



AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE



Date and Time: Tuesday, June 11, 2019 **6:15 P.M.**
Location: City Hall, Committee Room #205, 101 South Blvd. Baraboo
Members Noticed: Joel Petty, Scott Sloan, Dennis Thurow
Others Noticed: Department Heads (*agenda only*), E. Geick, B. Zeman, C. Haggard, M. Palm,
P. Wedekind, John Alt, Post at Library, & Media, Fire Chief Kevin Stieve

1. Call Meeting to Order

- a. Roll Call of Membership
- b. Note compliance with Open Meeting Law.
- c. Approve May 28, 2019 minutes.
- d. Approve agenda.

MEMBERS not attending must notify the Chairperson at least 24 hours before the meeting.

2. Action Items

- a. **Accounts Payable** –Review and recommendation to Common Council on paying \$ *
- b. Review and recommendation to Common Council to approve MOU (Memorandum of Understanding) with Friends of the Baraboo Zoo. *
- c. Review and recommendation to Common Council to approve a request for an easement for a driveway at the entrance of Myron Park. *
- d. Review and recommendation to Common Council to approve contract with the consulting firm GovHR for the recruitment of the City Administrator. *

3. Information Items

- City Attorney's report on insurance claims – None.
- Councilmember Training: Council Handbook

4. Adjournment

Joel Petty, Chairperson

* Item on next regularly scheduled Common Council Meeting Agenda

Agenda prepared by B. Zeman & posted on 06/07/2019

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 South Blvd., Baraboo, WI or phone (608) 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH

Members Present: Thurow, Sloan

Absent: Petty

Others Present: Mayor Palm, E. Geick, E. Truman, B. Zeman, C. Haggard, W. Peterson, P. Cannon

Call to Order –Ald. Sloan called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to approve the minutes of May 14, 2019 and carried unanimously. Moved by Thurow, seconded by Sloan to approve the amended agenda. Motion carried unanimously.

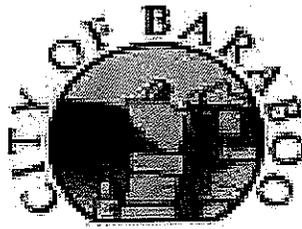
Action Items

- a) **Accounts Payable** – Moved by Thurow seconded by Sloan to recommend to Council for approval of the accounts payable for **\$253,808.58**. Motion carried unanimously.
- b) **Street Improvement Projects** – W. Peterson noted that there are three significant projects for 2019 – Lake Street and Washington Ave reconstruction and Broadway Mill & Overlay. The total of the three projects together is \$1,844,650. Of this amount, storm will be paying about \$305,000 and water will be paying about \$108,000. There will be sidewalk and curb and gutter that will be assessed. On the general fund, we will be about \$160,000 short and water will be about \$85,000 short. A recommendation to cover these shortages will be made at a future meeting. As for water, they will be cancelling their lead service replacement project and downscaling another project to cover these funds. Moved by Thurow, seconded by Sloan to approve the bids from Gerke Excavating Inc. for Lake Street and Washington Avenue reconstructions and D.L. Gasser for Broadway Mill & overlay projects. Motion carried unanimously.
- c) **Amendment to the current Cell Phone Tower Lease between the City and Wisconsin RSA #8 LP (d/b/a Verizon Wireless)** C. Haggard explained that this is an amendment to our current agreement. We were approached with three options for this year. Because it is the City’s true intent to lease this tower out, the favored option is the \$45,000 bonus and extending the lease out to 2058. Moved by Thurow, seconded by Sloan and carried unanimously to recommend to Council for action.
- d) **Accept the 2019 CDBG for CLOSE-Public Facilities in the amount of \$799,527.67** E. Geick noted that the state has approved our application and these funds will be used towards the Lake Street project. P. Cannon noted that this also helps the CDA because they will then be able to take all of our loans, pay them off, and they become the CDA’s as a revenue stream. Moved by Thurow, seconded by Sloan and carried unanimously to recommend to Council for action.
- e) **Accept memo from Patrick Cannon, Community Development Authority (CDA) Director on Economic Development Loan Program** P. Cannon explained that with the CDBG program going away with the CLOSE program, the City has talked several times about how to create a new Economic Development Loan Program. The CDA Board has directed P. Cannon to draft a manual which is going to primarily follow the current CDBG program under HUD rules with the elimination of the HUD regulations that he felt was not necessary. Because it will take some action by Council to create this fund, P. Cannon is looking for a formal action on this. Moved by Thurow, seconded by Sloan and carried unanimously to accept memo.
- f) **Accept the proposed revisions to the City Administrator position ordinance** Atty. Truman advised the committee that some language was inadvertently left out when original approved. No action taken at Finance; a motion at Council to make the amendment.

Informational Items

- a) City Attorney’s report on insurance claims
 - o Claim Denial – Brian & Chrystin Luetkens requested reimbursement of approximately \$1,607.00 due to alleged sewer backup into their basement.
 - o Claim Denial – Randy Wilkinson requested approximately \$210.00 due to alleged sewer backup into his basement.
- b) Councilmember Training: Council Handbook – Because Joel Petty is absent from tonight’s meeting, Atty. Truman requested that this be postponed to the next Finance meeting.

Adjournment – Moved by Sloan, seconded by Thurow and carried to adjourn at 6:14pm.
Brenda Zeman, City Clerk



City of Baraboo, Wisconsin
Finance Department
101 South Boulevard
Baraboo, WI 53913

June 11, 2019

The Council lists attached are check registers described in summary below:

