

PUBLIC WORKS COMMITTEE
VILLAGE OF SOMERSET
September 11, 2024

Donnie Kern called the meeting to order at 5:30 p.m.

Present at the Village Hall: Brandon Krohn, Caleb Garn, Bob Gunther and Chuck Schwartz, MSA

Present via Zoom: Donnie Kern, Chris Dubak, Mike Kappers and Ryan Sicard

Motion by Krohn, second by Garn to move item 6a and 5b in front of item 2 and motion carried.

New Business

Somerset Champions Hometown Heros Flag:

- JoAnn Hardegger spoke on behalf of the Somerset Champions regarding a Hometown Heros Welcome Flag.
- There are 39 poles that can accommodate a flag. Would like to have them up Memorial Day through Veteran's Day.
- Cost is \$140.00 for an 18'x36" with mounting brackets.
- Would like to open this up to the community to sponsor a flag. The flag would be guaranteed to be displayed for 3 years, then given to the family. The warranty is also 3 years.
- Public Works would need to install them with a bucket truck.
- Kern asked if they were looking for a monetary donation from the Village? Hardegger said she would like to go through the American Legion first.

Motion by Kern, second by Krohn to recommend to the Village Board use of the poles for Somerset Champions Hometown Heros Flag starting next year and motion carried.

Unfinished Business

Ball Field Use – Impact Sports Academy West:

- Brady Peterson from the SYBA said the association is growing significantly in size.
- SYBA is concerned about field time.
- Peterson said they are happy to work with ISA but strongly urges the committee to have the association take precedence.
- Garn asked how many more fields do we need? Peterson said 2.
- Peterson said New Richmond ran into scheduling conflicts when ISA had scheduled field use. ISA confirmed there were 6 conflicts and ISA changed their schedule. ISA said they are not looking at taking any of the associations time. They are looking for the opportunity to use the fields and pay to use them if they aren't being used.
- Peterson would like to work with Sean from ISA & Neil, the Parks Coordinator to come up with a plan. They will come back next month, hopefully with a plan.
- Krohn said you guys really highlighted a need for more ballfields.

Minutes

Committee reviewed the August 14, 2024 Public Works minutes. *Motion by Krohn, second by Garn to approve the August 14, 2024 Public Works meeting minutes and motion carried.*

Public Comment

No public comment

Project Updates

General Updates on Active Projects: A project update memo was provided.

- We are still waiting for the bridge hangers.
- Village Park task order possibly coming next month to review removal of the stairs.
- River Hills North – letter was sent to residents on Aspen Dr, wanted to have everyone aware of what was going on.

Unfinished Business

Outdated Ordinances – Title 11 Chapter 6; Tabled Items: 11-6-2 & 11-6-3(l), Title 6, Chapter 4 - Tabled Items: 6-4-3(a) & (b), 6-4-5(a), Title 6, Chapter 2 – Streets and Sidewalks, Title 12, Chapter 12 – Parks and Recreation: Handouts were provided.

- Discussion amongst the committee.
- Title 11, Chapter 6. Public Nuisances
 - Proposed Changes
 - Keep 11-6-2
 - Remove: “or within one (1) mile therefrom” from Sec.11-6-3(l)

Motion by Garn, second by Krohn to recommend the amendments of Title 11, Chapter 6 as presented and motion carried.

- Title 6, Chapter 4. Trees and Shrubs
 - Krohn proposed new language for this ordinance.

Motion by Kern, second by Krohn to table Title 6, Chapter 4. Trees and Shrubs with amendments forwarded to the Village attorney for his recommendations to ensure there is no violations or his opinions on those changes prior to us making changes and motion carried.

- Title 6, Chapter 2. Streets and Sidewalks
 - Table Sec. 6-2-2(b)(2)
 - Remove “A fee of Five Dollars (\$5.00) shall be charged for such permit.” from Sec. 6-2-2(c)

Motion by Garn, second by Krohn to table Sec. 6-2-2 and motion carried. Motion by Kern, second by Krohn to remove “A fee of Five Dollars (\$5.00) shall be charged for such permit.” from Sec. 6-2-2(c) and motion carried.

- Title 12, Chapter 1. Parks and Recreation
 - Replace missiles with objects in Sec. 12-1-1(b)(4)
 - Remove Sec. 12-1-1(15) and renumber accordingly.
 - Table Sec. 12-1-5. Reservation Policy

Motion by Garn, second by Krohn to recommend replacing missiles with objects in Sec. 12-1-1(b)(4) and motion carried. Motion by Krohn, second by Garn to recommend removing Sec. 12-1-1(15) and renumber accordingly and motion carried. Motion by Krohn, second by Garn to table Sec. 12-1-5 and motion carried.

Sewer Rate Study: A handout was provided.

- We are in year 2 of our 3 year sewer rate increase. This was approved by the Village Board on July 18, 2023. This will take place on October 16, 2024.

Motion by Krohn, second by Garn to recommend to the Village Board the Sewer Rate Study and motion carried.

Water System Evaluation: A handout was provided previously.

- No questions or comments from the committee for Schwartz.

Village Park Upgrades: A report was provided via email.

- Krohn suggested after the discussion earlier, we need to look at more ballfields.

Motion by Garn, second by Krohn to recommend to the Village Board a work session of the whole board for agenda items 5e and 5f to discuss Village Park Upgrades and motion carried.

Items Previously Recommended for Parks for Budgeting Purposes:

- Discussed with previous agenda item, Village Park Upgrades.

New Business

2025 Budget/Capital Outlay:

- Gunther stated this is to review. We will look at this next month.

5 Year Plan: A handout was provided.

- Gunther stated this is to review. We will look at this next month.

TID 5 Storm Water Regional Pond Task Order: A task order was provided.

- Schwartz said they would like to get the bid package out mid-October.

Motion by Krohn, second by Garn to recommend to the Village Board the TID 5 Storm Water Regional Task Order to MSA Professional Services, Inc in the amount of \$22,500.00 and motion carried.

Street Use Permit – Somerset School Homecoming Parade: A handout was provided.

Motion by Kern, second by Krohn to recommend to the Village Board the Street Use Permit – Somerset School Homecoming Parade and motion carried.

Public Works Department Report

- An update memo was provided.

Public Works, Water, Sewer and Parks Bills

- The committee reviewed the bills.

Motion by Krohn, second by Garn to recommend to the Village Board approval of the Public Works, Water, Sewer and Parks Bills as presented and motion carried.

Future Agenda Items

- Outdated Ordinances – Tabled items

Adjourn

Motion by Garn, seconded by Krohn to adjourn and motion carried. The Public Works Committee meeting adjourned at 6:58 p.m.

Village of Somerset, WI**CLIENT LIAISON:**

Charles D. Schwartz, P.E.

Phone: (612) 548-3141

Cell: (651) 272-0041

cschwartz@msa-ps.com

**DATE:**

October 3, 2024

VILLAGE PARK TRAIL IMPROVEMENTS

There are stairways leading to the Apple River located north of the Main Street bridge. A Task Order to review the site, create an exhibit, and cost estimates to replace the stairs with an ADA accessible trail is enclosed. It is assumed these improvements will be incorporated into another Village improvement project and be built concurrently with the TAP Grant funded trail projects.

REQUESTED ACTION:

Public Works to consider recommending task order approval for \$6,400.00. The Board to consider approval at their October 15th meeting.

TID #5 SUBDIVISION PLAT

In conjunction with the lift station and utility extension project MSA is preparing preliminary and final plats for the site titled SOMERSET COMMERCE CENTER. MSA is working through revisions with the developer and engineer, tentative submittal to DOA is October 18.

REQUESTED ACTION:

Update only, no action needed.

TID #5 REGIONAL STORMWATER PONDS

MSA will complete infiltration testing for the future TID 5 Storm Ponds when J & S Contracting is on-site to confirm casing pipe location. Once infiltration testing is completed, MSA will prepare a stormwater management plan and size stormwater management facilities for 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. Our plan sheets will be incorporated into Capvest's bid packages. The first bid package is anticipated to be released late-October. It will include the grading and stormwater ponds.

PROJECT UPDATE

REQUESTED ACTION:

Update only, no action needed.

TID #5 LIFT STATION & UTILITY EXTENSION

MSA prepared final utility plans for the lift station. The Lift Station project bid opening is scheduled for October 18. J & S Contracting is tentatively scheduled next week to confirm the location of the STH 64 casing pipes and complete exploratory digging for the proposed lift station.

REQUESTED ACTION:

Update only, no action needed.

IMPACT FEE NEEDS ASSESSMENT

MSA has completed a draft impact fee needs report and is working on an ordinance amending the Impact fees. We will present the needs assessment at the upcoming public hearing.

REQUESTED ACTION:

Update only, no action needed.

PINE VALE FIRST ADDITION

Our office has reviewed the plat and plan submittal. Pine Vale is located on Village-owned property east of STH 35 at the intersection of 190th Avenue and La Grandeur Road. The First Addition is located at the north end of the property. We will attend the October Plan Commission meeting to discuss our review.

REQUESTED ACTION:

Update only, no action needed.

PINE VALE SUBDIVISION

The contractor is concentrating on completing the roadway to the first six lots in the development. The concrete subcontractor is tentatively scheduled in the next two weeks to pour the curb & gutter. The retaining wall subcontractor has completed all the walls on-site. The general contractor's utility crew installed all the water main and sanitary sewer main but not tested. The crew is installing sanitary laterals and water services.

REQUESTED ACTION:

Update only, no action needed.

PROJECT UPDATE

MAIN STREET BRIDGE UTILITY & EXPANSION JOINT REPLACEMENT

The sewer and water pipes below the bridge have been installed and are in operation. There is additional hanger bracing (at Contractor's expense) the needs to be installed. The pipe support submittal was reviewed and approved on June 18th. The supplier informed the general contractor that the bracket was shipped at the end of September.

REQUESTED ACTION:

Update only, no action needed.

WASTEWATER TREATMENT FACILITY IMPROVEMENTS (WWTF) PHASE 1 CONSTRUCTION

Progress during September 2024:

- DNR provided final project approval letter
- MSA provided a draft Plant O&M manual. MSA has a small amount of work to complete on this and expects this to be done in the next few weeks.
- MSA will create and submit funding closeout documents in October.

REQUESTED ACTION:

Update only, no action needed.

WINESAP PRAIRIE SUBDIVISION AND FIRST ADDITION

The developer's engineer is revising the plan so there is no overflow pipe necessary across school property. We will review their plans once they have been submitted.

REQUESTED ACTION:

Update only, no action needed.

RIVER HILLS NORTH

The Village has received two waiver of trespass documents from residents along Aspen Drive. Carlson McCain will prepare two permanent drainage easements for resident signatures. The contractor is scheduling the drainage improvement work for this fall.

REQUESTED ACTION:

Update only, no action needed.

"OTHER THINGS GOING ON"

- Church Hill Professional Building Development
Our office has reviewed the Developer's engineer and are in the process of reviewing their site and surface water management plans.



Title 6 Chapter 4: Trees and Shrubs

Sec. 6-4-1: Intent and Application

(a) **Intent and Purpose:** The Village of Somerset regulates the planting, maintenance, and removal of trees and shrubs to ensure public safety, prevent disease, and promote the village's beautification. This ordinance includes the control of **buckthorn** and the removal of ash trees infested by the **emerald ash borer**.

(b) **Application:** This chapter applies to all trees and shrubs in public and terrace areas, as well as private property, that threaten public health or safety.

Sec. 6-4-2: Definitions

- **Public Areas:** Includes all parks, streets, and public lands.
- **Public Nuisance:** Any tree or shrub, including **buckthorn** or trees infected by the **emerald ash borer**, that poses a threat to public safety or public improvements.
- **Buckthorn:** Declared a public nuisance due to its invasive nature and must be controlled or removed.
- **Emerald Ash Borer:** An insect that infests and kills ash trees. Infested trees are deemed a public nuisance and must be removed.

Sec. 6-4-3: Duties of the Weed Commissioner

The **Weed Commissioner**, or another qualified individual with expertise in tree health and safety, will perform all duties previously assigned to the Village Forester, including tree inspections, enforcing the removal of nuisance trees and shrubs, and carrying out other provisions of this chapter. The Commissioner has the authority to enter private premises to address nuisances, including **buckthorn** and ash trees infested by the **emerald ash borer**.

Sec. 6-4-4: Prohibited Species

The following species are prohibited in the Village of Somerset due to their nuisance potential:

- Cottonwood (*Populus Deltoides*)
- Box Elder (*Acer Negundo*)
- Buckthorn (*Rhamnus cathartica*)

These species are prohibited because they interfere with public improvements, are invasive, or cause maintenance issues. Property owners must remove these species upon notification from the Weed Commissioner.

Sec. 6-4-5: Emerald Ash Borer and Tree Diseases

Ash trees infested by the **emerald ash borer** or any other tree species harboring fatal diseases must be removed to prevent the spread of infection. The Weed Commissioner will inspect

properties and notify owners of the need for tree removal. If the property owner does not comply, the village will abate the nuisance, and the cost will be assessed to the property owner.

Sec. 6-4-6: Public Nuisances and Abatement

Trees or shrubs that obstruct public areas, are diseased, or pose a safety risk are considered public nuisances. The Weed Commissioner is authorized to notify property owners of the need for abatement. Property owners are given a reasonable time to comply, and if they fail, the village will take necessary action and assess the cost to the property owner.

Sec. 6-4-7: Procedures for Notice and Hearing

The Weed Commissioner will notify property owners of nuisances and provide details for a hearing if requested. Owners will have **14 days** to respond to the notice or request a hearing. If a hearing confirms the existence of a nuisance, property owners will have **5 days** to abate the nuisance. If they fail, the village will remove the nuisance, and the cost will be added to the property tax roll if unpaid.

Sec. 6-4-8: Tree Planting Guidelines

The following guidelines apply to the planting of new trees in public spaces and new developments:

- New street trees must be selected from the **Village-approved tree list** and must have a minimum diameter of **1.25 inches** measured 6 inches above ground.
- Trees must be planted at least **4 feet** from curbs and sidewalks and **15 feet** from intersections or utility poles.
- **Buckthorn** is prohibited from being planted in any public or private space.

Sec. 6-4-9: Costs of Abatement

The cost of removing or abating trees, shrubs, or other nuisances on public property will be covered by the village. For private property, costs incurred by the village for removal will be assessed to the property owner and added to the tax roll if unpaid.

Sec. 6-4-10: Appeal Process

Property owners may appeal the Weed Commissioner's determination by filing a request for a hearing with the Village Board within **7 days** of receiving notice. The Village Board will hear the appeal within **30 days** and issue a final written decision.

TITLE 6, CHAPTER 4. TREES AND SHRUBS

Sec. 6-4-1. Intent and application of chapter. **NEED TO ADD LANGUAGE FOR BUCKTHORN!

- (a) *Intent and Purpose.* It is the policy of the Village of Somerset to regulate and establish policy for the control of planting, removal, maintenance and protection of trees and shrubs in or upon all public areas and terrace areas of the Village to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks or other public areas; to promote and enhance the beauty and general welfare of the Village; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in public areas; and to guard all trees and shrubs both public and private within the Village against the spread of disease, insects or pests.
- (b) *Application.* The provisions of this Chapter shall apply to trees and shrubs growing or hereafter planted in or upon public areas and terrace areas and also to all trees and shrubs growing or to be planted in or upon any private premises which shall threaten the life, health, safety or welfare of the public or of any public areas.

Sec. 6-4-2. Definitions.

Whenever the following words or terms are used in this Chapter, they shall be construed to have the following meanings:

- (a) *Person.* Person, firm, association or corporation.
- (b) *Public Areas.* Includes all public parks and other lands owned, controlled or leased by the Village except the terrace areas.
- (c) *Public Trees and Shrubs.* All trees and shrubs located or to be planted in or upon public areas.
- (d) *Public Nuisance.* ~~Any tree or shrub or part thereof which, by reason of its condition, interferes with the use of any public area; infected with a plant disease; infested with injurious insects or pests; injurious to public improvements or endangers the life, health, safety or welfare of persons or property. Trees or shrubs that interfere with public use, are diseased, or pose safety risks.~~
- (e) *Boulevard or Terrace Areas.* ~~The land between the normal location of the street curbing and sidewalk. Where there is no sidewalk, the area four feet from the curb line shall be deemed to be a boulevard for the purpose of this Chapter. "Boulevard" shall have the same meaning as "terrace." Where there are only sidewalks, the area four (4) feet from the curb shall be deemed boulevard areas under this Chapter. Land between the street curb and sidewalk or up to four feet from the curb where no sidewalk exists.~~
- (f) *Major Alteration.* Trimming a tree beyond necessary trimming to comply with this Chapter.
- (g) *Shrubs.* Any woody vegetation or a woody plant having multiple stems and bearing foliage from the ground up.
- (h) *Tree.* Any woody plant, normally having one stem or trunk bearing its foliage or crown well above ground level to heights of sixteen feet or more.
- (i) *Evergreen Tree.* Any woody plant normally having one stem or trunk and bearing foliage in the form of needles and crowns which extend from ground level throughout its entire height.

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- (j) *Forester.* Person or Village employee designated by the Village Board as authorized to carry out provisions of this Chapter.

Sec. 6-4-3. Village forester designated; duties and powers. Tabled A & B

- (a) The Village Board may designate a municipal employee or citizen to perform the duties of Forester under Chapter 27, Wis. Stats., and may authorize such Forester to perform the duties and exercise the powers imposed on the Village Board by this Chapter. The Village Forester shall annually be appointed by the Village President, subject to Board confirmation, at the Board's organizational meetings.
- (b) The Village Forester or his/her authorized representative may enter upon private premises at all reasonable times for the purpose of examining any tree or shrub located upon or over such premises and carrying out any of the provisions of this Chapter.

Sec. 6-4-4. Persons not to interfere with village forester.

No person shall interfere with the Village Forester or his/her authorized representative while they are engaged in carrying out any work or activities authorized by this Chapter.

