



# VILLAGE OF EDGAR

224 S. Third Avenue  
P.O. Box 67  
Edgar, Wisconsin 54426  
Ph. (715) 352-2891  
www.vil.edgar.wi.us

## Street Committee Meeting

Monday March 11, 2024

7:00 pm

Edgar Village Hall or via Zoom

Members: Streit, Lepak, Werner, Schueller, Butt

0.0 Public Hearing - Final Resolution Authorizing Public Improvement and Levying Special Assessments against benefited property in Edgar, WI (Wisconsin Avenue/George Wagner Drive/Thomas Hill Road/Birch Street). **POSTPONED UNTIL APRIL 8, 2024** - Affected property owners were sent a direct mailing, including a notice of the Engineer’s Assessment report. The Engineer’s Assessment report can be found on the Village website at [www.vil.edgar.wi.us](http://www.vil.edgar.wi.us)

1. Call to Order – Roll Call

2. Approval of Agenda

3. Discussion and possible recommendation to the Village Board to accept the low bid for the 2024 Street and Utility Improvement project to Switlick and Sons, Inc - \$704,383.50

Bidder	Bid	Rank
Switlick & Sons Inc.	\$704,383.50	1
McCabe Construction	\$780,200.00	2
Haas Sons, Inc.	\$837,407.85	3
Earth Inc.	\$846,806.80	4
A-1 Excavating LLC	\$873,378.00	5
Francis Melvin, Inc.	\$1,420,379.76	6

4. Discussion and possible recommendation to the Village Board to accept quote from Wisco Material to crush approximately 3,000 tons of recycle (half crushed at 1 ¼” minus and half crushed at ¾” minus) \$4.75 per ton plus a \$4,200 equipment moving fee

5. Adjournment

Jon Streit  
Chairperson

Jennifer Lopez  
Village Administrator/Clerk

The Edgar Municipal Building is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Edgar Administrator-Clerk-Treasurer at 715-352-2891. Members of the Edgar Village Board may be in attendance.

## MEMORANDUM

To: Village of Edgar

From: Ayres

Date: March 7, 2024

Project No.: 23-1909.00

Re: 2024 Street and Utility Improvements

Bids for the Village of Edgar 2024 Street and Utility Improvements project were opened at 10:00am March 7th, 2024, at the Edgar Village Hall.

Six bids were received for the project. All bids were submitted electronically through the QuestCDN bid site.

The City received \$587,250 loan funding through the Clean Water Fund Program (CWFP, Sewer) and \$643,750 loan funding through the Safe Drinking Water Loan Program (SDWLP, Water). Total received loan funding for the project is \$1,231,000. Final loan funding will be based on actual project costs.

The engineer's construction estimate for the project was \$775,800 plus a contingency of \$193,900 for a total of \$969,700.

All bidders provided the required 10% bid bond and provided the required Disadvantaged Business Enterprise (DBE) forms and there were no math errors in the bids.

The following table summarizes the bids received:

Bidder	Bid	Rank
Switlick & Sons Inc.	\$704,383.50	1
McCabe Construction	\$780,200.00	2
Haas Sons, Inc.	\$837,407.85	3
Earth Inc.	\$846,806.80	4
A-1 Excavating LLC	\$873,378.00	5
Francis Melvin, Inc.	\$1,420,379.76	6

The lowest bidder Switlick & Sons Inc. of Athens, WI. The Village has worked with this contractor in the past, and is also currently working with them on the Thomas Hill Road project that is adjacent to this one. They possess the knowledge, equipment, and resources to properly complete this project. The following subcontractors have been identified: American Asphalt of WI for the paving, S.D. Ellenbecker, Inc. for the curb and gutter concrete driveways, and Rent-A-Flash for the traffic control.

We recommend awarding the project to Switlick & Sons Inc. as the lowest responsible bidder.



# BID TABULATION

<b>PROJECT:</b> 2024 Street and Utility Improvements Edgar, Wisconsin				Switlick & Sons Inc. 1208 Mount View Ln Athens, WI 54411 715.257.9081		McCabe Construction 3101 Alpend Road Eau Claire WI 54703 715.552.1346		Haas Sons, Inc. 203 E Birch St Thorp WI 54771 715.669.5469		Earth Inc. 4362 Dairy Road Arpin, WI 54410 715.652.2522	
<b>BID DEADLINE:</b> March 7, 2024 10:00 a.m., Local Time											

		DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
		BASE BID										
1	1	Mobilization	L.S.	1	\$ 15,000.00	\$15,000.00	\$34,000.89	\$34,000.89	\$19,900.00	\$19,900.00	\$60,000.00	\$60,000.00
2	2	Remove Existing Hydrant	Each	2	\$500.00	\$1,000.00	\$625.00	\$1,250.00	\$400.00	\$800.00	\$425.00	\$850.00
3	3	Salvage and Reinstall Hydrant	Each	1	\$2,000.00	\$2,000.00	\$1,105.00	\$1,105.00	\$2,600.00	\$2,600.00	\$1,000.00	\$1,000.00
4	4	6" Water Main PVC	L.F.	1406	\$53.00	\$74,518.00	\$53.50	\$75,221.00	\$62.00	\$87,172.00	\$60.00	\$84,360.00
5	5	6" Valve and Box	Each	8	\$3,000.00	\$24,000.00	\$2,215.00	\$17,720.00	\$2,600.00	\$20,800.00	\$2,850.00	\$22,800.00
6	6	Hydrant	Each	2	\$6,000.00	\$12,000.00	\$5,575.00	\$11,150.00	\$6,350.00	\$12,700.00	\$6,350.00	\$12,700.00
7	7	Connect to Existing Water Main	Each	3	\$900.00	\$2,700.00	\$1,510.00	\$4,530.00	\$850.00	\$2,550.00	\$2,500.00	\$7,500.00
8	8	1" Water Service	L.F.	400	\$43.00	\$17,200.00	\$32.50	\$13,000.00	\$43.00	\$17,200.00	\$42.00	\$16,800.00
9	9	2" Water Service	L.F.	40	\$53.00	\$2,120.00	\$33.50	\$1,340.00	\$44.50	\$1,780.00	\$45.00	\$1,800.00
10	10	1" Corp Stop, Curb Stop, and Box	Each	13	\$650.00	\$8,450.00	\$685.00	\$8,905.00	\$850.00	\$11,050.00	\$1,100.00	\$14,300.00
11	11	2" Corp Stop, Curb Stop, and Box	Each	1	\$1,100.00	\$1,100.00	\$1,460.00	\$1,460.00	\$1,600.00	\$1,600.00	\$2,200.00	\$2,200.00
12	12	Temporary Water Service	L.S.	1	\$13,000.00	\$13,000.00	\$6,050.00	\$6,050.00	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00
13	13	Adjust Existing Casting	Each	1	\$400.00	\$400.00	\$445.00	\$445.00	\$900.00	\$900.00	\$750.00	\$750.00
14	14	8" Sanitary Sewer PVC	L.F.	1307	\$53.00	\$69,271.00	\$54.50	\$71,231.50	\$65.00	\$84,955.00	\$62.00	\$81,034.00
15	15	Connect to Existing Sanitary Sewer	Each	2	\$500.00	\$1,000.00	\$845.00	\$1,690.00	\$600.00	\$1,200.00	\$1,750.00	\$3,500.00
16	16	Sanitary Manhole 4 Ft	V.F.	44.9	\$375.00	\$16,837.50	\$435.00	\$19,531.50	\$434.00	\$19,486.60	\$475.00	\$21,327.50
17	17	Casting Type J-S	Each	5	\$750.00	\$3,750.00	\$1,005.00	\$5,025.00	\$1,100.00	\$5,500.00	\$950.00	\$4,750.00
18	18	Chimney Seal	Each	5	\$400.00	\$2,000.00	\$300.00	\$1,500.00	\$400.00	\$2,000.00	\$500.00	\$2,500.00
19	19	4" Wye	Each	14	\$100.00	\$1,400.00	\$250.00	\$3,500.00	\$200.00	\$2,800.00	\$275.00	\$3,850.00
20	20	6" Wye	Each	1	\$150.00	\$150.00	\$285.00	\$285.00	\$225.00	\$225.00	\$350.00	\$350.00
21	21	4" Sanitary Lateral PVC	L.F.	384	\$43.00	\$16,512.00	\$41.00	\$15,744.00	\$49.25	\$18,912.00	\$50.00	\$19,200.00
22	22	6" Sanitary Lateral PVC	L.F.	21	\$47.00	\$987.00	\$52.50	\$1,102.50	\$57.00	\$1,197.00	\$55.00	\$1,155.00
23	23	Tracer Wire Access Box	Each	1	\$150.00	\$150.00	\$120.00	\$120.00	\$200.00	\$200.00	\$250.00	\$250.00
24	24	Sanitary Sewer Televising	L.F.	1307	\$5.00	\$6,535.00	\$1.50	\$1,960.50	\$1.00	\$1,307.00	\$3.90	\$5,097.30
25	25	Remove Existing Inlet	Each	1	\$700.00	\$700.00	\$400.00	\$400.00	\$650.00	\$650.00	\$500.00	\$500.00
26	26	12" Storm Sewer PE	L.F.	169	\$47.00	\$7,943.00	\$49.50	\$8,365.50	\$54.00	\$9,126.00	\$47.00	\$7,943.00
27	27	15" Storm Sewer PE	L.F.	599	\$51.00	\$30,549.00	\$48.00	\$28,752.00	\$57.00	\$34,143.00	\$52.00	\$31,148.00
28	28	18" Storm Sewer PE	L.F.	10	\$65.00	\$650.00	\$78.00	\$780.00	\$67.00	\$670.00	\$100.00	\$1,000.00
29	29	24" Storm Sewer PE	L.F.	57	\$70.00	\$3,990.00	\$68.50	\$3,904.50	\$74.00	\$4,218.00	\$69.00	\$3,933.00
30	30	6" Underdrain Pipe	L.F.	2538	\$9.00	\$22,842.00	\$9.90	\$25,126.20	\$10.75	\$27,283.50	\$10.50	\$26,649.00
31	31	6" Yard Drain Pipe	L.F.	588	\$13.00	\$7,644.00	\$17.00	\$9,996.00	\$30.00	\$17,640.00	\$10.00	\$5,880.00
32	32	Connect to Existing Storm Sewer	Each	4	\$800.00	\$3,200.00	\$1,050.00	\$4,200.00	\$650.00	\$2,600.00	\$1,500.00	\$6,000.00
33	33	Yard Drain	Each	12	\$400.00	\$4,800.00	\$300.00	\$3,600.00	\$600.00	\$7,200.00	\$250.00	\$3,000.00
34	34	24" Apron Endwall Steel	Each	1	\$900.00	\$900.00	\$340.00	\$340.00	\$650.00	\$650.00	\$450.00	\$450.00
35	35	Storm Manhole 4 Ft	V.F.	3.1	\$400.00	\$1,240.00	\$825.00	\$2,557.50	\$775.00	\$2,402.50	\$1,000.00	\$3,100.00
36	36	Inlet 2-Ft	V.F.	48.3	\$550.00	\$26,565.00	\$620.00	\$29,946.00	\$785.00	\$37,915.50	\$600.00	\$28,980.00
37	37	Casting Type C	Each	1	\$800.00	\$800.00	\$815.00	\$815.00	\$1,100.00	\$1,100.00	\$1,250.00	\$1,250.00
38	38	Casting Type H	Each	12	\$700.00	\$8,400.00	\$855.00	\$10,260.00	\$800.00	\$9,600.00	\$1,400.00	\$16,800.00