Category	Total	Accounts Payable Run Date
General	\$ 167,847.39	June 7, 2019
Utility	\$ 47,598.79	May 31, 2019
ACH	\$ 1,153.38	May 31, 2019
Payroll Remittance Checks	\$ 391,115.14	May 1, 2019
Department Purchasing Cards	\$ -	
Total expenditures	\$ 607,714.70	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
187654							
06/07/2019	187654	ALLIANT ENERGY	015803-0530	05/30/2019	PW-MAY '19 TRAFFIC SIGNALS	100-31-53300-222-000	207.82
06/07/2019	187654	ALLIANT ENERGY	256545-0520	05/20/2019	PK-CITYVIEW ELECTRIC	100-52-55200-222-000	58.20
06/07/2019	187654	ALLIANT ENERGY	281633-0530	05/30/2019	PW-MAY 2019 STREET LIGHTS	100-31-53420-222-000	8,902.25
06/07/2019	187654	ALLIANT ENERGY	908384-0530	05/30/2019	PW-MAY '19 BRIAR/POTTER EL	100-31-51630-222-000	114.32
06/07/2019	187654	ALLIANT ENERGY	908384-0530	05/30/2019	PW-MAY '19 BRIAR/POTTER HE	100-31-51630-223-000	23.02
Total 187654:							9,305.61
187655							
06/07/2019	187655	AMERIGAS - BARABOO	649893958	06/04/2019	PW-(4) 100 LB CYLINDER LIQUI	100-31-53300-348-000	427.96
Total 187655:							427.96
187656							
06/07/2019	187656	Andrew Levy	053119	05/31/2019	PK-50% DOWN -OCHSNER CEN	870-52-55200-300-000	500.00
Total 187656:							500.00
187657							
06/07/2019	187657	Automatic Door Co. No. 1	052519	05/25/2019	POOL-REPLACE CHEMICAL RO	100-53-55420-822-000	6,648.20
Total 187657:							6,648.20
187658							
06/07/2019	187658	BARABOO POWER EQUI	61881	05/20/2019	PK-LEAF BLOWER & TRIMMER	100-52-55200-250-000	169.50
06/07/2019	187658	BARABOO POWER EQUI	61969	05/22/2019	PK-BLOWER SERVICE KIT	100-52-55200-250-000	33.90
06/07/2019	187658	BARABOO POWER EQUI	62090	05/23/2019	PW-BAR NUT V BELT-CHAIN SA	100-31-53240-350-000	52.85
Total 187658:							256.25
187659							
06/07/2019	187659	BELCO VEHICLE SOLUTI	4319	05/28/2019	PD- INSTALL GUN LOCK #45	100-20-52110-250-000	100.00
Total 187659:							100.00
187660							
06/07/2019	187660	BENTILLA, TRENT	REIMB22805	05/22/2019	PD- NIKE SHOES AND SHIRTS	100-20-52110-346-000	170.80
Total 187660:							170.80
187661							
06/07/2019	187661	BMO HARRIS BANK NA	817362-19	05/28/2019	PD- RESEARCH FEE CASE 201	100-20-52120-270-000	29.80
Total 187661:							29.80
187662							
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	MAYOR-MAY 2019 LONG DISTA	100-10-51410-220-000	14.99
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	ATTY-MAY 2019 LONG DISTANC	100-13-51300-220-000	14.99
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	ADMIN-MAY 2019 LONG DISTAN	100-14-51400-220-000	22.47
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	FIN-MAY 2019 PHONE	100-11-51500-220-000	37.46
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	PS/ADMIN-MAY 2019 PHONE	100-11-51640-220-000	102.32
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	FD-MAY 2019 PHONE	100-21-51610-220-000	10.55
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	CDA-MAY 2019 PHONE	100-00-15980-000	37.46
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	UTIL-MAY 2019 PHONE	100-00-15640-000	52.45
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	ASSESSOR-MAY 2019 PHONE	100-11-51530-220-000	14.99

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	TREAS-MAY 2019 PHONE	100-11-51520-220-000	22.48
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	PD-MAY 2019 PHONE	100-20-52110-220-000	292.21
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	FD-MAY 2019 PHONE	100-21-52200-220-000	44.96
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	BLDG INSP-MAY 2019 PHONE	100-22-52400-220-000	14.99
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	ENG-MAY 2019 PHONE	100-30-53100-220-000	37.46
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	PW-MAY 2019 PHONE	100-31-53230-220-000	59.94
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	PK-MAY 2019 PHONE	100-52-55200-220-000	44.96
06/07/2019	187662	CENTURYLINK	301217856-0	05/17/2019	REC-MAY 2019 PHONE	100-53-55300-220-000	22.47
06/07/2019	187662	CENTURYLINK	301217859-0	05/17/2019	CC-MAY 2019 PHONE	100-52-55130-220-000	64.77
06/07/2019	187662	CENTURYLINK	301217859-0	05/17/2019	ZOO-MAY 2019 PHONE	100-52-55410-220-000	10.55
06/07/2019	187662	CENTURYLINK	301217859-0	05/17/2019	POOL-MAY 2019 PHONE	100-53-55420-220-000	45.85
06/07/2019	187662	CENTURYLINK	301217859-0	05/17/2019	PK-MAY 2019 PHONE	100-52-55200-220-000	21.82
06/07/2019	187662	CENTURYLINK	301217859-0	05/17/2019	REC-MAY 2019 PHONE	100-53-55300-220-000	21.82
06/07/2019	187662	CENTURYLINK	301300963-0	05/17/2019	AIR-MAY PHONE 2019	630-35-53510-220-000	60.12
Total 187662:							1,072.08
187663							
06/07/2019	187663	CHAMBER OF COMMERC	1ST QTR 20	05/31/2019	TRE-1ST QTR 2019 ROOM TAX	100-00-24510-000	3,192.50
Total 187663:							3,192.50
187664							
06/07/2019	187664	CINTAS CORPORATION #	4022358903	05/21/2019	PW-GRAY MATS; UNIFORMS	100-31-53270-340-000	47.25
06/07/2019	187664	CINTAS CORPORATION #	4022359008	05/22/2019	FD - RUGS	100-21-51610-260-000	44.18
06/07/2019	187664	CINTAS CORPORATION #	4022874879	05/29/2019	PW-MOP FRAME; SHOP TOWEL	100-31-53270-340-000	116.49
06/07/2019	187664	CINTAS CORPORATION #	4022874917	05/29/2019	CITY HALL-MATS	100-11-51640-260-000	20.50
06/07/2019	187664	CINTAS CORPORATION #	4023241178	06/04/2019	CITY-MATS	100-11-51640-260-000	20.50
Total 187664:							248.92
187665							
06/07/2019	187665	CLANCY SYSTEMS	BW1904	05/19/2019	PD - CLANCY SUPPORT FEES 0	100-20-52110-270-000	829.10
Total 187665:							829.10
187666							
06/07/2019	187666	CRAMMOND, IAN	MAY2019	06/04/2019	FD-RETIREMENT MAY 1, 9 YEA	900-21-52200-300-000	3,159.60
Total 187666:							3,159.60
187667							
06/07/2019	187667	D.L. GASSER CONSTRU	5000020587	05/20/2019	PW-3.010 TONS COLD MIX	100-31-53300-379-000	188.13
06/07/2019	187667	D.L. GASSER CONSTRU	5000020596	05/21/2019	PW-COLD MIX	100-31-53300-379-000	252.50
06/07/2019	187667	D.L. GASSER CONSTRU	5000020629	05/24/2019	PW-8.24 TONS HOT MIX	100-31-53300-371-000	430.54
06/07/2019	187667	D.L. GASSER CONSTRU	5000020646	05/29/2019	PW-2.160 TONS COLD MIX	100-31-53300-379-000	135.00
06/07/2019	187667	D.L. GASSER CONSTRU	5000020666	05/31/2019	PW-2.10 TONS COLD MIX	100-31-53300-379-000	131.25
Total 187667:							1,137.42
187668							
06/07/2019	187668	DAVIS CONSTRUCTION	16306	05/16/2019	ROW-TOPSOIL STUMP FILLING	100-52-53370-377-000	240.00
06/07/2019	187668	DAVIS CONSTRUCTION	16316	05/17/2019	ROW-TOPSOIL STUMP FILLING	100-52-53370-377-000	480.00
06/07/2019	187668	DAVIS CONSTRUCTION	16326	05/21/2019	PK-TOPSOIL (STUMP HOLES)	100-52-53370-377-000	480.00