Sec. 6-4-5. Dutch elm and other tree diseases; nuisance; abatement. Tabled A

- (a) *Dutch Elm and Other Tree Diseases a Public Nuisance.* Whereas the Village Board has determined that there are many trees growing on public and private premises within the Village, the loss of which would substantially depreciate the value of public and private property, impair the use and enjoyment of public and private premises and erode the tax base of the Village, and that the health and life of such trees is threatened by fatal diseases such as Dutch Elm disease, which is spread by the elm bark beetles *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.), the Village Board hereby declares its intention to control and prevent the spread of such disease and the insect pests and vectors which carry such diseases and specifically declares Dutch Elm disease and the elm bark beetles which carry such disease to be public nuisances.
- (b) *Definitions.* As used in this Section, unless otherwise clearly indicated by the context:
- (1) *Public Nuisance* in this Chapter means:
- Fatal or deleterious tree diseases.
 - Elm bark beetles *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.); Dutch Elm disease.
 - Any living or standing elm tree or part thereof infected with the Dutch Elm disease fungus or in a weakened condition which harbors any of the elm bark beetles, *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.).
 - Any dead elm tree or part thereof, including logs, branches, stumps, firewood or other elm material from which the bark has not been removed and burned or sprayed with an effective elm bark beetle destroying concentrate.
 - Any other deleterious or fatal tree disease.
 - Any tree or part thereof which by reason of its condition and location is hazardous or dangerous to persons and property using or upon any public street, sidewalk, alley, park or other public or private place, including the terrace strip between curb and lot line.

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- g. Any tree or part thereof which is infested by the eastern tent caterpillar or other defoliating larvae.
- (2) *Public property* means owned or controlled by the Village, including without limitation because of enumeration, public sites, parks, playgrounds, streets, alleys, sidewalks, boulevards, and the terrace strip between the lot line and the curb or improved portion of any public way.
- (3) *Person* means person, firm or corporation.
- (c) *Inspection.*
- (1) The Village Forester shall inspect or cause to be inspected all premises and places within the Village to determine whether any public nuisance exists thereon. He/she shall also inspect or cause the inspection of any elm tree reported or suspected to be infested with the Dutch Elm disease or any elm bark bearing materials reported or suspected to be infested with elm bark beetles.
- (2) Whenever necessary to determine the existence of Dutch Elm disease or elm bark beetles in any tree, the person inspecting such tree shall remove or cut specimens from the tree in such manner as to avoid fatal injury thereto and deliver such specimens to the Forester who shall forward them to the Wisconsin Department of Agriculture at Madison for analysis to determine the presence of such nuisances.
- (3) The Forester and his/her agents or employees shall have authority to enter upon private premises at reasonable times for the purpose of carrying out any of the provisions of this Section.
- (d) *Abatement of Nuisances; Duty of Forester.*
- (1) Following authorization by the Village Board, the Forester shall order, direct, supervise and control the abatement of public nuisances as defined in this Section by spraying, removal, burning or by other means which he/she determines to be necessary to prevent as fully as possible the spread of Dutch Elm disease fungus, other deleterious tree diseases or the insect pests or vectors known to carry such diseases.
- (2) Whenever the Forester after inspection or examination shall determine that a public nuisance as herein defined exists on public property in the Village, the Forester shall immediately abate or cause the abatement of such nuisance in such manner as to destroy or prevent as fully as possible the spread of Dutch Elm disease, other deleterious tree diseases, or the insect pests or vectors known to carry such disease fungus.
- (3) a. When the Forester shall determine with reasonable certainty that a public nuisance exists upon private premises, the Forester shall immediately serve or cause to be served personally or by registered mail upon the owner of such property, if the owner can be found, or upon the occupant thereof, a written notice of the existence of such nuisance and of a time and place for a hearing, not less than fourteen (14) days after service of such notice, on the abatement action to be taken. Such notice shall describe the nuisance and recommend procedures for its abatement, and shall further state that unless the owner shall abate the nuisance in the manner specified in the notice, or shall appear at the hearing to show that such nuisance does not exist or does not endanger the health of trees in the Village, the Forester shall cause the abatement thereof at the expense of the property served. If the owner cannot be found, such notice shall be given by publication in a newspaper of general circulation in the Village.
- b. If, after hearing held pursuant to this Subsection, it shall be determined by the Village Board that a public nuisance exists, it shall forthwith order the immediate abatement thereof. Unless the property owner abates the nuisance as directed within five (5) days after such hearing, the Forester shall proceed to abate the nuisance and cause the cost thereof to be assessed against the property in accordance with the procedures provided in this Section. The Forester may

extend the time allowed the property owner for abatement work but not to exceed ten (10) additional days.

(e) *Spraying.*

- (1) Whenever the Forester shall determine that any tree or part thereof is infected with a deleterious or fatal tree disease or is in a weakened condition or harbors elm bark beetles, the Forester may cause all trees within a one thousand (1,000) foot radius thereto to be sprayed with an effective disease destroying concentrate or other insecticide, following prior authorization by the Village Board.
- (2) In order to facilitate the work and minimize the inconvenience to the public of any spraying operations conducted under this Section, the Forester shall cause to be given advance public notice of such operations by newspaper, radio, television, public service announcements or other effective means and shall also cause the posting of appropriate warning notices in the areas and along the streets where trees are to be sprayed at least twenty-four (24) hours in advance of spraying. When any residue or concentrate from municipal spraying operations can be expected to be deposited on any public street, the Forester shall also notify the Director of Public Works who shall take all necessary steps to make and enforce temporary parking and traffic regulations on such streets as conditions require. Temporary "no parking" notices shall be posted in each block of any affected street at least twenty-four (24) hours in advance of spraying operations.
- (3) When appropriate warning notices and temporary "no parking" notices have been given and posted in accordance with Subsection (b) of this Section, the Village shall not allow any claim for damages to any vehicle caused by such spraying operations.
- (4) When trees on private property are to be sprayed, the Forester shall notify the owner of such property and proceed in accordance with the requirements of Subsection (d)(3).

Sec. 6-4-6. Costs of abatement; assessment.

- (a) *Public Premises.* ~~The entire cost of abating any public nuisance or spraying any elm tree, or part thereof, when done at the direction of the Forester shall be borne by the Village as to any growth, tree or shrub located upon property owned by the Village. The abating of a public nuisance or spraying elm trees or elm wood located upon a terraced strip between the lot line and the curb shall be considered private property.~~ The Village covers the cost of abating nuisances on public property. For private property, costs are assessed to the property owner and added to the tax roll if unpaid.
- (b) *Private Premises.* The cost of abating a public nuisance or spraying diseased trees located on private premises when done at the direction and under the supervision of the Forester shall be assessed to the property on which such nuisance, tree or wood is located as follows:
 - (1) The Forester shall keep a strict account of the cost of such work or spraying and the amount chargeable to each lot or parcel and shall report such work, charges, description of lands to which charged and names and addresses of the owners of such lands to the Village Board on or before October 15 of each year.
 - (2) Upon receiving the Forester's report, the Village Board, or a designated standing committee thereof, shall hold a public hearing on such proposed charges, giving at least fourteen (14) days' advance notice of the time, place and purpose of such hearing to interested persons by publication in a newspaper of general circulation in the municipality and by mail to the owner of each property proposed to be charged. Each property owner shall be notified of the amount proposed to be assessed against his/her premises and the work for which such charge is being made.
 - (3) After such hearing, the Village Board, or a designated standing committee thereof, shall affirm, modify and affirm or disapprove such assessments by resolution and shall cause a copy thereof to be

published. Upon adoption and publication of such resolution, assessments made thereby shall be deemed final.

- (4) The Village Clerk-Treasurer shall mail notice of the amount of such final assessment to each owner of property assessed at his/her last-known address, stating that, unless paid within thirty (30) days of the date of the notice, such assessment will be entered on the tax roll as a tax against the property, and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such assessment.
- (5) The Village hereby declares that, in making assessments under this Section, it is acting under its police power, and no damages shall be awarded to any owner for the destruction of any diseased or infested tree or wood or part thereof.

Sec. 6-4-7. Trees; prohibited and restricted species; acceptable plants.

- (a) *Purpose.* The Village Board hereby states its determination that the planting, care and protection of the trees within the Village is desirable for the purposes of beauty, shade, comfort, noise abatement and economic betterment, and hereby encourages all persons to assist in a program of tree planting, care and protection.
- (b) *Tree Planting Program.* The Village Forester shall recommend to the Village Board a program for tree planting, care and protection for public parks. The Board shall also encourage the planting, care and protection of trees and shrubs on private premises within the Village.
- (c) *Cottonwood and Box Elder Trees Prohibited.* No person shall plant within the Village of Somerset any female tree of the species *Populus Deltoides*, commonly called the "Cottonwood," or any tree commonly called the seed-bearing Box Elder *Acer Negundo*, which may now or hereafter become infested with Box Elder Bugs, and such trees are hereby declared a nuisance. Any person planting any such trees on his/her premises shall cause the same to be removed. If any owner shall fail to remove any such tree within thirty (30) days after receiving written notice from the Village Forester, the Village shall cause the removal of such tree and report the full cost thereof to the Village Clerk-Treasurer who shall place such charge upon the next tax roll as a special charge against the premises.
- (d) *Planting of Certain Trees Restricted.* Except in public parks, no person shall hereafter plant any Catalpa, Chinese Elm, White Poplar, Weeping Willow, Evergreen, Lombardy Poplar, Silver Maple, or any fruit or nut tree in or upon any public street, parkway, terrace or other public place within the Village of Somerset unless he/she shall first secure written permission from the Village Forester, who shall not approve any such planting if, in his/her opinion, said tree will constitute a nuisance to the public or adjoining property owners or interfere with the safety of the public or the operation of any sewer or water system. The Village Forester shall cause the removal of any tree planted in violation of this Subsection.
- (e) *Planting.*
 - (1) a. All new street trees must be selected from a list of approved trees compiled by the Village Forester. No other species may be planted without the written approval of the Village Forester. New trees must be single stemmed with a minimum diameter of one and one-quarter (1¼) inches measured at six (6) inches above ground level.
 - b. The tree shall be planted in a well prepared hole at the same depth as it was originally growing. All trees less than twelve (12) feet high shall be staked. All trees twelve (12) feet or more in height shall be supported by guy wires in such a way as not to injure the bark. The support shall be removed after a year.
 - c. The tree shall be kept well watered and mulched or cultivated in a two (2) foot diameter around its base to conserve moisture and as a protection from lawn mower damage.

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- d. The good health of all trees planted hereunder shall be guaranteed for one (1) year by the applicant, after which time such trees shall become the property of the Village.
- (2) Where required, curbs and sidewalks must be installed prior to street tree planting. Distance between the face of the curb and the outer edge of the sidewalk must be at least four (4) feet. Trees must be planted half way between the sidewalk and curb unless underground utilities prevent such planting. No tree shall be planted closer than two (2) feet from the curb.
- (3) Trees may *not* be planted in the terrace closer than:
- a. Twenty (20) feet to a utility or street lighting pole.
 - b. Fifteen (15) feet to a driveway or alley.
 - c. Six (6) feet to a fire hydrant, water stop box or gas shut-off. If possible, allow more distance than six (6) feet.
 - d. Twenty-five (25) feet to the intersection of two (2) streets from either corner measured on the property line.
 - e. Twenty-five (25) feet to another tree. [If the other tree is an elm or other species which is damaged, injured or diseased and likely to be removed in the future, then a thirty-five (35) foot distance to the next nearest healthy tree will prevail.]
- (4) New street trees shall not be planted over an existing tree stump within two (2) years of removal unless the stump is removed to a depth of four (4) feet.
- (5) The property owner has the responsibility to locate underground utilities before digging.
- (6) Evergreen trees shall not be planted in a terrace area.
- (7) Where possible, trees should not be planted directly under overhead power lines or over underground utilities.
- (f) *Unlawfully Planted Trees.* Trees, plants or shrubs planted within any terrace or planting easement without the authorization and approval of the Forester may be removed. The Forester shall notify the abutting owner in writing, listing the unlawfully planted trees, plants or shrubs, ordering their removal, and establishing a reasonable time within which such removal shall be accomplished. In the event that removal is not to be accomplished within the time specified, the Village may remove such trees, plants or shrubs and assess the costs thereof to the owner.
- (g) *Frames.* Any person, adjacent to whose land any shade or ornamental tree or shrub is growing in any street, may, for the propose of protecting such tree or shrub, surround the same with a suitable box or frame for protection, but all such work shall be performed under the supervision and direction of the Village Forester.
- (h) *Acceptable Trees.* Certain plants are more suited than others to provide these benefits under various landscape conditions. The lists following provide a range of sizes and tree variety; they are not inclusive of *all* the better plants but are representative of them.
- (1) Alder, Black (*Alnus glutinosa*)
 - (2) Alder, Speckled (*Alnus rugosa*)
 - (3) Ash, Green (*Fraxinus pennsylvanica*), and Ash, White especially the seedless cultivars (e.g., Marshall's Seedless, Tatmore, Urbanite); vastly overplanted
 - (4) Birch, River (*Betula nigra*), especially Heritage
 - (5) Cherry, Sargent (*Prunus sargentii*)
 - (6) Chokecherry, Schubert (*Prunus virginiana* "Schubertii")

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- (7) Corktree, Amur (*Phellodendron amurense*)
 - (8) Corktree, Sakhalin (*Phellodendron sakhalinense*)
 - (9) Dogwood, Kousa (*Cornus kousa*)
 - (10) Dogwood, Corraliancherry (*Cornus mas*)
 - ~~(11) Elm, Chinese (*Ulmus parvifolia*; not Siberian elm)~~
 - (11) Ginkgo (*Ginkgo biloba*), male clones only
 - (12) Hackberry (*Celtis occidentalis*), esp. Chicagoland, Prairie Pride and Windy City
 - ~~(14) Honeylocust, Thornless Common (*Gleditsia triacanthos inermis*), many cultivars available; vastly overused; would discourage continued planting~~
 - (13) Hornbeam, American (*Carpinus caroliniana*)
 - (14) Hornbeam, European (*Carpinus betulus*)
 - (15) Hophornbeam, American (*Ostrya virginiana*)
 - (16) Katsuratree (*Cercidiphyllum japonicum*)
 - (17) Linden, Crimean (*Tilia X euchlora*), esp.
 - (18) Linden, Littleleaf (*Tilia cordata*), esp. Glenleven, Greenspire and June Bride
 - (19) Linden, Silver (*Tilia tomentosa*)
 - (20) Maple, Hedge (*Acer campestre*)
 - (21) Maple, Taperbark (*Acer griseum*)
 - (22) Maple, Three-flower (*Acer triflorum*)
 - (23) Maple, Miyabe (*Acer miyabei*)
 - (24) Maple, Norway (*Acer platanoides*), esp. Cleveland, Emerald Queen, Schwedler, Summershade and Superform. May be too big for many areas; too shady, often preventing lawn growth
 - (25) Maple, Red (*Acer rubrum*), esp. Autumn Blaze, Marmo, Morgan, Northwood, October Glory and Red Sunset
 - (26) Maple, Sycamore (*Acer pseudoplatanus*)
 - (27) Maple, Tartarian (*Acer tataricum*)
 - (28) Maple, Purpleblow (*Acer truncatum*)
 - (29) Oak, Bur (*Quercus macrocarpa*)
 - (30) Oak, English (*Quercus robur*)
 - (31) Oak, Pin
 - (32) Oak, Red (*Quercus rubra* or *Q. borealis*)
 - (33) Pear, Callery (*Pyrus calleryana*), esp. Chanticleer and Fauriei [cultivars such as Bradford and Aristocrat are proving to be landscape liabilities as they age beyond fifteen (15) years]

Sec. 6-4-8. Care and maintenance of trees; trimming and pruning.

- (a) Any person growing a tree, plant or shrub on any private property abutting on public streets or public places shall:
 - (1) Trim them so as not to be a hazard to persons using the streets or to interfere with the proper lighting of the streets.
 - (2) Treat or remove any tree, plant or shrub which the Village Forester shall determine is diseased or insect-ridden or a hazard to persons using the streets.
 - (3) Remove and refrain from planting any tree, plant or shrub designated by the State Department of Agriculture and published in its regulations to be a host or carrier of a dangerous plant disease or insect pest.
- (b) Owners of any property may arrange to have any tree, plant or shrub sprayed, trimmed or removed by the Village and pay for such service at the rates established by the Village Board.
- (c) Trees and shrubs standing in or upon any boulevard, public area or upon any private premises adjacent to any public right-of-way or public areas shall be kept trimmed so that the lowest branches projecting over the public street or alley provide a clearance of not less than fourteen (14) feet. The Village Forester may waive the provisions of this Section for newly planted trees if he/she determines that they do not interfere with public travel, obstruct the light of any street light or endanger public safety.
- (d) The necessity of the pruning may be determined by the Village Forester.
- (e) Clearance from sidewalk to lower branches shall not be less than seven (7) feet. All trees standing upon private property in the Village, the branches of which extend over the line of the street, shall be trimmed so that no branch shall grow or hang over the line of the sidewalk lower than seven (7) feet above the level of the sidewalk. No tree shall be permitted to grow in such a manner as to obstruct the proper diffusion of light from any public lamp.
- (f) Trimming or pruning of more than two-thirds ($\frac{2}{3}$) of the crown shall be considered to be a major alteration and shall require authorization from the Village Forester.

Sec. 6-4-9. Sight clearance at intersections.

- (a) Notwithstanding any other provision of this Chapter, no person shall maintain, plant or permit to remain on any private or public premises situated at the intersection of two (2) or more streets or alleys in the Village any hedge, tree, shrub or other growth which may obstruct the view of the operator of any motor vehicle or pedestrian approaching such intersection.
- (b) It is unlawful for any person to plant, cause to grow, allow to grow or maintain any trees, bushes, shrubbery or vegetation of any kind which is an obstruction to the clear and complete vision of any traffic sign or driveway approach to a street in the Village. It shall be the duty of every owner of such tree, bush, shrubbery or vegetation to remove such obstruction.
- (c) Any shrub, tree or other plant which obstructs the view at an intersection or the view of a traffic sign shall be deemed to be dangerous to public travel and the Village Forester may order, by written notice, the owner or occupant of any private place or premises on which there stands a tree or shrub which unreasonably interferes with or encroaches upon the street or sidewalk, to take such steps as are necessary to remove such interference. If such owner or occupant fails, within ten (10) days of receipt of notice, to take such necessary steps, the Village Forester and/or other Village employees shall order the Village employees to remove the interference. The cost of removing the interference shall be levied and collected as a special tax upon the property upon which or in front of which such tree or shrub stands.