# BID TABULATION

<b>PROJECT:</b> 2024 Street and Utility Improvements Edgar, Wisconsin				Switlick & Sons Inc. 1208 Mount View Ln Athens, WI 54411 715.257.9081		McCabe Construction 3101 Alpend Road Eau Claire WI 54703 715.552.1346		Haas Sons, Inc. 203 E Birch St Thorp WI 54771 715.669.5469		Earth Inc. 4362 Dairy Road Arpin, WI 54410 715.652.2522		
<b>BID DEADLINE:</b> March 7, 2024 10:00 a.m., Local Time												
DESCRIPTION			UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
39	39	Silt Fence	L.F.	380	\$1.00	\$380.00	\$2.00	\$760.00	\$3.00	\$1,140.00	\$3.00	\$1,140.00
40	40	Culvert Pipe Ditch Check	Each	1	\$30.00	\$30.00	\$75.00	\$75.00	\$250.00	\$250.00	\$100.00	\$100.00
41	41	Inlet Protection	Each	13	\$40.00	\$520.00	\$55.00	\$715.00	\$150.00	\$1,950.00	\$125.00	\$1,625.00
42	42	Trackout Control	L.S.	1	\$200.00	\$200.00	\$1,200.00	\$1,200.00	\$1.00	\$1.00	\$1,500.00	\$1,500.00
43	43	Remove Existing Asphalt	S.Y.	5000	\$1.00	\$5,000.00	\$1.70	\$8,500.00	\$1.00	\$5,000.00	\$2.00	\$10,000.00
44	44	Remove Existing Concrete	S.Y.	210	\$5.00	\$1,050.00	\$5.00	\$1,050.00	\$8.00	\$1,680.00	\$3.00	\$630.00
45	45	Remove Existing Curb and Gutter	L.F.	2490	\$1.00	\$2,490.00	\$2.15	\$5,353.50	\$1.00	\$2,490.00	\$3.00	\$7,470.00
46	46	Pavement Saw Cutting	L.F.	270	\$4.00	\$1,080.00	\$3.70	\$999.00	\$4.36	\$1,177.20	\$3.00	\$810.00
47	47	Roadway Earthwork	C.Y.	5100	\$9.00	\$45,900.00	\$14.90	\$75,990.00	\$15.38	\$78,438.00	\$10.00	\$51,000.00
48	48	Rock Excavation	C.Y.	110	\$1.00	\$110.00	\$75.00	\$8,250.00	\$200.00	\$22,000.00	\$60.00	\$6,600.00
49	49	Geotextile Stabilization Fabric	S.Y.	5820	\$2.50	\$14,550.00	\$1.65	\$9,603.00	\$1.25	\$7,275.00	\$2.25	\$13,095.00
50	50	Breaker Run	C.Y.	1940	\$18.00	\$34,920.00	\$28.20	\$54,708.00	\$25.25	\$48,985.00	\$27.00	\$52,380.00
51	51	Salvaged Asphaltic Pavement Base Course	C.Y.	1410	\$5.00	\$7,050.00	\$14.00	\$19,740.00	\$11.00	\$15,510.00	\$15.00	\$21,150.00
52	52	1.5" Asphaltic Concrete Binder Paving	S.Y.	4980	\$9.00	\$44,820.00	\$8.87	\$44,172.60	\$8.87	\$44,172.60	\$9.00	\$44,820.00
53	53	1.5" Asphaltic Concrete Surface Paving	S.Y.	4980	\$9.00	\$44,820.00	\$8.63	\$42,977.40	\$8.63	\$42,977.40	\$9.00	\$44,820.00
54	54	2" Asphaltic Concrete Driveway Paving	S.Y.	95	\$19.00	\$1,805.00	\$18.94	\$1,799.30	\$19.94	\$1,894.30	\$19.00	\$1,805.00
55	55	24" Concrete Curb and Gutter	L.F.	2490	\$19.00	\$47,310.00	\$17.89	\$44,546.10	\$15.90	\$39,591.00	\$17.50	\$43,575.00
56	56	30" Concrete Gutter	L.F.	47	\$45.00	\$2,115.00	\$27.83	\$1,308.01	\$38.75	\$1,821.25	\$50.00	\$2,350.00
57	57	Concrete Driveway Paving	S.F.	2270	\$9.00	\$20,430.00	\$9.05	\$20,543.50	\$8.60	\$19,522.00	\$9.00	\$20,430.00
58	58	Turf Replacement	L.S.	1	\$17,000.00	\$17,000.00	\$10,000.00	\$10,000.00	\$21,000.00	\$21,000.00	\$8,000.00	\$8,000.00
59	59	Temporary Funding Sign	Each	1	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$800.00	\$800.00
Total Bid Amount (Line Items 1 thru 59)						\$704,383.50		\$780,200.00		\$837,407.85		\$846,806.80
Bid Security/Type						10% Bid Bond		10% Bid Bond		10% Bid Bond		10% Bid Bond
Apparent Low Bid						***						



# BID TABULATION

PROJECT: 2024 Street and Utility Improvements Edgar, Wisconsin		A-1 Excavating LLC PO Box 90 Bloomer, WI 54724 715.568.4141	Francis Melvin, Inc. PO Box 646 Abbotsford WI 54405 715.223.6331		
BID DEADLINE: March 7, 2024 10:00 a.m., Local Time					

		DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
		BASE BID										
1	1	Mobilization	L.S.	1	\$44,941.00	\$44,941.00	\$97,625.00	\$97,625.00				
2	2	Remove Existing Hydrant	Each	2	\$500.00	\$1,000.00	\$2,725.00	\$5,450.00				
3	3	Salvage and Reinstall Hydrant	Each	1	\$1,600.00	\$1,600.00	\$7,085.00	\$7,085.00				
4	4	6" Water Main PVC	L.F.	1406	\$66.00	\$92,796.00	\$89.03	\$125,176.18				
5	5	6" Valve and Box	Each	8	\$2,100.00	\$16,800.00	\$4,260.00	\$34,080.00				
6	6	Hydrant	Each	2	\$6,150.00	\$12,300.00	\$9,500.00	\$19,000.00				
7	7	Connect to Existing Water Main	Each	3	\$1,900.00	\$5,700.00	\$2,725.00	\$8,175.00				
8	8	1" Water Service	L.F.	400	\$45.00	\$18,000.00	\$87.82	\$35,128.00				
9	9	2" Water Service	L.F.	40	\$57.00	\$2,280.00	\$94.83	\$3,793.20				
10	10	1" Corp Stop, Curb Stop, and Box	Each	13	\$1,000.00	\$13,000.00	\$1,417.00	\$18,421.00				
11	11	2" Corp Stop, Curb Stop, and Box	Each	1	\$1,850.00	\$1,850.00	\$2,616.00	\$2,616.00				
12	12	Temporary Water Service	L.S.	1	\$11,200.00	\$11,200.00	\$16,350.00	\$16,350.00				
13	13	Adjust Existing Casting	Each	1	\$700.00	\$700.00	\$595.00	\$595.00				
14	14	8" Sanitary Sewer PVC	L.F.	1307	\$60.00	\$78,420.00	\$86.98	\$113,682.86				
15	15	Connect to Existing Sanitary Sewer	Each	2	\$1,650.00	\$3,300.00	\$2,645.00	\$5,290.00				
16	16	Sanitary Manhole 4 Ft	V.F.	44.9	\$500.00	\$22,450.00	\$958.10	\$43,018.69				
17	17	Casting Type J-S	Each	5	\$890.00	\$4,450.00	\$1,625.00	\$8,125.00				
18	18	Chimney Seal	Each	5	\$535.00	\$2,675.00	\$970.00	\$4,850.00				
19	19	4" Wye	Each	14	\$170.00	\$2,380.00	\$599.50	\$8,393.00				
20	20	6" Wye	Each	1	\$185.00	\$185.00	\$735.75	\$735.75				
21	21	4" Sanitary Lateral PVC	L.F.	384	\$51.00	\$19,584.00	\$107.44	\$41,256.96				
22	22	6" Sanitary Lateral PVC	L.F.	21	\$67.00	\$1,407.00	\$115.54	\$2,426.34				
23	23	Tracer Wire Access Box	Each	1	\$135.00	\$135.00	\$350.00	\$350.00				
24	24	Sanitary Sewer Televising	L.F.	1307	\$2.00	\$2,614.00	\$5.45	\$7,123.15				
25	25	Remove Existing Inlet	Each	1	\$500.00	\$500.00	\$820.00	\$820.00				
26	26	12" Storm Sewer PE	L.F.	169	\$66.00	\$11,154.00	\$108.73	\$18,375.37				
27	27	15" Storm Sewer PE	L.F.	599	\$58.00	\$34,742.00	\$88.48	\$52,999.52				
28	28	18" Storm Sewer PE	L.F.	10	\$87.00	\$870.00	\$141.70	\$1,417.00				
29	29	24" Storm Sewer PE	L.F.	57	\$86.00	\$4,902.00	\$163.50	\$9,319.50				
30	30	6" Underdrain Pipe	L.F.	2538	\$16.00	\$40,608.00	\$16.08	\$40,811.04				
31	31	6" Yard Drain Pipe	L.F.	588	\$30.00	\$17,640.00	\$84.48	\$49,674.24				
32	32	Connect to Existing Storm Sewer	Each	4	\$1,000.00	\$4,000.00	\$3,215.00	\$12,860.00				
33	33	Yard Drain	Each	12	\$300.00	\$3,600.00	\$950.00	\$11,400.00				
34	34	24" Apron Endwall Steel	Each	1	\$530.00	\$530.00	\$1,080.00	\$1,080.00				
35	35	Storm Manhole 4 Ft	V.F.	3.1	\$970.00	\$3,007.00	\$1,400.65	\$4,342.02				
36	36	Inlet 2-Ft	V.F.	48.3	\$800.00	\$38,640.00	\$1,265.20	\$61,109.16				
37	37	Casting Type C	Each	1	\$950.00	\$950.00	\$925.00	\$925.00				
38	38	Casting Type H	Each	12	\$1,200.00	\$14,400.00	\$2,125.00	\$25,500.00				