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
Total 187668:							1,200.00
187669							
06/07/2019	187669	DEFIEL, NICK	REIMB21706	06/03/2019	PD- DEFIEL NEW BALANCE SH	100-20-52110-346-000	62.76
Total 187669:							62.76
187670							
06/07/2019	187670	DELLS-MAID CLEANING	1214	05/29/2019	FD - MAY CLEANING SERVIES	100-21-51610-260-000	350.00
Total 187670:							350.00
187671							
06/07/2019	187671	DON LARSON CHEVROL	175370	06/04/2019	FD-CAR#1-OIL CHANGE, TIRE R	100-21-52200-240-000	64.54
Total 187671:							64.54
187672							
06/07/2019	187672	DORNER, MEGAN	REIMB20605	05/26/2019	PD- NIKE SOCKS & WORK SHO	100-20-52110-346-000	63.54
Total 187672:							63.54
187673							
06/07/2019	187673	EAGLE CUSTOM BUILDE	060519	06/05/2019	ZOO-ADA RAMP TO OFFICE	890-52-55200-822-000	3,875.00
Total 187673:							3,875.00
187674							
06/07/2019	187674	FARRELL EQUIPMENT &	INV0000000	05/22/2019	PK-CONCRETE SPRAYER REPA	100-52-55200-250-000	51.95
Total 187674:							51.95
187675							
06/07/2019	187675	Festival Corporate Office	1992-053119	05/31/2019	ZOO-HANGING BASKETS	100-52-55410-340-000	36.00
Total 187675:							36.00
187676							
06/07/2019	187676	GALLS QUARTERMASTE	012682892	05/09/2019	FD - UNIFORMS FOR NEW AC	100-21-52200-346-000	326.99
06/07/2019	187676	GALLS QUARTERMASTE	012719617	05/14/2019	PD- BONHAM STRYKE PANTS	100-20-52120-346-000	80.00
06/07/2019	187676	GALLS QUARTERMASTE	012778570	05/21/2019	PD- PEPPER SPRAY	100-20-52110-340-000	70.00
Total 187676:							476.99
187677							
06/07/2019	187677	GLOBAL INDUSTRIAL	114382372	05/28/2019	PK-DOG STATION TRASH LINE	100-52-55200-340-000	105.76
06/07/2019	187677	GLOBAL INDUSTRIAL	114387352	05/29/2019	PK-DOG STATION PICKUP BAG	100-52-55200-340-000	45.90
Total 187677:							151.66
187678							
06/07/2019	187678	H J PERTZBORN PLUMBI	20903	04/30/2019	PW-ANNUAL SPRINKLER INSPE	100-31-53270-260-000	270.00
Total 187678:							270.00

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
187679							
06/07/2019	187679	HARDY, MICHAEL	052319	05/23/2019	PK-RIVER MEETING MILEAGE L	100-52-55200-330-000	29.58
06/07/2019	187679	HARDY, MICHAEL	053119	05/31/2019	PK-GRT SAUK TRAIL MTG MILE	100-52-55200-330-000	20.30
Total 187679:							49.88
187680							
06/07/2019	187680	HARTJE TIRE & SERVICE	2225923	10/01/2018	PW-TIRE CREDIT 8 USED TIRE	100-31-53240-341-000	800.00-
06/07/2019	187680	HARTJE TIRE & SERVICE	40-63613	05/02/2019	PW - STOCK PLOW TRUCK TIR	100-31-53240-341-000	1,475.22
06/07/2019	187680	HARTJE TIRE & SERVICE	40-63904	05/14/2019	PW-STOCK TIRES-RECYCLING	100-31-53635-341-000	1,013.10
06/07/2019	187680	HARTJE TIRE & SERVICE	40-64361	05/29/2019	PW-(2) #3; (2) #14 TIRES	100-31-53240-341-000	1,000.00
Total 187680:							2,688.32
187681							
06/07/2019	187681	HILLS GALLERY & GIFTS	445342	06/01/2019	FD - RETIREMENT GIFT SCHEL	100-21-52200-390-000	158.30
Total 187681:							158.30
187682							
06/07/2019	187682	HOHLS FARM SUPPLY IN	67443	05/28/2019	ZOO-BEDDING	100-52-55410-340-000	134.00
06/07/2019	187682	HOHLS FARM SUPPLY IN	67443	05/28/2019	ZOO-ANIMAL FEED	100-52-55410-342-000	12.00
Total 187682:							146.00
187683							
06/07/2019	187683	HUB CHEMICAL CO. INC.	4852	05/22/2019	POOL-CHEMICALS	100-53-55420-345-000	2,321.00
Total 187683:							2,321.00
187684							
06/07/2019	187684	IAFC MEMBERSHIP INC	06032019DU	06/03/2019	FD - DUES FOR FIRE CHIEF	100-21-52200-320-000	240.00
Total 187684:							240.00
187685							
06/07/2019	187685	IZONE IMAGING	47231	05/16/2019	ZOO-ANIMAL SIGNS	100-52-55410-280-000	420.58
Total 187685:							420.58
187686							
06/07/2019	187686	JEFFERSON FIRE & SAF	IN105801	05/23/2019	FD - RENT FIT TESTER	100-21-52200-270-000	450.00
Total 187686:							450.00
187687							
06/07/2019	187687	JFTCO INC	160310	05/17/2019	CITY-CSA MAY 2019,2020,2021	100-11-51640-260-000	1,805.00
06/07/2019	187687	JFTCO INC	C 160314	05/17/2019	PW - CSC GENERATOR MAINT.	100-31-53270-260-000	1,722.65
Total 187687:							3,527.65
187688							
06/07/2019	187688	JOHN DEERE FINANCIAL	14808-05251	05/25/2019	AIR-FUEL APR 2019	630-35-53510-348-000	166.44
06/07/2019	187688	JOHN DEERE FINANCIAL	70107-27469	05/20/2019	PK-MIDSTATE TRACTOR PARTS	100-52-55200-250-000	185.06

