

PUBLIC WORKS COMMITTEE
VILLAGE OF SOMERSET
October 9, 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 and Mike Kappers

Minutes

Committee reviewed the September 11, 2024 Public Works minutes. *Motion by Garn, second by Krohn to approve the September 11, 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.

- TID #5 Subdivision Plat meeting is Thursday.
- TID#5 Lift Station & Utility Extension – Difficulty locating the casing pipe.

Unfinished Business

Outdated Ordinances – Title 6 Chapter 4 - Tabled Items, Title 6, Chapter 2 – Streets and Sidewalks – Tabled Item: Sec. 6-2-2(b)(2), Title 12, Chapter 12 – Parks and Recreation – Tabled Item: Sec. 12-1-5 Reservation Policy: Handouts were provided.

- Discussion amongst the committee.
- Title 6, Chapter 4. Trees and Shrubs
 - Krohn proposed new language for this ordinance late afternoon. Will look at this next month.

Motion by Krohn, second by Garn to table Title 6, Chapter 4. Trees and Shrubs and motion carried.

- Title 6, Chapter 2. Streets and Sidewalks
 - Table Sec. 6-2-2(b)(2)

Motion by Kern, second by Garn to table Title 6, Chapter 2. Streets and Sidewalks Sec. 6-2-2(b)(2) with rewording from Kern and motion carried.

- Title 12, Chapter 12. Parks and Recreation
 - Table Sec. 12-1-5. Reservation Policy

Motion by Kern, second by Garn to table Title 12, Chapter 12. Parks and Recreation Sec. 12-1-5 Reservation Policy and motion carried.

Ball Field Use – Impact Sports Academy West:

Motion by Kern, second by Garn to table Ball Field Use – Impact Sports Academy West until we hear from them and motion carried.

2025 Budget/Capital Outlay: A handout was provided.

- Discussion amongst the committee.
- Change Park Improvements from \$50,000 to \$85,000 per the Village Board Special Work Session meeting on September 23, 2024.
- Bob explained how capital outlay works.

5 Year Plan: A handout was provided.

- Discussion amongst the committee.

New Business

2025 Preliminary Budget: A handout was provided.

- Discussion amongst the committee.

Apple River Trail Design Proposal: A proposal was provided.

Motion by Garn, second by Krohn to recommend to the Village Board approval of the Apple River Trail Design Proposal to MSA Professional Services, Inc in the amount of \$6,400.00 and motion carried.

Timeline on Meetings with the Public on Village Park Improvements:

- Kern is wondering about the timeline.
- Garn would like to move this to February to plan what to do in the spring. We should hold 2-3 meetings, and one should be in the park itself.

Motion by Kern, second by Krohn to table Timeline on Meetings with the Public on Village Park Improvements and to leave on Unfinished Business for future agendas and motion carried.

Public Works Department Report

- An update memo was provided.
- Kern recommended installing the speed limit posts before winter on Bruce Larson Way.

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 Krohn, seconded by Garn to adjourn and motion carried. The Public Works Committee meeting adjourned at 6:51 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:**

November 7, 2024

VILLAGE PARK TRAIL IMPROVEMENTS

MSA will review the site with the Village, create an exhibit, and cost estimates to replace the stairs with an ADA accessible trail. 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:

Update only, no action needed.

TID #5 SUBDIVISION PLAT

MSA submitted a final plat to the DOA for the site titled SOMERSET COMMERCE CENTER on October 18th.

REQUESTED ACTION:

Update only, no action needed.

TID #5 REGIONAL STORMWATER PONDS

MSA completed the infiltration testing for the infiltration basin, MSA prepared a stormwater management plan and sized stormwater management facilities for the TID 5 business park. The facilities are 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 were incorporated into Capvest's bid package 1 that included the grading and stormwater ponds. The regional stormwater pond permit was submitted to the DNR.

REQUESTED ACTION:

Update only, no action needed.

PROJECT UPDATE

TID #5 LIFT STATION & UTILITY EXTENSION

Bids were let October 18th. There were six bids. Hass Sons, Inc. was low bidder. Our office recommends the Village award the project.

REQUESTED ACTION:

Public Works to recommend bid award to Hass Sons, Inc. for \$869,605.50. The Board to consider project award at their November 19th meeting.

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.

REQUESTED ACTION:

Update only, no action needed.

PINE VALE SUBDIVISION

The contractor subcut soft subgrade areas in the roadway encountered during the proof roll. The contractor is planning to finish tolerancing the aggregate base and paving the first lift of asphalt this year.

REQUESTED ACTION:

Update only, no action needed.

MAIN STREET BRIDGE UTILITY & EXPANSION JOINT REPLACEMENT

The pipe bracing which arrived on-site the last week of October needs to be fabricated to connect onto the bridge correctly. The general contractor is working on the fabrication and tentatively scheduled the pipe bracing installation within the next four weeks.

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.

PROJECT UPDATE

RIVER HILLS NORTH

The contractor is scheduling the drainage improvement work for this year.

REQUESTED ACTION:

Update only, no action needed.

"OTHER THINGS GOING ON"

- Somerset Fire/Rescue Assessment
Potentially meeting with the Fire Chief in 2024 to review their facility and develop a draft scope of work. Recommend the Village consider discussing this with the Town at your January joint meeting.

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 **14 days** of receiving notice. The Village Board will hear the appeal within **30 days** and issue a final written decision.

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 Somerset to the end that the general welfare of the Village is protected.

B.

Reservation of exclusive park space. A person or group, firm organization, partnership or corporation may reserve the exclusive use of a park facility and or park shelter(s)/pavilion(s) 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 Parks Coordinator 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. Areas not reserved shall be open to use by all.

C.

Application. Applications shall be filed with the Clerk-Treasurer at least 14 days prior to the date on which the exclusive use of the entire park is requested, or with the Parks Coordinator 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 Somerset. Any individual or group who believes they have been wrongfully denied use of a park within the Village of Somerset 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 Somerset.

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 beer garden permit shall be obtained from the Village of Somerset and shall be fully complied with. Said permit must be held by the person who filed the original permit 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.



60 Plato Blvd E. Suite 420
St. Paul, MN 55107
612.548.3132

www.msa-ps.com

November 7, 2024

Mike Kappers, Village President
Village of Somerset
110 Spring Street
Somerset, WI 54025

Re: TID 5 Lift Station & Utility Extension
Village of Somerset

Dear Mr. Kappers:

Upon review of the bids received on October 18, 2024, for the above-referenced project, it was found that they were submitted by qualified contractors. It is our recommendation that the low responsive bidder listed below be accepted and the award made at your next meeting.

Haas Sons, Inc.
203 Birch Street
Thorp, WI 54724

Bid Amount \$869,605.50

Please execute the enclosed Notice of Award for the contract. Once the form is signed, please email a copy back to smarcott@msa-ps.com. After receiving the executed copy, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Chase Przybylski", written over a horizontal line.

Chase Przybylski
Project Engineer

smm
Enc.

NOTICE OF AWARD

Date of Issuance: November 19, 2024

Owner: Village of Somerset

Owner's Contract No.:

Engineer: MSA Professional Services, Inc

Engineer's Project No.:08783111

Contract: Village of Somerset - TID 5 Lift Station & Utility Extension

Bidder: Haas Sons, Inc.

Bidder's Address: 203 Birch Street, Thorp, WI 54724

You are notified that your Bid dated October 18, 2024, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for TID 5 Lift Station & Utility Extension.

The Contract Price of your Contract is Eight-Hundred-Sixty-Nine Thousand; Six-Hundred-Five dollars and 50/100 Dollars (\$869,605.50). Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

One unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☐ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **one** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): **N/A**

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: Village of Somerset

By (*signature*): _____

Name (printed): _____

Title: _____

Copy to Engineer

10/18/2024 11:00 AM CDT

Base Bid Total:

Product	Quantity	Unit Cost	Extended Price
 Pro-Series 22 Self Watering Hanging Basket - Black (#EPPS22-) List \$249: 22" Top Diameter x 16.5" H Water Capacity: 4 Gal	10	\$199.00	\$1,990.00
Subtotal before Discounts: (subtotal based on List Price)	\$2,490.00		
Discount Applied:	-\$500.00		
Shipping:	\$365.00 via FedEx Freight Economy		
Tax:	\$0.00		
Payment method:	Request For Quote		
Total:	\$2,355.00		

Shipping Appointment Contact: Bob Gunther

Shipping Appointment Phone: 7152473395

Shipping Appointment Requested: Yes

Proposal Notes:

- **Fall Sale Special Pricing Applied. Valid Through 11/1. \$199**
Approved with minimum order of (10).
- **Thank You Bob & The Village of Somerset For Your Continued Support!!**
 - *Lifetime Planter Warranty Included.*
 - *100% Made in the USA (Auburn NY)*
 - *Industry Leading Stone Effects: Included at no extra charge*

Model	List	Standard Discount <i>Min</i> 48	Min 12	Min 24
Pro Series 22	\$249	\$199	\$199	\$189

- Ship FedEx Freight Economy. Commercial Delivery Address Required.
 - Forklift and/or Loading Dock required for unloading to avoid additional FedEx fees.
 - Customer Can Unload by hand due to low volume (5 boxes total).
 - Total Pallets: (1)
 - Shipping Quote Valid for 30 Days. We will requote shipping prior to ordering.
- **Payment: Credit Card, Checks, OR POs Accepted with Credit Approval - Terms NET 30 Days.**

Emails being CC'ed: None

Billing address

Shipping address

*Robert Gunther
Village of Somerset Economic
Development
110 Spring Street, Somerset, WI
54025 POB 356*

*Robert Gunther
Village of Somerset Economic
Development
808 Spring St*

1:05

5G^U_W 

New iMessage

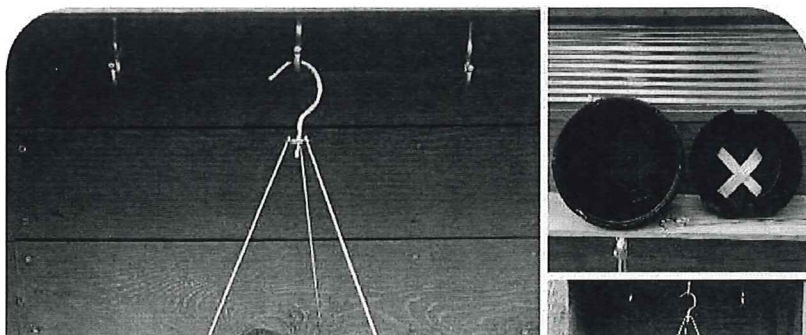
Cancel

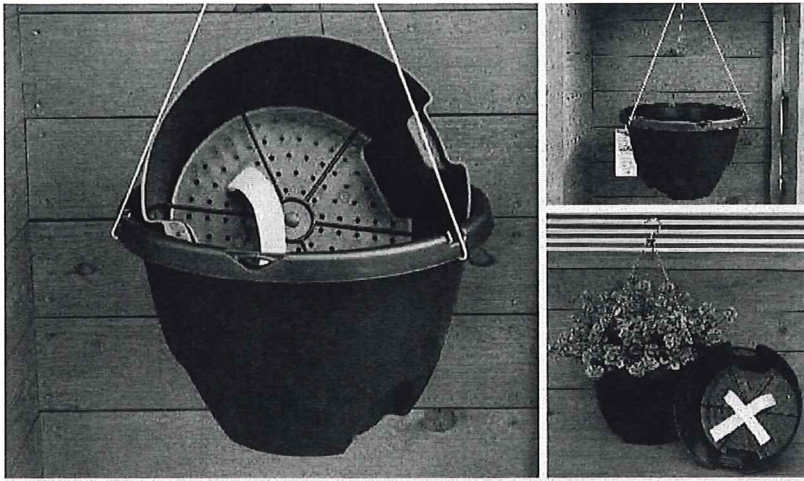
To: Johnna Flowers

Hi Mike. The weekender hanging baskets are going to be 29.85 ea

Ok, thank you

Do you have a product name so I can look it up and show my boss





i3 Planter- Lighted Hanging Basket

gardencrossings.com



iMessage



LOT **STREET USE PERMIT**
VILLAGE OF SOMERSET

APPLICANT NAME, ADDRESS & PHONE NO.

CALEB GARN
~~123456789~~
SOMERSET WI 54025

NAME, ADDRESS & PHONE NO. OF ORGANIZATION REQUESTING PERMIT

SOMERSET CHAMPIONS ~~555-237-1598~~
~~123456789~~
SOMERSET WI 54025

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

CALEB GARN ~~(555-237-1598)~~

LOT
PROPOSED ~~STREETS~~: FORMERLY KNOWN AS (WHEEL HOUSE LOT)

DATE OF USE: LATE NOV 2024 TO EARLY JAN 2025

TIME OF USE: 24/7

PROJECTED ATTENDANCE: _____

PROPOSED STREET USE (Describe in detail):

LOCATING CHRISTMAS TREE FOR (LIGHT THE NIGHT) AND
THE CHRISTMAS SEASON.