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- (d) Any person who is an owner or occupant or firm or corporation failing to obey the written notice of the Village Forester as specified in Subsection (c) above shall, upon conviction thereof, be subject to a forfeiture as established in Section 1-1-6 of this Code of Ordinances.

Sec. 6-4-10. Protection of trees from damage; interference with forester.

- (a) ~~Damage to Public Trees.~~ No person shall, without the consent of the owner in the case of a private tree or shrub, or without written permits from the Village Forester in the case of a terrace area tree, public tree or shrub, perform or cause to be performed by others any of the following acts: It is prohibited to damage public trees or obstruct Forester activities. Construction near public trees requires protective measures and a permit.
- (1) Secure, fasten or run any rope, wire sign, unprotected electrical installation or other device or material to, around or through a tree or shrub.
 - (2) Break, injure, mutilate, deface, kill or destroy any tree or shrub or permit any fire to burn where it will injure any tree or shrub.
 - (3) Permit any toxic chemical, gas, smoke, oil or other injurious substance to seep, drain or be emptied upon or about any tree or shrub or place cement or other solid substance around the base of the same.
 - (4) Remove any guard, stake or other device or material intended for the protection of a public tree or shrub, or close or obstruct any open space about the base of a public tree or shrub designed to permit access of air, water and fertilizer.
 - (5) Attach any sign, poster, notice or other object on any tree, or fasten any guy wire, cable, rope, nails, screws or other device to any tree; except that the Village may tie temporary signs to trees when necessary in conjunction with street improvement work, tree maintenance work or parades.
 - (6) Cause or encourage any fire or burning near or around any tree.
- (b) *Excavations.* All trees on any parkway or other publicly owned property near any excavation or construction of any building structure or street work shall be sufficiently guarded and protected by those responsible for such work as to prevent any injury to said trees. No person shall excavate any ditches, tunnels or trenches, or install pavement within a radius of ten (10) feet from any public tree without a permit from the Village Forester.
- (c) *Interference With Forester.* No person shall:
- (1) Interfere with or prevent any acts of the Forester or his/her agents or employees while they are engaged in the performance of duties imposed by this Section.
 - (2) Refuse to permit the Forester or his/her duly authorized representative to enter upon his/her premises at reasonable times to exercise the duties imposed by this Section.
- (d) *Refusal to Abate Nuisance.* Permits any public nuisance to remain on any premises owned or controlled by him when ordered by the Forester to abate such nuisance.

Sec. 6-4-11. Appeal of determination of village forester.

Any person who receives a determination or order under this Chapter from the Village Forester and objects to all or any part thereof shall have the right to appeal such determination or order, subject to the provisions of Title 4 of this Code of Ordinances and Chapter 68, Wis. Stats., ~~to the Village Board within seven (7) days of receipt of the order and the Village Board shall hear such appeal within thirty (30) days of receipt of written notice of the appeal. After such hearing, the Village Board may reverse, affirm or modify the order or determination appealed from and the grounds for its decision shall be stated in writing. The Village Board shall, by letter, notify the party~~

~~appealing the order or determination of its decision within ten (10) days after the hearing has been concluded. The Board shall file its written decision with the Village Clerk-Treasurer.~~ Appeals against Forester decisions can be made to the Village Board within seven days, with a hearing within thirty days. The Board's decision will be final.

Sec. 6-4-12. State statutes adopted.

Sections 27.09 and 86.03, Wis. Stats., are hereby adopted and incorporated herein by reference.

State law reference(s)—Sections 27.09 and 86.03, Wis. Stats.

TITLE 6, CHAPTER 4. TREES AND SHRUBS

Sec. 6-4-1. Intent and application of chapter.

- (a) *Intent and Purpose.* It is the policy of the Village of Somerset to regulate and establish policy for the control of planting, removal, maintenance and protection of trees and shrubs in or upon all public areas and terrace areas of the Village to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks or other public areas; to promote and enhance the beauty and general welfare of the Village; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in public areas; and to guard all trees and shrubs both public and private within the Village against the spread of disease, insects or pests.
- (b) *Application.* The provisions of this Chapter shall apply to trees and shrubs growing or hereafter planted in or upon public areas and terrace areas and also to all trees and shrubs growing or to be planted in or upon any private premises which shall threaten the life, health, safety or welfare of the public or of any public areas.

Sec. 6-4-2. Definitions.

Whenever the following words or terms are used in this Chapter, they shall be construed to have the following meanings:

- (a) *Person.* Person, firm, association or corporation.
- (b) *Public Areas.* Includes all public parks and other lands owned, controlled or leased by the Village except the terrace areas.
- (c) *Public Trees and Shrubs.* All trees and shrubs located or to be planted in or upon public areas.
- (d) *Public Nuisance.* Any tree or shrub or part thereof which, by reason of its condition, interferes with the use of any public area; infected with a plant disease; infested with injurious insects or pests; injurious to public improvements or endangers the life, health, safety or welfare of persons or property.
- (e) *Boulevard or Terrace Areas.* The land between the normal location of the street curbing and sidewalk. Where there is no sidewalk, the area four feet from the curb line shall be deemed to be a boulevard for the purpose of this Chapter. "Boulevard" shall have the same meaning as "terrace." Where there are only sidewalks, the area four (4) feet from the curb shall be deemed boulevard areas under this Chapter.
- (f) *Major Alteration.* Trimming a tree beyond necessary trimming to comply with this Chapter.
- (g) *Shrubs.* Any woody vegetation or a woody plant having multiple stems and bearing foliage from the ground up.
- (h) *Tree.* Any woody plant, normally having one stem or trunk bearing its foliage or crown well above ground level to heights of sixteen feet or more.
- (i) *Evergreen Tree.* Any woody plant normally having one stem or trunk and bearing foliage in the form of needles and crowns which extend from ground level throughout its entire height.
- (j) *Forester.* Person or Village employee designated by the Village Board as authorized to carry out provisions of this Chapter.

Commented [BK1]: Trees or shrubs that interfere with public use, are diseased, or pose safety risks.

Commented [BK2]: Boulevard/Terrace Areas: Land between the street curb and sidewalk or up to four feet from the curb where no sidewalk exists.

Sec. 6-4-3. Village forester designated; duties and powers.

- (a) The Village Board may designate a municipal employee or citizen to perform the duties of Forester under Chapter 27, Wis. Stats., and may authorize such Forester to perform the duties and exercise the powers imposed on the Village Board by this Chapter. The Village Forester shall annually be appointed by the Village President, subject to Board confirmation, at the Board's organizational meetings.
- (b) The Village Forester or his/her authorized representative may enter upon private premises at all reasonable times for the purpose of examining any tree or shrub located upon or over such premises and carrying out any of the provisions of this Chapter.

Commented [BK3]: The Village Board appoints a Forester annually to manage tree and shrub policies. The Forester can enter private property to inspect trees and shrubs as needed.

Sec. 6-4-4. Persons not to interfere with village forester.

No person shall interfere with the Village Forester or his/her authorized representative while they are engaged in carrying out any work or activities authorized by this Chapter.

Sec. 6-4-5. Dutch elm and other tree diseases; nuisance; abatement.

- (a) *Dutch Elm and Other Tree Diseases a Public Nuisance.* Whereas the Village Board has determined that there are many trees growing on public and private premises within the Village, the loss of which would substantially depreciate the value of public and private property, impair the use and enjoyment of public and private premises and erode the tax base of the Village, and that the health and life of such trees is threatened by fatal diseases such as Dutch Elm disease, which is spread by the elm bark beetles *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.), the Village Board hereby declares its intention to control and prevent the spread of such disease and the insect pests and vectors which carry such diseases and specifically declares Dutch Elm disease and the elm bark beetles which carry such disease to be public nuisances.

Commented [BK4]: Dutch Elm disease and other fatal tree diseases are public nuisances. The Forester inspects trees for disease and pests, and can abate nuisances by removal, treatment, or other necessary actions. Property owners must comply with abatement notices or face Village intervention at their expense.

- (b) *Definitions.* As used in this Section, unless otherwise clearly indicated by the context:

(1) *Public Nuisance* in this Chapter means:

- a. Fatal or deleterious tree diseases.
- b. Elm bark beetles *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.); Dutch Elm disease.
- c. Any living or standing elm tree or part thereof infected with the Dutch Elm disease fungus or in a weakened condition which harbors any of the elm bark beetles, *Scolytus multistriatus* (Eichb.) or *Hylurgopinus rufipes* (Marsh.).
- d. Any dead elm tree or part thereof, including logs, branches, stumps, firewood or other elm material from which the bark has not been removed and burned or sprayed with an effective elm bark beetle destroying concentrate.
- e. Any other deleterious or fatal tree disease.
- f. Any tree or part thereof which by reason of its condition and location is hazardous or dangerous to persons and property using or upon any public street, sidewalk, alley, park or other public or private place, including the terrace strip between curb and lot line.
- g. Any tree or part thereof which is infested by the eastern tent caterpillar or other defoliating larvae.

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- (2) *Public property* means owned or controlled by the Village, including without limitation because of enumeration, public sites, parks, playgrounds, streets, alleys, sidewalks, boulevards, and the terrace strip between the lot line and the curb or improved portion of any public way.
- (3) *Person* means person, firm or corporation.
- (c) *Inspection.*
- (1) The Village Forester shall inspect or cause to be inspected all premises and places within the Village to determine whether any public nuisance exists thereon. He/she shall also inspect or cause the inspection of any elm tree reported or suspected to be infested with the Dutch Elm disease or any elm bark bearing materials reported or suspected to be infested with elm bark beetles.
- (2) Whenever necessary to determine the existence of Dutch Elm disease or elm bark beetles in any tree, the person inspecting such tree shall remove or cut specimens from the tree in such manner as to avoid fatal injury thereto and deliver such specimens to the Forester who shall forward them to the Wisconsin Department of Agriculture at Madison for analysis to determine the presence of such nuisances.
- (3) The Forester and his/her agents or employees shall have authority to enter upon private premises at reasonable times for the purpose of carrying out any of the provisions of this Section.
- (d) *Abatement of Nuisances; Duty of Forester.*
- (1) Following authorization by the Village Board, the Forester shall order, direct, supervise and control the abatement of public nuisances as defined in this Section by spraying, removal, burning or by other means which he/she determines to be necessary to prevent as fully as possible the spread of Dutch Elm disease fungus, other deleterious tree diseases or the insect pests or vectors known to carry such diseases.
- (2) Whenever the Forester after inspection or examination shall determine that a public nuisance as herein defined exists on public property in the Village, the Forester shall immediately abate or cause the abatement of such nuisance in such manner as to destroy or prevent as fully as possible the spread of Dutch Elm disease, other deleterious tree diseases, or the insect pests or vectors known to carry such disease fungus.
- (3) a. When the Forester shall determine with reasonable certainty that a public nuisance exists upon private premises, the Forester shall immediately serve or cause to be served personally or by registered mail upon the owner of such property, if the owner can be found, or upon the occupant thereof, a written notice of the existence of such nuisance and of a time and place for a hearing, not less than fourteen (14) days after service of such notice, on the abatement action to be taken. Such notice shall describe the nuisance and recommend procedures for its abatement, and shall further state that unless the owner shall abate the nuisance in the manner specified in the notice, or shall appear at the hearing to show that such nuisance does not exist or does not endanger the health of trees in the Village, the Forester shall cause the abatement thereof at the expense of the property served. If the owner cannot be found, such notice shall be given by publication in a newspaper of general circulation in the Village.
- b. If, after hearing held pursuant to this Subsection, it shall be determined by the Village Board that a public nuisance exists, it shall forthwith order the immediate abatement thereof. Unless the property owner abates the nuisance as directed within five (5) days after such hearing, the Forester shall proceed to abate the nuisance and cause the cost thereof to be assessed against the property in accordance with the procedures provided in this Section. The Forester may extend the time allowed the property owner for abatement work but not to exceed ten (10) additional days.
- (e) *Spraying.*

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- (1) Whenever the Forester shall determine that any tree or part thereof is infected with a deleterious or fatal tree disease or is in a weakened condition or harbors elm bark beetles, the Forester may cause all trees within a one thousand (1,000) foot radius thereto to be sprayed with an effective disease destroying concentrate or other insecticide, following prior authorization by the Village Board.
 - (2) In order to facilitate the work and minimize the inconvenience to the public of any spraying operations conducted under this Section, the Forester shall cause to be given advance public notice of such operations by newspaper, radio, television, public service announcements or other effective means and shall also cause the posting of appropriate warning notices in the areas and along the streets where trees are to be sprayed at least twenty-four (24) hours in advance of spraying. When any residue or concentrate from municipal spraying operations can be expected to be deposited on any public street, the Forester shall also notify the Director of Public Works who shall take all necessary steps to make and enforce temporary parking and traffic regulations on such streets as conditions require. Temporary "no parking" notices shall be posted in each block of any affected street at least twenty-four (24) hours in advance of spraying operations.
 - (3) When appropriate warning notices and temporary "no parking" notices have been given and posted in accordance with Subsection (b) of this Section, the Village shall not allow any claim for damages to any vehicle caused by such spraying operations.
 - (4) When trees on private property are to be sprayed, the Forester shall notify the owner of such property and proceed in accordance with the requirements of Subsection (d)(3).

Sec. 6-4-6. Costs of abatement; assessment.

- (a) *Public Premises.* The entire cost of abating any public nuisance or spraying any elm tree, or part thereof, when done at the direction of the Forester shall be borne by the Village as to any growth, tree or shrub located upon property owned by the Village. The abating of a public nuisance or spraying elm trees or elm wood located upon a terraced strip between the lot line and the curb shall be considered private property.
- (b) *Private Premises.* The cost of abating a public nuisance or spraying diseased trees located on private premises when done at the direction and under the supervision of the Forester shall be assessed to the property on which such nuisance, tree or wood is located as follows:
 - (1) The Forester shall keep a strict account of the cost of such work or spraying and the amount chargeable to each lot or parcel and shall report such work, charges, description of lands to which charged and names and addresses of the owners of such lands to the Village Board on or before October 15 of each year.
 - (2) Upon receiving the Forester's report, the Village Board, or a designated standing committee thereof, shall hold a public hearing on such proposed charges, giving at least fourteen (14) days' advance notice of the time, place and purpose of such hearing to interested persons by publication in a newspaper of general circulation in the municipality and by mail to the owner of each property proposed to be charged. Each property owner shall be notified of the amount proposed to be assessed against his/her premises and the work for which such charge is being made.
 - (3) After such hearing, the Village Board, or a designated standing committee thereof, shall affirm, modify and affirm or disapprove such assessments by resolution and shall cause a copy thereof to be published. Upon adoption and publication of such resolution, assessments made thereby shall be deemed final.
 - (4) The Village Clerk-Treasurer shall mail notice of the amount of such final assessment to each owner of property assessed at his/her last-known address, stating that, unless paid within thirty (30) days of the date of the notice, such assessment will be entered on the tax roll as a tax against the property, and all

Commented [BK5]: The Village covers the cost of abating nuisances on public property. For private property, costs are assessed to the property owner and added to the tax roll if unpaid.

proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such assessment.

- (5) The Village hereby declares that, in making assessments under this Section, it is acting under its police power, and no damages shall be awarded to any owner for the destruction of any diseased or infested tree or wood or part thereof.

Sec. 6-4-7. Trees; prohibited and restricted species; acceptable plants.

- (a) *Purpose.* The Village Board hereby states its determination that the planting, care and protection of the trees within the Village is desirable for the purposes of beauty, shade, comfort, noise abatement and economic betterment, and hereby encourages all persons to assist in a program of tree planting, care and protection.
- (b) *Tree Planting Program.* The Village Forester shall recommend to the Village Board a program for tree planting, care and protection for public parks. The Board shall also encourage the planting, care and protection of trees and shrubs on private premises within the Village.
- (c) *Cottonwood and Box Elder Trees Prohibited.* No person shall plant within the Village of Somerset any female tree of the species *Populus Deltoides*, commonly called the "Cottonwood," or any tree commonly called the seed-bearing Box Elder *Acer Negundo*, which may now or hereafter become infested with Box Elder Bugs, and such trees are hereby declared a nuisance. Any person planting any such trees on his/her premises shall cause the same to be removed. If any owner shall fail to remove any such tree within thirty (30) days after receiving written notice from the Village Forester, the Village shall cause the removal of such tree and report the full cost thereof to the Village Clerk-Treasurer who shall place such charge upon the next tax roll as a special charge against the premises.
- (d) *Planting of Certain Trees Restricted.* Except in public parks, no person shall hereafter plant any Catalpa, Chinese Elm, White Poplar, Weeping Willow, Evergreen, Lombardy Poplar, Silver Maple, or any fruit or nut tree in or upon any public street, parkway, terrace or other public place within the Village of Somerset unless he/she shall first secure written permission from the Village Forester, who shall not approve any such planting if, in his/her opinion, said tree will constitute a nuisance to the public or adjoining property owners or interfere with the safety of the public or the operation of any sewer or water system. The Village Forester shall cause the removal of any tree planted in violation of this Subsection.
- (e) *Planting.*
- (1) a. All new street trees must be selected from a list of approved trees compiled by the Village Forester. No other species may be planted without the written approval of the Village Forester. New trees must be single stemmed with a minimum diameter of one and one-quarter (1¼) inches measured at six (6) inches above ground level.
- b. The tree shall be planted in a well prepared hole at the same depth as it was originally growing. All trees less than twelve (12) feet high shall be staked. All trees twelve (12) feet or more in height shall be supported by guy wires in such a way as not to injure the bark. The support shall be removed after a year.
- c. The tree shall be kept well watered and mulched or cultivated in a two (2) foot diameter around its base to conserve moisture and as a protection from lawn mower damage.
- d. The good health of all trees planted hereunder shall be guaranteed for one (1) year by the applicant, after which time such trees shall become the property of the Village.
- (2) Where required, curbs and sidewalks must be installed prior to street tree planting. Distance between the face of the curb and the outer edge of the sidewalk must be at least four (4) feet. Trees must be

Commented [BK6]: Certain trees like Cottonwood and Box Elder are prohibited due to pest issues. Other species may be restricted or require approval before planting. Approved tree species must be planted properly and maintained to Village standards.

planted half way between the sidewalk and curb unless underground utilities prevent such planting. No tree shall be planted closer than two (2) feet from the curb.

