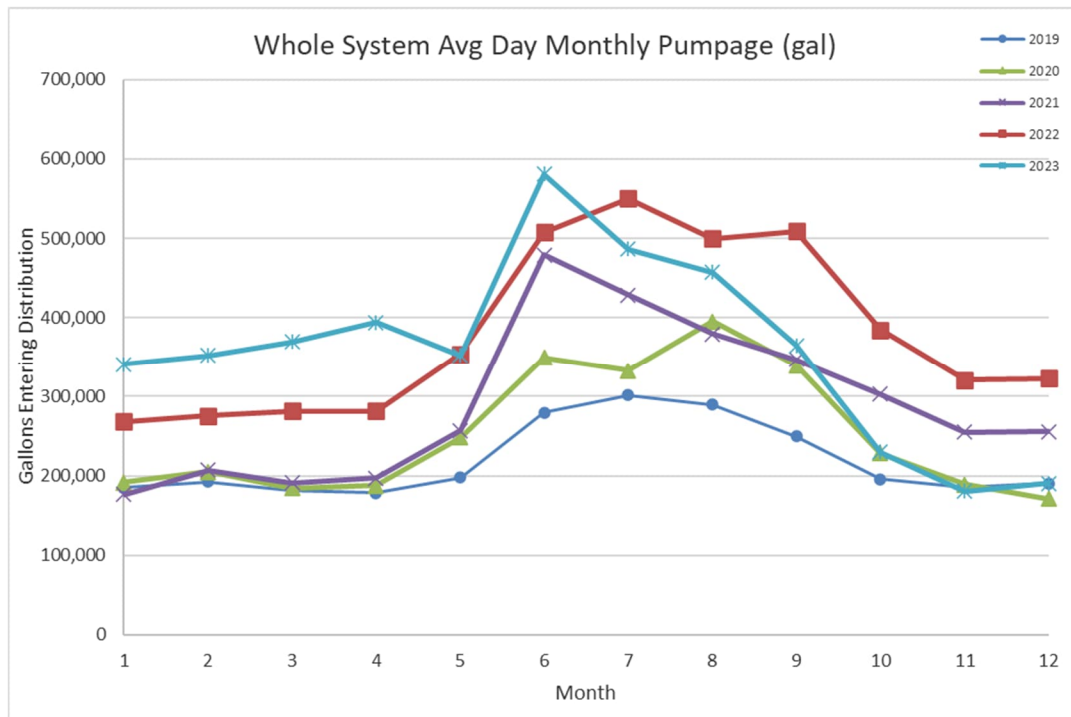


Figure 3 shows the water demands by month for 2019 through 2023. Average month water demands in 2023 ranged from 180,500 gpd to 580,933 gpd. The average summer day demand (June, July, and August) for 2023 was determined to be approximately 510,000 gallons. This summer day demand will be considered the system's 'maximum day demand' for the purpose of this report.

Figure 3 - Water Demand by Month



Future Demand

For the purpose of this evaluation, it is assumed that future water use will increase proportionally with population growth. This is a reasonable assumption for the Village of Somerset as the majority of the water demand is associated with residential use.

The projected population is expected to increase 27% (861 residents) between the years 2023 and 2040 to a total of 4,100 people. Based on the above assumptions the future 2040 design year average day water demand is estimated to be 453,000 gpd (315 gpm). The future summer day demand (maximum day) is estimated to be 647,700 gpd (approximately 450 gpm). A summary of current and projected water demand is included in Table 1 below.

Table 1 – Water Demand Summary

Design Parameters	Current (2023)	Design Year (2040)
Average Demand (Gallons per Day)	358,000	453,000
Average Demand (Gallons per Minute)	249	315
Summer Demand (Gallons per Day)	510,000	647,700
Summer Demand (Gallons per Minute)	354	450
Population	3,239	4,100

WATER SUPPLY

The Village operates two groundwater wells for water supply, Wells #3 and #5. Well #3 operates at capacity of 1,100 gpm and Well #5 operates at a capacity of 800 gpm. Well pump runtimes are used to evaluate if a water system has adequate water supply. The following engineering standards are used to evaluate well pump runtimes:

- Under firm well capacity (largest well out of service- Well #3), the remaining well(s) should pump for less than 16 hours per day to meet a maximum day demand; and,
- Under firm well capacity, the remaining well(s) should pump less than 12 hours per day to meet an average day demand.