# BID TABULATION

<b>PROJECT:</b> 2024 Street and Utility Improvements Edgar, Wisconsin				A-1 Excavating LLC PO Box 90 Bloomer, WI 54724 715.568.4141		Francis Melvin, Inc. PO Box 646 Abbotsford WI 54405 715.223.6331				
<b>BID DEADLINE:</b> March 7, 2024 10:00 a.m., Local Time										
DESCRIPTION			UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
39	39	Silt Fence	L.F.	380	\$2.00	\$760.00	\$3.85	\$1,463.00		
40	40	Culvert Pipe Ditch Check	Each	1	\$80.00	\$80.00	\$325.00	\$325.00		
41	41	Inlet Protection	Each	13	\$20.00	\$260.00	\$90.00	\$1,170.00		
42	42	Trackout Control	L.S.	1	\$250.00	\$250.00	\$2,200.00	\$2,200.00		
43	43	Remove Existing Asphalt	S.Y.	5000	\$4.00	\$20,000.00	\$3.55	\$17,750.00		
44	44	Remove Existing Concrete	S.Y.	210	\$8.00	\$1,680.00	\$11.00	\$2,310.00		
45	45	Remove Existing Curb and Gutter	L.F.	2490	\$4.00	\$9,960.00	\$3.95	\$9,835.50		
46	46	Pavement Saw Cutting	L.F.	270	\$4.00	\$1,080.00	\$5.45	\$1,471.50		
47	47	Roadway Earthwork	C.Y.	5100	\$4.00	\$20,400.00	\$17.71	\$90,321.00		
48	48	Rock Excavation	C.Y.	110	\$4.00	\$440.00	\$220.00	\$24,200.00		
49	49	Geotextile Stabilization Fabric	S.Y.	5820	\$2.00	\$11,640.00	\$3.30	\$19,206.00		
50	50	Breaker Run	C.Y.	1940	\$40.00	\$77,600.00	\$46.76	\$90,714.40		
51	51	Salvaged Asphaltic Pavement Base Course	C.Y.	1410	\$20.00	\$28,200.00	\$17.23	\$24,294.30		
52	52	1.5" Asphaltic Concrete Binder Paving	S.Y.	4980	\$9.00	\$44,820.00	\$9.11	\$45,367.80		
53	53	1.5" Asphaltic Concrete Surface Paving	S.Y.	4980	\$9.00	\$44,820.00	\$9.03	\$44,969.40		
54	54	2" Asphaltic Concrete Driveway Paving	S.Y.	95	\$19.00	\$1,805.00	\$23.07	\$2,191.65		
55	55	24" Concrete Curb and Gutter	L.F.	2490	\$19.00	\$47,310.00	\$22.49	\$56,000.10		
56	56	30" Concrete Gutter	L.F.	47	\$29.00	\$1,363.00	\$50.99	\$2,396.53		
57	57	Concrete Driveway Paving	S.F.	2270	\$10.00	\$22,700.00	\$7.98	\$18,114.60		
58	58	Turf Replacement	L.S.	1	\$2,000.00	\$2,000.00	\$65,885.00	\$65,885.00		
59	59	Temporary Funding Sign	Each	1	\$900.00	\$900.00	\$815.00	\$815.00		
Total Bid Amount (Line Items 1 thru 59)						\$873,378.00		\$1,420,379.76		
Bid Security/Type						10% Bid Bond		10% Bid Bond		
Apparent Low Bid										

TO: City of Edgar

Jennifer.lopez@edgarwi.gov

FROM: Wisco Materials LLC

SUBJECT: Crushing Bid

3/6/2024

I would like to submit the following bid for approximately 3000 tons of recycle:

- Half of material crushed at 1 ¼" minus.
- Half of material crushed at ¾" minus.
- \$4.75 per ton.
- \$4200.00 equipment moving fee.

I have also enclosed a copy of our liability insurance policy.

Thank you for the consideration,

Steve Mann

Owner/Manager  
715-905-0547  
[steve@wiscostone.com](mailto:steve@wiscostone.com)



**JAMES PETERSON SONS, INC.**

ROAD BUILDERS

P.O. BOX 120 MEDFORD, WI 54451

(715 ) 748-3035

PROPOSAL SUBMITTED TO Village of Edgar	PHONE	DATE 2/22/2024
STREET	JOB NAME crushing recycle pile	
CITY, STATE AND ZIP	JOB LOCATION Village of Edgar	

1.25" minus	3,000	tons	\$	6.35	per ton
mobilization	1	ea	\$	6,900.00	ea

**CONDITIONS:**

Quantity estimate is approximate  
 Final qty to be determined via belt scale per ton  
 testing is not included  
 material gradation will be 1.25" minus

**PAYMENT TO MADE AS FOLLOWS:**

Net 30 days form date of billing. 1-1/2% per month applied to the past due balance

All material is guaranteed to be specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature 

Mike Kleist 920-377-1806 mike.kleist@jpsbp.com

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Quote:** The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_



## VILLAGE OF EDGAR

224 S. Third Avenue  
P.O. Box 67  
Edgar, WI 54426

Ph. (715) 352-2891  
[www.vil.edgar.wi.us](http://www.vil.edgar.wi.us)

### License/Building/Safety/Zoning Committee Meeting Agenda

**Monday, March 11, 2024**

**7:10 PM**

**Edgar Village Hall**

**Members: Butt, Lepak, Schroeder-Schuett, Streit & Werner**

1. Call to Order – Roll Call
2. Agenda approval
3. Departmental update - Police Department – Officer Matt Krembs
4. Discussion and possible recommendation to the Village Board to approve Ordinance update for Municipal Court – adding Village of Weston
5. Adjournment

Mike Butt  
Chairperson

Jennifer Lopez  
Village Administrator/Clerk

The Edgar Municipal Building is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Edgar Administrator-Clerk-Treasurer at 715-352-2891. Members of the Edgar Village Board may be in attendance.

## 26-1. Authority; creation.

A.

Pursuant to the authority granted by Chapter 755 and § 66.0301 of the Wisconsin Statutes, there is hereby created and established a Joint Municipal Court to be designated "Rothschild Area Municipal Court," serving the communities of the Village of Rothschild, Village of Weston, City of Schofield, Town of Weston, Village of Marathon City and Village of Edgar to become operative and function on or around May 1, 2024.

## 26-2. Municipal Judge.

A.

Qualifications. The Joint Court shall be under the jurisdiction of and presided over by a Municipal Judge, who shall be an attorney licensed to practice law in Wisconsin and who resides in one of the municipalities that is a party to the agreement forming this Joint Court.

B.

Oath and bond. The Judge shall, after election or appointment to fill a vacancy, take and file the official oath as prescribed in § 757.02, Wis. Stats., and at the same time execute and file an official bond. The Judge shall not act until the oath and bond have been filed as required by § 755.03.

C.

Salary. The salary of the Municipal Judge shall be fixed by the municipal governing bodies of the municipalities that are parties to the agreement, which shall be in lieu of fees and costs. No salary shall be paid for any time during the term during which such Judge has not executed and filed the official bond or official oath, as required by § 755.03, Wis. Stats. The municipalities may, by separate ordinance, allocate funds for the administration of the Municipal Court pursuant to § 66.0301 Wis. Stats.

## 26-3. Election and term of Municipal Judge.

A.

Term. The Municipal Judge shall be elected at large in the spring election for a term of four years commencing on May 1. All candidates for the position of Municipal Judge shall be nominated by nomination papers as provided in § 8.10, Wis. Stats., and selection at a primary election if such is held as provided in § 8.11, Wis. Stats. The County Clerk shall serve as filing officer for the candidates.

B.

Electors: Electors in all municipalities that are parties to the agreement shall vote for judge.

## 26-4. Jurisdiction.

A.

The Municipal Court shall have jurisdiction over incidents occurring on or after July 1, 2016, as provided in Article VII, § 14, of the Wisconsin Constitution, §§ 755.045 and 755.05, Wis. Stats., and as otherwise provided in state law. In addition, it shall have exclusive jurisdiction over actions in the municipalities that are parties to the agreement seeking to impose forfeitures for violations of municipal ordinances, resolutions and bylaws.

B.

The Municipal Judge may issue civil warrants to enforce matters under the jurisdiction of the Municipal Court under § 755.045(2), § 66.0119,<sup>(1)</sup> Wis. Stats.

[1]

*Editor's Note: Section 66.0119 concerns special inspection warrants.*

C.

The Municipal Court has jurisdiction over juvenile offenders when a municipality that is party to the agreement enacts an ordinance under the authority of § 938.17(2)(cm), Wis. Stats.

## 26-5. Court hours and location; employees.

A.

Hours. The Municipal Court shall be open at such location and at such times as determined by the governing bodies of the municipalities that are parties to the agreement and the Municipal Judge.

B.

Employees. The Judge shall, in writing, appoint such clerks and deputy clerks as are authorized and funded by the Village Boards of the municipalities that are parties to the agreement.

## 26-6. Collection of forfeitures and costs.

The Municipal Judge may impose punishment and sentences as provided by Chs. 800 and 938, Wis. Stats., and as provided by the municipalities that are parties to the agreement. All forfeitures, fees, assessments, surcharges and costs shall be paid to the Treasurer of the municipality within which the case arose within 30 days after receipt of the money by the Municipal Court. At the time of the payment, the Municipal Court shall report to the Treasurer the title of the action, the nature of the offenses and total amount of judgments imposed in actions and proceedings in which such monies were collected.

## 26-7. Contempt of Court.

The Municipal Judge, after affording an opportunity to the person accused to be heard in defense, may impose a sanction authorized under § 800.12, Wis. Stats.

## 26-8. Abolition.

The Municipal Court hereby established shall not be abolished while the § 755.01(4) agreement is in effect.



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**Water and Sewer Committee Meeting**  
**Monday, March 11, 2024**  
**7:20 PM**  
**Edgar Village Hall**

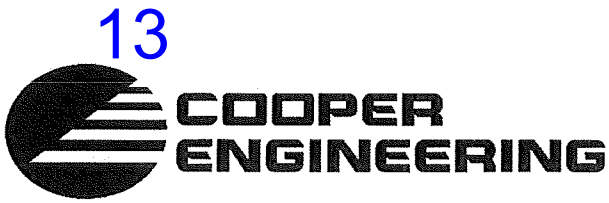
Members: Werner, Butt, Lepak, Apfelbeck & Schueller

1. Call to Order – Roll Call
2. Agenda approval
3. Discussion and possible recommendation to the Village Board on Pay Application #10 - \$489,583.45  
- Staab Construction Inc.
4. Discussion and possible recommendation to the Village Board Pay Request #13 - \$640,271.01  
USDA expenditures
5. Discussion and possible recommendation to the Village Board to add SCADA to the Water  
Tower – Energenecs - \$11,965.00
6. Update on Wastewater Treatment Plant construction – Gary Strand – Cooper Engineering
7. Adjournment

Randy Werner  
 Chairperson

Jennifer Lopez  
 Village Administrator

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March 6, 2024

Jennifer Lopez  
Village of Edgar  
PO Box 67  
Edgar, WI 54426

Re: WWTF Facility Improvements

Dear Jennifer:

Enclosed is pay request #10 from Staab Construction, Inc. in the amount of \$489,583.45 for the above referenced project.