- (3) Trees may *not* be planted in the terrace closer than:
 - a. Twenty (20) feet to a utility or street lighting pole.
 - b. Fifteen (15) feet to a driveway or alley.
 - c. Six (6) feet to a fire hydrant, water stop box or gas shut-off. If possible, allow more distance than six (6) feet.
 - d. Twenty-five (25) feet to the intersection of two (2) streets from either corner measured on the property line.
 - e. Twenty-five (25) feet to another tree. [If the other tree is an elm or other species which is damaged, injured or diseased and likely to be removed in the future, then a thirty-five (35) foot distance to the next nearest healthy tree will prevail.]
- (4) New street trees shall not be planted over an existing tree stump within two (2) years of removal unless the stump is removed to a depth of four (4) feet.
- (5) The property owner has the responsibility to locate underground utilities before digging.
- (6) Evergreen trees shall not be planted in a terrace area.
- (7) Where possible, trees should not be planted directly under overhead power lines or over underground utilities.
- (f) *Unlawfully Planted Trees.* Trees, plants or shrubs planted within any terrace or planting easement without the authorization and approval of the Forester may be removed. The Forester shall notify the abutting owner in writing, listing the unlawfully planted trees, plants or shrubs, ordering their removal, and establishing a reasonable time within which such removal shall be accomplished. In the event that removal is not to be accomplished within the time specified, the Village may remove such trees, plants or shrubs and assess the costs thereof to the owner.
- (g) *Frames.* Any person, adjacent to whose land any shade or ornamental tree or shrub is growing in any street, may, for the propose of protecting such tree or shrub, surround the same with a suitable box or frame for protection, but all such work shall be performed under the supervision and direction of the Village Forester.
- (h) *Acceptable Trees.* Certain plants are more suited than others to provide these benefits under various landscape conditions. The lists following provide a range of sizes and tree variety; they are not inclusive of *all* the better plants but are representative of them.
 - (1) Alder, Black (*Alnus glutinosa*)
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 - (3) Ash, Green (*Fraxinus pennsylvanica*), and Ash, White especially the seedless cultivars (e.g., Marshall's Seedless, Tatmore, Urbanite); vastly overplanted
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 - (5) Cherry, Sargent (*Prunus sargentii*)
 - (6) Chokecherry, Schubert (*Prunus virginiana* "Schubertii")
 - (7) Corktree, Amur (*Phellodendron amurense*)
 - (8) Corktree, Sakhalin (*Phellodendron sakhalinense*)
 - (9) Dogwood, Kousa (*Cornus kousa*)

Created: 2024-02-27 11:13:03 [EST]

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- (10) Dogwood, Correlliancherry (*Cornus mas*)
 - ~~(11) Elm, Chinese (*Ulmus parvifolia*, not Siberian elm)~~
 - (12) Ginkgo (*Ginkgo biloba*), male clones only
 - (13) Hackberry (*Celtis occidentalis*), esp. Chicagoland, Prairie Pride and Windy City
 - ~~(14) Honeylocust, Thornless Common (*Gleditsia triacanthos inermis*), many cultivars available; vastly overused; would discourage continued planting~~
 - (15) Hornbeam, American (*Carpinus caroliniana*)
 - (16) Hornbeam, European (*Carpinus betulus*)
 - (17) Hophornbeam, American (*Ostrya virginiana*)
 - (18) Katsuratree (*Cercidiphyllum japonicum*)
 - (19) Linden, Crimean (*Tilia X euchlora*), esp.
 - (20) Linden, Littleleaf (*Tilia cordata*), esp. Glenleven, Greenspire and June Bride
 - (21) Linden, Silver (*Tilia tomentosa*)
 - (22) Maple, Hedge (*Acer campestre*)
 - (23) Maple, Taperbark (*Acer griseum*)
 - (24) Maple, Three-flower (*Acer triflorum*)
 - (25) Maple, Miyabe (*Acer miyabei*)
 - (26) Maple, Norway (*Acer platanoides*), esp. Cleveland, Emerald Queen, Schwedler, Summershade and Superform. May be too big for many areas; too shady, often preventing lawn growth
 - (27) Maple, Red (*Acer rubrum*), esp. Autumn Blaze, Marmo, Morgan, Northwood, October Glory and Red Sunset
 - (28) Maple, Sycamore (*Acer pseudoplatanus*)
 - (29) Maple, Tartarian (*Acer tataricum*)
 - (30) Maple, Purpleblow (*Acer truncatum*)
 - (31) Oak, Bur (*Quercus macrocarpa*)
 - (32) Oak, English (*Quercus robur*)
 - (33) Oak, Pin
 - (34) Oak, Red (*Quercus rubra* or *Q. borealis*)
 - (35) Pear, Callery (*Pyrus calleryana*), esp. Chanticleer and Fauriei [cultivars such as Bradford and Aristocrat are proving to be landscape liabilities as they age beyond fifteen (15) years]

Sec. 6-4-8. Care and maintenance of trees; trimming and pruning.

- (a) Any person growing a tree, plant or shrub on any private property abutting on public streets or public places shall:
 - (1) Trim them so as not to be a hazard to persons using the streets or to interfere with the proper lighting of the streets.

-
- (2) Treat or remove any tree, plant or shrub which the Village Forester shall determine is diseased or insect-ridden or a hazard to persons using the streets.
 - (3) Remove and refrain from planting any tree, plant or shrub designated by the State Department of Agriculture and published in its regulations to be a host or carrier of a dangerous plant disease or insect pest.
- (b) Owners of any property may arrange to have any tree, plant or shrub sprayed, trimmed or removed by the Village and pay for such service at the rates established by the Village Board.
 - (c) Trees and shrubs standing in or upon any boulevard, public area or upon any private premises adjacent to any public right-of-way or public areas shall be kept trimmed so that the lowest branches projecting over the public street or alley provide a clearance of not less than fourteen (14) feet. The Village Forester may waive the provisions of this Section for newly planted trees if he/she determines that they do not interfere with public travel, obstruct the light of any street light or endanger public safety.
 - (d) The necessity of the pruning may be determined by the Village Forester.
 - (e) Clearance from sidewalk to lower branches shall not be less than seven (7) feet. All trees standing upon private property in the Village, the branches of which extend over the line of the street, shall be trimmed so that no branch shall grow or hang over the line of the sidewalk lower than seven (7) feet above the level of the sidewalk. No tree shall be permitted to grow in such a manner as to obstruct the proper diffusion of light from any public lamp.
 - (f) Trimming or pruning of more than two-thirds (⅔) of the crown shall be considered to be a major alteration and shall require authorization from the Village Forester.

Sec. 6-4-9. Sight clearance at intersections.

- (a) Notwithstanding any other provision of this Chapter, no person shall maintain, plant or permit to remain on any private or public premises situated at the intersection of two (2) or more streets or alleys in the Village any hedge, tree, shrub or other growth which may obstruct the view of the operator of any motor vehicle or pedestrian approaching such intersection.
- (b) It is unlawful for any person to plant, cause to grow, allow to grow or maintain any trees, bushes, shrubbery or vegetation of any kind which is an obstruction to the clear and complete vision of any traffic sign or driveway approach to a street in the Village. It shall be the duty of every owner of such tree, bush, shrubbery or vegetation to remove such obstruction.
- (c) Any shrub, tree or other plant which obstructs the view at an intersection or the view of a traffic sign shall be deemed to be dangerous to public travel and the Village Forester may order, by written notice, the owner or occupant of any private place or premises on which there stands a tree or shrub which unreasonably interferes with or encroaches upon the street or sidewalk, to take such steps as are necessary to remove such interference. If such owner or occupant fails, within ten (10) days of receipt of notice, to take such necessary steps, the Village Forester and/or other Village employees shall order the Village employees to remove the interference. The cost of removing the interference shall be levied and collected as a special tax upon the property upon which or in front of which such tree or shrub stands.
- (d) Any person who is an owner or occupant or firm or corporation failing to obey the written notice of the Village Forester as specified in Subsection (c) above shall, upon conviction thereof, be subject to a forfeiture as established in Section 1-1-6 of this Code of Ordinances.

Commented [BK7]: Vegetation must not obstruct views at intersections or traffic signs. Property owners must remove obstructions or face Village action.

Sec. 6-4-10. Protection of trees from damage; interference with forester.

- (a) *Damage to Public Trees.* No person shall, without the consent of the owner in the case of a private tree or shrub, or without written permits from the Village Forester in the case of a terrace-area tree, public tree or shrub, perform or cause to be performed by others any of the following acts:
- (1) Secure, fasten or run any rope, wire sign, unprotected electrical installation or other device or material to, around or through a tree or shrub.
 - (2) Break, injure, mutilate, deface, kill or destroy any tree or shrub or permit any fire to burn where it will injure any tree or shrub.
 - (3) Permit any toxic chemical, gas, smoke, oil or other injurious substance to seep, drain or be emptied upon or about any tree or shrub or place cement or other solid substance around the base of the same.
 - (4) Remove any guard, stake or other device or material intended for the protection of a public tree or shrub, or close or obstruct any open space about the base of a public tree or shrub designed to permit access of air, water and fertilizer.
 - (5) Attach any sign, poster, notice or other object on any tree, or fasten any guy wire, cable, rope, nails, screws or other device to any tree; except that the Village may tie temporary signs to trees when necessary in conjunction with street improvement work, tree maintenance work or parades.
 - (6) Cause or encourage any fire or burning near or around any tree.
- (b) *Excavations.* All trees on any parkway or other publicly owned property near any excavation or construction of any building structure or street work shall be sufficiently guarded and protected by those responsible for such work as to prevent any injury to said trees. No person shall excavate any ditches, tunnels or trenches, or install pavement within a radius of ten (10) feet from any public tree without a permit from the Village Forester.
- (c) *Interference With Forester.* No person shall:
- (1) Interfere with or prevent any acts of the Forester or his/her agents or employees while they are engaged in the performance of duties imposed by this Section.
 - (2) Refuse to permit the Forester or his/her duly authorized representative to enter upon his/her premises at reasonable times to exercise the duties imposed by this Section.
- (d) *Refusal to Abate Nuisance.* Permits any public nuisance to remain on any premises owned or controlled by him when ordered by the Forester to abate such nuisance.

Commented [BK8]: It is prohibited to damage public trees or obstruct Forester activities. Construction near public trees requires protective measures and a permit.

Sec. 6-4-11. Appeal of determination of village forester.

Any person who receives a determination or order under this Chapter from the Village Forester and objects to all or any part thereof shall have the right to appeal such determination or order, subject to the provisions of Title 4 of this Code of Ordinances and Chapter 68, Wis. Stats., to the Village Board within seven (7) days of receipt of the order and the Village Board shall hear such appeal within thirty (30) days of receipt of written notice of the appeal. After such hearing, the Village Board may reverse, affirm or modify the order or determination appealed from and the grounds for its decision shall be stated in writing. The Village Board shall, by letter, notify the party appealing the order or determination of its decision within ten (10) days after the hearing has been concluded. The Board shall file its written decision with the Village Clerk-Treasurer.

Commented [BK9]: Appeals against Forester decisions can be made to the Village Board within seven days, with a hearing within thirty days. The Board's decision will be final.

Sec. 6-4-12. State statutes adopted.

Sections 27.09 and 86.03, Wis. Stats., are hereby adopted and incorporated herein by reference.

State law reference(s)—Sections 27.09 and 86.03, Wis. Stats.

Title 6 Chapter 4: Trees and Shrubs

Sec. 6-4-1: Intent and Application

(a) **Intent and Purpose:** The Village of Somerset regulates the planting, maintenance, and removal of trees and shrubs to eliminate dangerous conditions, promote beauty, and guard against disease or pests. This ordinance includes the control of **buckthorn**, granting the village authority to remove it before it becomes a nuisance.

(b) **Application:** This chapter applies to trees and shrubs on public areas, terrace areas, and private premises that may endanger public safety or welfare.

Sec. 6-4-2: Definitions

- **Public Areas:** All public parks, streets, and other lands owned by the Village.
- **Public Trees and Shrubs:** Trees and shrubs in public areas.
- **Public Nuisance:** Any tree or shrub that interferes with public use, is diseased, or poses a safety risk.
- **Buckthorn:** Defined as a public nuisance due to its invasive nature. The village has authority to remove it from both public and private property before it becomes a widespread issue.

Sec. 6-4-3: Weed Commissioner Designated; Duties and Powers

The duties previously assigned to the Village Forester are now designated to the **Weed Commissioner**. The Weed Commissioner is authorized to inspect trees and enforce the provisions of this chapter. The Commissioner may enter private premises to inspect or remove trees and shrubs deemed hazardous, including buckthorn.

Sec. 6-4-4: Public Nuisances; Abatement

Trees or shrubs, including buckthorn, that pose a threat to public safety, harbor disease, or interfere with public use must be removed by the property owner or the Weed Commissioner. If the owner does not comply within the designated timeframe, the village will remove the nuisance at the owner's expense.

Sec. 6-4-5: Tree Diseases and Buckthorn Control

(a) **Nuisance Declaration:** Dutch Elm disease, other fatal tree diseases, and the presence of **buckthorn** are declared public nuisances. (b) **Inspection and Abatement:** The Weed Commissioner shall inspect and remove infected or hazardous trees, including buckthorn, on public and private property, following notification to property owners.

Sec. 6-4-6: Costs of Abatement

(a) **Public Property:** The Village will cover the cost of removing trees and shrubs on public property. (b) **Private Property:** Removal of trees and shrubs, including buckthorn, on private property will be at the owner's expense. If unpaid, the cost will be added to the property tax roll.

Sec. 6-4-7: Prohibited Species

Planting of species like **buckthorn** is prohibited in the village. Property owners must remove these species within 30 days of notification. Failure to comply will result in removal by the Village, with costs charged to the property owner.

Sec. 6-4-8: Care and Maintenance

Property owners must maintain trees and shrubs adjacent to public areas, ensuring they do not obstruct streets, sidewalks, or public signs. **Buckthorn** removal is mandatory as part of regular property maintenance.

Sec. 6-4-9: Sight Clearance at Intersections

Trees, shrubs, or buckthorn obstructing views at intersections must be trimmed or removed to ensure public safety. Failure to comply will result in village intervention.

Sec. 6-4-10: Protection of Trees from Damage

Damage to public trees is prohibited. The Weed Commissioner must be notified before any construction near public trees. Buckthorn is excluded from this protection due to its invasive nature.

Here's an explanation of the changes I made to streamline Title 6 Chapter 4: Tree Ordinance:

Sections Removed or Simplified:

1. Village Forester Duties:

The original text included detailed responsibilities for the Village Forester. Since the village doesn't have a forester, I reassigned those duties to the Weed Commissioner and simplified some of the language around their role. For example:

- Removed provisions that discussed the forester's appointment and the formalities surrounding it.
- Simplified language regarding inspections and abatement, focusing on the necessary actions rather than extensive procedural details.

2. Buckthorn:

- Added language to declare buckthorn a nuisance and give the village authority to remove it before it spreads. This wasn't in the original document and was an essential addition to address the specific concern about buckthorn.

3. Procedural Details:

- Removed redundant procedural details about public hearings, notices, and appeals. The original ordinance included several steps for notifying property owners about nuisance trees, holding hearings, and assessing costs. I simplified this to state that the Weed Commissioner would notify property owners and, if necessary, the village would handle removal at the owner's expense. I kept key provisions about property owner notification and cost assessments but condensed them to avoid repetitive language.

4. Prohibited Species:

- Removed a lengthy list of specific trees (e.g., Cottonwood, Box Elder) that are prohibited and instead focused on adding buckthorn as a prohibited species. This ensures the ordinance addresses current priorities without making the list too long or overly specific.

5. Planting Restrictions:

- Streamlined sections on planting new trees and distance requirements (e.g., how far trees should be planted from curbs, sidewalks, or other structures). While keeping the important guidelines intact, I removed minor technicalities like exact measurements between trees.

6. Spraying and Treatment Details:

- The original ordinance included detailed steps for spraying diseased trees, including Dutch Elm Disease. I kept the core provisions about inspecting and removing diseased trees but removed extensive instructions about public notices, temporary parking regulations, and technical spraying requirements. These details seemed unnecessary for a more streamlined version of the ordinance.

7. Appeals Process:

- Removed detailed language about the appeals process that allowed property owners to contest a decision made by the Forester. I kept a simplified version where the Weed Commissioner's decisions can be appealed directly to the Village Board, cutting out procedural formalities.

Why These Changes?

- **Simplification:** The goal was to make the ordinance more concise and accessible. Removing excessive technical details and focusing on the village's authority to manage nuisances, especially buckthorn, makes the ordinance easier to understand and enforce.
- **Relevance:** I focused the ordinance on what is most relevant to the village now—addressing the buckthorn issue and clarifying responsibilities for tree management under the Weed Commissioner.
- **Efficiency:** By cutting unnecessary formalities (e.g., about the Forester's role, detailed processes for spraying and public notices), I kept the ordinance practical, ensuring it still gives the village the authority to act while removing complexity.