Table 2 summarizes well runtimes under firm well capacity for current and projected future demand.

Table 2 – Current and Projected Future Well Runtimes

Wells Run Time	Well Runtime (hrs)	
	Current Demand	Future Demand
Average Day - Firm Well Capacity (Well #3 off)	7.5	9.4
Summer Day - Firm Well Capacity (Well #3 off)	10.6	13.6

The existing well runtimes fall below the thresholds outlined above; therefore, the existing well network is considered sufficient to meet current and projected future demand.

STORAGE

PSC Equation #3 – Spare Capacity Evaluation

In addition to domestic water supply, the Village's water system provides public fire protection. The fire flow demand is the amount of water needed to provide fire suppression. According to the Insurance Service Office, the needed fire flow in the Village of Somerset is 3,500 gpm for 3 hours; this fire flow demand will be applied to current and project future scenarios.

PSC Equation #3 was utilized to assess the existing water system's ability to fight a fire. Equation 3 evaluates water sources (+) and water demands (-); if the equation results in a negative number, the system is considered deficient in spare capacity, and the construction of additional capacity is warranted. PSC Equation #3 and the variable are shown below:

$$(3) \quad SC = FWC + \frac{ES}{T \times 60} - F - \frac{(R + MD)}{24 \times 60}$$

SC = Spare Capacity

FWC = Firm Well Capacity

ES = Effective Storage

T = Fire Duration

F = Fire Demand

R = Reserve = 0

MD = Maximum Day = Summer Day Demand

PSC Equation 3 Spare Capacity Evaluation – Current Demand

- FWC = 800 gpm
- ES = $0.8 * 400,000 \text{ gal} = 320,00 \text{ gal}$
- F = 3,500 gpm
- T = 3 hours
- MD = 354 gpm
 - o Spare Capacity = -1277 gpm (deficient in spare capacity)

PSC Equation 3 Spare Capacity Evaluation – Future Demand

- FWC = 800 gpm
- ES = $0.8 * 400,000 \text{ gal} = 320,00 \text{ gal}$
- F = 3,500 gpm
- T = 3 hours
- MD = 450 gpm
 - o Spare Capacity = -1373 gpm (deficient in spare capacity)

Based on this analysis, the system is deficient in spare capacity to fight a 3,500-gpm fire for a duration of 3 hours.

Fire Flow – WaterCAD Model

The existing WaterCAD model was updated to reflect current system conditions. The ISO fire flow data was used to spot check the model to ensure model outputs were reflective of actual field conditions. The modeled fire flow output is saved as Attachment 1. Model parameters included average day demand, towers 75% full, and firm well capacity (Well #3 off).

All portions of the Village's water system meet the code-required minimum fire flow of 500 gpm at 20 psi residual pressure.

Storage Needs Evaluation – Whole System

Wisconsin Administrative Code NR811 requires 24 hours of storage for communities that have a single 'pumping unit'. As the Village has two water sources (Well #3 and Well #5), a total storage volume in excess of the average day demand is not a requirement; however, from a system reliability standpoint, 24 hours of storage is a good standard to achieve. Under current average day demand, the water system has 26.8 hours of storage (if the towers are completely full). Under current summer day demand, the water system has 18.8 hours of storage. When considering the future projected average day and summer day demand, the system would have 18.8 hours and 14.8 hours of storage, respectively.

Based on this evaluation, the whole system storage is considered adequate under current demand. The construction of additional storage should be considered as demand increases.