Project Description	Contract Amount	Change Order to date	Adjusted Total	Total Payments to date	Amount this Application
WWTF Facility Improvements	\$7,563,000	\$-129,526.55	\$7,433,473.45	\$2,680,423.10	\$489,583.45

This is for costs related to the heated storage building construction, pumps and pipe installation, and electrical work. We have reviewed this request and recommend making payment in the amount of \$489,583.45 to Staab Construction, Inc, at your earliest convenience.

If you have any questions, please contact us.

Sincerely,

Gary Strand, P.E.  
Project Manager

Enclosures

Cc: Staab Construction

G:\2020-proj\20540057\Construction\Application for Payment Staab\240306 Lopez Strand Pay Request 10.docx



## Proposal

**DATE:** March 7, 2024

**TO:** Bill Tess [bill.tess@edgarwi.org](mailto:bill.tess@edgarwi.org)  
(4) pages

**PROJECT:** Addition of Pressure/Level Enclosure  
Elevated Water Tower  
Edgar, Wisconsin

Bill

Energenecs is pleased to offer the following proposal to add monitoring of your elevated tower level based on your request during our site visit of February 19<sup>th</sup>.

*Specifically includes:*

### Elevated Water Tower Pressure Transmitter Panel:

- Endress Hauser Pressure Transmitter and digital indicator
- Endress Hauser block and bleed valve assembly
- Ashcroft analog pressure gauge
- Saginaw low temperature switch
- All required panel breakers, relays, panel wiring, field terminals, etc.
- Allen Bradley heater and thermostat
- All pressure panel components professionally assembled into a Saginaw NEMA 4X insulated stainless steel enclosure (20"H x 16"W x 8" D)

### Instrumentation, Switches included:

- Endress Hauser Pressure Transmitter (1) Elevated Tower Bowl Level
- Low Temperature Switch (1) Temperature monitoring internal to panel

### Elevated Water Tower PLC/Radio Panel:

- This control panel is existing and new under the Village of Edgar lift station monitoring project. An Allen Bradley PLC with MDS radio and omni antenna on top of the elevated tower is supplied and installed under that contract.

### Proposal Includes:

- CAD drawings for the pressure panel
- Coordination with Village of Edgar and Van Ert Electric
- Pressure panel assembly & testing (UL labeled)
- Includes all programming as required at the existing Allen Bradley PLC located in the base of the elevated tower
- Includes all programming as required at the existing Allen Bradley PLC located in the main electrical room of the wastewater treatment plant
- Includes all programming as required at the existing Wonderware graphical interface software at the wastewater treatment plant (graphics, level display, level trending, level alarms, etc.)
- Field start-up and testing of new elevated tower signals
- O&M manuals with as-built drawings
- One year parts & labor warranty

### Proposal Excludes:

- Sales tax
- Installation of our supplied pressure panel is NOT included
- Conduit and wire for 120V from the panelboard to our pressure panel is not included (heater circuit and GFI for heat tape)
- Conduit & twisted shielded cable from our PLC panel to the pressure panel is not included (pressure/level signal, low temp switch)
- Elevated water tower temperature monitoring is NOT included
- Elevated water tower door intrusion switch is NOT included

Total Cost: **\$11,965.00**

If you have any technical questions, please give me a call.

Sincerely,

Brian Akason  
Energenecs  
414-940-1570 mobile  
262-377-6360 office

cc: Steve Meifert

## Terms & Conditions

### **PURCHASE ORDER FORMS**

Orders submitted on BUYER'S purchase order forms will be accepted only with the express understanding that no statements, clauses or conditions contained in said order form will be binding on the SELLER if they in any way modify the SELLERS Terms & Conditions of sale.

### **PRICES**

All prices are F.O.B. factory unless expressly stated otherwise. **Prices DO NOT include sales, excise, municipal, state or other government taxes.**

### **ACCEPTANCE**

Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgment of the quotation as written and an acceptance of the Terms & Conditions hereof.

### **CREDIT APPROVAL**

The credit terms specified on the face hereof are subject to SELLERS continuing approval of BUYERS credit and if, in SELLERS sole judgment, BUYERS credit or financial standing is so impaired as to cause SELLER in good faith to deem itself insecure, SELLER may withdraw the extension of credit and require other payment terms.

### **FORCE MAJEURE**

Seller will not be liable for failure to deliver or perform, for any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by the BUYER by reason of such delay or failure, when such delay or failure is, directly or indirectly, caused by, or in any manner arises from delays of suppliers or carriers or any other cause or causes beyond SELLER'S control.

### **PAYMENT**

95% payment due on shipment of equipment to job site. 5% due on acceptance of the system. Net 30 days on all invoices. 95% payment must be received before start up can be authorized. Any balance owed by BUYER is subject to a 1.5% per month delinquency charge until paid. **FIELD STARTUP SERVICE CANNOT BE AUTHORIZED WITHOUT 95% PAYMENT BEING REMITTED TO SELLER IN ADVANCE OF PERFORMING START UP SERVICES. If no startup is required, 100% payment is due net 30 days from invoice date. BUYERS PAYMENT OBLIGATION IS IN NO WAY CONTINGENT UPON BUYERS RECEIPT OF PAYMENT FROM ANY OTHER PARTY.** In addition to all other amounts due hereunder, BUYER shall reimburse SELLER in full for all collection costs or charges, including reasonable attorney fees, which SELLER may incur with respect to the collection of past due amounts from BUYER, including interest on overdue accounts. If BUYER is in default under this or any other agreement with SELLER, SELLER may, at their option, defer performance hereunder until such default is cured. SELLER shall have no obligation to provide factory startup assistance and/or factory training until all invoices (including retentions) for equipment have been paid in full.

### **WARRANTY**

SELLER is a system integrator/manufacture's representative and, as such, our product guaranty(s) and warranty(s) is set forth in the manufacturer's instruction book or operation and maintenance manual that accompanies each product. SELLER does not offer its customers any warranty or guarantee that would impose upon SELLER greater obligations than those imposed by the manufacturers we represent.

SELLER shall not be liable for any incidental or consequential loss, damage or expense arising directly or indirectly from the use of the product. SELLER shall not be liable for any damages or charges for labor or expense in making repairs or adjustments to the product within the warranty period without prior written approval of SELLER. SELLER shall not be liable for any damages or charges sustained in the adaptation or use of its engineering data or services.





## VILLAGE OF EDGAR

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**Finance Committee Agenda  
 Monday, March 11, 2024  
 7:30 PM**

**Edgar Village Hall or via Zoom (see next page for instructions)**

**Members: Schueller, Lepak, Schroeder-Schuett & Streit, Apfelbeck**

1. Call to Order – Roll Call
2. Agenda approval
  1. Discussion and possible recommendation to the Village Board on signing Engagement Letter with Kerber Rose for Single Audit [due to exceeding \$750,000 in Federal Funds (USDA project costs)]
3. Discussion and possible recommendation to the Village Board on the February 2024 financial activity
4. Adjournment

Cathy Schueller  
 Chairperson

Jennifer Lopez  
 Village Administrator/Treasurer/Clerk

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January 8, 2024

Jennifer Lopez  
 Administrator  
 Village of Edgar  
 224 S Third Avenue  
 PO Box 67  
 Edgar, WI 54426

We are pleased to confirm our understanding of the services we are to provide Village of Edgar (the "Village") for the year ended December 31, 2023.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Village of Edgar as of and for the year ended December 31, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Village of Edgar's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operation, economical, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Schedules of Employer's Proportionate Share of Net Pension Liability (Asset) and Employer Contributions – Wisconsin Retirement System
2. Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund
3. Notes to Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Schedule of Expenditures of Federal Awards
2. Schedule of State Financial Assistance

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1. Schedule of Operating Revenues and Expenses – Water and Sewer Utility
2. Schedule of Detailed Budgetary Revenues and Other Financing Source Comparison – General Fund
3. Schedule of Detailed Budgetary Expenditures Comparison – General Fund

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and *Wisconsin State Single Audit Guidelines*.

#### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance and *Wisconsin State Single Audit Guidelines*, and will include tests of your accounting records, a determination of major program(s) in accordance with Uniform Guidance and *Wisconsin State Single Audit Guidelines*, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events,

considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

#### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance and *Wisconsin State Single Audit Guidelines*, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance and *Wisconsin State Single Audit Guidelines*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, the Uniform Guidance and *Wisconsin State Single Audit Guidelines*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village of Edgar's compliance with the provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance and *Wisconsin State Single Audit Guidelines* requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal and state statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our

procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* and *Wisconsin State Single Audit Guidelines* for the types of compliance requirements that could have a direct and material effect on each of the Village of Edgar's major programs. For federal and state programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Village of Edgar's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and *Wisconsin State Single Audit Guidelines*.

### **Other Services**

We will also assist with the implementation of new accounting standards and the ongoing upkeep of these standards, proposing entries affecting the financial statements in accordance with GAAP, prepare the PSC report, Department of Revenue Municipal Report Form C, depreciation schedules, data collection form, assistance with the corrective action plan and the annual financial report in conformity with accounting principles generally accepted in the United States of America, the Uniform Guidance and *Wisconsin State Single Audit Guidelines* based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the implementation of new accounting standards and the ongoing upkeep of these standards, proposing entries affecting the financial statements in accordance with GAAP, prepare the PSC report, Department of Revenue Municipal Report Form C, depreciation schedules, data collection form, assistance with the corrective action plan and the annual financial report and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and state awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and state awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal and state awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other

information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal and state awards; federal and state award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance and Wisconsin State Single Audit Guidelines, it is management's responsibility to evaluate and monitor noncompliance with federal and state statutes, regulations, and the terms and conditions of federal and state awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the first day of final fieldwork.

You are responsible for identifying all federal and state awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and state awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance and *Wisconsin State Single Audit Guidelines*. You agree to include our report on the schedule of expenditures of federal and state awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal and state awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and state awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and state awards in accordance with the Uniform Guidance and *Wisconsin State Single Audit Guidelines*; (2) you believe the schedule of expenditures of federal and state awards, including its form and content, is stated fairly in accordance with the Uniform Guidance and *Wisconsin State Single Audit Guidelines*; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and state awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Village of Edgar; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of KerberRose SC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any regulatory body or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of KerberRose SC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to any regulatory body or its designee. The regulatory body or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

David Minch, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$14,600 for the financial statement audit and \$4,500 for the federal and state single audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### **Reporting**

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Management of the Village of Edgar. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance.