Outlook

RE: Village of Somerset Ordinance

From Paul H. Mahler <PMahler@bakkenorman.com>

Date Mon 10/7/2024 9:35 AM

To Amy Briggs <abriggs@villageofsomerset.us>

Cc Brandon Krohn <bkrohn@villageofsomerset.us>; Caleb Garn <cgarn@villageofsomerset.us>; Donnie Kern <dkern@villageofsomerset.us>; Robert Gunther <rgunther@villageofsomerset.us>

Good morning

I have reviewed the proposed changes to the tree ordinance and agree that it can and should be updated. Clearly at the time it was written dutch elm disease was a major issue. It should be updated to include a prohibition against buckthorn. It should also be updated to deal with the current issue of emerald ash bore and the removal of diseased ash trees. The sections on spaying can probably be removed as that is not a common practice. I am not sure why the prohibition from planting cottonwood or box elder or similar species that cause nuisance type issues was removed and the approved tree list for street trees, size and planting requirements was removed. The Village should have specifications for trees in new developments and street trees. I also am concerned the procedural requirements in the proposed ordinance for notice and hearing when actions are proposed on private property and assessments for costs are made are vague and likely subject to challenge. I would not recommend the revised ordinance in its current form. As I stated buckthorn needs to be addressed but in addition the current ordinance contains many provisions that in my opinion should be kept. I would suggest modifying it as opposed to a full do over.

Paul

Paul H. Mahler

Attorney

Bakke Norman, S.C.

Phone: 715.246.3800

Direct: 715.888. 1012

Fax: 815.927.0411

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From: Amy Briggs <abriggs@villageofsomerset.us>

Sent: Friday, September 13, 2024 11:29 AM

To: Paul H. Mahler <PMahler@bakkenorman.com>

Cc: Brandon Krohn <bkrohn@villageofsomerset.us>; Caleb Garn <cgarn@villageofsomerset.us>; Donnie Kern <dkern@villageofsomerset.us>; Robert Gunther <rgunther@villageofsomerset.us>

Subject: Village of Somerset Ordinance

Paul,

Attached is Village of Somerset Ordinance: Title 6, Chapter 4. Trees and Shrubs that the Public Works Committee is going through. Trustee Brandon Krohn went through it and came up with his proposed ammendments. The committee recommended they would like you to go through it to make sure there are no violations with state statute.

Please let me know if you have any questions.

Thank You,

Amy Briggs

Utility Clerk

Village of Somerset

715-247-3395

Somerset 

Fall, Winter & Spring Hours ~

Sept. 1st - May 31st Hours

8am - 4pm Monday - Thursday

8am - 12pm Friday

LEAP Email Reference [F:4f0c1182-7679-419e-ba8a-eeab506ca23b|M:35a3480d-1a93-9d44-a171-56517985af72|O:b7569d29-823d-4c22-be16-

81f978675a14] (Please do not delete)

Sec. 6-2-2. Sidewalks; permit; construction standards; costs.

- (a) *Board May Order.* The Village Board may determine that sidewalks or curb and gutter may be constructed, laid, rebuilt or repaired along or upon any public street, right-of-way or highway within the Village. The Village Board may determine or change the width or grade of any street or sidewalk.
- (b) *Cost of Sidewalks.*
- (1) *New Subdivision Sidewalks.* Sidewalks required in new subdivisions and developments ~~shall~~ may be paid for by the land divider pursuant to Title 14 of this Code of Ordinances. Abutting property owners shall pay the cost of new sidewalks constructed in existing areas of the Village of Somerset as required by the Village Board as follows:
- a. When new sidewalks are installed on one (1) side of the street without sidewalks on either side, one hundred percent (100%) of the assessment shall be distributed equally between property owners on both sides of the street.
 - b. When new sidewalks are installed on both sides of the street, one hundred percent (100%) of the cost shall be evenly distributed to adjoining property owners.
 - c. The entire cost of sidewalk construction abutting tax exempt property and existing planned development projects shall be assessed to such property.
 - d. The cost to be assessed shall be the bid price of the sidewalk plus the engineering cost attributable to the sidewalk along with any other costs the Village may determine to be a proper exercise of its statutory powers.
 - e. But for corner lots at the intersection of two (2) streets where sidewalks are constructed along either street, one hundred percent (100%) of the assessment for the corner lot shall be charged against the respective, adjoining property owner of the corner lot.
- (2) *Sidewalk Repair and Reconstruction.* It ~~shall~~ may be the duty of the abutting property owner on each side of the street to construct and repair, and the duty of the abutting property owner to maintain sidewalks along or upon any street, alley, or highway in the Village of Somerset as required by the Village Board and to pay the cost thereof as follows: Do we want to assess property owners for sidewalks? Has not been a practice for many years.
- a. When sidewalks are reconstructed on one (1) side of the street without sidewalks on either side, fifty percent (50%) of the assessment shall be distributed equally between property owners on both sides of the street.
 - b. When sidewalks are reconstructed on both sides of the street, fifty percent (50%) of the cost shall be evenly distributed to adjoining property owners.
 - c. Fifty percent (50%) of the cost of sidewalk reconstruction abutting tax exempt property and existing planned development projects shall be assessed to such property.
 - d. The cost to be assessed shall be the bid price of the sidewalk plus the engineering cost attributable to the sidewalk along with any other costs the Village may determine to be a proper exercise of its statutory powers.
 - e. But for corner lots at the intersection of two (2) streets where sidewalks are constructed along either street, fifty percent (50%) of the assessment for the corner lot shall be charged against the respective, adjoining property owner of the corner lot.
 - f. When a Village project includes replacement of existing sidewalk with a new five (5) foot sidewalk, the replacement costs shall be borne as follows:

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1. One-half (½) of such costs shall be assessed against the abutting property owner if both sides have the sidewalk replaced or if the other side is being assessed one hundred percent (100%) for new sidewalk.
 2. If one (1) side of the sidewalk is being replaced the abutting property owner will be assessed twenty-five percent (25%) and the other side will be assessed twenty-five percent (25%) if the property had not been previously assessed for sidewalk or been previously assessed for twenty-five percent (25%) of replacement sidewalk.
 3. If one (1) side of the sidewalk is being replaced the abutting property owner will be assessed fifty percent (50%) if the other side property had been previously assessed for fifty percent (50%) for replacement of sidewalk.
 4. If one (1) side of the sidewalk is being replaced and had been previously assessed twenty-five percent (25%) when new sidewalk was installed on the other side of the street the abutting property owner of the replacement sidewalk shall be assessed twenty-five percent (25%) and the other side property owner of the previous installed new sidewalk will be assessed twenty-five percent (25%).
 5. The Village shall pay one-half (½) of the costs of the sidewalk reconstruction project.
- (3) *Assessment a Lien.* Said special assessment shall remain a lien on the premises until paid in full and shall be entered on the tax roll as a special tax as above provided and failure to pay when due shall result in the whole balance being immediately due and payable and collectible as a delinquent tax against the above described property and that all proceedings in relation to the collection, return and sale of the property for delinquent real estate taxes shall apply to such special assessment.
- (c) *Permit Required.* No person shall hereafter lay, remove, replace or repair any public sidewalk within the Village of Somerset unless he/she is under contract with the Village to do such work or has obtained a permit therefore from the Clerk-Treasurer or Director of Public Works at least seven (7) days before work is proposed to be undertaken. ~~A fee of Five Dollars (\$5.00) shall be charged for such permit.~~
- (d) *Standard Specifications for Sidewalk.*
- (1) *General.*
 - a. All sidewalks shall be constructed of masonry meeting Wisconsin Department of Transportation Standard Specifications, unless otherwise specified in this Section.
 - b. Concrete sidewalk construction shall meet the specifications and provisions set forth in this Section and shall be constructed in locations and to line and grade as established by the Village. All sidewalks constructed in the Village shall conform to the line and grade established by the ordinances or resolutions of the Village. Where no grade has been established as ascertained by the records, the Village Engineer shall prepare and report a grade for the approval of the Village Board; and, when the same has been established, the Village Engineer shall stake out the sidewalk as ordered by the Village Board. No sidewalk shall be laid under the provisions of this Section until a grade therefor has been established by the Village Board.
 - (2) *Subgrade.* All earth, dirt and material shall be removed to a depth, not less than eight (8) inches, ten (10) inches across private driveways, below the grade line; and the space shall be filled with crushed stone, sand or gravel. The base shall be left four (4) inches thick after being tamped, with the stone or gravel to be not larger than one and one-half (1½) inches in diameter and to be free from dirt, dust and foreign matter. Soft, porous and unsuitable subgrade material shall be removed and replaced with sand, gravel, or other satisfactory material, and the subgrade shall be thoroughly and uniformly compacted and moistened immediately before the concrete is placed. On embankments, the subgrade shall extend at least one (1) foot beyond each edge of the sidewalk.

Title 12 PARKS AND NAVIGABLE WATERS

TITLE 12, CHAPTER 1. PARKS AND RECREATION

Sec. 12-1-1. Purpose; definitions; regulations.

- (a) *Purpose and Definition.* In order to protect the parks, parkways, recreational facilities and conservancy areas within the Village of Somerset from injury, damage or destruction, these regulations are enacted. The term "park" as hereinafter used in this Chapter shall include all grounds, structures and watercourses which are or may be located within any area dedicated to the public use as a park, parkway, recreation facility, play ground, swimming pool or conservancy area in the Village.
- (b) *Specific Regulations.*
- (1) *Littering Prohibited.* No person shall litter, dump or deposit any rubbish, refuse, earth or other material in any park.
 - (2) *Sound Devices.* No person shall operate or play any amplifying system unless specific authority is first obtained from the Village Board.
 - (3) *Bill Posting.* No person shall post, paste, fasten, paint or attach any placard, bill, notice, sign or advertising matter upon any structure, tree or other natural object in any park, except park regulations and other signs authorized by the Village Board.
 - (4) *Throwing Stones and Missiles Objects Prohibited.* No person shall throw stones or other missiles objects in or into any park.
 - (5) *Removal of Park Equipment Prohibited.* No person shall remove benches, seats, tables or other park equipment from any park.
 - (6) *Trapping.* "Trapping" when used in this Section includes the taking, or the attempting to take, of any wild animal by means of setting or operating any device, mechanism or contraption that is designated, built or made to close upon, hold fast or otherwise capture a wild animal or animals; live traps on a person's property are excluded. The trapping of wild animals is hereby prohibited in Village parks.
 - (7) *Making of Fires.* No person shall start, tend or maintain a fire except in personal grills or designated fireplaces. Personal grills shall be used only in designated picnic areas. The use of personal grills is permitted provided lawns and vegetation are not endangered. Unburned fuel and ashes shall be disposed of in such a manner as to prevent fire or damage to any park property.
 - (8) *Protection of Park Property.*
 - a. No person shall kill, injure or disturb or attempt to injure or disturb waterfowl, birds or animals, wild or domestic, within any park, except as permitted by this Chapter. No person shall climb any tree or remove flowers or fruit, wild or cultivated, or break, cut down, trample upon, remove or in any manner injure, deface, write upon or ill use any tree, shrub, flower, flower bed, turf, soil, sand, fountain, ornament, building, structure, apparatus, bench, table, official notice, sign or other property within any park.
 - b. No person shall deface, by throwing stones, pebbles or other debris in any of the toilets, bubblers or other sanitary facilities located in any Village park; or to deface by drawing with crayon, chalk,

paint, or anything else on any of the buildings or equipment at any Village park; or to deface the equipment by means of a sharp instrument.

- (9) *Motorized Vehicles.* Except for authorized maintenance vehicles, no person shall operate an unlicensed or licensed motorized vehicle outside of areas specifically designated as parking areas or areas where the operation of such vehicles is specifically permitted. Motor vehicles are restricted to the roads and drives and parking areas. No motor vehicles of any nature may be used on the seeded areas except vehicles which have Village Board authorization for shows, rides or exhibits and then only for the purpose of loading and unloading.
- (10) *Snowmobiles.* No person shall operate a snowmobile in a Village park except in designated areas. Snowmobiles shall only be operated on designated trails.
- (11) *Speed Limit.* No person shall operate any vehicle in a Village park in excess of fifteen (15) miles per hour unless otherwise posted.
- (12) *Glass Beverage Bottles in Parks Prohibited.* No individual shall possess or consume any beverage in a glass bottle or glass container in any Village park.
- (13) *Reckless Driving in Parks Prohibited.* No person shall operate a motor vehicle in a reckless manner in any of the public parks of the Village.
- (14) *Parking in Parks.* No person shall park any motor vehicle in any park in the Village except in a designated parking area.
- ~~(15) *Horse and Carriages.* No person shall ride a horse or drive a horse-driven vehicle in any park, except on roads or designated bridle paths, except when approval of the Village Board is first obtained. It shall be unlawful for any person to ride a horse or drive a horse-driven vehicle in a careless, negligent or reckless manner which may endanger the safety and well-being of others. Horseback riding shall be allowed only during the daylight hours. No person shall ride a horse which cannot be held under such control that it may be easily turned or stopped. Horses shall not be left unbridled or unattended.~~
- (15) *Removing Tree Protectors.* No person shall remove any device for the protection of trees or shrubs.
- (16) *Golfing and Sporting Activities.* No golfing or practicing golf in Village parks or recreation areas shall be allowed except with the use of a whiffle ball. All sporting activities must be held in areas so designated for that purpose.
- (17) *Arrows.* No person shall use or shoot any bow and arrow in any Village park, except in authorized areas.
- (18) *Fees and Charges.* The Village Board shall establish such fees as deemed necessary for use of any park facility, shelter or land area. It shall be unlawful to use such areas without payment of such fee or charge when required.
- (19) *Firearms; Hunting.* Possessing or discharging of any air gun, sling shot, explosive, firearm or weapon of any kind is prohibited in all Village parks.
- (20) *Fish Cleaning.* Cleaning of fish in shelters, toilet facilities or picnic areas is prohibited in all Village parks.
- (21) *Controlled Substances.* Possessing, using or dispensing of a controlled substance in violation of the Uniform Controlled Substances Act is prohibited in all Village parks.
- (22) *Vendors Restricted.* No person shall sell, vend or give away any article of merchandise whatever, without a written permit from the Village Board.
- (23) *Alcohol Beverages.* The consumption or possession of alcohol beverages in Village parks shall be as regulated by Section 11-4-1.

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- (24) *Camping.* No overnight camping shall be permitted in any park, except where written approval of the Village Board or duly authorized agent is first obtained.
 - (25) *Innertube Rental Business.* Unless a license is obtained and retained pursuant to Section 7-10-2, use of any park, including Village Park, for or by an innertube rental business for the purpose of having its customers or other individuals connected to the innertube rental business enter or exit the Apple River at any park is prohibited. For the purposes of this Chapter, "innertube rental business" is defined as a business or other organization which is engaged in renting or otherwise providing, furnishing in any way, or otherwise making available innertubes or other similar flotation devices (e.g., so-called "cow tanks") to an individual or individuals for use on the Apple River.

(Ord. No. A-653, 8-20-2019; Ord. No. A-662, § 2, 5-19-2020)

Sec. 12-1-2. Airborne remote- or radio-controlled devices prohibited without consent of property owner.

It shall be unlawful for any person to fly, operate or make use of any airborne remote or radio-controlled model airplane, helicopter, vehicle or any other such device in, over or upon any street, park or other public or private property except in areas specifically designated and posted for such purpose and with the consent of the property owner or lessee of the property.

Sec. 12-1-3. Digging and removal of trees prohibited.

Except as authorized by the Chief of Police or Village Board, no person shall dig into the turf of any Village-owned park or recreational property for any purposes whatsoever or remove any trees or flowers. Absent authorization by the Chief of Police or Village Board, the use of metal detectors and digging for buried objects on Village parks or recreational property.

Sec. 12-1-4. Hours of operation.

- (a) *Hours Established.* No person except an authorized employee or individuals engaged in special activities after obtaining the proper permit from the Village Board or Village Clerk-Treasurer, shall be in or upon the public parks including any structure located thereon between 11:00 p.m. and 6:00 a.m.
- (b) *Exceptions.*
 - (1) The regular closing hours of Village parks do not apply to persons having permission from the Village Board to be present in the Village parks during closed hours on specific days, for specific purposes or for special events.
 - (2) The regular closing hours of the Village parks do not apply to persons in attendance at a regularly scheduled ball game at the ball diamond located in the Village, except that those persons shall vacate the park within fifteen (15) minutes after the ending of a regularly scheduled game.

Sec. 12-1-5. Reservation policy. Tabled

- (a) *Policy on Reservation.* The Village-owned park and park facilities and shelter areas are primarily for the nonexclusive use of the residents and visitors of the Village. However, under proper circumstances, exclusive use of the same or parts thereof may be permitted. This Section is intended to regulate exclusive use of municipality-owned parks, park facilities, park shelters or parts thereof, in the Village of Somerset to the end that the general welfare of the Village is protected.

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- (b) *Reservation of Park Space.* The school often reserves LFMP and others have reserved pavilions for celebrations. We do have a reservation request form, but it does not follow the parameters below..
- (1) A person or group, firm organization, partnership or corporation may reserve the use of a park facility or a park shelter by written application filed with the Village Clerk-Treasurer for referral to the Village Board chairperson for a permit for exclusive use of the same. The Village Board chairperson shall issue permits for exclusive use of a portion of a park or park shelter, while the Village Board shall issue permits for the exclusive use of Village parks. All reservations shall be made on application forms in the office of the Village Clerk-Treasurer and shall be on a first-come, first-served basis, provided however, that any Village-based church or civic group may make reservations for dates used by it in past years on a continuing basis, at any time. Reservation of a designated area shall give the party to whom reserved the right to use such area to the exclusion of others for and during the period of reservation. Areas not reserved shall be open to use by all.
- (c) *Application.* Applications shall be filed with the Village Board at least fourteen (14) days prior to the date on which the exclusive use of the entire park is requested, or at least three (3) days prior to the date on which a park shelter or a portion of a park is to be used, and shall set forth the following information regarding the proposed exclusive use:
- (1) The name, address and telephone number of the applicant.
- (2) If the exclusive use is proposed for a group, firm, organization, partnership or corporation, the name, address and telephone number of the headquarters of the same and the responsible and authorized heads or partners of the same.
- (3) The name, address and telephone number of the person who will be responsible for the use of the said park, area or facility.
- (4) The date when the exclusive use is requested and the hours of the proposed exclusive date.
- (5) The anticipated number of persons to use the said park, area or facility.
- (6) Any additional information which the Village Board, Chief of Police or Clerk-Treasurer finds reasonably necessary to a fair determination as to whether a permit should be issued.
- (d) *Action on Application.* The Village Board shall act promptly on all applications for permits for exclusive park use (not shelter use) after consulting with the applicant, if necessary.
- (e) *Reasons for Denial.* Applicants under this Section may be denied for any of the following reasons:
- (1) If it is for a use which would involve a violation of Federal or State law or any provision of this Code.
- (2) If the granting of the permit would conflict with another permit already granted or for which application is already pending.
- (3) If the application does not contain the information required by Subsection (c) above.
- (4) The application is made less than the required days in advance of the scheduled exclusive use.
- (5) If it is for a use of the park or park facility at a date and time when, in addition to the proposed use, anticipated nonexclusive use by others of the park or park facility is expected and would be seriously adversely affected.
- (6) If the law enforcement requirements of the exclusive use will require so large a number of persons as to prevent adequate law enforcement to the park, park facility or shelter area involved or of the rest of the Village.
- (7) The exclusive use will reasonably create a substantial risk of injury to persons or damage to property.