STATIC PRESSURE

The system wide static pressure is dependent on the elevation of the water level in the towers relative to the elevation of the end water user. The Village's system consists of a single pressure zone that operates on a single hydraulic grade line (HGL) of approximately 1051 feet above mean sea level (amsl). The existing WaterCAD model was utilized to assess existing static pressures in the system:

- With the towers completely full, the maximum static pressure was 98 psi which was modeled at the northern extent of Spring St., which is located along the southside of the Apple River
- With the towers at the low operating level (approximately 10' below the HGL), the minimum static pressure was 39 psi which was located along Somerset Lane, which is located in the southwest portion of the Village.

A contour map of the Village is included as Attachment 2. An elevation of 960 ft amsl corresponds with a static pressure of less than the code-required minimum of 35 psi; the area that is at the 960 ft contour or above is shaded red. The area shaded light green corresponds with a static pressure of 35-50 psi and the area shaded purple corresponds with 100+ psi static pressure.

A significant portion of the southern area of the Village falls in the 35-50 psi static pressure range, which is code compliant, but not ideal from a service perspective. There are areas along Spartan Drive and Sunset Lane, that if developed, would fall below the code-required threshold of 35 psi.

Based on this evaluation, existing static pressures meet DNR requirements. If growth continues in the southwest portion of the Village, water system infrastructure improvements may be warranted to increase static pressure.

FUNDING CONSIDERATIONS

The DNR Safe Drinking Water Loan Program (SDWLP) will not fund any projects that are primarily to serve future development. A water reservoir or pressure zone project is not considered loan-eligible until there are at least 10 existing services that have a pressure deficiency (<35 psi static); based on the model outputs, no existing water services in the Village have static pressure less than 39 psi.

Additionally, the DNR SDWLP will not fund projects that are primarily for fire protection. Per NR 811, the minimum required fire flow is 500 gpm at 20 psi residual. The DNR does not recognize a deficiency in ISO fire flow requirements as justification for SDWLP eligibility. As noted above, the Village does not have any areas in which the fire flow is less than 500 gpm at 20 psi residual.

In light of these current pressure capabilities, any project that would increase storage and/or create a pressure zone does not appear to be eligible for SDWLP funding.

SUMMARY

The findings of this evaluation are summarized below:

- A review of the 2021 KLM Engineering Reservoir Summary Report has indicated the following:
 - o The interior was last coated in 2003. The interior coating is in fair to poor condition and replacement of the interior coating is warranted.
 - o The exterior was last coated in 2006. The exterior is in fair condition, but field testing identified poor adhesion characteristics to the steel substate as well as between the top

coating and the intermediate coating. The poor adhesion has resulted in delamination; due to this, recoating the exterior is not a viable option, a complete recoat is recommended.

- o Some structural modifications may be required during the re-coating project in order to bring the tower into compliance with current OSHA, AWWA, and DNR standards. Structural modifications may include vent modifications, fall arrest system, etc.
 - o No significant deficiencies were noted in the Summary Report that would warrant tank decommissioning and demolition.
- Application of PSC Equation #3 indicates a deficiency in spare capacity for current and projected future demand. The Village of Somerset is unique in that there are only two wells, each with high capacities. In this instance, it may be considered 'too conservative' to assume firm well capacity, which ultimately reduces water supply by 1100 gpm. If 'all well capacity' was considered in this equation, the resulting spare capacity would be -177 gpm and -273 gpm for current summer demand and projected future summer demand, respectively. The Village should consider the opinions of the Village fire department when considering the level of service (in terms of available fire flow) the Village wants to provide for insurance purposes.
- The Village water system currently shows above average water loss. The Village should perform a leak detection study to determine potential causes of this water loss.
- The WaterCAD model was used to confirm Village-wide fire flow exceeds the code-required minimum of 500 gpm at 20 psi residual. Even if the southwest pressure zone is developed completely within Village limits, there would be no areas that could not meet this requirement.
- The whole system storage analysis indicated the current storage capacity is sufficiently sized to meet current demands, but additional storage may be warranted as the Village continues to grow and water demand increases.
- Existing static pressure extremes range from 39 psi to 98 psi, which fall within the code-required range of 35 to 100 psi. There are areas within Village-limits that will experience pressures below 35 psi if development proceeds, primary in the southwest portion of the Village along Somerset Lane and Spartan Drive.
- There does not appear to be a need for a high-pressure zone in the north part of the Village that is undeveloped.