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

- **INSURANCE:** Required to indemnify, defend and hold the Village and its employees and agents harmless against all claims, liability, loss damage or expense incurred by the Village on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant is required to furnish a Certificate of Comprehensive General Liability Insurance with the Village of Somerset. The applicant is required to furnish a performance bond prior to being granted the permit.

☐ Insurance Requirement Waived

☐ Proof of Insurance Provided

For office use:

Date Reviewed by Village Board: _____ Approved _____ Denied _____

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Meeting with DNR - Discussion/Possible approval seeking entry into Wisconsin School Forest program

From Brandon Krohn <bkrohn@villageofsomerset.us>

Date Mon 11/4/2024 9:23 AM

To Amy Briggs <abriggs@villageofsomerset.us>; Robert Gunther <rgunther@villageofsomerset.us>; Neil Folkert <nfolkert@villageofsomerset.us>; Jim Thanig <jthanig@villageofsomerset.us>; Tasia Berger <tberger@villageofsomerset.us>

Cc Caleb Garn <cgarn@villageofsomerset.us>; Donnie Kern <dkern@villageofsomerset.us>

 1 attachment (2 MB)

1947_001.pdf;

Good Morning,

I recently met with Abigail Krause from the department of urban forestry.

We toured Lagrandeur park and village park.

She thought our forests were in pretty good shape and we should continue to try to snub out the buckthorn.

Attached you will find some information she shared with me.

Below is a quick summary.

- **Grant Proposal Timelines** – Outlines deadlines and project guidelines for various urban forestry grants.
- **Sample Grant Proposal** – Example from the City of Fennimore, useful for creating a similar proposal.
- **Ordinance Guidelines** – Covers essential standards for a tree ordinance and “Tree City USA” certification.
- **Invasive Species List** – Specific to Wisconsin, suitable for reference in ordinances to simplify wording.
- **Wisconsin School Forest Program** – Details on eligibility, purpose, and benefits, including free trees and DNR support for schools. You’re interested in pursuing this to get the village involved.

In addition, I’d like to add a discussion item for our next agenda: reviewing and potentially approving our participation in the Wisconsin School Forest Program. This initiative could bring long-term educational and environmental benefits to our community.

Thanks a bunch,
Trustee BK

Village Trustee - Public Works Committee
715-338-6776

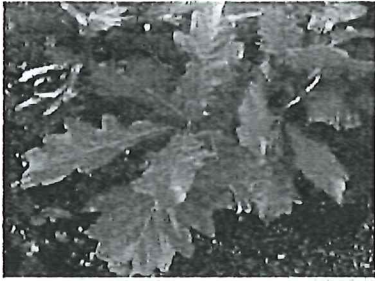
City of Fennimore Forest Area Assessment Oakwood Community Park



November 27, 2020

Prepared by:
Bluestem Forestry Consulting Inc.
Andy Tuttle
49910 South Loop Road
Drummond, WI 54832
(715)739-6831

This document was funded in part by an urban forestry grant from the
State of Wisconsin Department of Natural Resources Forestry program as authorized under s.23.097 Wis. Stat.



EXECUTIVE SUMMARY

The City of Fennimore has long recognized that trees provide important economic, ecological and environmental benefits that significantly improve the quality of urban life. City parks, greenspace and forested areas also contribute to these benefits while providing a draw to diverse user groups. Management of forested areas can be a complex and multi-faceted proposition influenced heavily by personal beliefs of what forested areas are designed for. Any management scheme must be based on sound science and factual data. This document reports the findings of the forested area assessment and makes specific, prioritized recommendations for managing the forested areas within city parks for upcoming years based on resources and needs.

STATEMENT OF PURPOSE AND SCOPE

This forest area assessment is intended to provide resource management guidance for the City of Fennimore in managing and fulfilling their objectives for the wooded areas within the parks system. It is also meant to provide guidance and understanding for the factors that affect a healthy forested ecosystem. The City of Fennimore's objectives and sound forest management principles have guided the development of this plan.

This assessment describes the various forest types that occur within Oakwood Nature Park's forested areas and the management options associated with each type. Management options provided in this plan range from simply doing nothing (*"let nature take its course"*) to more intensive management options for certain forest types. The plan will also give recommendations for complete stewardship of the land including aesthetic, recreational, invasive species, wildlife and water quality management.

documented here due to the diversity, scale, types, condition and context of the natural communities present. Forests can be managed and conserved here at virtually all scales, including areas up to hundreds, or even thousands, of acres. Oak forests are more abundant here than any other ecological landscape, mesic maple-basswood forests are also widespread, and some of the Upper Midwest's most extensive stands of Floodplain forest occur here along major rivers. All of these forest types can provide critical breeding and/or migratory habitat for significant populations of native plants and animals.

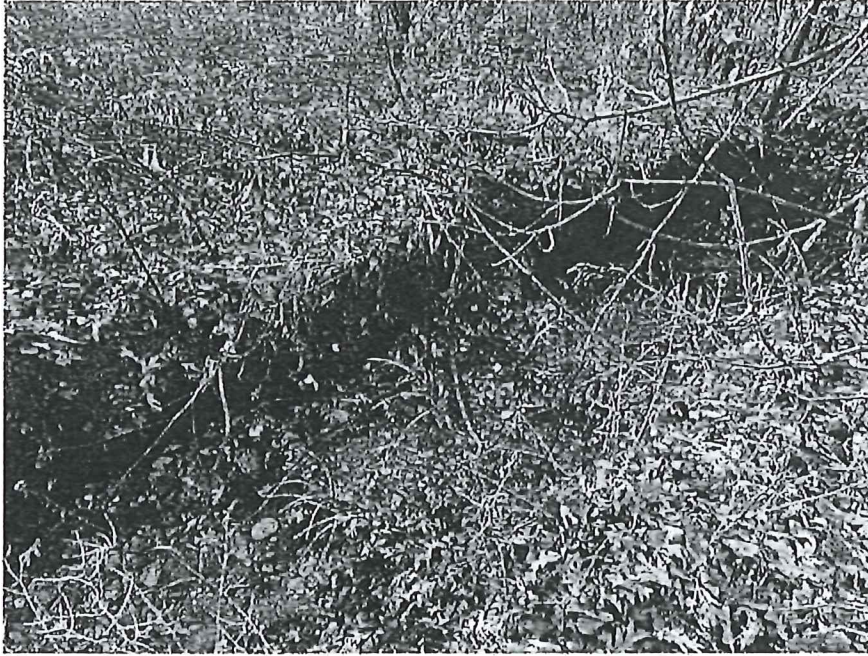
Less common natural communities also provide excellent management opportunities here. Conifer relicts, by definition, are almost entirely restricted to the Western Coulees and Ridges, with lesser management opportunities present in the Southwest Savanna (Wisconsin DNR, PUB-SS-1131X 2015).

The Southwest Savanna was once dominated by fire-dependent natural communities representing the continuum of prairie, oak savanna, oak woodland and oak forest. Now dominated mostly by agricultural lands, this landscape still offers good opportunities to maintain expansive grassland and savanna habitats through public/private partnerships. This is arguably Wisconsin's best ecological landscape to manage grasslands at large scales. Native grasslands are rare here, as they are throughout the upper Midwest. However, some of the scattered remnants support rare plants, invertebrates, herptiles, birds and other animals. In addition, abundant surrogate grasslands can provide the scale needed by area-sensitive species and in some cases can connect isolated prairie patches. Large areas of surrogate grasslands can buffer prairie and savanna remnants from more intensively managed land, and there are sometimes opportunities to embed remnants within large acreages of CRP, fallow agricultural land, pasture, or cropland. The surrogate grasslands may also provide missing environmental gradients of soil types, soil moisture, slope and aspect, which may be needed for the vegetation to adapt to long-term environmental changes (Wisconsin DNR, PUB-SS-1131 2015).

The forested portion of the park has been divided into five (5) areas based on topography. The attached Wooded Area Location Map illustrates the location of each area.

AREA 1 – Ravine East of RV Parking Lot

Description: This area consists of a moderate ravine with a defined drainage. Large, open grown bur, black, and white oak dominate the overstory. Smaller diameter ash, boxelder, walnut and red cedar can also be found within the stand. Most of the oak trees are mature and appear to have been open grown for most of their life as is evidenced by the large low limbs. In fact, there is a high likelihood these trees can be seen on the 1940 aerial photographs. While certainly mature, the overstory trees are in good health although they do exhibit a minor amount of crown dieback. The understory contains a mix of both trees and shrubs. The shrub component is characterized by thickets of honeysuckle, scattered buckthorn, with native herbaceous vegetation..



Minor erosion found along drainage

AREA 2 – Ravine Currently Being Filled

Description: This area is currently under construction, being converted from forest to formal park. A portion of the ravine is being filled in to provide a level area for sports fields and open park area. The hillsides adjacent to the ravine have been prepped for planting ground cover vegetation. Heavy equipment was utilized to remove the shrub and brush layer, leaving scattered large oak trees on the hillside.

Invasive Species: None were noted; the recent construction removed the entire shrub and brush layer. A seed bank of invasive honeysuckle and buckthorn most likely exists and these species will begin to sprout over the next several years. Seeding ground cover and periodic mowing and brushing of the area will prevent invasives from overtaking the stand. This area should be monitored for infestations of invasive species.

EAB Implications: Most of the ash species were removed, therefore no EAB risks exist.

Management Options:

- **Hazard Tree Assessment/Removal.** Damage to the roots of residual trees during the process of filling the ravine and subsequent brush removal may have occurred. The trees should be monitored for any signs of decline

Future Needs: Since this area is to be developed, into a formal park, the trees should be evaluated by a qualified forester/arborist to assess the health of the remaining trees and be

AREA 3 – Ravine in Center of Park

Description: This area consists of large open grown oak with a secondary component of 2-6 inch saplings. As is typical throughout the Oakwood Nature Park, the large oak are mature and have been open grown most of their lives. The saplings consist largely of basswood and elm. Cherry, aspen, ash, boxelder and sycamore trees are also found throughout this area. In the northeast corner of the stand, pine species can be found. White pine is the most prevalent species and consists of both larger overstory trees with some saplings becoming established.

Invasive Species: Honeysuckle and buckthorn are a minor component of this stand. Control measures may need to be taken depending upon the future use of this area.

EAB Implications: There is only a very minor ash component in the wooded portion of this stand. EAB infestations will not severely affect the wooded area.

Management Options:

- **No Management.** Again, passive or non-management of a wooded area is always an option.
- **Hazard Tree Assessment/Removal.** The area should be reviewed annually to determine if any hazard trees or situations need to be addressed. Currently, no high-risk trees or safety concerns exist.
- **Pine Release.** The white pine in the stand provides uniqueness and aesthetically enhances the area. They provide a different feel when hiking through the stand. Promoting pine seedling and saplings is important to maintain this diversity. Consider removing competing vegetation from around young pines to allow them to grow without excess competition.

Future Needs: This stand has a high potential to be converted back to a healthy forest. There is already a component of younger saplings ready to take the place of the mature oaks. This area has the most natural feel of the wooded areas. That diversity should be built upon. A professional forester should be able to assist in determining which trees need to be removed in order to provide the best opportunity to allow the younger saplings to become the future forest.

AREA 4 – Pine Plantation

Description: A mix of planted white and red pine describes this stand. The pine were planted approximately 30 years ago. White pine is the largest and most vigorous species in the plantation and range in diameter from 6- 9 inches. The red pine are a bit slower growing and average 2 – 7 inches in diameter. The trees are very healthy and growing vigorously with yearly leader growth of 18 to 24 inches. Currently, the plantation is stocked at 700 trees per acre at an average 122 square feet of basal area per acre. This is a suitable stocking level at this time. The lower limbs are still intact and are just entering a stage where they will start to self-prune. The process of self-pruning helps to indicate when the trees have fully occupied the available growing space and

EAB Implications: There is only a very minor ash component in the wooded portion of this stand. EAB infestations will not severely affect the wooded area.

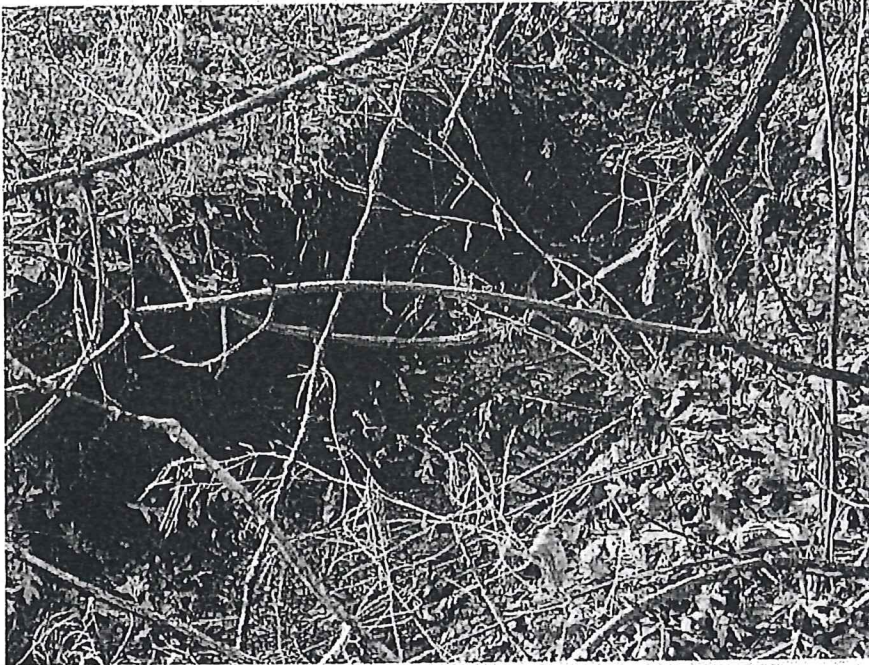
Management Options:

- **No Management.** Passive or non-management of a wooded area is always an option.
- **Hazard Tree Assessment/Removal.** The area should be reviewed annually to determine if any hazard trees or situations need to be addressed. Currently, no high-risk trees or safety concerns exist.