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
Total 187688:							351.50
187689							
06/07/2019	187689	KRIETE TRUCK CENTER-	102172U	05/22/2019	PW-REAR BRAKES; TIMKEN SE	100-31-53635-350-000	854.38
06/07/2019	187689	KRIETE TRUCK CENTER-	359108A	05/21/2019	PW-#81 REAR BRAKES	100-31-53635-350-000	142.42
Total 187689:							996.80
187690							
06/07/2019	187690	LAFORCE INC	1099231	05/24/2019	POOL-DOOR LOCK PARTS	100-53-55420-350-000	43.25
Total 187690:							43.25
187691							
06/07/2019	187691	M&M ICE SERVICE	75510	05/23/2019	FD - ICE FOR COOLER	100-21-52200-340-000	55.00
Total 187691:							55.00
187692							
06/07/2019	187692	MADIGAN REFRIGERATI	58960	05/16/2019	ZOO-FREEZER MAINTENANCE	100-52-55410-280-000	351.00
Total 187692:							351.00
187693							
06/07/2019	187693	MAFFET, LISA	5132019	05/13/2019	POOL-LESSONS CHARGE FOR	100-53-46750-220	5.00
06/07/2019	187693	MAFFET, LISA	5132019	05/13/2019	PK-REFUND FROM HOUSEHOL	100-00-21550-000	80.00
Total 187693:							75.00
187694							
06/07/2019	187694	MINUTEMAN PRESS-BAR	40833	05/30/2019	PD- BUSINESS CARDS WEPKIN	100-20-52130-310-000	77.76
06/07/2019	187694	MINUTEMAN PRESS-BAR	40863	06/04/2019	CITY-LETTERHEAD	100-11-51500-340-000	285.47
Total 187694:							363.23
187695							
06/07/2019	187695	MSA PROFESSIONAL SE	351120-1	05/09/2019	POOL-STUDY	430-53-55420-861-000	2,685.00
Total 187695:							2,685.00
187696							
06/07/2019	187696	NAPA AUTO PARTS	350540	05/20/2019	PW-RETAINER (STOCK)	100-31-53240-350-000	4.78
06/07/2019	187696	NAPA AUTO PARTS	350987	05/23/2019	PW-HOSE FITTINGS (STOCK)	100-31-53240-350-000	124.51
06/07/2019	187696	NAPA AUTO PARTS	351528	05/30/2019	PK-OIL FOR TRACTOR	100-52-55200-348-000	50.60
Total 187696:							179.89
187697							
06/07/2019	187697	PALM, MICHAEL	05172019	05/17/2019	MYR-SCDC/DIVERSITY/MADRA	100-10-51410-330-000	212.10
06/07/2019	187697	PALM, MICHAEL	05172019	05/17/2019	MYR-CIRCUS BANQUET	100-10-51410-320-000	25.00
Total 187697:							237.10
187698							
06/07/2019	187698	PEI - PERSONNEL EVALU	31437	02/28/2019	PD- PEP TEST CARROL & PRID	100-20-52110-215-000	40.00

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
06/07/2019	187698	PEI - PERSONNEL EVALU	32166	05/01/2019	ADMIN-FIRE CHIEF RECRUITM	100-14-51430-216-000	100.00
Total 187698:							140.00
187699							
06/07/2019	187699	POINTON HEATING & AIR	0007979400	05/29/2019	CITY-2019 SPRING HVAC MAINT	100-11-51640-260-000	625.00
Total 187699:							625.00
187700							
06/07/2019	187700	Portage-Ford-Chrysler-Dod	F1671	05/30/2019	FD - SUPPORT VEHICLE PURC	420-21-52200-810-000	34,504.50
06/07/2019	187700	Portage-Ford-Chrysler-Dod	RO-F1671	06/04/2019	FD - CARGO SLIDE BED/TRAY	420-21-52200-810-000	1,965.00
Total 187700:							36,469.50
187701							
06/07/2019	187701	QUILL CORPORATION	7477647	05/20/2019	PK-TOILET PAPER	100-52-55200-340-000	199.96
06/07/2019	187701	QUILL CORPORATION	7495065	05/21/2019	ZOO-FAN	100-52-55410-340-000	29.99
Total 187701:							229.95
187702							
06/07/2019	187702	RIDGE TOP EXTERIORS	190042	04/15/2019	INSP-PERMIT 19-42, WORK WA	100-22-44310-000	42.00
Total 187702:							42.00
187703							
06/07/2019	187703	Ringstad, Erika	REIMB25005	05/24/2019	PD- DODGEVILLE MEAL REIMB	100-20-52130-320-000	8.50
Total 187703:							8.50
187704							
06/07/2019	187704	RUNNING INC	21025	06/05/2019	TAXI-MAY 2019 SHARED RIDE	230-11-53500-290-000	43,755.48
06/07/2019	187704	RUNNING INC	21025	06/05/2019	TAXI-MAY 2019 SHARED RIDE	230-11-46399-000	19,642.00
Total 187704:							24,113.48
187705							
06/07/2019	187705	SHERWIN INDUSTRIES I	SS079495	05/23/2019	PW-WIRE BRUSH FOR "LITTLE	100-31-53240-350-000	841.50
06/07/2019	187705	SHERWIN INDUSTRIES I	SS079537	05/28/2019	PW-MUD FLAPS FOR CRACK R	100-31-53240-350-000	42.23
Total 187705:							883.73
187706							
06/07/2019	187706	SUNRISE PROPERTY CA	7907	05/31/2019	PD-MAY 2019 LAWN CUTTING (100-31-53640-270-000	124.08
Total 187706:							124.08
187707							
06/07/2019	187707	SUPREME AWARDS	047990	05/22/2019	PK-OCSHNER DONATION PLAQ	870-52-55200-861-000	250.00
06/07/2019	187707	SUPREME AWARDS	047996	05/28/2019	FD - SUPPLIES FOR WILLER	100-21-52200-340-000	32.75
Total 187707:							282.75
187708							
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEES	100-00-15610-000	3.10