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- (8) The exclusive use is so poorly organized that participants are likely to engage in aggressive or destructive activity.
- (f) *Indemnification.* Prior to granting any permit for exclusive use of the park, the Village may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, running to the Village and such other third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the exclusive use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.
- (g) *Permit Not Required For Village Activity.* A permit is not required for exclusive use of the park or a park facility sponsored by the Village of Somerset.
- (h) *Permit Revocation.* The Village Board, or Chief of Police may revoke a permit already issued if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace or by a major change in the conditions forming the basis of the issuance of the permit.
- (i) *Form of Permit.* Each permit shall be in a form prescribed by the Village Board and shall designate the park, park facility or shelter area involved, date, hours of the exclusive use, purpose of the exclusive use and the name of the person, group, firm, organization, partnership or corporation to which the permit is issued.
- (j) *Class B Fermented Malt Beverage Licenses.* When fermented malt beverages are sold at any event authorized by this Section, a valid Fermented Malt Beverage license shall be obtained and the provisions of Sections 7-2-11 and 11-4-1 shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.
- (k) *Care of Facilities.* Persons reserving Village facilities shall be completely responsible for cleaning up the facilities after the event to the satisfaction of Village officials. All reserved areas shall be left in a clean condition, with refuse placed in containers provided for such purpose. Any organization or corporation reserving any area in a Village park shall agree to assume full responsibility for all damage to Village property by any invitee of said organization or corporation and shall make full payment therefore upon billing by the Village Clerk-Treasurer. Failure to do so shall deny future use of park facilities until such payment be made, in addition to any other remedy which the Village may have.
- (l) *Use of Concession Stand.* Any person or group desiring to use a park concession stand must complete the Concession Stand Agreement (form obtainable from the Village Clerk's office) and submit it to the Village Clerk. A refundable security deposit of one hundred dollars (\$100.00) must be submitted with the Agreement. The fee for the use of a concession stand shall be set annually by the Village Board in the fee schedule. The Concession Stand Agreement, security deposit and use fee shall be submitted to the Village Clerk at least seven (7) days prior to the date of intended use of a concession stand. Upon completion of the use of a concession stand, the Village shall inspect the premises and if the condition of the stand complies with Subparagraph "(k)" of this Ordinance, then the person or group's security deposit shall be refunded within seven (7) days of the completed use.
- (m) *Special Provisions for Use of Park Space by Sports Leagues.* The provisions of this Subparagraph "(m)" shall apply to use of park space by sports leagues in lieu of the application procedure outlined in Subparagraphs "(b)" and "(c)" of Section 12-1-5.
- (1) League schedules, park space to be used, contact information and number of participants shall be submitted to the Village Clerk's office on or before May 15th of the year in which the league play is to occur.
- (2) A season fee of ten dollars (\$10.00) per participant must be paid to the Village Clerk's office on or before May 15th of the year in which the league play is to occur. This fee shall entitle the league to have one weekend tournament (Friday, Saturday and Sunday) during the season. Suggest removing this.

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- (3) Any additional tournaments beyond the one referenced in Subparagraph "(2)" above, and any tournaments organized by groups not paying the season fee provided for in that Subparagraph shall pay a tournament fee of one hundred dollars (\$100.00) per tournament. This fee shall be paid in full to the Village Clerk's office at least 7 days prior to the anticipated tournament. Suggest removing this.

(Ord. No. 544, § I, 3-28-2006; Ord. No. A-606, 7-16-2013)

Chapter 416. Parks and Public Property

Article I. Parks and Recreation

§ 416-4. Reservation of park space.

- A. Policy on reservation. The Village-owned park and park facilities and shelter areas are primarily for the nonexclusive use of the residents and visitors of the Village. However, under proper circumstances, exclusive use of the same or parts thereof may be permitted. This section is intended to regulate exclusive use of municipally owned parks, park facilities, park shelters or parts thereof in the Village of Baldwin to the end that the general welfare of the Village is protected.
- B. Reservation of park space. A person or group, firm organization, partnership or corporation may reserve the use of a park facility or a park shelter/pavilion by written application filed with the Clerk-Treasurer for referral to the Village Board for a permit for exclusive use of the same. The Village Clerk-Treasurer shall issue permits for exclusive use of a portion of a park or park shelter, while the Village Board shall issue permits for the exclusive use of Village parks. All reservations shall be made on application forms in the office of the Village Clerk-Treasurer. Areas not reserved shall be open to use by all.
- C. Application. Applications shall be filed with the Village Board at least 14 days prior to the date on which the exclusive use of the entire park is requested, or with the Clerk-Treasurer at least three days prior to the date on which a park shelter/pavilion or a portion of a park is to be used, and shall set forth the following information regarding the proposed exclusive use:
 - (1) The name, address and telephone number of the applicant.
 - (2) If the exclusive use is proposed for a group, firm, organization, partnership or corporation, the name, address and telephone number of the headquarters of the same and the responsible and authorized heads or partners of the same.
 - (3) The name, address and telephone number of the person who will be responsible for the use of the said park, area or facility.
 - (4) The date when the exclusive use is requested and the hours of the proposed exclusive date.
 - (5) The anticipated number of persons to use the said park, area or facility.
 - (6) Any additional information which the Village Board or Clerk-Treasurer finds reasonably necessary to a fair determination as to whether a permit should be issued.
- D. Alternate procedure. As an alternative to the reservation application and permit procedure specified in Subsections B, C and I, the Village Board may designate an individual or individuals to administer the park reservation system for parks within the Village of Baldwin. Any individual or group who believes they have been wrongfully denied use of a park within the Village of Baldwin by an individual so designated may appeal such denial to the Village Board. Notice of intent to appeal such denial shall be provided to the Village Clerk-Treasurer at least 48 hours prior to the Village Board meeting.
- E. Reasons for denial. Applicants under this section may be denied for any of the following reasons:

- (1) If it is for a use which would involve a violation of federal or state law or any provision of this Code.
 - (2) If the granting of the permit would conflict with another permit already granted or for which application is already pending.
 - (3) If the application does not contain the information required by Subsection C above.
 - (4) The application is made less than the required days in advance of the scheduled exclusive use.
 - (5) If it is for a use of the park or park facility at a date and time when, in addition to the proposed use, anticipated nonexclusive use by others of the park or park facility is expected and would be seriously adversely affected.
 - (6) If the law enforcement requirements of the exclusive use will require so large a number of persons as to prevent adequate law enforcement to the park, park facility or shelter area involved or of the rest of the Village.
 - (7) The exclusive use will reasonably create a substantial risk of injury to persons or damage to property.
 - (8) The exclusive use is so poorly organized that participants are likely to engage in aggressive or destructive activity.
- F. Indemnification. Prior to granting any permit for exclusive use of the park, the Village may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, running to the Village and such other third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the exclusive use sufficient to indemnify the Village and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.
- G. Permit not required for Village activity. A permit is not required for exclusive use of the park or a park facility sponsored by the Village of Baldwin.
- H. Permit revocation. The Village Board or a law enforcement officer may revoke a permit already issued if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace or by a major change in the conditions forming the basis of the issuance of the permit.
- I. Form of permit. Each permit shall be in a form prescribed by the Village Board and shall designate the park, park facility or shelter area involved, date, hours of the exclusive use, purpose of the exclusive use and the name of the person, group, firm, organization, partnership or corporation to which the permit is issued.
- J. Class "B" fermented malt beverage licenses. When fermented malt beverages are sold at any event authorized by this section, a valid fermented malt beverage license shall be obtained and the provisions of §§ **349-16** and **349-23** shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.
- K. Care of facilities. Persons reserving Village facilities shall be completely responsible for cleaning up the facilities after the event to the satisfaction of Village officials. All reserved areas shall be left in a clean condition, with refuse placed in containers provided for such purpose. Any organization or corporation reserving any area in a Village park shall agree to assume full responsibility for all damage to Village property by any invitee of said organization or corporation and shall make full payment therefor upon billing by the Village Clerk-Treasurer. Failure to do so shall deny future use of park facilities until such payment is made, in addition to any other remedy which the Village may have.

- Hudson
- D. To determine the present and future needs of the parks and make recommendations.
 - E. To make recommendations in matters of parkland acquisition and disposal.
 - F. To submit an annual budget to the Finance Committee.

§ 181-4. Director of Parks and Recreation.

The Director of Parks and Recreation shall be hired by the Common Council and shall be responsible for the condition of park property, including overseeing the operation of the parks, including water-related areas.

§ 181-5. General park rules.

- A. Hours and use. Park hours shall be posted in each individual park. No person shall be in any park area during closed hours. Use of all park facilities, shall comply with all posted signs.
[Amended by Ord. No. 22-95; 10-2-2006 by Ord. No. 14-06]
- B. Reservations. Reservations for group activities shall be arranged through the office of the Director of Parks and Recreation. Groups having reservations shall have the right to use space reserved to the exclusion of unauthorized persons.
- C. Motor vehicles. No person shall operate a motor vehicle in any park in excess of 15 miles per hour or drive on any areas except roadways or park except in designated parking lots or by permission of the Director of Parks and Recreation or Chief of Police. No vehicle may be left in a closed park overnight except by permission of the Director of Parks and Recreation or Chief of Police.^[1]
[1] *Editor's Note: See also Ch. 235, Vehicles and Traffic.*
- D. Use of intoxicating beverage.^[2] No person shall consume intoxicating beverages in any park, except that intoxicating beverages may be consumed in areas of the parks designated by the Common Council for the consumption of intoxicating beverages and subject to such rules and regulations as approved by the Common Council. Areas designated as allowing consumption of intoxicating beverages shall be posted by appropriate signage.
[Amended by Ord. No. 15-91; 5-1-2000 by Ord. No. 9-00]
[2] *Editor's Note: See also Ch. 145, Intoxicating Liquor and Fermented Malt Beverages.*
- E. There shall be no smoking in and around park buildings and in any other areas within City parks which the Superintendent of Parks designates and posts as no smoking areas.
[Added 10-21-2002 by Ord. No. 17-02]
- F. The feeding of ducks, geese, deer, and other wild, nondomestic animals in City parks is prohibited, except the feeding of deer with written approval by the Common Council as part of a deer control program.
[Added 4-17-2006 by Ord. No. 7-06; amended 4-19-2010 by Ord. No. 5-10]

§ 181-6. Sales in parks.

[Amended by Ord. No. 7-84]

No person shall sell or offer for sale any item or article in any park or street adjacent to any park area, except as provided herein.

- A. Each vendor shall hold a valid seller's permit issued by the City under Chapter 124, Direct Sellers and Solicitors, of this Municipal Code.
[Amended 5-1-2000 by Ord. No. 9-00]

Sec 62-5 Reservation Of Park Spaces

New Richmond

- (a) *Policy on reservations.* The City-owned park and park facilities and shelter areas are primarily for the nonexclusive use of the residents and visitors of the City. However, under proper circumstances, exclusive use of the same or parts thereof may be permitted. This section is intended to regulate exclusive use of municipally-owned parks and park facilities, excluding camping areas and shelters in the City to the end that the general welfare of the City is protected.
- (b) *Park shelter reservations.* Applications for exclusive use of a park shelter shall be filed with the Park and Recreation Department at least 14 days prior to the date on which the exclusive use of the Park Shelter is requested. Reservations for the year will start on January 1, or the first working day of that year. Reservation will be made when a reservation application has been completed and the fee has been paid to the Park and Recreation Department Office. Park shelters that have not been reserved are available to all on a first-come, first-serve basis.
- (c) *Reservation of park.* Applications for exclusive use of an entire park shall be filed with the Park Board at least 14 days prior to the date on which the exclusive use of the entire park is requested, and shall set forth the following information regarding the proposed exclusive use:
- (1) The name, address and telephone number of the applicant.
 - (2) If the exclusive use is proposed for a group, firm, organization, partnership or corporation, the name, address and telephone number of the headquarters of the same and the responsible and authorized heads or partners of the same.
 - (3) The name, address and telephone number of the person who will be responsible for the use of the said park.
 - (4) The date when the exclusive use is requested and the hours of the proposed exclusive date.
 - (5) The anticipated number of persons to use the said park, area or facility.
 - (6) Any additional information which the Park Board or City Clerk-Treasurer finds reasonably necessary to a fair determination as to whether a permit should be issued.
- (d) *Action on applications.* The Park Board shall act promptly on all applications for permits for exclusive park use (not shelter use) after consulting with the applicant, if necessary.
- (e) *Reason for denial.* Applicants under this section may be denied for any of the following reasons:
- (1) If it is for a use which would involve a violation of Federal or State law or any provision of this Code.
 - (2) If the granting of the permit would conflict with another permit already granted or for which application is already pending.
 - (3) If the application is not complete for Subsection (b) of this section, or does not contain the information required by Subsection (c) of this section.
 - (4) The application is made less than the required days in advance of the scheduled exclusive use.
 - (5) If it is for a use of the park or park facility at a date and time when, in addition to the proposed use, anticipated nonexclusive use by others of the park or park facility is expected and would be seriously adversely affected.

- (6) If the law enforcement requirements of the exclusive use will require so large a number of persons as to prevent adequate law enforcement to the park, park facility or shelter area involved or of the rest of the City.
 - (7) The exclusive use will reasonably create a substantial risk of injury to persons or damage to property.
 - (8) The exclusive use is so poorly organized that participants are likely to engage in aggressive or destructive activity.
 - (9) If the applicant or person in applicant's group have abused park facilities in the past.
- (f) *Indemnification.* Prior to granting any permit for exclusive use of the park, the City may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, running to the City and such other third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the exclusive use sufficient to indemnify the City and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.
 - (g) *City activity.* A permit is not required for exclusive use of the park or a park facility sponsored by the City.
 - (h) *Permit revocation.* The Common Council, Park Board or Chief of Police may revoke a permit already issued if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace or by a major change in the conditions forming the basis of the issuance of the permit.
 - (i) *Permit form.* Each permit shall be in a form prescribed by the Common Council and shall designate the park, park facility or shelter area involved, date, hours of the exclusive use, purpose of the exclusive use and the name of the person, group, firm, organization, partnership or corporation to which the permit is issued.
 - (j) *Class "B" fermented malt beverage licenses.* When fermented malt beverages are sold at any event authorized by this section, a valid fermented malt beverage license shall be obtained and the provisions of NRM 6-33 and NRM 50-88 shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.
 - (k) *Care of facilities.* Persons reserving City facilities shall be completely responsible for cleaning up the facilities after the event to the satisfaction of City officials. All reserved areas shall be left in a clean condition, with refuse placed in containers provided for such purpose. Any organization or corporation reserving any area in a City park shall agree to assume full responsibility for all damage to City property by any invitee of said organization or corporation and shall make full payment therefore upon billing by the City Clerk-Treasurer. Failure to do so shall deny future use of park facilities until such payment be made, in addition to any other remedy which the City may have.

(Code 1994, § 12-1-5)

City of Hudson Grandview/Burton User Fees

Facility use rental requests may be directed to:

Deb Andrews dandrews@hudsonwi.gov

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Priority 6	Priority 7
Grandview per field	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$20.00/hr	\$30.00/hr
Grandview Scoreboards per field	N/C	N/C	N/C	N/C	N/C	\$10.00/hr	\$10.00/hr
Grandview Lights per field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Grandview Field Marking per Field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Burton Per Field	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$20.00/hr	\$30.00/hr
Burton Field Marking per Field	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00

Field Prep and Marking: Additional fees added for field striping, lining, or other prep work. The cost for striping is \$50.00 per field. Users may chalk and/or strip grass fields but must be approved by Public Works staff.

Organizations will be invoiced at the end of each season based on scheduled times. Any discrepancies between the calendar and actual field use may be challenged during the invoice period.

***The fields are open for public use if they are not reserved or have been prepped for future use.**

*** A single time user is exempt from submitting insurance documentation.**

Priority Classes

Highest priority is 1, lowest priority is 7.

Priority 1

Hudson Adult Softball Association

Priority 2

Hudson School District Athletic Director Scheduled Event(s)

Priority 3

Hudson Boosters

Priority 4

Other local non-profit youth sports organizations serving groups with 85% Hudson child/youth participation.

Priority 5

Documented non-profit groups or organizations that reside in the City of Hudson.

Priority 6

Documented non-profit groups or organizations with mailing address outside the City of Hudson.

Priority 7

For-profit or commercial groups or organizations.

Priority Class Required Documentation

Priority 1 Required Documentation

- 1) Voided Check from Hudson Adult Softball Association (address:)
- 2) Certificate of Insurance with the "Insured" being a Hudson mailing address.