Future Needs: This stand has a high potential to be converted back to a healthy forest. There is already a component of younger saplings and small poles ready to take the place of the mature oaks. This stand has a natural wooded feel and should be built upon. A professional forester should be able to assist in determining which trees need to be removed in order to provide the best opportunity to allow the younger saplings to become the future forest.

Watershed Management:

The native landscape on this property consists of steep ravines with drainages and fairly sensitive soils. Removal of vegetation or construction of trails or other features must be done carefully to prevent erosion, both in the long term and short term. Vegetation should be quickly replaced to help stabilize the soil after any construction. The entire area should be monitored for signs of erosion. Any erosion problems should be quickly stabilized to prevent further problems.



Erosion issue along drainage

Aesthetics:

The native landscape of steep wooded ravines adds a whole different dimension to the aesthetic beauty of the park. The user gets a different sense of nature as the trail system works its way up and down the ravines and through the open and wooded areas. The ravines and wooded area lend themselves well to a sense of isolation and oneness with nature. As the user descends into a ravine, they can no longer see other park users and can easily feel solitude. The wooded nature of these areas helps to solidify this feeling. Maintaining these areas in a wooded state helps to increase the diversity of the park and make it more appealing to a variety of users.

Invasive Species Control:

Honeysuckle and buckthorn are found in varying densities throughout the wooded areas of Oakwood Nature Park. Eradication of these species would be ideal, but given their prevalence on the landscape and adjacent properties, it may be a futile exercise. Controlling the density and size of these species may be the best option when planning any active management. The focus should be on reduction rather than elimination. For example, mowing and lopping to keep these plants in the seedling stage for several years will allow tree regeneration to get a "head start", allowing them to ultimately outgrow the invasives.

Grapevine Control:

While not a major problem within Oakwood Nature Park, some grapevines were noted hanging from the crowns of trees. Grapevines can get heavy and eventually cause the damage to tree crowns. Often the additional weight of the vines, combined with wet snows or ice cause the large branches to tear out of the crown. Grapevines should be severed when found.

Additional Tree Planting:

The following is a list of suitable trees that could be planted throughout the park:

Good large selections

Swamp White Oak (*Quercus bicolor*)

Hackberry (*Celtis occidentalis*)

Bur Oak (*Quercus macrocarpa*)

American Linden (*Tilia americana*)

American Liberty Elm (*Ulmus americana* 'Liberty')

London Plane Tree (*Platanus x acerifolia*)

Chinkapin Oak (*Quercus muehlenbergii*)

Yulip Poplar (*Liriodendron tulipefera*)

Good medium selections

River Birch (*Betula nigra*)

Amur Chokecherry (*Prunus maackii*)

Horsechestnuts (*Aesculus* spp.)

Tree Ordinance Guidance

Introduction – The purpose of this document is to provide communities with basic guidance to meet the minimum standards for a tree ordinance. In addition, this document provides further sections, topics and guidance to help construct a more effective and comprehensive ordinance tailored to the needs of each individual community.

Minimum Standards for a Tree City USA and WI-DNR Grant Funded Ordinance

Ordinances must meet three minimum standards to fulfill the requirements for Tree City USA and/or are required for DNR grant-funded ordinances:

1. Must state the person/group (e.g., Tree Board, Forester, Public Works Director) responsible for public tree care and enforcement authority of the ordinance.
2. Must address the guidance/protection of trees, i.e., what functions the municipality will complete or facilitate, related to planting, maintenance and removal of trees located on street rights-of-ways, parks and/or other listed spaces, as well as prohibited acts related to these trees.
3. At a minimum, ordinance clauses must address public trees and not be temporary (i.e., they are in effect at all times, not only when responding to storm damage or during construction projects).

Suggested Topics to Consider when Creating Ordinances

It is recommended that you consider the following topics and questions when developing ordinances. By addressing the topics below, your ordinances will meet or exceed the minimum standards listed above.

*Normal text below is for headings or language that may be used verbatim; *text in italics is thoughts, examples or questions that you should address in order to create an ordinance that best fits your community.*

1. Title

– *Name of the document and the community it is meant to be used in.*

- a. *e.g., This tree ordinance shall be known and cited as the Village/City/Town of Anytown tree ordinance for the Town of Anytown, Wisconsin.*

2. Purpose and Intent

– *Set forth overall goals to be achieved through the ordinance, assisting in the establishment of a sound Community Forestry Program with a robust forest canopy.*

- a. *i.e., To establish and maintain a safe, healthy, age and species-diverse tree population throughout all portions of the community, with the intent to increase wellness of the citizenry, reduce stormwater runoff and increase energy conservation while striving for a community canopy cover of x%*

3. Definitions

– List and explain the meaning of words used in the ordinance to assist the reader in understanding what is expected of the community and its citizens in the establishment and care of its tree population. Below is a list of logical terms to define. If you take the time to define a word, ensure it is used in later sections and not only in the definitions section. Conversely, this is not an all-inclusive list. There may be other terms dependent on how wide-ranging this ordinance will be, and will/can vary by community:

- a. **Public Tree** – All trees located in or upon parks, street rights-of-way, and other lands owned, controlled, or leased by the [entity]. This includes trees located within public areas where the adjacent property owner has management responsibilities. The entity responsible for planting, removal, trimming, and other maintenance activities of public trees should be clearly listed in the appropriate section.
- b. **Private Tree** – All trees not located in or upon lands owned, controlled, or leased by the [entity].
- c. **Right-of-Way/Boulevard /Terrace/Median** – These terms often demark locations for public trees/planting spaces. It is best to define what they mean to your community (e.g., Terrace is the area between the sidewalk and the curb. Right-of-way is typically an umbrella term for any public space along streets or roadways. Boulevard, terrace, and median are types of rights-of-way.) Best practice is to keep them consistent across the community as this may be the basis for determining which trees the community will care for and which they will not. Note: care of some trees that are “on” public property may be assigned to the adjacent landowner depending on how the ordinance is structured. (e.g., This is often used in older communities where the Rights-of-Way vary significantly between streets and even parcels). Defining these helps determine which trees are to be managed by the community and reduces surprises.
- d. **Tree** – Define to differentiate from shrubs. Typically has a single stem and grows to a mature height greater than 15’.
- e. **Shrub** – Define to differentiate from trees. Typically is multi-stemmed at or near ground level and grows to a mature height under 15’. Can be a vision problem when situated incorrectly on private property. Typically not allowed on street rights-of-way.
- f. **Evergreen Tree** – A tree having branches and foliage year-round. In its natural/unpruned form, branches extend to ground level. Typically not allowed to grow on street rights-of-way.
- g. **Nuisance Tree/Plants** – Trees/plants, or part(s) thereof, deemed a structural or vision risk, or at risk of infecting/infesting adjacent trees with detrimental plant diseases or insect pests. Do not state specific insect or disease as these are ever-changing. One may want to state who is the person (title) that determines if a tree meets Nuisance Tree criteria.
- h. **Invasive Plant Species** – Nonindigenous species whose introduction causes, or is likely to cause, economic or environmental harm or harm to human health. According to Wisconsin DNR’s NR40 rule, with certain exceptions, the transport, possession, transfer and introduction of “prohibited” plant species is banned. Restricted plant species are also subject to a ban on transport, transfer and introduction, but possession is allowed.
- i. **Major alteration** – Removing a large number of live foliage/branches, typically greater than x% of canopy or altering the typical form of the species.
- j. **Topping** – The indiscriminate cutting of tree branches to stubs or lateral branches that are not large enough to assume the terminal role, i.e., limbs 3” diameter or larger

without regard to branch unions. Generally allowed for emergency response or temporary removal. Other names include "heading," "tipping," "hat-racking," and "rounding over."

- k. **Prohibited Acts** – Actions taken to Community trees by residents without first obtaining approval or permit from the community. Some of these actions may prove harmful and a permit will not be, nor should be given.
- l. **Critical Root Zone (CRZ)**– The distance from the tree trunk where the soil shall not be compromised (compacted or dug up) to ensure the tree has a reasonable chance to survive construction activities and thrive. This area usually corresponds to 1-1.5' per 1" trunk diameter measured at DBH (or 4.5' above existing grade).
- m. **DBH** – Diameter at Breast Height – Standard tree measurement of diameter taken at 4.5' above grade that is typically measured with a specialized diameter tape. Not used for nursery stock (see caliper below). DBH is the industry standard for tree measurement.
- n. **Circumference** – A variation on the DBH concept. The distance around the trunk of a tree at 4.5' above existing grade measured with a standard tape.
- o. **Caliper** – Used when purchasing nursery stock. Caliper is the diameter of the trunk, measured at 6" above the soil line, on trees that measure 4" caliper or smaller. Over 4" caliper trees are measured 1' from the soil line.

4. Establishing Authority for Tree Management Decisions.

Establishment of Tree Board. Designation of Community Forester and their roles, responsibilities and authority in relation to the Tree Ordinance.

a. Tree Board

- i. Will there be a Tree Board? Is there a current committee that logically can/should take on that role?
- ii. Is the tree board advisory? What authority do they have?
- iii. What role does the Tree Board play? e.g., Addressing input/concerns from citizens communicated to the Community Forester? Organizing and holding the community's Arbor Day celebration or conducting public awareness activities, e.g., creating/providing informational items/producing articles for community newsletter? Assisting the Community Forester with creating the annual budget? Providing routine updates to the Community Council/Board on behalf of the Forestry Program?
- iv. If a Tree Board is established, what should the makeup be, and how many community staff/volunteers/council persons will serve on the board? How many members are required for a quorum?
- v. How long should the terms be? Should they be staggered?
- vi. Who determines the members?
- vii. Are the members compensated, and if so, how much? How is compensation determined, e.g., rate per meeting/per hour, etc.?
- viii. How often should the Tree Board meet?

b. Community Forester

- i. Will there be a stand-alone Forestry position? Or will an existing position or contracted consultant fulfill that role?
- ii. How will the Forester's position be selected?
- iii. What are the educational or experiential criteria for the position?
- iv. Who will supervise or have authority over the Forester?

- v. *What responsibilities will the Forester have? E.g., review all trees under community's jurisdiction for safety and health every x years, create and maintain an inventory of trees under the community's jurisdiction, enforce all or specific portions of the community tree ordinance, complete an annual forestry budget to be approved by community board/council, provide periodic updates to the community board/council, be responsible for having all forestry-related operations completed (e.g., tree planting, pruning, removal, treatment, community awareness of forestry program, etc.), be responsible for training/supervising community staff who perform operations to any trees under community jurisdiction, etc.*

5. Tree Care Responsibilities of Publicly Owned Trees and Areas

– Determine what the tree care responsibilities will be and who oversees these aspects of the ordinance, e.g., pruning, removal, planting, treatment or contracting these tasks. Typically, one person or department will be responsible for all the above situations and should be listed here.