If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. The Uniform Guidance and *Wisconsin State Single Audit Guidelines* report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and *Wisconsin State Single Audit Guidelines*. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the Village of Edgar and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

*KerberRose SC*

**KerberRose SC  
Certified Public Accountants  
Oshkosh, Wisconsin**

RESPONSE:

This letter correctly sets forth the understanding of the Village of Edgar.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Village of Edgar**  
**Monthly Financial Report**

February 29, 2024

**Cash - Pooled Cash**

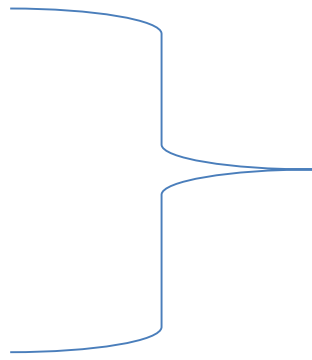
NICOLET BANK ACCT #3201

Per Bank

Bank Ending Balance per Statement	1,213,114.66
Deposit In Transit	-
Current Month Outstanding Checks	(175,545.24)
Ending Balance	<u>\$ 1,037,569.42</u>

Per General Ledger (Books)

Beging General Ledger Balance	1,597,986.19
Total Monthly Receipts	38,334.41
Total Monthly Disbursments	598,751.18
Ending Balance	<u>\$ 1,037,569.42</u>



- in balance

Allocation of Funds	
General Fund	532,121.32
Community Dev Block Grant	-
TIF 1 & 3	457,861.65
TIF 4	158,376.37
Sewer Utility	(192,767.02)
Water Utility	81,977.10
	<u>\$ 1,037,569.42</u>

**CDBG - Money Market Ckg (new) 55006050**

Opening Balance	111,621.34
Deposit	
CDBG Loan Expense	
Interest	219.05
Ending Balance	<u>\$ 111,840.39</u>

**Police Vehicle Replacement Fund**

NICOLET BANK ACCT #9250

Opening Balance	10,992.64
Interest	1.75
Dep of squad sale	
Service Charge	
Ending Balance	<u>\$ 10,994.39</u>

**Park Fund - Savings**

PREVAIL ACCT #552059

Opening Balance	65,612.56
DIT - to cover 2023 expenses	
Interest	5.21
Ending Balance	<u>\$ 65,617.77</u>

**Machinery/Equipment Savings**

NICOLET BANK ACCT#6035

Opening Balance	5,917.38
TFR FOR 2023 PURCHASES	-
Interest	0.05
Ending Balance	<u>\$ 5,917.43</u>

**Wastewater Treatment Plant Replacement**

NICOLET BANK ACCT #5011

Opening Balance	150,676.52
Tfr from CD Redemption	-
Interest	59.86
Ending Balance	<u>\$ 150,736.38</u>

**Wastewater - Special Redemption**

NICOLET BANK ACCT #5037

Opening Balance	11,029.57
Tfr to Const Acct	
Interest	1.75
Ending Balance	<u>\$ 11,031.32</u>

**Wastewater - Collection System Replacement**

NICOLET BANK ACCT #5029

Opening Balance	61,119.86
Tfr to Const Acct	
Interest	119.95
Ending Balance	<u>\$ 61,239.81</u>

**Wastewater - Bond Reserve**

PREVAIL ACCT #550507888

Opening Balance	
Redeemed; moved to Replacement Fund	
Ending Balance	<u>\$ -</u>

**Wastewater - Sewer Coverage Fund**

PREVAIL ACCT #50507953

Opening Balance	
Redeemed; moved to Replacement Fund	
Ending Balance	<u>\$ -</u>

**Wastewater - Wastewater Tmt USDA Construction Acct**

PEOPLES #910476075

Opening Balance	689,500.42
Tfr - proceeds from Nicolet loan	
Interest	2,951.44
Checks paid	526,862.93
Ending Balance	<u>\$ 165,588.93</u>

Ehlers Investments - Pershing DEBT SERVICE	<u>\$ 139,277.93</u>
Ehlers Investments - Pershing	<u>\$ 5,569,621.29</u>

6,097,495.66

**Water Utility - Debt Retirement**

NICOLET BANK ACCT #5045

	122,621.21
Interest	240.64
Ending Balance	<u>\$ 122,861.85</u>

**Water Utility - Bond Reserve - CD matures 11/28/2021**

NICOLET BANK ACCT #19855

Opening Balance	-
Interest	-
Ending Balance	<u>\$ -</u>

122,861.85

**Water Tower Fund - Savings**

PREVAIL ACCT #50507900

Opening Balance	-
Interest	-
2020/2021 BUDGET - in NICOLET	-
Tfr to General Fund to pay for Tower	-
Ending Balance	<u>\$ -</u>

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A GENERAL CHECKING

ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
SC	2/15/2024	NICOLET BANK FEES	169.79
		Manual Check SERVICE CHARGE	
EFTP	2/21/2024	PAYROLL - EFTPS - INTERNAL REVENUE SERVICE	3,026.94
		Manual Check PAYROLL 02-21-2024	
56616	2/12/2024	GOVPAYNET (dba allpaid, inc)	1,101.07
		REFUND OF FRAUDULANT CR CR - COLLECTED	
56683	2/02/2024	CNH INDUSTRIAL ACCT	219.80
		PARTS	
56683	2/02/2024	CNH INDUSTRIAL ACCT	-219.80
		Manual Check VOID	
56684	2/02/2024	CORE & MAIN	3,525.82
		METER STOCK & SUPPLIES	
56685	2/02/2024	DOOR PRO OVERHEAD DOORS	183.75
		WWTP	
56686	2/02/2024	EO JOHNSON	110.00
		MAINT CONTRACT 02/24/24 - 05/23/24	
56687	2/02/2024	IRON BULL INC.	25.00
		PARK DEPOSIT REFUND	
56688	2/02/2024	M & L DISTRIBUTORS	11.56
		PARTS - INV 17096	
56689	2/02/2024	MENARDS	133.79
		SUPPLIES	
56690	2/02/2024	NICOLET NATIONAL BANK	2,779.87
		2023 RE OVERPAYMENT - HENRICHS, TAMMY	
56691	2/02/2024	SPECTRUM ENTERPRISE	419.93
		INTERNET/PHONES	
56692	2/02/2024	WVOA, INC.	90.00
		41ST SPRING BIOSOLID SYMPOSIUM	
56693	2/09/2024	CNH INDUSTRIAL ACCT	194.80
		PARTS	
56694	2/09/2024	DEATON, EMILY	50.00
		REFUND OF OVERPAYMENT FROM ED 8/5 & 8/6	
56695	2/09/2024	EDGAR SCHOOL DISTRICT	226,639.38
		FEBRUARY SETTLEMENT	
56696	2/09/2024	FRONTIER	117.54
		SERVICE FROM 02/25/24 - 02/24/24	
56697	2/09/2024	MARATHON COUNTY REGISTER OF DEEDS	300.00
		TEMP EASEMENTS	

A GENERAL CHECKING

ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
56698	2/09/2024	MARATHON COUNTY TREASURER FEBRUARY SETTLEMENT	145,612.38
56699	2/09/2024	NORTHCENTRAL TECHNICAL COLLEGE FEBRUARY SETTLEMENT	40,514.00
56700	2/09/2024	SECURITY FENCE & SUPPLY CO. INC 4' HIGH SIDELINE CHAIN FENCE W/2 GATES	11,794.00
56701	2/09/2024	WISCONSIN DEPT OF JUSTICE * 23/24 BACKGROUND CHECK	14.00
56702	2/09/2024	WISCONSIN PUBLIC SERVICE NEW SERVICE/	352.83
56702	2/09/2024	WISCONSIN PUBLIC SERVICE NEW SERVICE	-352.83
56703	2/09/2024	WISCONSIN RURAL WATER ASSN TRAINING - 03/26/24 - 03/28/24	295.00
56704	2/12/2024	BERG SALES, INC. SUPPLIES	214.91
56705	2/12/2024	BP FUEL	1,180.53
56706	2/12/2024	COMMERCIAL TESTING LABORATORY LABS	130.50
56707	2/12/2024	EDGAR BUILDING SUPPLY SUPPLIES	43.75
56708	2/12/2024	HARTER'S FOX VALLEY DISPOSAL VACATION HOLD CREDITS	6,785.65
56709	2/12/2024	MARATHON COUNTY HEALTH DEPARTMENT WATER TEST - COLILERT-COLIFORM BACTERIA	15.00
56710	2/12/2024	NICOLET NATIONAL BANK - CR CRD CREDIT CARD	1,335.94
56711	2/12/2024	RIVER COUNTRY CO-OP SUPPLIES	15.45
56712	2/12/2024	TLUSTY, KENNEDY & DIRKS S.C. ATTORNEY FEES	11.48
56713	2/12/2024	UNIFIRST CORPORATION UNIFORMS	333.64
56714	2/12/2024	WISCONSIN PUBLIC SERVICE JAN 2023	11,033.70
56715	2/12/2024	WISCONSIN STATE LAB OF HYGIENE WATER TEST - FLORIDE	29.00

Manual Check

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ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
56716	2/12/2024	MARATHON COUNTY TREASURER HWY H ENGINEERING	41,857.74
56717	2/15/2024	AYRES ASSOCIATES INC 2024 STREET & UTILITY IMPROVEMENTS	11,510.86
56718	2/15/2024	EDGAR IGA FOOD CENTER WWTP SUPPLIES	61.94
56719	2/15/2024	MARATHON COUNTY TREASURER LOTTERY CREDIT AUDIT	467.74
56719	2/15/2024	MARATHON COUNTY TREASURER VOID Manual Check	-467.74
56720	2/15/2024	MARATHON COUNTY TREASURER HWY H ENGINEERING REIMB	28,676.03
56721	2/20/2024	ESSENCE OIL CORP SUPPLIES	793.75
56722	2/20/2024	FARRELL EQUIPMENT & SUPPLY CO, SUPPLIES	55.98
56723	2/20/2024	M & L DISTRIBUTORS SUPPLIES	144.75
56724	2/20/2024	MARATHON COUNTY CPZ 2023 PHOSPHORUS MULTI-DISCHARGER VARIANC	19,760.48
56725	2/20/2024	MARATHON COUNTY HEALTH DEPARTMENT WATER TEST	70.00
56726	2/20/2024	MARATHON COUNTY TREASURER LOTTERY CREDIT AUDIT	567.74
56727	2/20/2024	RIVER COUNTRY CO-OP SUPPLIES	950.50
56728	2/20/2024	SECURIAN FINANCIAL GROUP, INC MARCH 2024 PREMIUM (EMPLOYEE PD CONT)	26.66
56729	2/20/2024	TAYLOR COUNTY LAND CONSERVATION DEPARTMENT 2023 PHOSPHORUS MULTI-DISCHARGER VARIANC	2,542.36
56730	2/20/2024	USABLUBOOK SUPPLIES	1,469.48
56731	2/20/2024	WOOD COUNTY LAND AND WATER CONSERVATION DEPT 2023 PHOSPHORUS MULTI-DISCHARGER VARIANC	903.34
56732	2/23/2024	DELTA DENTAL BENEFITS	260.18
56733	2/23/2024	MOTION INDUSTRIES, INC. REPAIR	171.98