RECOMMENDATION

Based on this evaluation, the following actions are recommended:

- Phase 1: Proceed with interior, exterior, and minor structural modifications of existing Tower #1
 - o Demolishing and replacing the existing tower with a tower of greater volume may result in stagnant water issues due to lack of turnover and does not address possible future pressure issues in the southwest portion of the Village.
- Phase 2: If development continues in the southwest portion of the Village, the Village should consider development of a high-pressure zone (HPZ). Initial infrastructure improvements in

order to serve the proposed HPZ would include the construction of a booster station and a pressure reducing valve (PRV) station. The booster station would increase static pressure in the HPZ by creating a hydraulic grade line higher than the primary zone hydraulic grade line. The booster station will be designed to meet average day demand but would also provide increased fire flow to the HPZ. The PRV station would remain closed during normal operation (delineation between the HPZ and primary zone) but would allow water to flow from the primary zone to the HPZ in an emergency event. **Attachment 3** includes the proposed HPZ and related infrastructure improvements.

- Phase 3: As demand grows in the HPZ, the construction of a water tower in this zone would be warranted. The proposed tower would have a capacity of 100K – 200K gallons and would provide increased static pressure and fire flow capabilities to the HPZ. The PRV station would be utilized to allow water to flow from the HPZ to the primary zone in the event of a fire in the primary zone, therefore increasing the system wide fire flow capacity.

Future growth will dictate the timeline for Phase 2 and Phase 3 improvements, but as a guide, the Village should plan for Phase 2 improvements (development of HPZ, booster station, and PRV station) in the next 5 to 10 years, and Phase 3 improvements (HPZ tower) in the next 10 to 15 years.

An estimate of probable cost is included below. Note these estimates are based on current-day costs and are subject to change dependent on when the proposed improvements are constructed.

Phase 1 – Recoat Existing Water Tower	\$ 650,000
Phase 2 – Develop HPZ, Booster Station, and PRV Station	
- Booster Station	\$1,500,000
- PRV Station	\$ 500,000
Phase 3 – HPZ Tower	\$3,500,000
Total (Phase 1 – 3)	\$6,150,000

RESOLUTION 2024-06

A RESOLUTION ADOPTING THE

COMPREHENSIVE OUTDOOR RECREATION PLAN 2024-2029

WHEREAS, the Village of Somerset last updated its Comprehensive Outdoor Recreation Plan in 2018; and

WHEREAS, said plan is required to be updated every five years by the Wisconsin Department of Natural Resources in order for the Village to remain eligible for recreation grant funding under the State of Wisconsin Stewardship Program and other grant programs administered by the Department; and

WHEREAS, the Village desires to proactively plan for the growth and demand for park and recreational resources within the community; and

WHEREAS, the Village commissioned MSA Professional Services to update the plan; and

WHEREAS, the Board held several meetings to discuss the Comprehensive Outdoor Recreation Plan and solicited input from the public regarding improvements to the Village's park and trail system; and

WHEREAS, the revised Plan provides for an integrated system of open space sites, parks, and trails within the Village of Somerset, a system that will preserve natural resources and enhance outdoor recreational activities for present and future residents in the Village; and

WHEREAS, the Plan findings and recommendations are set forth in the Village of Somerset Comprehensive Outdoor Recreation Plan 2024-2029; and

WHEREAS, the Plan has been recommended for adoption by the Board.

NOW THEREFORE, BE IT RESOLVED that the Board of the Village of Somerset adopts the Village of Somerset Comprehensive Outdoor Recreation Plan 2024-2029.

Dated this 17th Day of September 2024

By: _____

Mike Kappers, Village President

Attest: _____

Tasia Berger, Village Clerk