a. Pruning

- i. *What are the standards or specifications for pruning? Do the specifications vary dependent on age/establishment of tree? Is topping prohibited? Do specifications vary dependent on location, i.e., adjacent to streetlights, street signs, boulevard vs. park (clearance dimensions to adhere to)?*
- ii. *Who is responsible for the pruning? E.g., a single Department, the adjacent property owner, or does that vary depending on if it's a street or park tree?*
- iii. *Will the community allow residents to prune limbs of adjacent community-owned trees? If so, is there a protocol or permitting system? Who is responsible for the implementation/enforcement of this?*
- iv. *If residents prune community-owned trees without permission/permit, what recourse does the community have? May be addressed in "Prohibited Acts" section, below.*
- v. *Are private property owners responsible for corrective actions to their private trees should they be deemed a nuisance or if/when they are adversely affecting public use or safety, e.g., obstruction of streets, intersections, streetlights, signs, sidewalks, driveways, etc.? Who determines if tree is adversely affecting these areas?*
- vi. *What form of communication shall take place to put the property owner on notice? What is the timeline for follow-through and assurance the task has been completed to the community's satisfaction?*
- vii. *If situation is not remedied, what actions may the community take? May the property owner be charged by the community for community staff or a contractor completing this work? (Can be addressed in "Penalties and Enforcement" section below.)*
- viii. *Are there specific timeframes when pruning of certain trees shall not take place to either community and/or private trees, to lessen the chance of insect/disease infestations/infection such as oak wilt? How will this be communicated and addressed if not adhered to?*
- ix. *Shall utilities who periodically perform pruning within their easement notify the adjacent property owners and community, i.e., Forester, before work is done? How much notice must be given prior to pruning occurring?*

b. Planting

- i. *Shall the community have a tree planting program for rights-of-way and/or parks? Is there a mechanism to determine that all community areas are planted to a minimum canopy coverage goal, with a diverse species of trees, i.e., an assessment of species and number of trees? Is there protocol to diversify the community forest canopy? If so, what is it?*
- ii. *Is there a tree replacement policy related to trees removed from rights-of-way and parks? Should there be protocol to assure trees are being replaced appropriately (is there enough room, is there an upcoming renovation to that area, etc.) or even should be replaced at all?*
- iii. *In what areas can/should trees be planted on community property, i.e., list specific locations (street rights-of-way, parks) as well as stating areas where no planting should occur due to insufficient rooting space, vision concerns, conflicts with buildings, etc.?*
- iv. *Is there a minimum width for a right-of-way to qualify for tree planting? Does this vary by tree type or species, i.e., shade tree vs. ornamental?*
- v. *Consider minimum soil volume standards for trees being planted in various situations, e.g., street rights-of-way or tree pits?*
- vi. *How far from various land features may trees be planted, i.e., fire hydrants, driveways, street signs, lights, intersections, other adjacent trees and utilities?*
- vii. *Are there certain tree species that should be prohibited from being planted on community property, i.e., evergreen trees on street rights-of-way, specific tree species due to weak branching structure or susceptibility to known insect/disease situations? These species are typically listed in a policy or guidance document as opposed to the ordinance because it is easier to amend.*
- viii. *Do you want to encourage species diversity? If so, consider including language such as "Strive for a species diversity of no more 20% in one family, no more than 10% in one genus and no more than 5% of any single species, including cultivars and varieties."*
- ix. *Will residents be allowed to plant trees on community property? If so, is a permitting system needed to assure locations and species are appropriate for the site? How will unlawfully planted trees (citizen-planted trees rights-of-way and parks) be addressed?*
- x. *Does the community have a Tree Funding Program (e.g., Memorial Tree Program), or desire to create one that citizens may participate in? If so, it should state the donation amount needed per tree or where that amount can be found, and if citizens are able to choose trees (from a list) and area(s) the tree(s) may be planted.*

c. Removal

- i. *What criteria will be considered to determine whether a tree shall be removed, and who shall make that determination?*
- ii. *What does the removal operation constitute, i.e., getting all portions of the tree to the ground, proper disposal of all above-ground portions, grinding of the stump and replacement of the stump area with soil/grass seed?*
- iii. *Who is responsible for the removal? E.g., a single Department, the adjacent property owner, or does that vary depending on if it's a street or park tree?*
- iv. *Will the ordinance address private property trees, i.e., private property trees that could impact public property and those using it, e.g., cars and bikes on the street*

or sidewalk? Will it also include private property trees that could impact other private properties, e.g., backyard trees? (May be addressed in the "Nuisance" section below.) If private tree removal determinations will not be part of the ordinance, that should be stated.

- v. If residents remove community-owned trees without permission/permit, what re-course does the community have? May be addressed in "Prohibited Acts" section below.
- vi. Are private property owners responsible for removal of their private trees should they be deemed a nuisance? Who determines if a tree is adversely affecting these areas?
- vii. What form of communication shall take place to put the property owner on notice? What is the timeline for follow-through and assurance the task has been completed to the community's satisfaction?
- viii. If the situation is not remedied, what actions may the community take? May the property owner be charged by the community for community staff or a contractor completing this work? (Can be addressed in "Penalties and Enforcement" section below.)
- ix. Are there specific timeframes when removal of certain trees shall not take place of either community and/or private trees, to lessen the chance of insect/disease infestations/infection such as oak wilt? How will this be communicated and addressed if not adhered to?
- x. Shall utilities who periodically perform removals within their easement notify the adjacent property owners and community, i.e., Forester, before the work is done? How much notice must be given prior to removal occurring?

d. Treatment

- i. What circumstances (e.g., oak wilt or emerald ash borer) deem treatment (e.g., injection, spray or root graft barrier) of trees necessary? Trees that have more value (energy savings via shade, stormwater/erosion mitigation, property or historic value, animal habitat) may be kept alive rather than being removed. Are trees being treated as a strategy to spread removal costs over multiple years?
- ii. Community will need to determine if treatment process will be completed by their staff (do they have or need to obtain the necessary certifications and equipment) or through contractual services.
- iii. Must determine if notification to adjacent property owners is needed, how soon in advance and the process.

e. Nuisance Abatement

- i. It must be determined if the tree meets the terms of the definition of a nuisance (listed above).
- ii. How will public nuisances be abated? Pruning, removal, treatment, other methods?
- iii. The community shall determine if they will have sole responsibility to mitigate nuisance tree situations on its own property, or if that responsibility is forwarded to adjacent property owners (e.g., adjacent to a street right-of-way).
- iv. It must be determined if the community will have authority over trees located on private property that may adversely affect public property (e.g., cars and bikes on the street and sidewalk) or be a safety concern.
- v. Community must determine if it will have the authority of causing treatment, removal or pruning of said private trees that may only adversely affect adjacent

private property. If the Community determines it shall have authority to cause private property owners to mitigate these nuisances, they shall direct actions in the least costly and most efficient manner. **If community will not address basic neighbor-to-neighbor disputes/situations, it may be best to state that in the ordinance.**

- vi. How will the Community inform the property owner to mitigate the nuisance and ensure follow-through occurs? Written notice personally served or sent by registered mail? Notices should include description of kind of tree or plant part(s) declared a public nuisance, its location on the property, the reason for declaring it a nuisance, actions the property owner must undertake to abate the nuisance, timeline to complete abatement, actions taken if abatement is not completed in designated time, cost of abatement, appeals process (written notice, city council meeting, timeline), exceptions.

6. Prohibited Acts to Public Trees

- a. What actions may not be taken on any public tree by residents? List them, e.g., pruning, topping, removal, treatment, adhering signs/decorations (that will create wounds), carving, adding injurious substance on the CRZ (toxic chemicals, hot coals), removal of stakes or watering devices, or other actions that may harm trees, as determined by the forester. **What is the community's recourse if this is done?**

7. Penalties and Enforcement

- a. If a private property owner receives an order to take action (i.e., remove, prune or treat) on their tree and fails to follow through within the allocated timeframe (usually stated within the ordinance), what is the community's recourse? Does the community have the authority to complete the called-for action by their own staff, or through contractual services, and charge the property owner?
- b. If the community must complete the corrective actions themselves or by contract of a Nuisance situation on private property, will/may the community assess an administrative fee in addition to the cost to complete the corrective actions? This would be done as an incentive for the property owner to complete the task. The administrative fee would compensate the community for time spent organizing the completion of the mitigation operations.
- c. If a citizen performs a prohibitive act to a community-owned tree, will said citizen be held accountable for the cost of damage or value of the tree? How will the compensatory amount be determined, and who will do it?

8. Appeals

- a. This addresses situations where the property owner objects to the determination by the Community Forester or staff person that the property owner has carried out a prohibited act and has been charged a fee or been notified to complete a "Nuisance Abatement" task. The property owner shall be given an opportunity to respond to a pre-determined authority. This may be the council/board or municipal court. A timeline for this process should be provided as well.

9. Authority to Enter Private Property

- a. *Shall the Community Forester or designated staff person have the authority to enter any private outdoor/landscape property to confirm a possible tree nuisance situation? If so, is there a logical timeframe, e.g., during daylight hours any day of the week for the sole purpose of examining trees/shrubs to carry out provisions of this ordinance, as well as, have the authority after dark if it is determined a life-threatening situation may be occurring? Or shall the Community Forester or staff person first knock on the resident's door, and upon receiving no response, leave a door hanger explaining the reason to examine said tree, with Community Foresters/staff persons phone number/email address to correspond, and if after x timeframe has expired upon leaving the door hanger, the Community Forester or staff person may then enter the property?*

10. Severability

- a. *Should any part or provision of this ordinance be declared invalid in the court of law, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part determined to be invalid. This is used to prevent the entire ordinance from being deemed invalid if a particular portion has been determined by the courts to be invalid.*

11. State Statutes related to urban forestry: Sections 27.09 and 86.03.

Potential Additional Ordinance Language/Items a Community May Consider if Listed Activities Occur and There is Staff to Enforce

1. Preservation/heritage trees

- Protects or conserves desirable trees, tree canopy, or trees with historic significance on public and/or private property. Some tree preservation ordinances require a permit before designated trees can be removed, encroached upon, or pruned. A process or specification should be identified for what is designated a heritage/specimen tree. Some tree preservation regulations may be housed in development ordinances under landscaping, buffer or pre-site development requirements (e.g., site inventory of existing trees, tree preservation/limited tree removal plan). Often contain enforcement, fines and alternate resolutions for trees impacted (e.g., require equal trees or canopy area to be replaced).

2. Public woodlots/natural area management

- a. *Is a certain percentage of woodland required to be retained in development projects? Can retained woodlots be counted towards stormwater or landscaping requirements?*
- b. *Are woodlots allowed exceptions from other ordinances that may interfere with management? E.g., weed ordinances that prohibit unmaintained vegetation exceeding a certain height that would go against natural forest vegetation or tree removal ordinances that may fine for trees removed during a timber harvest.*

3. **Standards to save and protect trees in areas where new subdivisions, business parks, redevelopments and other developments may occur.** May state minimum acreages, number, sizes and/or species of trees this would pertain to.
4. **Standards for new subdivisions, redevelopments and other developments to plant trees,** locations of plantings, who is responsible for costs and installation, size and species of trees used for installations, minimum rooting space and soil volumes/quality for planting locations, when planting shall occur, etc.
5. **Standards to use if/when trees are deemed to be planted within concrete/cut-out sidewalk** business/shopping areas, numbers of trees per formula, type of substrate, amount of rooting space and system used, who is responsible for initial installation and long-term maintenance.
6. **Storm water mitigation related** to extent of impervious amount of surface areas proposed in a new development, who is responsible for determining the size of rooting area per trees to be planted, who is responsible for installation and long-term maintenance.
7. **Specifying cooperation efforts/assistance between/with other departments** – This can be helpful for emergency situations, as well as to increase productivity and can allow for cross-training to occur.
8. **Licensing of arborists to work in community** – This is typically asking for a minimum amount of insurance but could also require company to have/use ISA certified arborists. This could also be used to prohibit bad pruning practices, e.g., topping. This is to protect citizens and can be used for if/when community contracts for arboricultural work.
9. **Permitting process** – If Community wants to entertain citizen requests to plant, prune or remove trees on adjacent public property, develop a system for citizens to know up front the expectations and costs they will incur.
10. **Work permitting adjacent to Community trees** – Stipulate a process for any work that may adversely affect community trees (typically utilities, but there may be others) through compaction or digging up areas within the Critical Root Zone (CRZ) of a tree. Addressing how close machinery can be to this area and a review process, fencing, mulching or boring practices that may be stipulated. This should also address equipment access paths that encroach on the tree's CRZ, even if the project is not near the tree. Addressing enforcement and fines related to permit non-compliance.
11. **Providing for communication with residents regarding the Community Forestry Program** by specifying that at least twice a year the Forester shall communicate to residents the status, new initiatives, updates related to the Forestry Program as well as insights that will help residents to increase and maintain their own tree canopy.

Consider including detailed information (e.g., standards, specifications and tree lists) that may change or be useful for staff and contractors in an appendix, policy or manual. This will make it possible to adapt with industry standards without going through the political process to change your ordinance. --
-UF small team 9/13/23

Applying to a 2026 DNR Urban Forestry Startup or Regular Grant

Application materials and additional grant information can be found on the DNR website at:

<https://dnr.wisconsin.gov/topic/urbanforests/grants>

GRANT TIMELINE

JUL 1 2025	2026 application materials available online
OCT 1 2025	application & authorizing resolution due*
NOV 2025	notification of funding sent to applicants
JAN 1 2026	project work may begin
JUN 30 2026	interim grant report due
DEC 15 2026	deadline to submit time or scope modifications
DEC 31 2026	all project activities must be complete
MAR 31 2027	deadline to submit reimbursement paperwork

*501(c)(3) organizations must also include a copy of their constitution, bylaws, or articles of incorporation.

ELIGIBLE ENTITIES

Cities, villages, towns, counties, tribes, and 501(c)(3) nonprofit organizations in or conducting their project in Wisconsin may apply for a DNR urban forestry grant. Applicants may apply to a grant each year. Eligible applicants may be awarded three startup grants before being required to apply to a regular grant. There are no lifetime limits on the number of regular grants an applicant can be awarded.

FUNDING AMOUNTS

All grants are reimbursement based and require a 50-50 match. The project sponsor must initially fund 100% of project costs with cash, in-kind contributions, and/or donations. 501(c)(3) nonprofit organizations may request an advance when the grant is awarded. Startup grants range in size from \$1,000 to \$5,000 while regular grants range in size from \$1,000 to \$25,000. This means the total project cost is between \$2,000 and \$50,000.