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## A GENERAL CHECKING

ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
56734	2/23/2024	SCHIERL TIRE & SERVICE CENTER REPAIR-END LOADER	211.50
DELTA	2/01/2024	DELTA DENTAL	133.82
		Manual Check EE - DENTAL 100% EE PAID SUPPLEMENTAL	
EFTPS	2/07/2024	PAYROLL - EFTPS - INTERNAL REVENUE SERVICE	2,975.94
		Manual Check PAYROLL 02-07-2024	
V2405	2/07/2024	BREHM, DOUG	1,732.28
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2406	2/07/2024	KREMBS, MATTHEW	156.99
		Manual Check Pay period 01/06/2024 to 02/02/2024	
V2407	2/07/2024	LEHMAN, BART	1,423.06
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2408	2/07/2024	LOPEZ, JENNIFER	1,716.98
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2409	2/07/2024	MARVIN, TERESA	1,097.28
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2410	2/07/2024	PLAUTZ, RAMSAY	1,322.66
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2411	2/07/2024	TESS, WILLIAM	1,328.53
		Manual Check Pay period 01/20/2024 to 02/02/2024	
V2412	2/21/2024	BREHM, DOUG	1,746.63
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2413	2/21/2024	KREMBS, MATTHEW	300.14
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2414	2/21/2024	LEHMAN, BART	1,200.56
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2415	2/21/2024	LOPEZ, JENNIFER	1,696.98
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2416	2/21/2024	MARVIN, TERESA	1,091.57
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2417	2/21/2024	PLAUTZ, RAMSAY	1,316.99
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2418	2/21/2024	TESS, WILLIAM	1,559.54
		Manual Check Pay period 02/03/2024 to 02/16/2024	
V2419	2/21/2024	WOLFF, BRADLEY	73.88
		Manual Check Pay period 01/20/2024 to 02/16/2024	
WIDOR	2/21/2024	PAYROLL - STATE OF WISCONSIN DEPT OF REV	505.50
		Manual Check PAYROLL 02-21-2024	

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A GENERAL CHECKING

ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
WIDOR	2/07/2024	PAYROLL - STATE OF WISCONSIN DEPT OF REV	495.81
	Manual Check	PAYROLL 02-07-2024	
CREDIT	12/31/2024	PRODUCTIVITY PLUS ACCOUNT	-25.00
	Manual Check	CREDIT	
WRSINS	2/09/2024	PAYROLL - WISCONSIN RETIREMENT SYSTEM	6,932.60
	Manual Check	INSURANCE	
DEFCOMP	2/21/2024	PAYROLL - WISCONSIN DEFERRED COMPENSATIO	835.00
	Manual Check	PAYROLL 02-21-2024	
WIDFCOMP	2/07/2024	PAYROLL - WISCONSIN DEFERRED COMPENSATIO	835.00
	Manual Check	PAYROLL 02-07-2024	
CREDIT REV	2/02/2024	CNH INDUSTRIAL ACCT	25.00
	Manual Check	REVERSE CREDIT POSTED SEPERATE	
<b>Grand Total</b>			<b>598,751.18</b>

FEBRUARY CREDIT CARD REPORT

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VOE - CREDIT CARD

ALL Checks

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
2024-02-01	2/09/2024	AMAZON	25.34
	Manual Check	SUPPLIES	
2024-02-02	2/09/2024	AMAZON	33.00
	Manual Check	SUPPLIES	
2024-02-03	2/09/2024	AMAZON	94.15
	Manual Check	SUPPLIES	
2024-02-04	2/09/2024	DIAMOND MAPS	30.00
	Manual Check	MAPPING	
2024-02-05	2/09/2024	EDGAR FAMILY RESTAURANT	56.90
	Manual Check	CREW EE BREAKFAST	
2024-02-06	2/09/2024	ADOBE EXPRESS	10.54
	Manual Check	JAN 2024	
2024-02-08	2/09/2024	AMAZON	24.99
	Manual Check	SUPPLIES	
2024-02-08	2/09/2024	OFFICE DEPOT - OFFICE MAX	108.40
	Manual Check	SUPPLIES	
2024-02-09	2/09/2024	OFFICE DEPOT - OFFICE MAX	43.19
	Manual Check	SUPPLIES	
2024-02-10	2/09/2024	GRAINGER	323.41
	Manual Check	SUPPLIES	
2024-02-11	2/09/2024	AMAZON	40.81
	Manual Check	SUPPLIES	
2024-02-12	2/09/2024	AMAZON	179.99
	Manual Check	SUPPLIES	
2024-02-13	2/09/2024	AMAZON	166.49
	Manual Check	TOOL	
2024-02-14	2/09/2024	MICROSOFT	136.00
	Manual Check	EMAIL - JAN 2024	
2024-02-15	2/09/2024	AMAZON	46.74
	Manual Check	TOOL	
2024-02-16	2/09/2024	ZOOM.US	15.99
	Manual Check	INTERNET MEETINGS	
Grand Total			1,335.94

FEBRUARY RECEIPTS

3/08/2024

3:30 PM

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ACCT

A GENERAL CHECKING

ALL Receipts

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
4324	2/01/2024	VERTICAL BRIDGE TOWER AT 500 GUMAER	955.23
4325	2/01/2024	Utility Receipts - GARBAGE - 02/01/2024	26.73
4325	2/01/2024	Utility Receipts - PUBLIC FIRE - 02/01/2024	6.25
4325	2/01/2024	Utility Receipts - SEWER - 02/01/2024	133.22
4325	2/01/2024	Utility Receipts - WATER - 02/01/2024	59.80
4328	2/02/2024	AT&T TOWER RENT FEE: TOWER RENT	1,102.50
4334	2/02/2024	OPERATOR LICENSE JAHNKE, JESSICA - CASH	30.00
4336	2/02/2024	CAT LICENSE TAGS #840 - #841	10.00
4337	2/02/2024	DOG LICENSE TAG #595	5.00
4338	2/02/2024	Utility Receipts - GARBAGE - 02/02/2024	36.58
4338	2/02/2024	Utility Receipts - PUBLIC FIRE - 02/02/2024	8.42
4338	2/02/2024	Utility Receipts - SEWER - 02/02/2024	102.17
4338	2/02/2024	Utility Receipts - WATER - 02/02/2024	42.83
4340	2/05/2024	DOG LICENSE TAGS #596 - #597	10.00
4341	2/05/2024	Utility Receipts - GARBAGE - 02/05/2024	78.57
4341	2/05/2024	Utility Receipts - PUBLIC FIRE - 02/05/2024	38.35
4341	2/05/2024	Utility Receipts - SEWER - 02/05/2024	825.89
4341	2/05/2024	Utility Receipts - WATER - 02/05/2024	294.63
4342	2/06/2024	GPM SOUTHEAST 2023 PERSONAL PROPERTY TAX	632.51
4343	2/06/2024	Utility Receipts - GARBAGE - 02/06/2024	107.49
4343	2/06/2024	Utility Receipts - PUBLIC FIRE - 02/06/2024	40.25
4343	2/06/2024	Utility Receipts - SEWER - 02/06/2024	650.12
4343	2/06/2024	Utility Receipts - WATER - 02/06/2024	340.29
4346	2/07/2024	Utility Receipts - GARBAGE - 02/07/2024	36.32
4346	2/07/2024	Utility Receipts - PUBLIC FIRE - 02/07/2024	8.36
4346	2/07/2024	Utility Receipts - SEWER - 02/07/2024	122.43

A GENERAL CHECKING

ALL Receipts

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
4346	2/07/2024	Utility Receipts - WATER - 02/07/2024	53.21
4347	2/08/2024	MJB PROPERTIES OF EDGAR LLC - BROOKLYN FEE: MOBILE HOME PERMIT - JAN 2024	166.42
4348	2/08/2024	MJB PROPERTIES OF EDGAR LLC - WEST FEE: MOBILE HOME PERMIT - JAN 2024	846.08
4349	2/09/2024	DVORAK SANITATION FEE: SEWER DUMPING - JAN 2024	7,895.11
4350	2/09/2024	MONTOYA, SANTOS 2023 REAL ESTATE TAX COLLECTION	935.00
4351	2/09/2024	MONTOYA, SANTOS PAID CASH FOR PYMT OF UTILITIES-FRAUD	603.98
4352	2/10/2024	DOG LICENSE TAG: #598	5.00
4353	2/10/2024	CAT LICENSE TAG: #842	5.00
4354	2/12/2024	DOG LICENSE TAG: #599	5.00
4355	2/12/2024	VILLAGE OF ROTHSCHILD COURT FINES - JAN 2024	121.00
4356	2/13/2024	MONTOYA, SANTOS FRAUDULANT CR CRD TRANSACTION	166.07
4357	2/13/2024	Utility Receipts - GARBAGE - 02/13/2024	12.12
4357	2/13/2024	Utility Receipts - PUBLIC FIRE - 02/13/2024	2.66
4357	2/13/2024	Utility Receipts - SEWER - 02/13/2024	111.80
4357	2/13/2024	Utility Receipts - WATER - 02/13/2024	41.81
4358	2/14/2024	DELINQUENT PERSONAL PROPERTY COZY CORNERS 325 LLC	15.83
4359	2/15/2024	CHARTER COMMUNICATIONS OCT-DEC 2023	1,645.48
4360	2/15/2024	Utility Receipts - GARBAGE - 02/15/2024	11.47
4360	2/15/2024	Utility Receipts - PUBLIC FIRE - 02/15/2024	11.48
4360	2/15/2024	Utility Receipts - SEWER - 02/15/2024	129.20
4360	2/15/2024	Utility Receipts - WATER - 02/15/2024	53.59
4361	2/16/2024	AVENUE TITLE SERVICES LLC SPECIAL ASSESSMENT - INV #4083	30.00
4362	2/16/2024	Utility Receipts - GARBAGE - 02/16/2024	34.50

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## A GENERAL CHECKING

## ALL Receipts

Posted From: 2/01/2024 From Account:  
 Thru: 2/29/2024 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
4362	2/16/2024	Utility Receipts - PUBLIC FIRE - 02/16/2024	8.49
4362	2/16/2024	Utility Receipts - WATER - 02/16/2024	32.01
4363	2/16/2024	CAT LICENSE TAG: #843	5.00
4364	2/19/2024	AMERICAN GREETINGS CORPORATION PD CK#: 82430379	9.88
4365	2/15/2024	PARKING CITATION FINE	50.00
4366	2/19/2024	COPIES COPIES	4.00
4369	2/20/2024	Utility Receipts - GARBAGE - 02/20/2024	139.37
4369	2/20/2024	Utility Receipts - PUBLIC FIRE - 02/20/2024	32.52
4369	2/20/2024	Utility Receipts - SEWER - 02/20/2024	54.79
4369	2/20/2024	Utility Receipts - WATER - 02/20/2024	23.32
4370	2/21/2024	DOG LICENSE TAG #: 600 - #601	10.00
4371	2/23/2024	DOG LICENSE TAG: #602 - #604	15.00
4372	2/26/2024	COPIES COPY - PD CASH	1.00
4373	2/26/2024	DOG LICENSE TAG #: 605-606	10.00
4374	2/26/2024	Utility Receipts - GARBAGE - 02/26/2024	10.86
4374	2/26/2024	Utility Receipts - PUBLIC FIRE - 02/26/2024	2.38
4374	2/26/2024	Utility Receipts - SEWER - 02/26/2024	59.43
4374	2/26/2024	Utility Receipts - WATER - 02/26/2024	27.33
4375	2/27/2024	DOG LICENSE Tag #: 607	5.00
4377	2/29/2024	COPIES COPY	0.50
4378	2/29/2024	Utility Receipts - GARBAGE - 02/29/2024	14.54
4378	2/29/2024	Utility Receipts - PUBLIC FIRE - 02/29/2024	3.19
4378	2/29/2024	Utility Receipts - SEWER - 02/29/2024	52.78
4378	2/29/2024	Utility Receipts - WATER - 02/29/2024	24.49