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06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEES	100-00-15640-000	11.06
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-11-51420-136-000	5.31
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-11-51500-136-000	5.31
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-14-51400-136-000	10.62
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-20-52110-136-000	26.55
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-31-53230-136-000	26.55
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-51-55110-136-000	21.24
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	100-52-55200-136-000	21.24
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEE	950-36-85000-136-000	1.77
06/07/2019	187708	TASC	IN1516534	06/15/2019	ADMINISTRATION FEES	100-20-52130-136-000	5.31
Total 187708:							138.06
187709							
06/07/2019	187709	TERRYTOWN ENTERPRI	2484	05/01/2019	ROW-BUCKET TRUCK RENTAL	100-52-53370-530-000	6,720.00
Total 187709:							6,720.00
187710							
06/07/2019	187710	TERRYTOWN PLUMBING	147530	05/22/2019	CC-WATER SOFTENER BYPASS	100-52-55130-250-000	765.00
06/07/2019	187710	TERRYTOWN PLUMBING	9995	12/26/2018	CC-GYM A/C INSTALLATION	100-52-55130-822-000	16,413.00
06/07/2019	187710	TERRYTOWN PLUMBING	9995	12/26/2018	CC-GYM A/C ROOF REPAIR	100-52-55130-260-000	475.00
Total 187710:							17,653.00
187711							
06/07/2019	187711	THE LITTLE VILLAGE CA	FLOWERS	06/27/2018	CLK-FLOWERS OP LIC REFUND	100-10-44120-000	87.00
Total 187711:							87.00
187712							
06/07/2019	187712	THE SHOE BOX	73605	05/18/2019	PW-BOOTS TODD GREENWOOD	100-31-53230-319-000	141.19
06/07/2019	187712	THE SHOE BOX	73629	05/20/2019	PK-GALLAGHER SAFETY BOOT	100-52-55200-319-000	97.20
06/07/2019	187712	THE SHOE BOX	73776	05/30/2019	PD- VOLTZ WORK SHOES (2)	100-20-52110-346-000	329.40
Total 187712:							567.79
187713							
06/07/2019	187713	TOP PACK DEFENSE	2382	05/29/2019	PD- WEPKING DUTY BELT & UN	100-20-52110-346-000	184.48
Total 187713:							184.48
187714							
06/07/2019	187714	Truck Country of WI Inc	X201594017:	05/22/2019	PW-#85 LUBRICATION FILTER; ;	100-31-53620-350-000	363.34
Total 187714:							363.34
187715							
06/07/2019	187715	UNITED COOPERATIVE	629582	05/14/2019	PW-83.5 GALLON DYED #1 HEA	100-31-53270-348-000	249.25
Total 187715:							249.25
187716							
06/07/2019	187716	VERIZON WIRELESS	9830748242	05/23/2019	FORESTRY-TABLET WIFI	100-52-56110-250-000	40.01
06/07/2019	187716	VERIZON WIRELESS	9830774832	05/23/2019	PD- SQUAD MODEMS (12)	100-20-52110-270-000	440.11
06/07/2019	187716	VERIZON WIRELESS	9830774832	05/23/2019	PD- SQUAD PHONE SERVICE	100-20-52110-220-000	425.70

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Total 187716:							905.82
187717							
06/07/2019	187717	VERMEER-WISCONSIN I	40014045-C	05/09/2019	ROW-STUMP GRINDER REPAIR	100-52-53370-530-000	182.86-
06/07/2019	187717	VERMEER-WISCONSIN I	40014652	05/15/2019	ROW-STUMP GRINDER RENTAL	100-52-53370-530-000	293.82
Total 187717:							110.96
187718							
06/07/2019	187718	WIS DEPT OF NATL RES	157050410-2	05/23/2019	PW-2019 ENVIRONMENTAL FEE	100-31-53630-390-000	275.00
Total 187718:							275.00
187719							
06/07/2019	187719	WISCONSIN STATE FIRE	06032019	06/03/2019	FD - DUES FOR FF ASSOC.	100-21-52200-320-000	925.00
Total 187719:							925.00
187720							
06/07/2019	187720	WRPQ RADIO	19050091	05/31/2019	CITY-MAY 2019 CABLE CHANNE	100-10-55370-215-000	2,666.67
Total 187720:							2,666.67
7001984							
06/07/2019	7001984	BAKER TILLY VIRCHOW	BT1419154	04/30/2019	CITY-DEC 2018 FIN STMT AUDIT	100-11-51510-215-000	12,996.00
06/07/2019	7001984	BAKER TILLY VIRCHOW	BT1419154	04/30/2019	TIF VI -DEC 2018 FIN STMT AUD	360-11-51510-215-000	200.00
06/07/2019	7001984	BAKER TILLY VIRCHOW	BT1419154	04/30/2019	TIF 7 -DEC 2018 FIN STMT AUDI	370-11-51510-215-000	200.00
06/07/2019	7001984	BAKER TILLY VIRCHOW	BT1419154	04/30/2019	TIF 8 -DEC 2018 FIN STMT AUDI	380-11-51510-215-000	200.00
06/07/2019	7001984	BAKER TILLY VIRCHOW	BT1419154	04/30/2019	TIF 9 -DEC 2018 FIN STMT AUDI	309-11-51510-215-000	200.00
Total 7001984:							13,796.00
7001985							
06/07/2019	7001985	CROELL REDI-MIX INC	344447-PK	05/16/2019	PK-SIDEWALK REPAIR(MYRON)	100-52-55200-280-000	91.35
06/07/2019	7001985	CROELL REDI-MIX INC	344447-PW	05/16/2019	PW-4000 PSI-ACROSS FROM Q	100-31-53300-410-000	593.77
06/07/2019	7001985	CROELL REDI-MIX INC	345725	05/21/2019	PK-ZOO LANE SIDEWALK REPL	100-52-55200-280-000	1,044.00
06/07/2019	7001985	CROELL REDI-MIX INC	346675	05/23/2019	PK-ZOO LANE SIDEWALK REPL	100-52-55200-280-000	1,084.50
06/07/2019	7001985	CROELL REDI-MIX INC	347220	05/28/2019	PK-ZOO LANE CORNER SIDEW	100-52-55200-280-000	1,177.25
Total 7001985:							3,990.87
7001986							
06/07/2019	7001986	GLACIER VALLEY FORD I	92834	04/15/2019	PK-DUMP TRUCK POWER STEE	100-52-55200-240-000	337.12
06/07/2019	7001986	GLACIER VALLEY FORD I	93052	04/24/2019	PD- #54 COOLANT LEAK	100-20-52110-240-000	241.97
06/07/2019	7001986	GLACIER VALLEY FORD I	93191	05/01/2019	PD- #43 CONTROL ARMS, SWA	100-20-52110-240-000	891.44
06/07/2019	7001986	GLACIER VALLEY FORD I	93279	05/06/2019	PD- CSO VAN TIRE PLUG	100-20-52110-240-000	15.30
06/07/2019	7001986	GLACIER VALLEY FORD I	93444	05/14/2019	PD- #45 BLOWER MOTOR RESI	100-20-52110-240-000	146.67
06/07/2019	7001986	GLACIER VALLEY FORD I	93566	05/20/2019	PD- # 55 OIL CHANGE & FILTER	100-20-52110-240-000	24.70
06/07/2019	7001986	GLACIER VALLEY FORD I	93628	05/23/2019	PD- #54 OIL CHANGE & FILTER,	100-20-52110-240-000	39.65
Total 7001986:							1,696.85
7001987							
06/07/2019	7001987	LARK UNIFORM INC.	287740	05/21/2019	PD- LUND S/S UNIFORM SHIRT	100-20-52110-346-000	53.95