ELIGIBLE PROJECTS

Projects can include multiple components within one grant application. Startup grants may contain no more than three components. Eligible components include, but are not limited to:

- tree inventory or canopy assessment
- urban forestry strategic or management plan
- urban forest pest response, storm response, or risk reduction plan
- tree ordinance development/revision
- public outreach
- staff or volunteer training
- tree board or volunteer group development
- tree planting, maintenance, and removal

ELIGIBLE COSTS

Eligible costs are those necessary for completing the project and incurred during the project period. Costs must be documented, reasonable, and consistent with the project scope. Examples include salaries and fringe benefits of staff; cost of services, supplies, equipment, or facilities; and donations by third parties. Details on eligible, ineligible, and reimbursable costs will be found in the *2026 Urban Forestry Grant Application Guide*.



SCHOOL AND COMMUNITY FOREST LAW

Andy Ciorro
Service Forester - St. Croix Co
715-271-5228
Andrew.Ciorro@wisconsin.gov

The School and Community Forest Law, s. 28.20, Wis. Stats., enacted in 1947, allows schools, villages, cities, and towns to own land and practice forestry.

What Is The Purpose?

The goal of the school and community forest program is to have enrolled properties utilized to demonstrate sustainable natural resources management and for environmental education.

The Wisconsin School Forest Program serves as a resource for all school forests in the state. Community and School Forests are coordinated by the School Forest Education Specialist, who is part of LEAF, Wisconsin's K-12 Forestry Education Program. LEAF is a partnership between the Wisconsin Department of Natural Resources-Division of Forestry and the Wisconsin Center for Environmental Education in the College of Natural Resources at the University of Wisconsin-Stevens Point. For more information on LEAF, visit www.leafprogram.org.

A current map of Wisconsin's School Forests can be found by contacting the School Forest Education Specialist.

Who Is Eligible To Apply?

Any city, village, town or public school district.

Prior to July 1, 2004, private school districts were eligible to enroll and although they are no longer eligible to enroll, those who are already enrolled are allowed to remain in the program.

What Is Permitted Under The Law?

Allows municipalities to acquire land, engage in forestry and appropriate funds for this purpose.

What Are The Benefits?

Upon registration with the Department, the school or municipality is eligible for:

- (1) Free trees and seed from the state forest nurseries.
- (2) Technical assistance from Department foresters for carrying out tree planting and forest management plans.
(including timber sale establishment and administration assistance)
- (3) Assistance from the Wisconsin School Forest Education Specialist.

Timber Sales

No trees may be cut unless they are marked or designated for cutting by a state forester. A harvest would be considered designated by a state forester if another party marked it, provided a state forester approves the marking. As written in s. 28.22, Wis. Stats., "Any sale of timber from a community forest shall be based on the scale, measure, or count of the cut products. Any sale of timber with either an estimated volume of at least 500 cord equivalents or an estimated value of at least \$10,000 from a community forest shall be by public sale. Before a city, village, town or school district may sell timber from a community forest that meets the volume or value threshold under this section, it shall announce the sale through two publications of a classified advertisement announcing the sale in a newspaper having general circulation in the county in which the timber to be sold is located." In other words, the DNR foresters should provide technical and administrative assistance throughout the timber sale process. All income from community forests shall be paid into the community's treasury, but may be assigned to the support of any legally authorized activity.

Foresters may utilize a sample Timber Sale Contract and associated documents. Providing a copy of the DNR Timber Sale contract (or any other related DNR forms) as additional examples would be permitted only if the forester explains that any document provided would need to be modified for school or community forest use (e.g. All reference to DNR and State

WISCONSIN CH. NR 40

INVASIVE SPECIES LIST – PLANTS ONLY

EFFECTIVE LISTING DATES: September 1, 2009^A; June 1, 2011^B; and May 1, 2015^C

PROHIBITED CATEGORY:

1. *Achyranthes japonica* (Japanese chaff flower)^C
2. *Akebia quinata* (Fiveleaf akebia or Chocolate vine)^C
3. *Ampelopsis brevipedunculata* (Porcelain berry)^A including the variegated cultivar
4. *Arundo donax* (Giant reed)^C
5. *Azolla pinnata* (Mosquito fern)^C
6. *Berberis vulgaris* (Common barberry)^C
7. *Cabomba caroliniana* (Fanwort, Carolina fanwort)^A
8. *Cardamine impatiens* (Narrow leaf bittercress)^C
9. *Celastrus loeseneri* (Asian loeseneri bittersweet)^C
10. *Centaurea diffusa* (Diffuse knapweed)^C
11. *Centaurea repens* (Russian knapweed)^C
12. *Centaurea solstitialis* (Yellow star thistle)^A
13. *Crassula helmsii* (Australian swamp crop or New Zealand pygmyweed)^A
14. *Cytisus scoparius* (Scotch broom)^A
15. *Digitalis lanata* (Grecian foxglove)^C
16. *Dioscorea batatas* or *Dioscorea polystacha* (Chinese yam)^C
17. *Dioscorea oppositifolia* (Indian yam)^A
18. *Egeria densa* (Brazilian waterweed or wide-leaf anacharis)^A
19. *Eichhornia azurea* (Anchored water hyacinth)^C
20. *Eichhornia crassipes* (Water hyacinth, floating)^C
21. *Fallopia sachalinensis* or *Polygonum sachalinense* (Giant knotweed)^A
22. *Fallopia x bohemicum* or *F. x bohemia* or *Polygonum x bohemicum* (Bohemian knotweed)^C
23. *Glossostigma cleistanthum* (Mudmat)^C
24. *Heracleum mantegazzianum* (Giant hogweed)^A
25. *Hydrilla verticillata* (Hydrilla)^A
26. *Hydrocharis morsus-ranae* (European frogbit)^A
27. *Hydrocotyle ranunculoides* (Floating marsh pennywort)^C
28. *Hygrophila polysperma* (Indian Swampweed)^C
29. *Impatiens glandulifera* (Policeman's helmet)^C
30. *Ipomoea aquatica* (Water spinach, swamp morning-glory)^C
31. *Lagarosiphon major* (Oxygen-weed, African elodea or African waterweed)^A
32. *Lepidium latifolium* (Perennial or broadleaved pepperweed)^A
33. *Lespedeza cuneata* or *Lespedeza sericea* (Sericea or Chinese lespedeza)^A
34. *Limnophila sessiliflora* (Asian marshweed)^C
35. *Lonicera japonica* (Japanese honeysuckle)^A
36. *Lythrum virgatum* (Wanded loosestrife)^C
37. *Microstegium vimineum* (Japanese stilt grass)^A
38. *Myriophyllum aquaticum* (Parrot feather)^A
39. *Najas minor* (Brittle naiad, or lesser, bushy, slender, spiny or minor naiad or waternymph)^A
40. *Nelumbo nucifera* (Sacred Lotus)^C
41. *Nymphoides peltata* (Yellow floating heart)^A
42. *Oenanthe javanica* (Java waterdropwort or Vietnamese parsley)^C
43. *Oplismenus hirtellus* ssp. *undulatifolius* (Wavy leaf basket grass)^C
44. *Ottelia alismoides* (Ducklettuce)^C
45. *Paulownia tomentosa* (Princess tree)^A
46. *Petasites hybridus* (Butterfly dock)^C
47. *Phellodendron amurense* (Amur Cork Tree)^C except male cultivars and seedling rootstock
48. *Pistia stratiotes* (Water lettuce)^C
49. *Polygonum perfoliatum* or *Persicaria perfoliata* (Mile-a-minute vine)^A
50. *Pueraria montana* or *P. lobata* (Kudzu)^A
51. *Quercus acutissima* (Sawtooth oak)^A
52. *Ranunculus ficaria* (Lesser celandine)^C
53. *Rubus armeniacus* (Himalayan blackberry)^C
54. *Rubus phoenicolasius* (Wineberry or wine raspberry)^A
55. *Sagittaria sagittifolia* (Hawaii arrowhead)^C
56. *Salvinia herzogii* (Giant Salvinia)^C
57. *Salvinia molesta* (Giant salvinia)^C
58. *Sorghum halepense* (Johnsongrass)^C
59. *Stratiotes aloides* (Water Soldiers)^C
60. *Taeniatherum caput-medusae* (Medusahead)^C
61. *Torilis arvensis* (Spreading hedgeparsley)^A
62. *Trapa natans* (Water chestnut)^A
63. *Tussilago farfara* (Colt's foot)^C
64. *Typha domingensis* (Southern cattail)^C
65. *Typha laxmannii* (Graceful cattail)^C
66. *Vincetoxicum rossicum* or *Cynanchum rossicum* (Pale or European swallow-wort)^A
67. *Wisteria floribunda* (Japanese wisteria)^C
68. *Wisteria sinensis* (Chinese wisteria)^C

PROHIBITED/RESTRICTED CATEGORY (restricted in the counties listed; prohibited elsewhere):

1. *Anthriscus sylvestris* (Wild chervil)^A - Adams, Barron, Chippewa, Crawford, Columbia, Dane, Dodge, Dunn, Fond du Lac, Grant, Green, Green Lake, Iowa, Jefferson, Juneau, Kenosha, Lacrosse, Lafayette, Marquette, Milwaukee, Monroe, Ozaukee, Polk, Racine, Richland, Rock, Sauk, Sheboygan, Taylor, Vernon, Walworth, Waukesha, and Washington counties
2. *Bunias orientalis* (Hill mustard)^A - Dane, Grant, Green, Iowa, Lafayette, and Rock counties
3. *Cirsium palustre* (European marsh thistle)^A - Ashland, Bayfield, Chippewa, Clark, Door, Florence, Forest, Iron, Langlade, Lincoln, Marathon, Marinette, Menominee, Oconto, Oneida, Price, Rusk, Sawyer, Shawano, Taylor and Vilas counties
4. *Conium maculatum* (Poison hemlock)^A - Buffalo, Crawford, Dane, Grant, Green, Iowa, Jefferson, Kenosha, La Crosse, Lafayette, Milwaukee, Monroe, Ozaukee, Racine, Richland, Rock, Sauk, Sheboygan, Trempealeau, Vernon, Walworth, and Waukesha counties; prohibited elsewhere
5. *Epilobium hirsutum* (Hairy willow herb)^A - Brown, Calumet, Door, Kenosha, Kewaunee, and Manitowoc counties
6. *Glyceria maxima* (Tall or reed manniagrass)^A - Brown, Calumet, Columbia, Dane, Dodge, Door, Fond du Lac, Green, Jefferson, Kenosha, Kewaunee, Manitowoc, Milwaukee, Outagamie, Ozaukee, Racine, Rock, Sheboygan, Walworth, Washington, Waukesha and Winnebago counties
7. *Humulus japonicus* (Japanese hops)^A - Buffalo, Crawford, Dane, Grant, Green, Iowa, Jackson, La Crosse, Lafayette, Monroe, Pepin, Richland, Sauk, Trempealeau, and Vernon counties; prohibited elsewhere
8. *Leymus arenarius* or *Elymus arenarius* (Lyme grass or sand ryegrass)^A - Door, Kenosha, Kewaunee, Manitowoc, Milwaukee, Ozaukee, Racine, and Sheboygan counties

FW: Banners

From Robert Gunther <rgunther@villageofsomerset.us>
Date Tue 11/5/2024 8:40 AM
To Amy Briggs <abriggs@villageofsomerset.us>

Hi Amy,

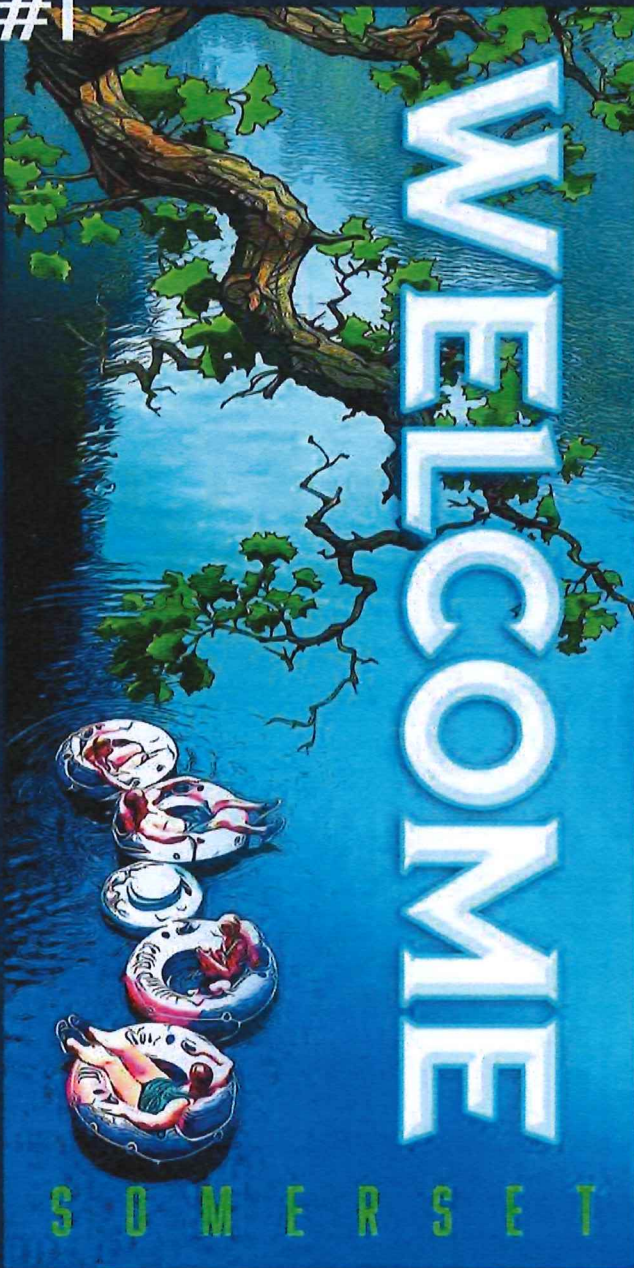
Mike is requesting banners for the downtown light poles be placed on the public works agenda. See the selections below...