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A GENERAL CHECKING

ALL Receipts

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
ALLPAID	2/07/2024	Utility Receipts - GARBAGE - 02/07/2024	53.45
ALLPAID	2/07/2024	Utility Receipts - PUBLIC FIRE - 02/07/2024	12.50
ALLPAID	2/07/2024	Utility Receipts - SEWER - 02/07/2024	223.30
ALLPAID	2/07/2024	Utility Receipts - WATER - 02/07/2024	91.60
ALLPAID	2/08/2024	Utility Receipts - GARBAGE - 02/08/2024	155.99
ALLPAID	2/08/2024	Utility Receipts - PUBLIC FIRE - 02/08/2024	35.25
ALLPAID	2/08/2024	Utility Receipts - SEWER - 02/08/2024	525.12
ALLPAID	2/08/2024	Utility Receipts - WATER - 02/08/2024	209.03
ALLPAID	2/12/2024	Utility Receipts - GARBAGE - 02/12/2024	30.65
ALLPAID	2/12/2024	Utility Receipts - PUBLIC FIRE - 02/12/2024	7.13
ALLPAID	2/12/2024	Utility Receipts - SEWER - 02/12/2024	153.97
ALLPAID	2/12/2024	Utility Receipts - WATER - 02/12/2024	73.91
Allpaid	2/14/2024	Utility Receipts - GARBAGE - 02/14/2024	71.66
Allpaid	2/14/2024	Utility Receipts - PUBLIC FIRE - 02/14/2024	16.50
Allpaid	2/14/2024	Utility Receipts - SEWER - 02/14/2024	437.70
Allpaid	2/14/2024	Utility Receipts - WATER - 02/14/2024	169.47
ALLPAID	2/26/2024	Utility Receipts - GARBAGE - 02/26/2024	18.21
ALLPAID	2/26/2024	Utility Receipts - PUBLIC FIRE - 02/26/2024	4.00
ALLPAID	2/26/2024	Utility Receipts - SEWER - 02/26/2024	113.30
ALLPAID	2/26/2024	Utility Receipts - WATER - 02/26/2024	45.85
ALLPAID	2/28/2024	Utility Receipts - GARBAGE - 02/28/2024	35.83
ALLPAID	2/28/2024	Utility Receipts - PUBLIC FIRE - 02/28/2024	8.25
ALLPAID	2/28/2024	Utility Receipts - SEWER - 02/28/2024	232.05
ALLPAID	2/28/2024	Utility Receipts - WATER - 02/28/2024	67.40
BATCH 34	2/01/2024	TAX COLLECTION BATCH 34	4,439.10
BATCH 35	2/02/2024	TAX COLLECTION BATCH 35 - FINAL	9,502.72
AUTOWITHDRAW	2/21/2024	Utility Receipts - GARBAGE - 02/21/2024	96.82
AUTOWITHDRAW	2/21/2024	Utility Receipts - PUBLIC FIRE - 02/21/2024	34.05

3/08/2024

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A GENERAL CHECKING

ALL Receipts

Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

Receipt Nbr	Receipt Date	Payor	Amount
AUTOWITHDRAW	2/21/2024	Utility Receipts - SEWER - 02/21/2024	745.20
AUTOWITHDRAW	2/21/2024	Utility Receipts - WATER - 02/21/2024	303.70
Grand Total			37,115.34

FEBRUARY JOURNAL ENTIRES

3/08/2024 3:30 PM Reprint Journal Entry Register - Quick Report

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Accounting Posted From: 2/01/2024 From Account:  
Thru: 2/29/2024 Thru Account:

---- Journal Entry ----

Number	Date	Debit	Credit
HI	2/15/2024	10,167.81	10,167.81
HI			
HI	2/16/2024	17,100.41	17,100.41
TO REC HI ALLOCATION			
PUBFIRE	2/14/2024	169,328.00	169,328.00
TO REC PUBLIC FIRE - ANNUAL			
INTEREST	2/29/2024	1,219.07	1,219.07
TO REC INTEREST			
INTEREST	2/29/2024	648.26	648.26
TO REC INTEREST			
INTEREST	2/29/2024	2,951.44	2,951.44
TO REC INTEREST			
PERSHINGACT	2/29/2024	24,304.90	24,304.90
TO REC PERSHING EARNINGS/FEES			
	Grand Total	225,719.89	225,719.89



## VILLAGE OF EDGAR

224 S. Third Avenue  
P.O. Box 67  
Edgar, Wisconsin 54426

Ph. (715) 352-2891  
www.vil.edgar.wi.us

**Regular Board of Trustees Meeting Agenda  
Monday, March 11, 2024  
8:00 PM  
Edgar Village Hall**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - License Building Safety Zoning Committee – February 12, 2024 **Page 44**
  - Streets and Recycling Committee - February 12, 2024 **Page 45**
  - Water and Sewer Committee - February 12, 2024 **Page 46**
  - Finance Committee – February 12, 2024 **Page 47**
  - Regular Board of Trustees – February 12, 2024 **Page 48-49**
  - Park Commission – February 19, 2024 **Page 50**
  - Special Village Board of Trustees – February 21, 2024 **Page 51**
4. Approval of Agenda

Public Comments. Persons wishing to speak to the Village Board will be granted five minutes to express their concerns. No formal action will be taken by the Village Board on concerns expressed at this time. If the matter is on this agenda for consideration, action may be taken during the meeting. If it does not appear on this agenda, the matter may be referred to a committee for consideration and brought back to the Village Board at a future date

Announcements:

- The Village again earned recognition as a 2023 Tree City USA
- Arbor Day – April 26, 2024
- Village wide Garage Sales – May 17-18, 2024
- April 2, 2024 – Election Day

5. Swear in of Officer Benjamin J. Smith
6. Discussion and possible approval of recommendation from the Street Committee to accept the low bid for the 2024 Street and Utility Improvement project to Switlick and Sons, Inc - \$704,383.50 **Page 2-6**
7. Discussion and possible approve of recommendation from the Street Committee to accept the quote from Wisco Material to crush approximately 3,000 tons of recycle (half crushed at 1 ¼” minus and half crushed at ¾” minus) \$4.75 per ton plus a \$4,200 equipment moving fee **Page 7-8**

The Edgar Municipal Building is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Edgar Administrator-Clerk-Treasurer at 715-352-2891. Members of the Edgar Village Board may be in attendance.



## VILLAGE OF EDGAR

224 S. Third Avenue  
P.O. Box 67  
Edgar, Wisconsin 54426

Ph. (715) 352-2891  
www.vil.edgar.wi.us

8. Discussion and possible approval of recommendation from the License/Building/Safety/Zoning Committee to approve Ordinance language update for the Municipal Court – adding the Village of Weston to the joint court **Page 10-11**
9. Discussion and possible approval of the recommendation from the Water and Sewer Committee on Pay Application #10 Staab Construction - \$ 489,583.45 **Page 13**
10. Discussion and possible approval of the recommendation from the Water and Sewer Committee on Application #13 - \$640,271.01 – USDA expenditures **Page 14**
11. Discussion and possible approval of the recommendation from the Water and Sewer Committee to add SCADA to the Water Tower – Energenecs - \$11,965.00 **Page 15-18**
12. Discussion and possible action on accepting the recommendation from the Finance Committee to approve Engagement Letter with Kerber Rose for single audit [due to exceeding \$750,000 in Federal Funds (USDA project costs)] **Page 20-26**
13. Discussion and possible action on accepting the recommendation from the Finance Committee to approve the February 2024 financials **Page 27-41**
14. Motion to convene into closed session under exemptions provided in Wisconsin State Statutes 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of reviewing applicants for Chief of Police position
  - i. Roll call
15. Motion to convene to open session
16. Discussion and possible action on items from closed session
17. Adjournment

Terry Lepak  
Village President

Jennifer Lopez  
Village Administrator/Clerk

The Edgar Municipal Building is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Edgar Administrator-Clerk-Treasurer at 715-352-2891. Members of the Edgar Village Board may be in attendance.

Village of Edgar  
License/Building/Safety/Zoning Committee Meeting  
February 12, 2024  
Edgar Village Hall

Call to Order – Roll Call: The License/Building/Safety/Zoning Committee was not called to order do to lack of a quorum.

Discussion was held on agenda topics, but no action was taken.

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Terry Lepak  
President

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Jennifer Lopez  
Village Administrator/Clerk

Village of Edgar  
Streets and Recycling Committee Meeting Minutes  
February 12, 2024  
Edgar Village Hall

Call to Order – Roll Call: The Streets and Recycling Committee was called to order by President Lepak at 7:45 p.m. Members Werner and Schueller were present - in person; and Butt and Streit - absent

Guests: Trustee Apfelbeck, Administrator Lopez, Officer Matt Krembs, Gavin Borchardt, Gerry Newman, and Kevin O'Brien– Record Review

Approve Agenda: Motion by Schueller/Werner to approve the agenda. All ayes. Motion carried.

Resolution 1-2024: Motion Schueller/Werner to recommend to the Village Board approval of Resolution 1-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Wisconsin Avenue/George Wagner Drive (Installation of driveway aprons and curb and gutter – 80/20 split). All ayes. Motion carried.

Resolution 2-2024: Motion Schueller/Werner to recommend to the Village Board approval of Resolution 2-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Birch Street (Installation of driveway aprons and curb and gutter – 80/20 split Sidewalks 50/50 split). All ayes. Motion carried.

Resolution 3-2024: Motion Schueller/Werner to recommend to the Village Board approval of Resolution 3-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Thomas Hill Road (Installation of driveway aprons and curb and gutter – 80/20 split Sidewalks 50/50 split). All ayes. Motion carried.

Adjournment: Motion by Schueller/Werner to adjourn. All ayes. Motion carried. The meeting was adjourned at 7:57 p.m.