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Total 7001987:							53.95
7001988							
06/07/2019	7001988	LEAGUE OF WISCONSIN	80110	05/15/2019	CNCL-KIERZEK TRAINING SEMI	100-10-51100-320-000	90.00
Total 7001988:							90.00
7001989							
06/07/2019	7001989	MENARDS - BARABOO	10421-31900	05/14/2019	CC-CARPET SQUARES	100-52-55130-260-000	1,378.08
06/07/2019	7001989	MENARDS - BARABOO	10886-31900	05/20/2019	PW-EXIT/EMERGENCY LITE, BA	100-31-53270-350-000	122.97
06/07/2019	7001989	MENARDS - BARABOO	11021-31900	05/21/2019	ZOO-ANIMAL FOOD	100-52-55410-342-000	91.98
06/07/2019	7001989	MENARDS - BARABOO	11021-31900	05/21/2019	ZOO-KNIFE	100-52-55410-340-000	5.56
06/07/2019	7001989	MENARDS - BARABOO	11109-31900	05/22/2019	POOL-MAINTENANCE SUPPLIE	100-53-55420-350-000	38.69
06/07/2019	7001989	MENARDS - BARABOO	11264-31900	05/24/2019	PK-REPAIR PARTS	100-52-55200-350-000	42.51
06/07/2019	7001989	MENARDS - BARABOO	11299-31900	05/24/2019	ZOO-CONCESSION SUPPLIES	100-52-55410-390-000	41.94
06/07/2019	7001989	MENARDS - BARABOO	11596-31900	05/28/2019	PW-VINYL CEMENT PATCH	100-31-53300-410-000	53.94
Total 7001989:							1,775.67
7001990							
06/07/2019	7001990	MILESTONE MATERIALS	3500110600	05/17/2019	ROW-TOPSOIL STUMP HOLES	100-52-53370-377-000	278.79
Total 7001990:							278.79
7001991							
06/07/2019	7001991	PAUL CONWAY SHIELDS	0441219-IN	05/29/2019	FD - HELMET FRONT FOR NEW	100-21-52200-346-000	51.39
Total 7001991:							51.39
7001992							
06/07/2019	7001992	STAFFORD ROSENBAUM	1223883	05/16/2019	ATTY-LGL SERVICES PFAFF	720-11-51493-510-000	2,000.13
Total 7001992:							2,000.13
7001993							
06/07/2019	7001993	TAPCO TRAFFIC & PARKI	1637003	05/17/2019	PW-M50 DISPLAY ASSEMBLY	100-31-53300-365-000	381.00
06/07/2019	7001993	TAPCO TRAFFIC & PARKI	1637005	05/17/2019	PW - TRAFFIC SIGNAL CONFLI	100-31-53300-365-000	795.00
06/07/2019	7001993	TAPCO TRAFFIC & PARKI	1638279	05/30/2019	PW-SOLAR A & C BARRICADE L	100-31-53300-366-000	152.20
Total 7001993:							1,328.20
Grand Totals:							167,847.39

FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

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16162						
05/31/2019	AQUACHEM OF AMERICA INC	S4202AQ	05/03/2019	SEWER-POLYMER-2300 LB TOTES	960-36-82500-345-000	5,951.25
	Total 16162:					5,951.25
16163						
05/31/2019	BOLDER SERVICES LLC	S1095	05/20/2019	SE-FURNACE: WRRF GARAGE	960-96-10331-001	4,474.26
	Total 16163:					4,474.26
16164						
05/31/2019	CARDMEMBER SERVICE	U05152019	05/15/2019	WATER-DNR SAMPLE MAILING	970-37-64300-343-000	92.10
05/31/2019	CARDMEMBER SERVICE	U05152019	05/15/2019	WATER-XCONNECT TEST FEES	970-37-66400-340-000	61.20
	Total 16164:					153.30
16165						
05/31/2019	CENTURY SPRINGS	S4888611	05/14/2019	SE-LAB DISTILLED WATER #13998	960-36-82700-340-000	45.50
	Total 16165:					45.50
16166						
05/31/2019	CENTURYLINK	S301299619	05/17/2019	SE-PHONE/INTERNET #301299619	960-36-85100-220-000	40.23
05/31/2019	CENTURYLINK	S301299619	05/17/2019	SE-PHONE/INTERNET #301299619	960-36-85100-250-000	63.94
05/31/2019	CENTURYLINK	W301217861	05/17/2019	WATER-PHONE-ACCT 301217861	970-37-66500-220-000	6.70
05/31/2019	CENTURYLINK	W301217861	05/17/2019	WATER-PHONE-ACCT 301217861	970-37-92100-220-000	6.71
	Total 16166:					117.58
16167						
05/31/2019	CINTAS CORPORATION #015K	S402104123	04/30/2019	SEWER-TOWELS-WASTE PLNT	960-36-85600-390-000	9.85
05/31/2019	CINTAS CORPORATION #015K	S402195870	05/14/2019	SEWER-TOWELS-WASTE PLNT	960-36-85600-390-000	9.85
05/31/2019	CINTAS CORPORATION #015K	S402287488	05/30/2019	SEWER-TOWELS-WASTE PLNT	960-36-85600-390-000	9.85
05/31/2019	CINTAS CORPORATION #015K	W402104128	04/30/2019	WATER-TOWELS-WATER UTLY	970-37-66500-340-000	10.76
05/31/2019	CINTAS CORPORATION #015K	W402195874	05/14/2019	WATER-TOWELS-WATER UTLY	970-37-66500-340-000	10.76
05/31/2019	CINTAS CORPORATION #015K	W402287486	05/30/2019	WATER-TOWELS-WATER UTLY	970-37-66500-340-000	10.76
	Total 16167:					61.83
16168						
05/31/2019	CITY OF BARABOO-STORMWA	STMAY2019	05/31/2019	STORMWATER-MAY 2019 RECEIPTS	970-37-40419-001	.11
05/31/2019	CITY OF BARABOO-STORMWA	STMAY2019	05/31/2019	STORMWATER-MAY 2019 RECEIPTS	999-00-10005-000	6,199.52
	Total 16168:					6,199.63
16169						
05/31/2019	CROELL REDI-MIX INC	W344447	05/16/2019	WA-CURB: VALVE@MINE/WALNUT	970-37-67300-236-000	137.03
05/31/2019	CROELL REDI-MIX INC	W344447	05/16/2019	WA-WALK: CURBSTOP@615 SO BLVD	970-37-67500-238-000	91.35
	Total 16169:					228.38
16170						
05/31/2019	DONOHUE & ASSOCIATES INC	W13574-01	05/22/2019	WA-ENG: OAK ST HILIFT ELECTRICAL	970-96-10183-001	4,100.00
	Total 16170:					4,100.00