Thanks,
Bob

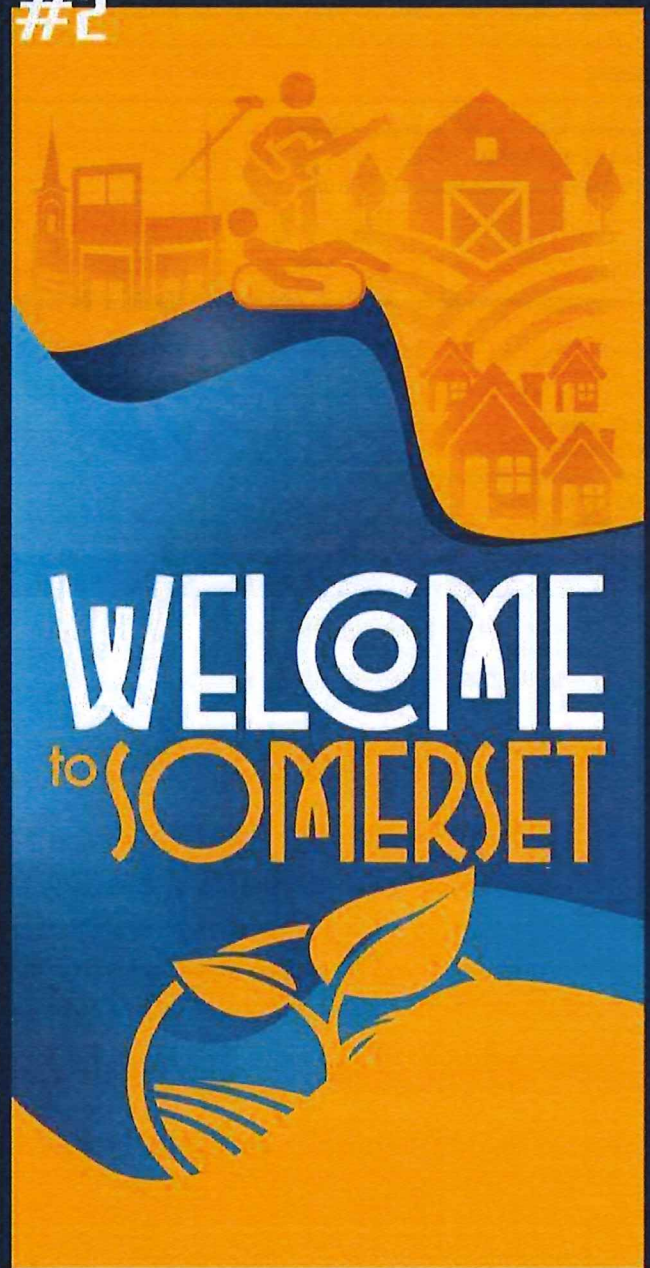
Robert Gunther
Village of Somerset
Public Works/Economic Development Director
110 Spring St. PO Box 356
Somerset, WI 54025
Office: (715) 247-3395
Cell: (715) 760-0884

From: Robert Gunther <rgunther@villageofsomerset.us>
Sent: Tuesday, November 5, 2024 8:38 AM
To: Robert Gunther <rgunther@villageofsomerset.us>
Subject: Banners

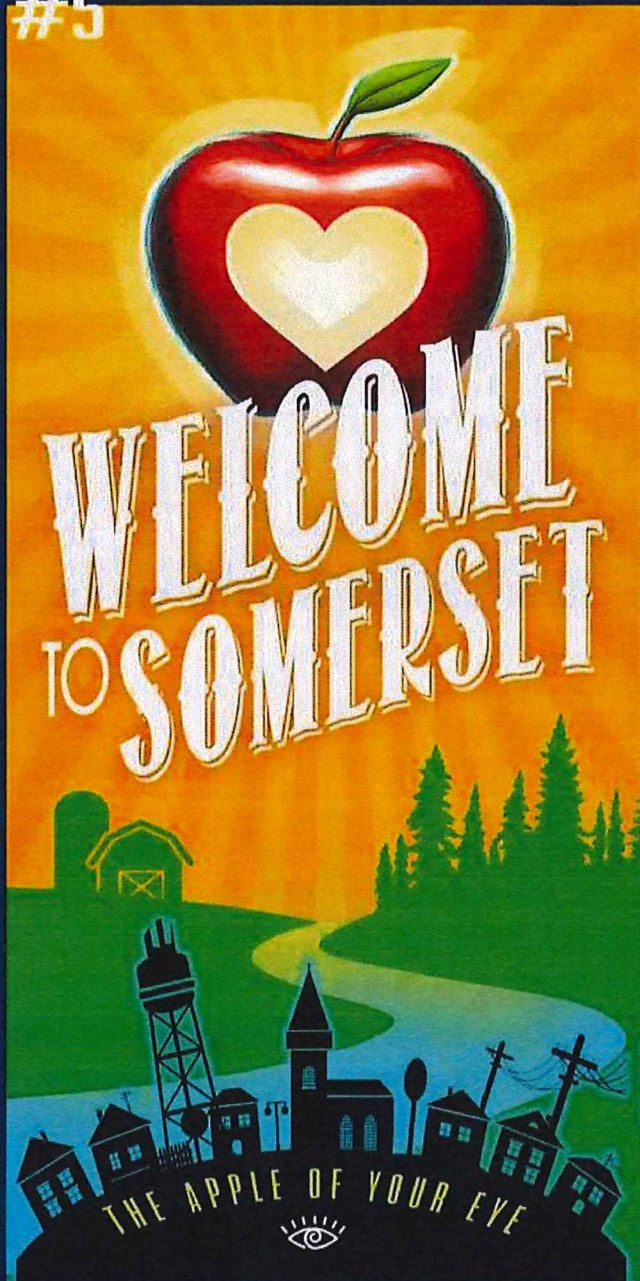
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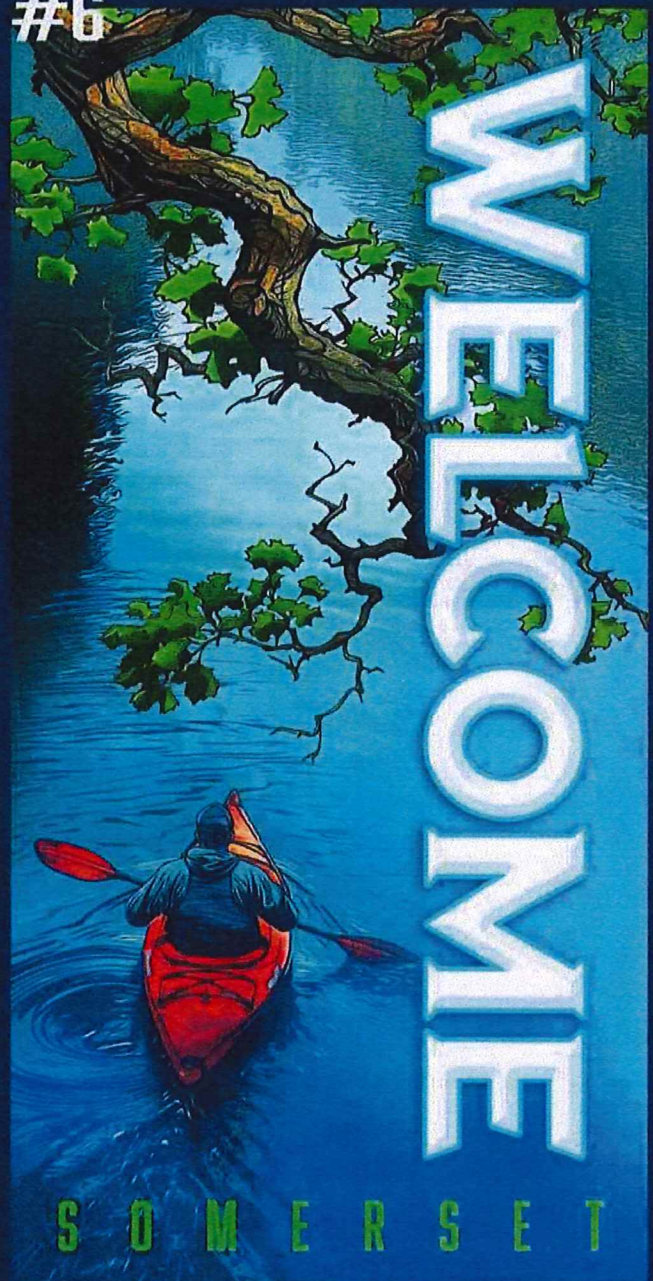
#2