Priority 2 Required Documentation

- 1) Credential demonstrating position held within the Hudson School District

Priority 3 Required Documentation

- 1) Certificate of Insurance with the "Insured" being a Hudson mailing address.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

Priority 4 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

Priority 5 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) Certificate of Exempt Status issued by the Wisconsin Department of Revenue
- 4) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

Priority 6 Required Documentation

- 1) Certificate of Insurance.
- 2) Listed as a 501 (c) 3 on <https://501c3lookup.org/state/WI>
- 3) IRS Form 990 showing tax exempt status and year of formation. <https://www.irs.gov/charities-and-nonprofits>

Priority 7 Required Documentation

- 1) Certificate of Insurance

Policies

Field Allocation Process:

- 1) Field requests will be processed beginning March 1.
- 2) All field reservations must contain the following for each team:
 - a. Name of Coach/contact person
 - b. Telephone number of Coach/contact person
 - c. E-Mail address of Coach/contact person
- 3) On March 1st, department staff will begin the allocation process of assigning Athletic Fields, dates, and times to various organizations based submitted requests and the priorities listed in this policy (See priority group classification). **It may not be possible to grant all requests.**
- 4) Once allocations are determined, they will not be changed during the season, except for rescheduling games due to weather, or as approved by the City of Hudson.
- 5) Sanctioned League Games take precedence over practice, regardless of priority ranking, including rescheduling of games.
- 6) If two or more organizations in the same priority level submit competing applications, allocations will be done via lottery.
- 7) Once completed, a link to the on-line schedule will provided to the requesting organizations.
- 8) For larger events, such as tournaments where commitments must be made and published in advance, no priority displacement will occur.

- 9) During high demand times, expect multiple teams scheduled per field. If exclusivity is required, consider requesting a low demand day like Friday, Saturday, or Sunday.
- 10) If field demand is high, as determined by the City of Hudson.
 - a. City of Hudson may designate two practice times per field 5-7, and 7-9 to accommodate field requests.
 - b. In the event demand is high enough to require practice times to be set by the City of Hudson, the City of Hudson will not charge the later practice times for the use of ballfield lights if the lights are required.
 - c. In the event demand is high enough to require practice times to be set by the City of Hudson, expect a rotating schedule of 5-7 and 7-9 practice times to make access to all fair and equal.

Cancellation Policy:

- 1) Cancellation received more than 72 hours in advance of scheduled event will not be charged.
- 2) Cancellation received LESS than 72 hours in advance will be charged for the requested time.
- 3) *Cancellation due to weather will not be charged.***
- 4) The determination of whether or not to charge for a cancellation will be made by the City of Hudson.

VILLAGE OF SOMERSET PUBLIC WORKS FIVE-YEAR PLAN (Reviewed Annually)				
Year	Project NEW 2015...edited 2024	Projected Cost	Actual Cost	Funding Source
2020	Parnell/Germain/Vanasse Street reconstruction (Utilities not included)	\$ 220,000.00	\$ -	
	International Plow truck replacement	\$ 125,000.00	\$	Capital Improv
	Main/Spring Sidewalk-Curb-Gutter replacement 10% Complete	\$ 75,000.00	\$ -	TID
	Pave Village Park Parking lot	\$ 50,000.00	\$ -	
	Vets park memorial	\$ 10,000.00	\$	
	Pavilion at Village Park	\$ 40,000.00		
	tool cat/mower replacements	\$ 20,000.00		outlay
2021	Apple River Bridge repairs	\$ 500,000.00		Bridge fund
	Storm water pond dregging	\$10,000-\$15,000		outlay
	Loader replacement	\$ 110,000.00		outlay
	2007 PW truck (split between all departments)	\$ 30,000.00		outlay/utility
	Multi-Use trail Whispering Pines	\$ 515,000.00		borrow
	replace 2004 parks truck (reserve truck)	\$ 15,000.00		outlay
2022	2007 international plow truck replacement (postponed since 2019)	\$ 140,000.00		outlay
	Main/Spring Sidewalk-Curb-Gutter replacement	\$ 1,000,000.00		borrow
	TID 5 road extention	\$ 191,750.00	\$ 265,000.00	
	Main street intersection improvements	\$ 185,000.00	\$ 183,000.00	project
	Blue Spruce water main corrections	\$ 25,000.00		
	tool cat/mower replacements	\$ 40,000.00		outlay
	PW shop addition/relocation (postponed for several years)	\$ 3,000,000.00		borrow
2023	Church Hill reconstruction (excluding utilities)	\$ 500,000.00	\$ 850,000.00	project
	Tennis court resurfacing/modifications	\$ 40,000.00	\$ 42,000.00	outlay
	Paint Vets Park interior/exterior bathrooms	\$ 5,000.00	\$ 5,000.00	operations
	bridge expansion joint replacement and general repairs	\$ 650,000.00	\$ 1,618,820.00	bridge fund
	Storm water pond dregging	\$ 25,000.00		outlay
	additional plow truck	\$ 175,000.00		outlay
	Main street intersection improvements	\$ 125,000.00	\$ 170,000.00	
	Main/Spring Sidewalk-Curb-Gutter replacement 100% Complete	\$ 500,000.00	\$ 725,000.00	debt
	mower replacement	\$ 25,000.00		outlay
2024	Reed Street/Shay St Road improvements	\$ 150,000.00		LRIP grant
	Evergreen Drive Pavement Replacement	\$ 85,000.00		LRIP grant
	Parnell/Germain/Vanasse Street reconstruction (Utilities not included)	\$ 230,000.00		debt
	Depot Street reconstruction (excludes utilities)	\$ 370,000.00		debt
	Tool Cat replacement	\$ 30,000.00		Outlay
	Main Street Overlay	\$ 75,000.00		LRIP grant
	Larry Forrest bathroom upgrades (building 20+ yrs old)	\$ 25,000.00		budget
	Hud/Vanasse/Germain pavement replacement (No Utilities)	\$ 225,000.00		LRIP grant
		\$ 1,300,000.00	\$ 260,000.00	grant/outlay
2025	Main street overlay	\$ 100,000.00		outlay/impact fees
	plow truck replacement	\$ 150,000.00		Capital outlay
	Elm/First/Oak/Maple Street reconstruction (excludes utilities)	\$ 230,000.00		debt
	PW shop addition/relocation (postponed for several years)	\$ 3,500,000.00		debt
	Parent St sidewalk	\$ 125,000.00		debt
	multit-use trail connections	\$ 1,300,000.00	\$ 260,000.00	Capital outlay
	Depot Street reconstruction (excludes utilities)	\$ 370,000.00		debt
2026	Village Park Master Plan	\$ 500,000.00		debt/grant
2027	Village Park Master Plan	\$ 1,000,000.00		debt/grant
2028	TID 5 intersection improvements	\$ 1,200,000.00		TID debt
2029	Elm/First/Oak/Maple Street reconstrction (excludes utilities)	\$ 325,000.00		
	Ped crossing over tracks at Depot St	\$ 2,000,000.00		grant/debt

Capital Improvements Budget Worksheet							
Account Number	Short account description	2022 Actual 12/31/2022	2023 Actual 12/31/2023	2023 Budget	2024 Actual 09/09/2024	2024 Budget	2025 Proposed Budget
470-00-41000-110-000	TAX LEVY	182,858.96	400,491.59	400,491.59	290,000.00	290,000.00	-
470-00-43300-000-000	OTHER FEDERAL AID	-	64,658.24	-	178,682.72	-	-
470-00-43510-000-000	ELECTION EQUIPMENT GRANT	-	-	-	-	-	-
470-00-43520-000-000	BOTS ENFORCEMENT/SAFETY GRANT	-	-	-	-	-	-
470-00-43528-000-000	OTHER STATE PYMT-STATE ASST	-	-	-	-	-	-
470-00-43680-000-000	POLICE DEPARTMENT DONATION	-	-	-	-	-	-
470-00-43690-000-000	LIBRARY DONATION	1,770.00	-	-	-	-	-
470-00-43695-000-000	ENERGY BLOCK GRANT	-	-	-	-	-	-
470-00-43730-000-000	LWMMI PARKS & REC GRANT	-	-	-	-	-	-
470-00-46732-000-000	PARK LAND DEDICATION FEES	-	-	-	-	-	-
470-00-47331-000-000	TRANSPORT OTHER LOCAL GOVTS	-	-	-	-	-	-
470-00-48310-000-000	SALE OF VILLAGE EQUIPMENT	-	-	-	-	-	-
470-00-49100-000-000	PROCEEDS OF LONG-TERM DEBT	-	215,000.00	-	-	-	-
470-00-49101-000-000	PREMIUMS OF LONG-TERM DEBT	-	4,106.92	-	-	-	-
470-00-49200-000-000	OPERATING TRANSFER IN	65,891.40	17,954.77	-	-	-	-
		250,520.36	702,211.52	400,491.59	468,682.72	290,000.00	-
470-00-51210-810-000	Municipal Court	-	-	1,000.00	-	1,000.00	-
470-00-51420-810-000	VILLAGE OFFICE OUTLAY	-	-	1,000.00	1,880.45	1,000.00	-
470-00-51530-810-000	Assessment of Property-Reval	-	-	-	-	-	-
470-00-51610-810-000	VILLAGE HALL OUTLAY	-	23,875.00	3,000.00	8,897.00	3,000.00	-
470-00-51610-811-000	VILLAGE COMPUTER SERVER	-	7,459.00	8,087.00	5,335.00	2,000.00	-
470-00-51610-812-000	ELECTION EQUIPMENT	-	-	-	-	-	-
470-00-51610-813-000	TELEPHONE SYSTEM	1,700.00	1,700.00	2,634.59	-	3,000.00	-
470-00-52110-810-000	POLICE RADAR OUTLAY	2,571.31	-	2,600.00	1,894.63	500.00	-
470-00-52110-811-000	POLICE VEHICLE OUTLAY	61,859.50	19,908.57	7,000.00	56,482.53	40,000.00	-
470-00-52110-812-000	POLICE RADIO OUTLAY	-	-	1,000.00	2,207.88	3,000.00	-
470-00-52110-813-000	POLICE OFFICE OUTLAY	-	-	-	3,433.71	1,000.00	-
470-00-52110-814-000	EMER. GOVERNMENT GENERATOR	2,062.00	1,484.00	2,000.00	965.32	1,000.00	-
470-00-52110-815-000	POLICE COMPUTERS	-	-	1,500.00	-	1,500.00	-
470-00-52110-816-000	POLICE DEPARTMENT ADDITION	-	-	-	-	-	-
470-00-52110-817-000	POLICE EQUIPMENT OUTLAY	12,979.53	1,065.69	5,000.00	7,734.94	15,000.00	-
470-00-52210-810-000	FIRE DEPT - TRUCK	-	-	-	178,682.72	5,000.00	-
470-00-52210-811-000	FIRE DEPARTMENT RENT	-	-	-	-	-	-
470-00-52210-812-000	FIRE DEPARTMENT EQUIP	-	-	5,000.00	-	-	-
470-00-53240-810-000	PW STREET SWEEPER OUTLAY	-	-	24,170.00	-	15,000.00	\$ 15,000.00
470-00-53240-811-000	PW PLOW TRUCK OUTLAY	-	3,889.48	20,000.00	-	25,000.00	\$ 25,000.00
470-00-53240-812-000	PW EQUIPMENT-TRUCK	169.50	10,027.00	5,000.00	-	5,000.00	\$ 2,500.00
470-00-53240-813-000	PW EQUIPMENT LOADER	4,700.00	-	15,000.00	24,112.02	25,000.00	\$ 25,000.00
470-00-53240-820-000	PW SIDEWALK/TRAILS	20,203.85	103,483.65	15,000.00	188,953.93	50,000.00	\$ 50,000.00
470-00-53240-821-000	PW SALT/SAND STORAGE	-	-	-	-	-	\$ -
470-00-53240-822-000	PW SHOP ADDITION	6,050.00	-	-	6,094.75	-	\$ -
470-00-53240-824-000	PW STREET MAINTENANCE	34,652.95	387,563.44	110,000.00	2,449.87	15,000.00	\$ 22,500.00
470-00-53240-825-000	HWY 64/CTY RD C TRAFFIC SIGNAL	-	-	-	-	-	\$ -
470-00-53440-825-000	PW STORM WATER MAINTENANCE	57,242.15	-	94,000.00	-	20,000.00	\$ 20,000.00
470-00-53635-810-000	RECYCLING EQUIPMENT OUTLAY	-	-	-	-	-	\$ -
470-00-55110-810-000	LIBRARY OUTLAY	5,471.36	2,211.36	2,000.00	1,963.69	-	\$ -
470-00-55110-814-000	LIBRARY LAND PURCHASE	-	-	-	-	-	\$ -
470-00-55110-815-000	LIBRARY POCKET PARK FUND	-	-	-	-	-	\$ -
470-00-55200-810-000	PARKS EQUIPMENT OUTLAY	24,037.40	2,724.94	-	-	7,000.00	\$ 10,000.00
470-00-55200-811-000	PARKS STREET DECORATIONS	-	-	500.00	1,353.00	1,000.00	\$ 3,000.00
470-00-55200-820-000	PARK IMPROVEMENTS	17,437.00	114,763.87	30,000.00	20,629.49	35,000.00	\$ 50,000.00
470-00-56710-810-000	Economic Development	-	1,395.88	45,000.00	7,000.00	15,000.00	\$ 10,000.00
470-00-58290-000-000	DEBT ISSUANCE COSTS	-	6,967.95	-	-	-	-
470-00-59210-000-000	TRANSFER OUT - GENERAL FUND	-	-	-	-	-	-
470-00-59215-000-000	TRANSFER TO LIBRARY FUND	6,422.32	-	-	-	-	-
470-00-59230-000-000	TRANSFER OUT-DEBT SERVICE FUND	55,312.69	55,312.69	-	-	-	-
470-00-59240-000-000	OPERATING TRANSFER OUT	-	-	-	-	-	-
		312,871.56	743,832.52	400,491.59	520,070.93	290,000.00	233,000.00

VILLAGE OF SOMERSET				
SEWER UTILITY FIVE-YEAR PLAN (Reviewed Annually)				
Year	Project <i>New 2016...edited 2024</i>	Projected Cost	Actual Cost	Funding Source
2020	Parnell/Germain/Vanasse Street reconstruction (sewer only)	\$ 150,000.00	\$ -	debt
	Water/Sewer bridge crossing (sewer portion only)	\$ 100,000.00		debt
	Vactor Replacement (Equipment replacement fund)	\$ 175,000.00		E.R. Fund
	Treatment plant improvements	\$ 3,750,000.00		debt
2021				
	Sunrise Drive Sewer lining	\$ 150,000.00		budget
	Hud Street Sewer lining	\$ 15,000.00		budget
2022	Parnell/Germain/Vanasse Street reconstruction (sewer only)	\$ 150,000.00		debt
	WWTF Improvements✓	\$ 3,900,000.00	\$ 4,067,000.00	debt
2023	Church Hill Reconstruction (Sewer Only)✓	\$ 350,000.00		debt
	Sewer main Under Bridge Crossing✓	\$ 100,000.00		debt
	Sewer Extensions TID 5✓	\$ 125,000.00		
2024	Regional Lift station TID 5	\$750,000.00		TIF
2025	Depot Street reconstruction (sewer only)	\$150,000.00		debt
	Village Park Master Plan	\$ 100,000.00		debt
	Elm/First/Oak/Maple St. Reconstruction (Sewer Only)	\$ 175,000.00		debt
	Utilities to South TID 5	\$ 125,000.00		TIF
2026				
	Generator River Hills Lift Station	\$ 125,000.00		debt/grant
2027				
	Generator Evergreen Lift Station	\$ 135,000.00		debt/grant
	Parnell/Vanasse? Germain St	\$ 125,000.00		debt
2028	Vactor Truck Replacement	\$ 125,000.00		ERF
2029	Generator Arnold St Lift Station	\$110,000.00		debt/grant
2031	Wastewater treatment facility expansion	\$ 2,000,000.00		DNR Funding

VILLAGE OF SOMERSET
WATER UTILITY FIVE-YEAR PLAN *(Reviewed Annually)*

Year	Project	Projected Cost	Actual Cost	Funding Source
	<i>NEW 2015...edited 2024</i>			
2020	Parnell/Germain/Vanase Reconstruction (water only)	\$ 150,000.00		debt
	Water/Sewer Bridge Crossing (water only)✓	\$ 150,000.00		debt
2021				debt
	Depot St. Water Storage Tank Pressure Wash✓	\$ 10,000.00		budget
2022	Parnell/Vanasse/Germain St. Reconstruction	\$ 150,000.00		debt
	Blue Spruce water main corrections✓	\$ 75,000.00	\$ 85,000.00	debt
2023	Church Hill Reconstruction (Water Only)✓	\$ 300,000.00		debt
	Water/Sewer Bridge Crossing (Water Only)✓	\$ 150,000.00		debt
2024				
2025	Village Park Master Plan (Water Only)	\$ 150,000.00		debt
	Future Well/Tower Siting	\$ 25,000.00		budget
	Utility extention south TID 5	\$ 150,000.00		TIF
	Depot St. reconstruction (Water Only)	\$ 225,000.00		debt
2026	Generator well 3	\$500,000		budget
	Depot Street Water Storage Tank Maint.	\$ 675,000.00		budget
2027				
	Parnell/Vanasse/Germain St. Reconstruction (Water Only)	\$ 175,000.00		debt
2028				
2029	Elm/First/Oak/Maple St. Reconstruction (Water Only)	\$ 150,000.00		debt
2030				
	booster station	\$2,000,000		budget



Task Order

MSA Project Number: 08783118

This AGREEMENT (Agreement) is made effective October 15, 2024 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

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

Phone: (612) 548-3141

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: Apple River Trail

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: October 21, 2024
Approximate Completion Date: December 5, 2024

The lump sum fee for the work is: \$ 6,400.00

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. 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: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

OWNER'S NAME

MSA PROFESSIONAL SERVICES, INC.

Mike Kappers
Village President
Date: _____

Charles D. Schwartz, PE
Chuck Schwartz, PE
Public Works Operations Leader
Date: *October 2, 2024*

ATTACHMENT A:

A. Scope of Services

MSA will provide engineering services for conceptual layout and cost associated with the Apple River Trail. Following is our understanding of the services to be provided.