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16171						
05/31/2019	FASTENAL COMPANY	W-WIBAR21	04/30/2019	WA-HYDRANT SCREWS/NUTS	970-37-67700-241-000	29.79
05/31/2019	FASTENAL COMPANY	W-WIBAR21	05/09/2019	WA-HYDRANT SCREWS/NUTS	970-37-67700-241-000	20.69
Total 16171:						50.48
16172						
05/31/2019	FIRST SUPPLY LLC MADISON	W11632617	04/29/2019	WATER-INVENTORY-CUST 5004019	970-96-10154-001	2,270.97
05/31/2019	FIRST SUPPLY LLC MADISON	W11660392	05/03/2019	WATER-INVENTORY-CUST 5004019	970-96-10154-001	2,159.00
05/31/2019	FIRST SUPPLY LLC MADISON	W11660392	05/03/2019	WATER-MAIN GASKETS-CUST 500401	970-37-67300-236-000	64.00
05/31/2019	FIRST SUPPLY LLC MADISON	W11660461	05/03/2019	WATER-INVENTORY-CUST 5004019	970-96-10154-001	136.00
05/31/2019	FIRST SUPPLY LLC MADISON	W11673444	05/14/2019	WA-HYDT EXTENSION TAGS (12)	970-37-67700-340-000	122.25
Total 16172:						4,752.22
16173						
05/31/2019	LW ALLEN LLC	S107939	05/16/2019	SE-EMERG REPAIRS: EFFLUENT PUM	960-36-83400-250-000	3,626.98
Total 16173:						3,626.98
16174						
05/31/2019	MADISON TRUCK EQUIPMENT I	S5-88164	05/15/2019	SE-TARP MOTOR: SLUDGE TRUCK #1	960-36-82810-240-000	672.88
Total 16174:						672.88
16175						
05/31/2019	MENARDS - BARABOO	S10384	05/14/2019	SE-BATTERIES/HAMMER/SUPPLIES	960-36-85600-390-000	50.88
05/31/2019	MENARDS - BARABOO	S11024	05/21/2019	SE-BATTERIES-ACCT 31900288	960-36-83400-260-000	3.27
05/31/2019	MENARDS - BARABOO	W10554	05/16/2019	WA-WELLHOUSE CLEANER #3190028	970-37-63300-340-000	13.33
Total 16175:						67.48
16176						
05/31/2019	MINGIONE, DENISE	U5172019	05/17/2019	UTIL-OVERPAYMENT REFUND	999-00-10005-000	24.15
Total 16176:						24.15
16177						
05/31/2019	MINUTEMAN PRESS-BARABOO	U40773	05/17/2019	UTIL-PAYMENT ENVELOPES (1,000)	950-36-84000-310-000	52.70
05/31/2019	MINUTEMAN PRESS-BARABOO	U40773	05/17/2019	UTIL-PAYMENT ENVELOPES (1,000)	960-36-85100-310-000	52.70
05/31/2019	MINUTEMAN PRESS-BARABOO	U40773	05/17/2019	UTIL-PAYMENT ENVELOPES (1,000)	970-37-90300-310-000	52.70
Total 16177:						158.10
16178						
05/31/2019	MUERMANN ENGINEERING LL	S18314	05/10/2019	SE-ELECTRICAL ENG. SERVICE@WR	960-36-85200-215-000	1,413.00
05/31/2019	MUERMANN ENGINEERING LL	S18449	05/10/2019	SE-ELECTRICAL ENG. SERVICE@WR	960-36-85200-215-000	1,059.75
Total 16178:						2,472.75
16179						
05/31/2019	NAPA AUTO PARTS	S348339	04/26/2019	SEWER-SILO PARTS-ACCT 1093	960-36-83300-250-000	15.38
05/31/2019	NAPA AUTO PARTS	S348339	04/26/2019	SE-REDUCER SLEEVE/CLIP: PICKUP	960-36-82800-240-000	37.89
05/31/2019	NAPA AUTO PARTS	S348670	04/30/2019	WA-BATTERY: VALVE TURNER-ACCT	970-37-93200-250-000	35.99
05/31/2019	NAPA AUTO PARTS	S348969	05/02/2019	SEWER-SILO FITTINGS-ACCT 1093	960-36-83300-250-000	27.48
05/31/2019	NAPA AUTO PARTS	S350113	05/15/2019	SE-AIR FILTERS: SLUDGE TRUCK	960-36-82810-240-000	39.98