#5



#6



#3

WELCOME



SOMERSET
W I S C O N S I N

THE APPLE OF YOUR EYE

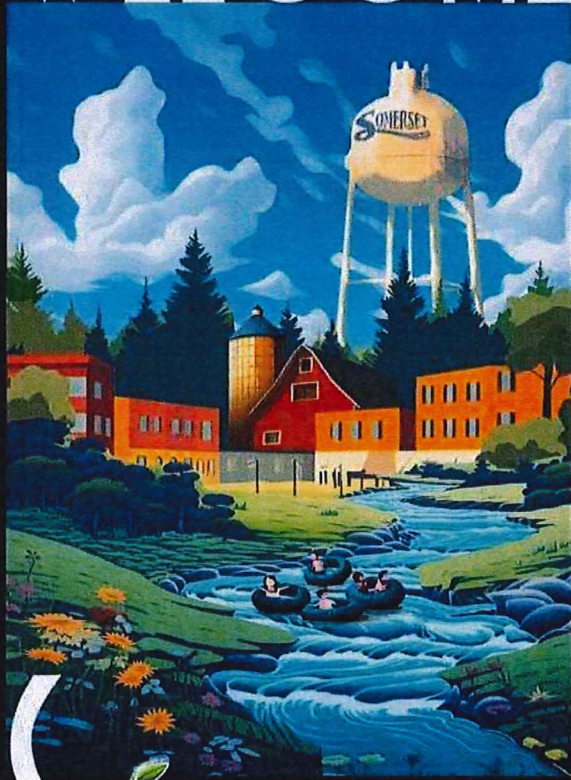


#4



#3

WELCOME



SOMERSET
W I S C O N S I N

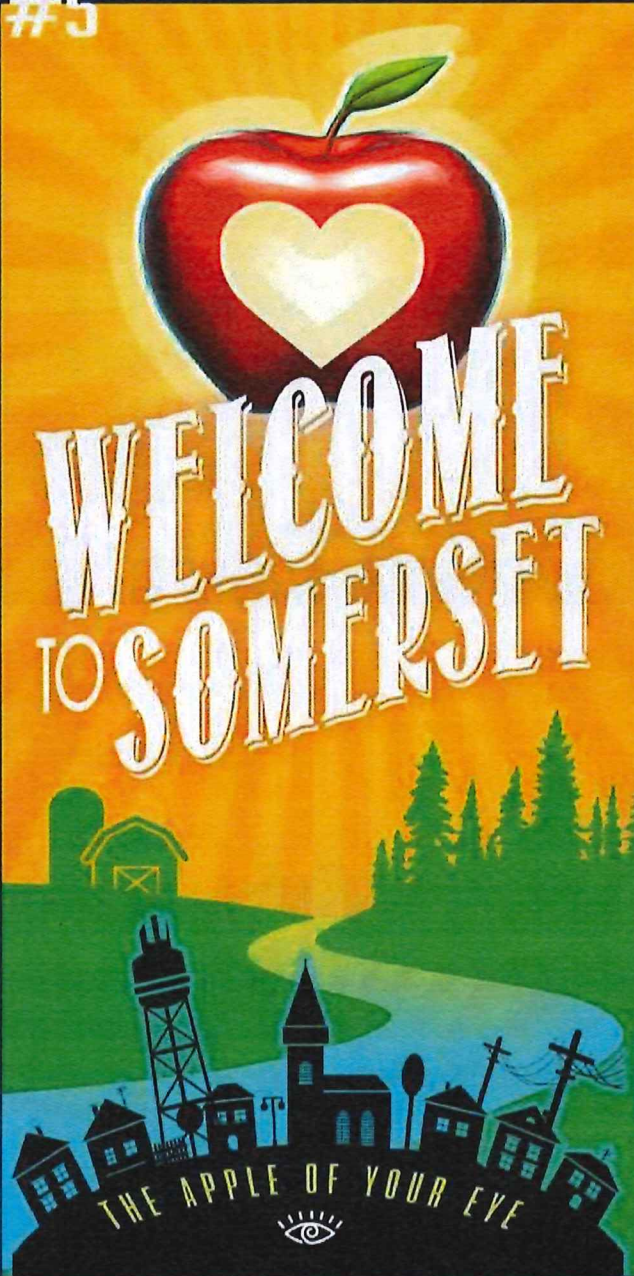
THE APPLE OF YOUR EYE



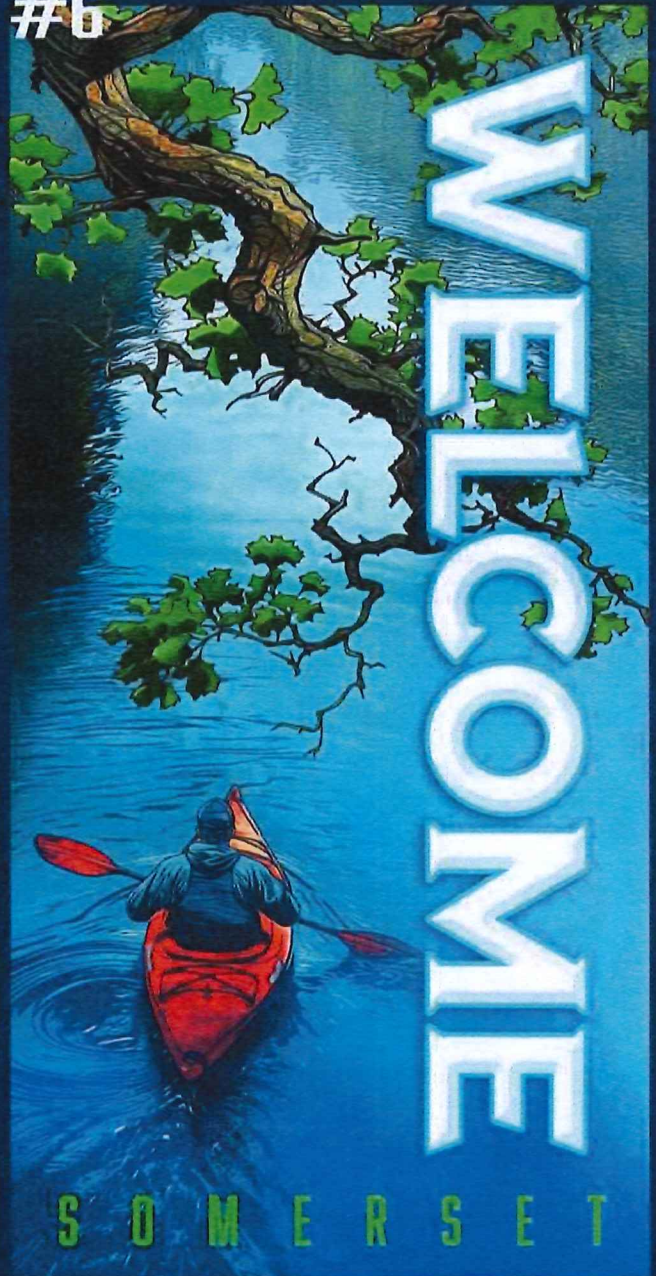
#4



#5



#6

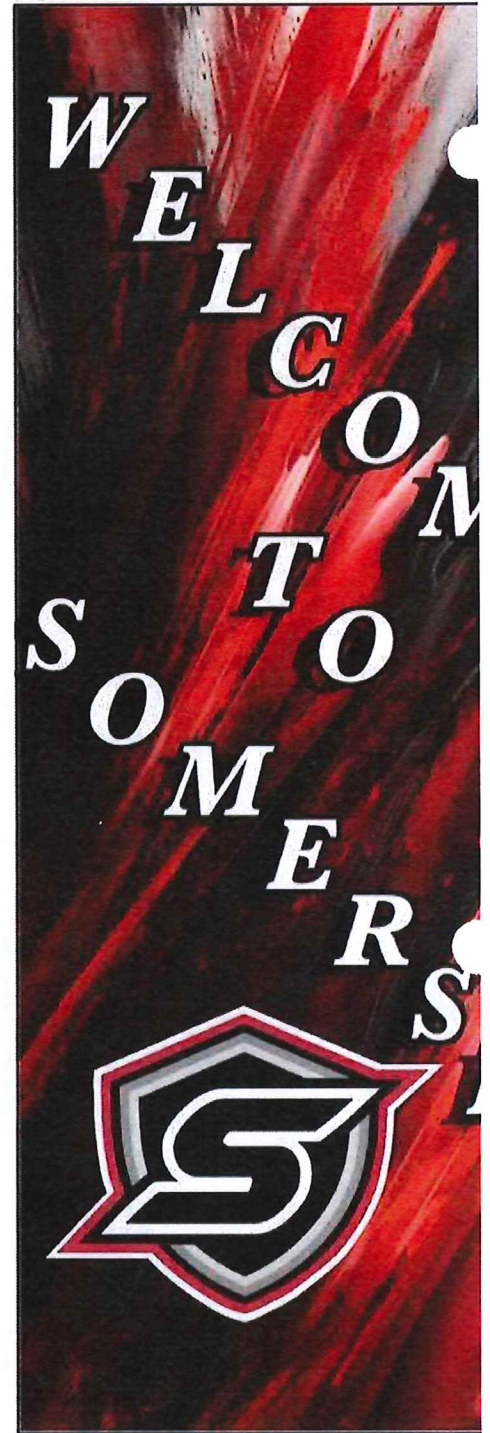
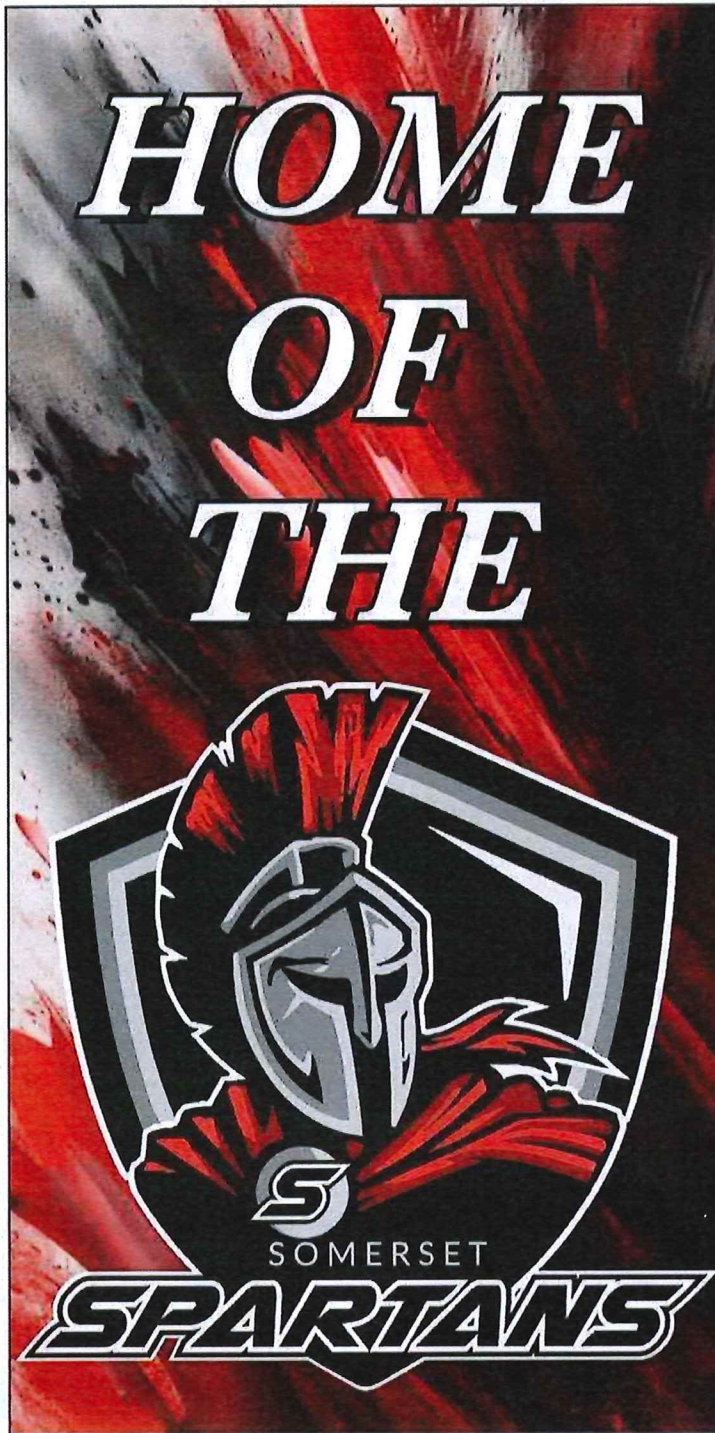


WELCOME
TO
SOMERSET

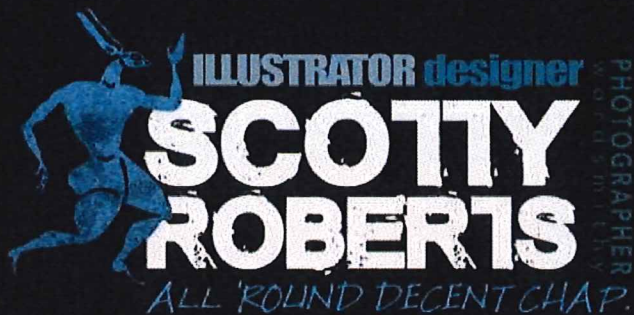


HOM
OF
THE





Robert Gunther
Public Works/Economic Development Director
Village of Somerset
PO Box 356
Somerset, WI 54025
715.247.3395
715.760.0884 - cell



I N V O I C E

INVOICE NUMBER: 1MK0515202

INVOICE DATE: May 15, 2024

BILLING TO: Mike Kappers
CONTACT: MK

DESCRIPTION

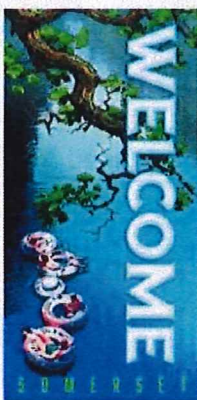
AMOUNT

SOMERSET WELCOME BANNER DESIGNS

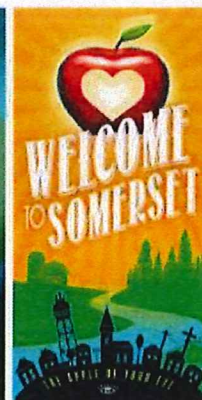
\$200

TOTAL

\$200



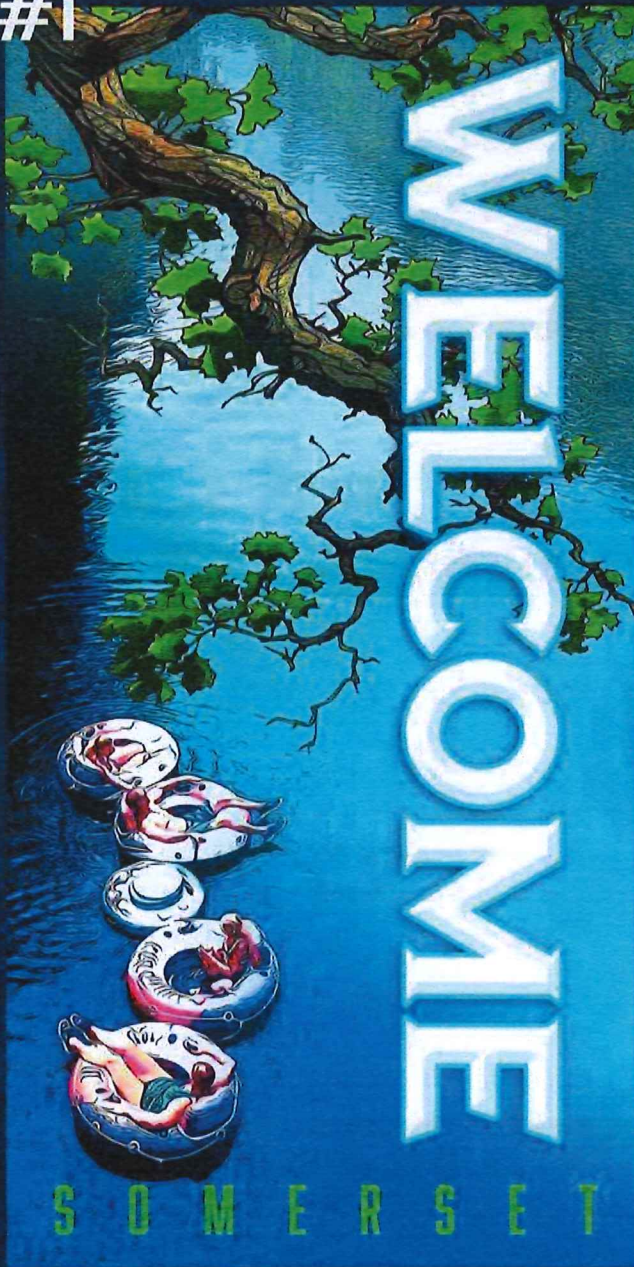
THANK YOU VERY MUCH!
I appreciate your business.