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Terry Lepak  
President

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Jennifer Lopez  
Administrator/Clerk

Village of Edgar  
Water and Sewer Committee  
February 12, 2024  
Edgar Village Hall

Call to Order – Roll Call: The Water and Sewer Committee was called to order by Trustee Werner at 7:12 p.m. Members Apfelbeck, Lepak, and Schueller were present - in person; Trustee Butt - absent

Guests: Officer Matt Krembs, Administrator Lopez, Gerry Newman, Gavin Borchardt, and Kevin O'Brien– Record Review were present in person; Gary Strand – Cooper Engineering via Zoom

Approve Agenda: Motion by Schueller/Apfelbeck to approve the agenda. All ayes. Motion carried.

Change Orders: Motion Schueller/Apfelbeck to recommend to the Village Board approval of the following change orders:

#3 – Staab Construction - \$12,866.14 – disposal of south RBC units

#4 - Staab Construction - \$68,210.00 – rehab of two clarifiers

#5 - Staab Construction - \$6,481.00 – snow guards to storage building

All ayes. Motion carried.

Pay Application #9 – Staab Construction: Motion Lepak/Schueller to recommend to the Village Board to approve Pay Application #9 in the amount of \$458,116.60. All ayes. Motion carried.

USDA Pay Application #12: Motion Lepak/Schueller to recommend to the Village Board to approve Pay Application #11 in the amount of \$526,862.93. All ayes. Motion carried.

Update on Wastewater Treatment Plant Construction: Gary Strand updated the Village Board; construction is going well. Strand informed the Board that there is an option that looks feasible to utilize temporary equipment in May as we await the electrical panels, which are predicted to arrive in December of 2024. Strand invited the Board to contact the on-site supervisor, Nathan Myszka, for a tour. There will be a pre-construction meeting with Switlick in March or April; they have an anticipated start date of May. At this time, we have no information about when Earth, Inc. will begin on the Lift Station.

Adjournment: Motion by Schueller/Apfelbeck to adjourn. All ayes. Motion carried. Meeting adjourned at 7:26 p.m.

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Randy Werner  
Chairman

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Jennifer Lopez  
Village Administrator/Clerk

Village of Edgar  
Finance Committee Minutes  
February 12, 2024  
Edgar Village Hall

Call to Order – Roll Call: The Finance Committee was called to order by Chairman Schueller at 7:30 p.m. President Lepak, Trustee Apfelbeck were present - in person; Streit and Schroeder-Schuett - absent

Guests: Trustee Werner, Administrator Lopez, Officer Matt Krembs, Gavin Borchardt, and Kevin O'Brien – Record Review were present – in person.

Agenda: Motion by Apfelbeck/Lepak to approve the agenda. All ayes. Motion carried.

Financial Activity: The financial activity for January 2024 was reviewed. Motion by Streit/Schueller to recommend to the Village Board approval of the January 2024 financial activity. All ayes. Motion carried.

Adjournment: Motion by Apfelbeck/Lepak to adjourn. All ayes. Motion carried. The meeting was adjourned at 7:36 p.m.

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Cathy Schueller  
Chairman

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Jennifer Lopez  
Administrator

Village of Edgar  
Regular Board of Trustees Meeting Minutes  
February 12, 2024  
Edgar Village Hall

Call to Order/ Roll Call: The Regular Board of Trustees Meeting was called to order by President Lepak at 8:00 p.m. Trustees Schueller, Werner, Apfelbeck and Streit (late) were present - in person; Schroeder-Schuett and Butt - late

Guests: Administrator Lopez, Officer Matt Krembs, Gerry Newman, Gavin Borchardt, and Kevin O'Brien – Record Review were present - in person; Gary Strand – Cooper Engineering was present – via Zoom

Pledge of Allegiance was led by President Lepak

Minutes: Motion by Schueller/Werner to approve the minutes as presented. All ayes. Motion carried.

- Plan Commission – January 8, 2024
- Village Caucus - January 8, 2024
- License Building Safety Zoning Committee – January 8, 2024
- Streets and Recycling Committee - January 8, 2024
- Water and Sewer Committee - January 8, 2024
- Finance Committee – January 8, 2024
- Regular Board of Trustees – January 8, 2024
- Special Village Board of Trustees – January 24, 2024

Agenda approval: Motion Schueller/Werner to approve the agenda with amending item #8 to read “hire” vs “advertise”. All ayes. Motion carried.

Public Comments: There were no comments by the Public

WCMA Winter Conference: Motion Schueller/Werner to approve the Village Administrator to attend the WCMA Winter Conference Feb 28 – March 1, 2024, at Elkhart Lake (Conference \$245, hotel cost \$129/night plus mileage). All ayes. Motion carried.

Memorandum of Understanding for Municipal Court: Motion Schueller/Werner to approve the presented Memorandum of Understanding for the Municipal Court adding the Village of Weston to the Court. All ayes. Motion carried.

Uniform Allowance: Motion Schueller/ to allow the OIC to utilize the Chief Clothing Allowance that was budgeted for 2024. Schueller struck her motion. Motion Streit/Apfelbeck to allow OIC Plautz to purchase one uniform shirt and one pair of uniform pants with the Village to reimburse 50% of the cost; the uniform allowance will be revisited in 3-4 months. Motion carried.

PT Police Officer hire: Motion Schueller/Streit to approve to hire an additional Part-Time Police Officer, as we are short one Officer due to a medical leave through fall. All ayes. Motion carried.

Advertise for Chief of Police: Motion Schueller/Streit to advertise for the Chief of Police position. All ayes. Motion carried.

Change Orders: Motion Schueller/Werner to accept the recommendation from the Sewer Committee and approve the following change Orders:

- #3 – Staab Construction - \$12,866.14 – disposal of south RBC units
- #4 - Staab Construction - \$68,210.00 – rehab of two clarifiers

#5 - Staab Construction - \$6,481.00 – snow guards to storage building

All ayes. Motion carried.

Pay Application #9 – Staab Construction: Motion Schueller/Werner to recommend accepting the recommendation from the Water and Sewer Committee and approve Pay Application #9 in the amount of \$458,116.60. All ayes. Motion carried.

USDA Pay Application #12: Motion Schueller/Werner to recommend accepting the recommendation from the Water and Sewer Committee and approve Pay Application #12 in the amount of \$526,862.93. All ayes. Motion carried.

Financial Activity: The financial activity for January 2024 was reviewed. Motion by Schueller/Schroeder-Schuett to accept the recommendation of the Finance Committee and approve the January 2024 financial activity. All ayes. Motion carried.

Resolution 1-2024: Motion Schueller/Streit to accept the recommendation from the Streets Committee and approve Resolution 1-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Wisconsin Avenue/George Wagner Drive (Installation of driveway aprons and curb and gutter – 80/20 split). All ayes. Motion carried.

Resolution 2-2024: Motion Streit/Schueller to accept the recommendation from the Streets Committee and approve Resolution 2-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Birch Street (Installation of driveway aprons and curb and gutter – 80/20 split Sidewalks 50/50 split). All ayes. Motion carried.

Resolution 3-2024: Motion Schueller/Apfelbeck to accept the recommendation from the Streets Committee and approve Resolution 3-2024 – Preliminary Resolution Declaring Intent to Levy Special Assessments Under Municipal Police Power Pursuant to SS 66.0703 – 2024 Street Improvements Thomas Hill Road (Installation of driveway aprons and curb and gutter – 80/20 split Sidewalks 50/50 split). All ayes. Motion carried.

Closed session: Motion Schueller/Apfelbeck to convene into closed session under exemptions provided in Wisconsin State Statutes 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of reviewing applicants for police position

Roll call: Schueller- yes, Streit – yes, Werner - yes, Apfelbeck – yes, Lepak – yes,  
Schroeder-Schuett – yes, Butt - yes

Butt and Schroeder-Schuett arrived in closed session. It was agreed to advertise for both a full-time and part-time Chief of Police; interviews for the Part-Time Police Officer will be done after a Chief is selected.

Adjournment: Motioned by Schueller/Schroeder-Schuett to adjourn. All ayes. Motion carried. Meeting adjourned at 10:48 p.m.

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Terry Lepak  
President

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Jennifer Lopez  
Village Administrator/Clerk

Village of Edgar  
Parks Commission  
February 19, 2023  
Edgar Village Hall

Call to Order – Roll Call: The committee meeting was called to order by Chairperson Mueller at 6:00 p.m. Members present in person: Bauman, VanDerLeest, Schueller, Schroeder, and Kralcik – in person; Schroeder-Schuett, Guenther and Denfeld absent

Guests: Administrator Lopez, DPW Doug Brehm - in person

Approve Agenda: Motion by Schueller/Schroeder to approve the agenda. All ayes. Motion carried.

Phase 2 – ADA ramp at Ball Park Complex: Motion Schueller/Schroeder to approve the proposal from S.D. Ellenbecker to install the ADA ramp at the Edgar Ball Park Complex at 301 E Lutz at a cost of \$23,950.00; pending the approval from the Chairman of the drawn plans. All ayes. Motion carried. It was stated that the Commission would like to see 3-4 more handicap parking spots.

Phase 1 - Handrails: Motion Schueller/Schroeder to approve the low bid for the stair handrails at 301 E Lutz Street from Streveler Fab & Machine; without installation. Chairman Mueller stated he can install the rails when they arrive. Chairman Mueller also requested to have the rails attach below the step surface to prevent the possibility of any breakage. All ayes. Motion carried. Two bids were received for the handrails: Streveler Fab & Machine - \$3,960 and Combat Parts - \$9,590.

Update on Park Maintenance: Chairman Mueller stated that if any members did not wish to continue their seats on the Park Commission, to please let the Village know as the Committee Assignments will be updated in April. It was stated the shelters will be stained this summer and both our summer workers plan to return. The Commission asked Brehm to obtain pricing for expanding the upper parking lot east at the Ball Park Complex.

Adjournment: Motion by Schroeder/Schueller to adjourn. All ayes. Motion carried. The meeting was adjourned at 6:35 p.m.

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Rick Mueller  
Chairperson

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Jennifer Lopez  
Village Administrator

Village of Edgar  
Special Board of Trustees Meeting Minutes  
February 21, 2024  
Edgar Village Hall

Call to Order – Roll Call: The Special Board of Trustees Meeting was called to order by President Lepak at 6:00 p.m. Trustees Schueller, Trustee Butt, Trustee Werner, and Trustee Streit were present - in person; Trustee Apfelbeck and Schroeder-Schuett - absent

Guests: Village Administrator Lopez was present - in person

Approval of Agenda: Motion Schueller/Butt to approve the agenda as presented. All ayes. Motion carried.

Closed Session: Motion Schueller/Butt to move into closed session under exemptions provided in Wisconsin State Statutes 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of negotiating Police Chief package.

Roll call: Streit – yes, Lepak – yes, Werner – yes, Butt – yes, and Schueller – yes

Adjournment: Motioned by Schueller/Butt to adjourn. All ayes. Motioned carried. Meeting adjourned at 7:01 p.m.

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Terry Lepak  
President

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Jennifer Lopez  
Village Administrator