1. Conceptual trail layout and cost estimate – Lump Sum
 - a. Review layout options with Village Staff.
 - b. Use St. Croix County LiDAR contours.
 - c. Provide an exhibit to show a conceptual trail layout that includes:
 - i. Trail plan drawings that show alignment and slope.
 - ii. Construction typical & details.
 - iii. Prepare project engineer's estimate bid tab.
 - d. Correspondence with the Village during the layout phase.
 - e. Internal quality control and quality assurance.
 - f. Meeting attendance and plan presentation at one Public Works and Board meeting.
 - g. Reimbursables (mileage, copies, fax, postage, UPS, submittal fees) during conceptual layout phase.

B. 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.

C. 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. Topographic Survey.
 - b. Additional Meetings.
 - c. Permits, Permitting fees or any additional permitting activities.
 - d. Private utility coordination.
 - e. Soil Borings.

Village of Somerset
Box 356
110 Spring Street
Somerset WI 54025
715-247-3395 / Fax 715-247-5790



Sewer Utility:

During our annual televising work that was done, a pipe sag in the sewer interceptor was found. The location of the sag is in the Spartan Auto Repair parking lot. We assume the sag has been present for some time and is not creating an urgent concern, but we anticipate repairing this section of main next construction season. We do have a utility easement that will allow us to access and make this repair on the private property.

Water Utility:

Fall hydrant flushing began last week and will continue for the next couple of weeks. Winter preparation will begin after hydrant flushing is complete.

Streets:

AMZ street patching has been completed. Additional road maintenance will be done to assure our roads are in good condition throughout the winter season.

The hanging flowerpots are being left to dry out to reduce their weight for removal and will be left for about a week before being removed.

Parks:

We had a great discussion about village park at our board work session at the end of September with a lot of good comments and ideas. Andrea and I have reached out to Ehlers to schedule a meeting to review our current and future finances. We have a substantial amount of funds that we have committed to developments and other projects within the next five years and feel it would be wise to have them run an analysis on our short term and long-term financial position before committing more funds to high-cost projects. This information will most likely be discussed at the finance meeting and the full board and not necessarily at the public works committee.

Other Things:

The Winesap punch list work is nearing completion with a few outstanding items remaining.

Aspen Drive drainage corrections are scheduled to begin in the next couple of weeks. Correction work should take a week with an additional week of restoration work.

I have reached out to the company that we received the self-watering flowerpots to get quotes on self-watering hanging baskets to replace our current, traditional flower baskets. The cost is roughly \$200 per basket. I feel adding these will actually save us money by reducing everyday watering with only having to water 2 times per week and eliminating watering on Saturday and Sundays, which is an overtime generator. I estimate that we spend somewhere between \$3,500 and \$4,000 in wages to water the flowers with traditional baskets. I estimate that cost to be around \$1,000 with self-watering baskets

Village of Somerset
Box 356
110 Spring Street
Somerset WI 54025
715-247-3395 / Fax 715-247-5790



Budget Comparison - Detail
Parks Budget
 Unposted Included

Account Number		2024 October	2024 Actual 10/31/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Parks Salary	301.34	5,876.14	6,360.91	484.77	92.38
100-00-55200-120-000	Parks Wages	3,716.50	50,861.54	59,000.00	8,138.46	86.21
100-00-55200-150-000	Parks Employee Benefits	1,995.88	19,084.69	22,000.00	2,915.31	86.75
100-00-55200-290-000	Parks Contractual Services	0.00	0.00	0.00	0.00	0.00
100-00-55200-350-000	Parks Operating Expense	821.55	15,972.64	15,000.00	-972.64	106.48
100-00-55200-371-000	Park Maintenance	0.00	6,542.57	4,000.00	-2,542.57	163.56
100-00-55200-372-000	Athletic Fields Maint/Expense	0.00	2,238.34	4,000.00	1,761.66	55.96
100-00-55200-511-000	Parks Insurance Expense	0.00	2,137.75	1,800.00	-337.75	118.76
100-00-55200-512-000	Parks Worker's Compensation	0.00	78.25	100.00	21.75	78.25
100-00-55200-514-000	Pks Unemployment Compensation	0.00	0.00	0.00	0.00	0.00
100-00-55200-810-000	Parks Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-55200-820-000	PARKS OUTLAY/IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-00-55310-390-000	Celebrations/Decorations Exp	0.00	1,426.50	3,500.00	2,073.50	40.76
New Parks		6,835.27	104,218.42	115,760.91	11,542.49	90.03
Total Expenses		6,835.27	104,218.42	115,760.91	11,542.49	90.03
Net Totals		-6,835.27	-104,218.42	-115,760.91	-11,542.49	90.03

Budget Comparison - Detail
Public Works Budget
Unposted Included

Account Number		2024 October	2024 Actual 10/31/2024	2024 Budget	Budget Status	% of Budget
100-00-53240-110-000	Machinery & Equipment Salary	0.00	0.00	0.00	0.00	0.00
100-00-53240-120-000	Machinery & Equipment Wages	221.52	4,118.13	5,000.00	881.87	82.36
100-00-53240-150-000	Machinery & Equip Emp Benefits	111.25	1,428.41	1,100.00	-328.41	129.86
100-00-53240-240-000	Machinery & Equip Maint/Repair	616.23	11,886.96	15,000.00	3,113.04	79.25
100-00-53240-350-000	Machinery & Equipment Oper Exp	0.00	13,961.92	22,000.00	8,038.08	63.46
100-00-53240-390-000	Machinery & Equip Other Exp	0.00	38.46	725.00	686.54	5.30
100-00-53240-810-000	Machinery & Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53270-110-000	Garages & Sheds Salary	0.00	0.00	0.00	0.00	0.00
100-00-53270-120-000	Garages & Sheds Wages	128.04	5,377.14	3,500.00	-1,877.14	153.63
100-00-53270-150-000	Garages & Sheds Emp Benefits	59.69	2,358.02	1,000.00	-1,358.02	235.80
100-00-53270-350-000	Garages & Sheds Operating Exp	306.02	8,596.32	10,500.00	1,903.68	81.87
100-00-53270-390-000	Garages & Sheds Other Expenses	156.29	1,324.44	1,200.00	-124.44	110.37
100-00-53270-810-000	Garages & Sheds Equip Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53310-110-000	Street Maintenance Salary	371.66	7,247.36	11,696.60	4,449.24	61.96
100-00-53310-120-000	Street Maintenance Wages	3,106.63	66,646.00	64,500.00	-2,146.00	103.33
100-00-53310-150-000	Street Maint Employee Benefits	2,120.39	39,419.97	32,000.00	-7,419.97	123.19
100-00-53310-240-000	Street Maintenance & Repairs	672.51	4,930.07	6,500.00	1,569.93	75.85
100-00-53310-290-000	St Maint Contractual Services	0.00	2,741.97	30,000.00	27,258.03	9.14
100-00-53310-350-000	Street Maint Operating Expense	130.14	1,304.17	2,500.00	1,195.83	52.17
100-00-53310-390-000	Street Maint-Other Expenses	174.92	294.92	500.00	205.08	58.98
100-00-53310-820-000	Street Maint Outlay/Improve	0.00	0.00	0.00	0.00	0.00
100-00-53320-110-000	Street Cleaning Salary	0.00	0.00	0.00	0.00	0.00
100-00-53320-120-000	Street Cleaning Wages	387.96	3,849.12	7,000.00	3,150.88	54.99
100-00-53320-150-000	Street Cleaning Emp Benefits	256.62	2,292.25	3,000.00	707.75	76.41
100-00-53330-110-000	Snow & Ice Removal Salary	0.00	0.00	0.00	0.00	0.00
100-00-53330-120-000	Snow & Ice Removal Wages	0.00	5,920.60	34,000.00	28,079.40	17.41
100-00-53330-150-000	Snow/Ice Removal Emp Benefits	0.00	2,753.13	13,500.00	10,746.87	20.39
100-00-53330-240-000	Snow/Ice Removal Maint/Repairs	0.00	0.00	500.00	500.00	0.00
100-00-53330-370-000	Salt & Sand	0.00	15,689.53	21,000.00	5,310.47	74.71
100-00-53330-390-000	Snow/Ice Removal Other Exp	0.00	88.98	300.00	211.02	29.66
100-00-53420-220-000	Street Lighting Utility Svc	67.07	30,496.02	38,000.00	7,503.98	80.25
100-00-53420-820-000	Street Lighting Outlay/Improve	0.00	0.00	0.00	0.00	0.00
100-00-53430-110-000	Sidewalks Salary	0.00	0.00	0.00	0.00	0.00
100-00-53430-120-000	Sidewalks Wages	0.00	474.66	515.00	40.34	92.17
100-00-53430-150-000	Sidewalks Emp Benefits	0.00	136.33	85.00	-51.33	160.39
100-00-53430-240-000	Sidewalks Maint/Repairs	0.00	0.00	3,000.00	3,000.00	0.00
100-00-53430-390-000	Sidewalks Other Expenses	0.00	0.00	0.00	0.00	0.00
100-00-53430-820-000	Sidewalks Outlay/Improv	0.00	0.00	0.00	0.00	0.00
100-00-53440-110-000	Storm Sewer Salary	0.00	0.00	0.00	0.00	0.00
100-00-53440-120-000	Storm Sewer Wages	0.00	1,926.48	1,500.00	-426.48	128.43
100-00-53440-150-000	Storm Sewer Employee Benefits	0.00	956.10	500.00	-456.10	191.22
100-00-53440-240-000	Storm Sewer Maint & Repairs	0.00	233.91	3,000.00	2,766.09	7.80
100-00-53440-820-000	Storm Sewer Outlay/Improvemnt	0.00	0.00	0.00	0.00	0.00
100-00-53620-120-000	Refuse Collection Wages	321.52	2,881.74	1,500.00	-1,381.74	192.12
100-00-53620-150-000	Refuse Collection Emp Benefits	179.00	1,639.39	900.00	-739.39	182.15
100-00-53620-390-000	Refuse Collection Other Exp	0.00	0.00	0.00	0.00	0.00
100-00-53630-290-000	Solid Waste Disposal Contract	16,989.00	150,683.00	162,000.00	11,317.00	93.01
100-00-53635-120-000	Recycling Wages	0.00	1,868.46	2,500.00	631.54	74.74
100-00-53635-150-000	Recycling Employee Benefits	0.00	948.87	800.00	-148.87	118.61
100-00-53635-290-000	Recycling Contractual Services	4,700.00	41,688.00	48,000.00	6,312.00	86.85
100-00-53635-810-000	Recycling Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53640-120-000	Weed Control Wages	0.00	1,475.37	900.00	-575.37	163.93

Public Works Budget

ACCT

Unposted Included

Account Number		2024 October	2024 Actual 10/31/2024	2024 Budget	Budget Status	% of Budget
100-00-53640-150-000	Weed Control Employee Benefits	0.00	900.39	200.00	-700.39	450.20
100-00-53640-390-000	Weed Control Other Expenses	0.00	0.00	0.00	0.00	0.00
100-00-53930-154-000	Pub Wks Health & Dental Insur	0.00	0.00	0.00	0.00	0.00
100-00-53930-159-000	Public Works Uniform Allowance	0.00	1,832.57	2,500.00	667.43	73.30
100-00-53930-511-000	Public Wks Insurance Expense	0.00	3,282.25	3,000.00	-282.25	109.41
100-00-53930-512-000	Pub Wks Worker's Compensation	0.00	12,114.75	6,500.00	-5,614.75	186.38
100-00-53930-514-000	PW Unemployment Compensation	0.00	0.00	0.00	0.00	0.00
=====						
New Public Works		31,076.46	455,806.16	562,421.60	106,615.44	81.04
=====						
Total Expenses		31,076.46	455,806.16	562,421.60	106,615.44	81.04
=====						
Net Totals		-31,076.46	-455,806.16	-562,421.60	-106,615.44	81.04

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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 100-00-53240-110-000

Thru: 10/16/2024

Thru Account: 100-00-53930-514-000

Voucher Nbr	Check Date	Payee	Amount
	10/16/2024	B & J HARDWARE LLC SEPTEMBER PURCHASES	277.91
	10/16/2024	IMPACT GROUP OCTOBER BARRACUDA	53.30
	10/16/2024	MISSISSIPPI WELDERS SUPPLY CO INC PW/ANNUAL AGREEMENT	390.00
	10/16/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	198.46
	10/16/2024	OLSON SANITATION LLC SEPTEMBER REFUSE & RECYCLING	21,689.00
	10/16/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	85.56
	10/16/2024	TAPCO PW/ANNUAL TRAFFIC SIGNAL MAINTENANCE	593.31
Manual Check	10/07/2024	XCEL ENERGY ELECTRIC EXPENSE	67.07
		Grand Total	23,354.61

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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 100-00-53240-110-000

Thru: 10/16/2024

Thru Account: 100-00-53930-514-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND

23,354.61

Total Expenditure from all Funds

23,354.61

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GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 100-00-53240-110-000
Thru: 10/16/2024 Thru Account: 100-00-53930-514-000

Check Nbr	Check Date	Payee	Amount
62674	10/02/2024	MIDWEST MACHINERY CO PW/PARTS	226.23
62675	10/02/2024	MIDWEST NATURAL GAS INC. AUGUST NATURAL GAS SERVICES	22.00
62682	10/02/2024	T.A. SCHIFSKY & SONS INC PW/AGGREGATE	79.20
62683	10/02/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLULAR SERVICES	130.14
EFT 092024-1	9/20/2024	KWIK TRIP INC	127.43
	Manual Check	GASOLINE CHARGES	
EFT 092024-6	9/20/2024	XCEL ENERGY	4,910.55
	Manual Check	ELECTRIC EXPENSE	
EFT 093024-2	9/30/2024	XCEL ENERGY	132.85
	Manual Check	ELECTRIC EXPENSE	
EFT 093024-3	9/30/2024	BP BUSINESS SOLUTIONS	560.71
	Manual Check	POL/PW/GASOLINE CHARGES	
		Grand Total	6,189.11

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 100-00-53240-110-000
Thru: 10/16/2024 Thru Account: 100-00-53930-514-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	6,189.11
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Total Expenditure from all Funds	6,189.11
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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 100-00-55200-110-000

Thru: 10/16/2024

Thru Account: 100-00-55310-390-000

Voucher Nbr	Check Date	Payee	Amount
	10/16/2024	B & J HARDWARE LLC SEPTEMBER PURCHASES	359.89
	10/16/2024	IMPACT GROUP OCTOBER BARRACUDA	47.30
	10/16/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	266.51
		Grand Total	673.70

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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 100-00-55200-110-000

Thru: 10/16/2024

Thru Account: 100-00-55310-390-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND

673.70

Total Expenditure from all Funds

673.70

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 100-00-55200-110-000
Thru: 10/16/2024 Thru Account: 100-00-55310-390-000

Check Nbr	Check Date	Payee	Amount
62675	10/02/2024	MIDWEST NATURAL GAS INC. AUGUST NATURAL GAS SERVICES	17.71
62683	10/02/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLULAR SERVICES	130.14
EFT 092024-1	9/20/2024	KWIK TRIP INC	85.64
	Manual Check	GASOLINE CHARGES	
EFT 092024-6	9/20/2024	XCEL ENERGY	626.07
	Manual Check	ELECTRIC EXPENSE	
		Grand Total	859.56

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 100-00-55200-110-000
Thru: 10/16/2024 Thru Account: 100-00-55310-390-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	859.56
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Total Expenditure from all Funds	859.56
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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 610-00-11100-000-131

Thru: 10/16/2024

Thru Account: 620-00-58290-000-428

Voucher Nbr	Check Date	Payee	Amount
	10/16/2024	B & J HARDWARE LLC SEPTEMBER PURCHASES	157.89
	10/16/2024	EO JOHNSON COMPANY COPIER LEASE	71.40
	10/16/2024	HAWKINS INC. WU/SU/CHEMICALS	3,923.84
	10/16/2024	IMPACT GROUP OCTOBER BARRACUDA	97.52
	10/16/2024	MSA PROFESSIONAL SERVICES INC PROFESSIONAL SERVICES	20,120.16
	10/16/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	374.87
	10/16/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	294.73
		Grand Total	25,040.41

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GENERAL CHECKING - FIRST NATL

Dated From: 9/19/2024

From Account: 610-00-11100-000-131

Thru: 10/16/2024

Thru Account: 620-00-58290-000-428

Amount

Total Expenditure from Fund # 610 - WATER UTILITY FUND	588.33
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Total Expenditure from Fund # 620 - SEWER UTILITY FUND	24,452.08
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Total Expenditure from all Funds	25,040.41
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GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 610-00-11100-000-131
Thru: 10/16/2024 Thru Account: 620-00-58290-000-428

Check Nbr	Check Date	Payee	Amount
62663	10/02/2024	ABT MAILCOM UTILITY BILLING/ELECTION INSERT	1,070.70
62664	10/02/2024	AG SOURCE COOP SERVICES LAB TESTING	772.00
62667	10/02/2024	CLIFTONLARSONALLEN 2023 AUDIT-FINAL	2,000.00
62669	10/02/2024	FERGUSON WATERWORKS #2516 WU/CURBSTOP COVERS	518.50
62675	10/02/2024	MIDWEST NATURAL GAS INC. AUGUST NATURAL GAS SERVICES	151.36
62677	10/02/2024	OLSON SANITATION LLC AUGUST SERVICES	49.00
62680	10/02/2024	PUBLIC SERVICE COMMISSION OF WISCONSIN ASSESSMENT FEES	1,253.00
62683	10/02/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLULAR SERVICES	260.28
EFT 092024-6	9/20/2024	XCEL ENERGY	9,413.17
	Manual Check	ELECTRIC EXPENSE	
EFT 100124-3	10/01/2024	XCEL ENERGY	17.74
	Manual Check	ELECTRIC EXPENSE	
EFT 100224-2	10/02/2024	QUILL CORPORATION	146.90
	Manual Check	PAPER/FOLDERS/ENVELOPES	
		Grand Total	15,652.65

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 9/19/2024 From Account: 610-00-11100-000-131
Thru: 10/16/2024 Thru Account: 620-00-58290-000-428

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY FUND	5,227.69
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	10,424.96
Total Expenditure from all Funds	15,652.65