MODES OF PAYMENT

- PAYPAL: scotty@scottalanroberts.
- Checks Payable to: Scotty Robert

#1



#2



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



Sewer Utility:

The wastewater treatment experienced a failure in one of the decant valves and its automated activation. This requires a manual operation of the valve at specific times of the day and will generate additional overtime from staff to do this. We are doing our best to expedite a replacement valve and the required components to get this resumed back to its automated ability.

Water Utility:

Fall hydrant flushing has been completed. Lead and copper service line inventory material list has been submitted to the DNR as part of our reporting requirements. There are no known lead service lines present in our system, however we do have some galvanized service lines that are recommended to be replaced with copper or HDPE service line materials.

Streets:

Winter preparation work on streets and snow removal equipment have been completed. There was a significant repair in the hydraulic system with our Tool Cat that was completed by the vendor and should be in great condition for this upcoming snow removal activity.

Parks:

Winterization of necessary park components and buildings have been completed. The Champions/Lions Club are preparing to add an outdoor skating rink near the bathroom/concession building at Village Park this winter. Site preparation for that has been completed.

Other Things:

The Winesap punch list has only a few additional grading and seeding efforts to be completed to finish the list.

Aspen Drive drainage corrections are postponed until next spring. The homeowner with most of the disturbance was very concerned about restoration and conditions they would experience in the spring if the work was done this year. The contractor and I tried to convince them that things would be fine, but they ultimately responded that they were not allowing the work to be done until next construction season. The contractor is aware of this and will add this work to the top of his list and complete this as soon as possible.

Pine Vale Development received the binder lift of asphalt this past Monday. There are a few areas of concern with the base stability that will most likely need to be addressed next spring.

Parks Budget

ACCT

Unposted Included

Account Number		2024 November	2024 Actual 11/30/2024	2024 Budget	Budget Status	% of Budget
100-00-55200-110-000	Parks Salary	301.34	6,478.82	6,360.91	-117.91	101.85
100-00-55200-120-000	Parks Wages	2,832.97	57,028.12	59,000.00	1,971.88	96.66
100-00-55200-150-000	Parks Employee Benefits	1,510.80	22,483.16	22,000.00	-483.16	102.20
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	713.29	17,584.67	15,000.00	-2,584.67	117.23
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	590.00	2,828.34	4,000.00	1,171.66	70.71
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		5,948.40	116,588.18	115,760.91	-827.27	100.71
Total Expenses		5,948.40	116,588.18	115,760.91	-827.27	100.71
Net Totals		-5,948.40	-116,588.18	-115,760.91	827.27	100.71

Account Number		2024	2024	2024	Budget	% of
		November	Actual 11/30/2024	Budget	Status	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	94.50	4,307.13	5,000.00	692.87	86.14
100-00-53240-150-000	Machinery & Equip Emp Benefits	54.18	1,536.77	1,100.00	-436.77	139.71
100-00-53240-240-000	Machinery & Equip Maint/Repair	3,755.20	16,249.97	15,000.00	-1,249.97	108.33
100-00-53240-350-000	Machinery & Equipment Oper Exp	0.00	14,510.21	22,000.00	7,489.79	65.96
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	283.50	5,660.64	3,500.00	-2,160.64	161.73
100-00-53270-150-000	Garages & Sheds Emp Benefits	162.53	2,520.55	1,000.00	-1,520.55	252.06
100-00-53270-350-000	Garages & Sheds Operating Exp	274.85	9,098.09	10,500.00	1,401.91	86.65
100-00-53270-390-000	Garages & Sheds Other Expenses	15.00	1,384.44	1,200.00	-184.44	115.37
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	7,990.68	11,696.60	3,705.92	68.32
100-00-53310-120-000	Street Maintenance Wages	3,578.76	73,945.74	64,500.00	-9,445.74	114.64
100-00-53310-150-000	Street Maint Employee Benefits	2,248.25	43,881.97	32,000.00	-11,881.97	137.13
100-00-53310-240-000	Street Maintenance & Repairs	0.00	4,930.07	6,500.00	1,569.93	75.85
100-00-53310-290-000	St Maint Contractual Services	5,272.44	8,014.41	30,000.00	21,985.59	26.71
100-00-53310-350-000	Street Maint Operating Expense	0.00	1,434.33	2,500.00	1,065.67	57.37
100-00-53310-390-000	Street Maint-Other Expenses	0.00	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	646.60	4,689.70	7,000.00	2,310.30	67.00
100-00-53320-150-000	Street Cleaning Emp Benefits	427.71	2,826.31	3,000.00	173.69	94.21
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	64.90	34,232.13	38,000.00	3,767.87	90.08
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	63.00	1,989.48	1,500.00	-489.48	132.63
100-00-53440-150-000	Storm Sewer Employee Benefits	36.12	992.22	500.00	-492.22	198.44
100-00-53440-240-000	Storm Sewer Maint & Repairs	0.00	620.38	3,000.00	2,379.62	20.68
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	447.52	3,746.91	1,500.00	-2,246.91	249.79
100-00-53620-150-000	Refuse Collection Emp Benefits	259.96	2,149.37	900.00	-1,249.37	238.82
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	17,041.00	167,724.00	162,000.00	-5,724.00	103.53
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	4,716.00	46,404.00	48,000.00	1,596.00	96.68
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

Unposted Included

Account Number		2024 November	2024 Actual 11/30/2024	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	380.89	2,317.71	2,500.00	182.29	92.71
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		40,194.57	509,143.91	562,421.60	53,277.69	90.53
=====						
Total Expenses		40,194.57	509,143.91	562,421.60	53,277.69	90.53
=====						
Net Totals		-40,194.57	-509,143.91	-562,421.60	-53,277.69	90.53

11/12/2024 2:20 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Voucher Nbr	Check Date	Payee	Amount
	11/20/2024	BOYDS OUTDOOR POWER PW/CHAINSAW TUNE-UP	240.21
	11/20/2024	GEMPLER'S PW/UNIFORM ALLOWANCES-FOLKERT/BODLOVICK	380.89
	11/20/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	77.52
	11/20/2024	TRI STATE BOBCAT INC PW/TOOLCAT REPAIRS	3,109.47
		Grand Total	3,808.09

11/12/2024 2:20 PM

In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND

3,808.09

Total Expenditure from all Funds

3,808.09

11/12/2024 2:22 PM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 100-00-53240-110-000
Thru: 11/20/2024 Thru Account: 100-00-53930-514-000

Check Nbr	Check Date	Payee	Amount
62735	10/30/2024	MIDWEST NATURAL GAS INC. SEPTEMBER NATURAL GAS SERVICES	22.00
62738	10/30/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLPHONE CHARGES	130.16
62743	11/06/2024	B & J HARDWARE LLC OCTOBER PURCHASES	15.00
62768	11/06/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	197.33
62771	11/06/2024	OLSON SANITATION LLC OCTOBER REFUSE & RECYCLING	21,757.00
62773	11/06/2024	ST CROIX COUNTY HIGHWAY DEPT PW/SPRAY PATCH	5,272.44
62775	11/06/2024	TRIPLE TIRE PW/LOADER TIRE REPAIR	405.52
EFT 101824-3	10/18/2024	KWIK TRIP INC Manual Check POL/PW/SU/GASOLINE CHARGES	472.60
EFT 102924-1	10/29/2024	XCEL ENERGY Manual Check ELECTRIC EXPENSE	122.75
EFT 103024-1	10/30/2024	BP BUSINESS SOLUTIONS Manual Check POL/PW/PKS/GASOLINE CHARGES	75.69
EFT 103024-3	10/30/2024	XCEL ENERGY Manual Check ELECTRIC EXPENSE	21.26
EFT 110524-1	11/05/2024	XCEL ENERGY Manual Check ELECTRIC EXPENSE	64.90
Grand Total			28,556.65

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 100-00-53240-110-000
Thru: 11/20/2024 Thru Account: 100-00-53930-514-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	28,556.65
Total Expenditure from all Funds	28,556.65

11/12/2024 2:20 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Voucher Nbr	Check Date	Payee	Amount
	11/20/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	513.38
		Grand Total	513.38

11/12/2024 2:20 PM

In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND

513.38

Total Expenditure from all Funds

513.38

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 100-00-55200-110-000
Thru: 11/20/2024 Thru Account: 100-00-55310-390-000

Check Nbr	Check Date	Payee	Amount
62735	10/30/2024	MIDWEST NATURAL GAS INC. SEPTEMBER NATURAL GAS SERVICES	17.54
62738	10/30/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLPHONE CHARGES	130.16
62743	11/06/2024	B & J HARDWARE LLC OCTOBER PURCHASES	199.91
62748	11/06/2024	C & A LAWN CARE LLC PKS/FALL FIELD MAINTENANCE	590.00
EFT 101824-3	10/18/2024	KWIK TRIP INC	185.30
	Manual Check	POL/PW/SU/GASOLINE CHARGES	
EFT 103024-1	10/30/2024	BP BUSINESS SOLUTIONS	106.36
	Manual Check	POL/PW/PKS/GASOLINE CHARGES	
		Grand Total	1,229.27

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 100-00-55200-110-000
Thru: 11/20/2024 Thru Account: 100-00-55310-390-000

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	1,229.27
Total Expenditure from all Funds	1,229.27

11/12/2024 2:21 PM

In Progress Checks - Quick Report - ALL

Page: 1

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Voucher Nbr	Check Date	Payee	Amount
	11/20/2024	ENERGENECS INC SU/ANNUAL LIFT STATION INSPECTION	3,253.75
	11/20/2024	EO JOHNSON COMPANY COPIER MAINTENANCE AGREEMENT	58.00
	11/20/2024	HAWKINS INC. SU/CHEMICALS	4,069.09
	11/20/2024	HYDROCORP WU/CROSS CONNECTION CONTROL OCTOBER	1,974.00
	11/20/2024	SOMERSET UTILITIES WATER/SEWER SERVICES	282.44
		Grand Total	9,637.28

11/12/2024 2:21 PM

In Progress Checks - Quick Report - ALL

Page: 2

ALL Checks by Payee

ACCT

GENERAL CHECKING - FIRST NATL

Dated From: 10/17/2024

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

Thru: 11/20/2024

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

Amount

Total Expenditure from Fund # 610 - WATER UTILITY FUND	2,656.35
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Total Expenditure from Fund # 620 - SEWER UTILITY FUND	6,980.93
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Total Expenditure from all Funds	9,637.28
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11/12/2024 2:23 PM

Reprint Check Register - Quick Report - ALL

Page: 1
ACCT

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 610-00-11100-000-131
Thru: 11/20/2024 Thru Account: 620-00-58290-000-428

Check Nbr	Check Date	Payee	Amount
62728	10/30/2024	ABT MAILCOM UTILITY BILLING	1,074.14
62730	10/30/2024	GULBRANSON, MAURY REFUND UTILITY OVERPAYMENT	4.23
62734	10/30/2024	LEE, TODD REFUND UTILITY OVERPAYMENT	17.11
62735	10/30/2024	MIDWEST NATURAL GAS INC. SEPTEMBER NATURAL GAS SERVICES	157.39
62736	10/30/2024	SKARET, NICHOLAS REFUND UTILITY OVERPAYMENT	43.28
62738	10/30/2024	VERIZON WIRELESS PW/PKS/WU/SU/CELLPHONE CHARGES	260.32
62740	10/30/2024	WISCONSIN DNR SU/DISINFECTION EXAM	25.00
62741	11/06/2024	AG SOURCE COOP SERVICES WU/SU/LAB TESTING	1,464.50
62743	11/06/2024	B & J HARDWARE LLC OCTOBER PURCHASES	925.37
62754	11/06/2024	EO JOHNSON COMPANY COPIER LEASE	71.40
62761	11/06/2024	J & S GENERAL CONTRACTING MAIN STREET UTILITY WORK	46,638.00
62768	11/06/2024	NORTHWEST COMMUNICATIONS TELEPHONE EXPENSE	374.45
62778	11/06/2024	WEST CENTRAL WISCONSIN BIOSOLIDS FACILITY SU/MONTHLY SERVICES	7,712.30
EFT 102824-1	10/28/2024	XCEL ENERGY	17.66
		Manual Check ELECTRIC EXPENSE	
		Grand Total	58,785.15

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 10/17/2024 From Account: 610-00-11100-000-131
Thru: 11/20/2024 Thru Account: 620-00-58290-000-428

	Amount
Total Expenditure from Fund # 610 - WATER UTILITY FUND	24,455.10
Total Expenditure from Fund # 620 - SEWER UTILITY FUND	34,330.05
Total Expenditure from all Funds	58,785.15