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Total 16179:						156.72
16180						
05/31/2019	NCL OF WISCONSIN INC	S422782	05/03/2019	SE-LAB SUPPLIES-ACCT 3595	960-36-82700-340-000	361.80
05/31/2019	NCL OF WISCONSIN INC	S423063	05/10/2019	SE-LAB SUPPLIES-ACCT 3595	960-36-82700-340-000	157.20
Total 16180:						519.00
16181						
05/31/2019	PETERSON, WADE D	U05/2019MI	05/30/2019	UTIL-MAY 2019 MILEAGE	960-36-85100-330-000	98.60
05/31/2019	PETERSON, WADE D	U05/2019MI	05/30/2019	UTIL-MAY 2019 MILEAGE	970-37-93000-330-000	98.60
05/31/2019	PETERSON, WADE D	U05/2019MI	05/30/2019	UTIL-CDL CLASS A EXAMS/DR LICEN	970-37-92600-320-000	165.00
Total 16181:						362.20
16182						
05/31/2019	PLUMBING CONCEPTS LLC	S1691	05/28/2019	WA-REPLACE LEAD SERVICE@521 W	261-37-53700-238-000	3,000.00
05/31/2019	PLUMBING CONCEPTS LLC	S1691	05/28/2019	WA-REPLACE LEAD SERVICE@521 W	970-96-10145-001	3,000.00
05/31/2019	PLUMBING CONCEPTS LLC	S1691	05/28/2019	WA-REPLACE LEAD SERVICE@521 W	261-00-25640-000	3,000.00
Total 16182:						3,000.00
16183						
05/31/2019	SCHADDE PLUMBING & HEATI	W2019-225	05/30/2019	WA-REPLACE LEAD SERVICE@1114	261-37-53700-238-000	2,600.00
05/31/2019	SCHADDE PLUMBING & HEATI	W2019-225	05/30/2019	WA-REPLACE LEAD SERVICE@1114	261-00-25640-000	2,600.00
05/31/2019	SCHADDE PLUMBING & HEATI	W2019-225	05/30/2019	WA-REPLACE LEAD SERVICE@1114	970-96-10145-001	2,600.00
Total 16183:						2,600.00
16184						
05/31/2019	SCHWARZ, BRYAN	W5292019	05/29/2019	WA-CDL CLASS A EXAMS & DR LICEN	970-37-92600-320-000	165.00
Total 16184:						165.00
16185						
05/31/2019	US CELLULAR	U309469996	05/10/2019	UTIL-MAY SCADA SERVICE@WELLS	970-37-63300-250-000	110.34
05/31/2019	US CELLULAR	U309469996	05/10/2019	UTIL-MAY SCADA SERVICE@TOWER	970-37-67200-250-000	110.34
05/31/2019	US CELLULAR	U309469996	05/10/2019	UTIL-MAY SCADA SERVICE@BOOSTE	970-37-67800-250-000	55.18
Total 16185:						275.86
16186						
05/31/2019	WIS DEPT OF NATL RESOURC	S157001680-	05/23/2019	SEWER-2019 ENVIRONMENTAL FEES	960-36-85600-321-000	7,138.24
Total 16186:						7,138.24
16187						
05/31/2019	WISCONSIN WATER ASSOCIAT	W06052019	05/30/2019	WA-(6/5-19) FIELD DAY TRAINING-PET	970-37-92600-320-000	75.00
05/31/2019	WISCONSIN WATER ASSOCIAT	W06052019	05/30/2019	WA-(6/5/19) FIELD DAY TRAINING-KLE	970-37-92600-320-000	75.00
05/31/2019	WISCONSIN WATER ASSOCIAT	W06052019	05/30/2019	WA-(6/5/19) FIELD DAY TRAINING-SC	970-37-92600-320-000	75.00
Total 16187:						225.00
Grand Totals:						47,598.79

FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
1227							
05/31/2019	1227	PACE PAYMENT SYSTE	APR19	04/30/2019	REC-APR ONLINE PAYMENTS	100-53-55300-270-000	253.24
Total 1227:							253.24
1228							
05/31/2019	1228	PAYMENT SERVICE NET	193253	05/05/2019	TRE-APR ONLINE UTILITY PAY	100-11-51520-290-000	554.45
Total 1228:							554.45
1229							
05/31/2019	1229	WIS DEPT OF REVENUE	APRIL 2019	05/17/2019	SALES & USE TAX - APRIL 2019	100-00-24213-000	333.70
05/31/2019	1229	WIS DEPT OF REVENUE	APRIL 2019	05/17/2019	SALES & USE TAX - APRIL 2019	940-00-24213-000	11.99
Total 1229:							345.69
Grand Totals:							1,153.38

FINANCE COMMITTEE APPROVAL:

 (Chairman)

 (Date)

Check Register - Payroll Remittance Checks

May 2019

Check Date	Payee	Description	Amount	
5/1/2019	31587	EFTPS	SOCIAL SECURITY Pay	14,386.95
5/1/2019	31587	EFTPS	SOCIAL SECURITY Pay	14,386.95
5/1/2019	31587	EFTPS	MEDICARE Pay Period:	3,364.68
5/1/2019	31587	EFTPS	MEDICARE Pay Period:	3,364.68
5/1/2019	31587	EFTPS	FEDERAL WITHHOLDING	20,095.32
		EFTPS Total		55,598.58
5/15/2019	31753	EFTPS	SOCIAL SECURITY Pay	15,334.92
5/15/2019	31753	EFTPS	SOCIAL SECURITY Pay	15,334.92
5/15/2019	31753	EFTPS	MEDICARE Pay Period:	3,586.37
5/15/2019	31753	EFTPS	MEDICARE Pay Period:	3,586.37
5/15/2019	31753	EFTPS	FEDERAL WITHHOLDING	21,834.73
		EFTPS Total		59,677.31
5/29/2019	31904	EFTPS	SOCIAL SECURITY Pay	14,387.02
5/29/2019	31904	EFTPS	SOCIAL SECURITY Pay	14,387.02
5/29/2019	31904	EFTPS	MEDICARE Pay Period:	3,364.68
5/29/2019	31904	EFTPS	MEDICARE Pay Period:	3,364.68
5/29/2019	31904	EFTPS	FEDERAL WITHHOLDING	19,737.62
		EFTPS Total		55,241.02
5/15/2019	31588	WI DEPT OF REVENUE	STATE TAXES WITHHELD	10,892.67
5/31/2019	31754	WI DEPT OF REVENUE	STATE TAXES WITHHELD	11,617.23
5/24/2019	31906	WI DEPT OF EMPLOYEE TRUST	HEALTH INSURANCE	131,728.90
5/31/2019	31907	WISCONSIN RETIREMENT	RETIREMENT	66,359.43

FINANCE COMMITTEE APPROVAL:

_____ (Chairman)

_____ (Date)

NBR-1

RESOLUTION NO. 2019 -

Dated: June 11, 2019

The City of Baraboo, Wisconsin

Background: This resolution seeks the approval of entering into a Memorandum of Understanding between the City of Baraboo and the Friends of the Baraboo Zoo (FOBZ). The FOBZ has been a registered non-profit with the purpose of raising funds for exhibit improvements at the Ochsner Park Zoo since 1984. While they have helped to raise over \$1 million for the zoo in 35 years, there has never been a formal agreement stating the relationship between the City and MOU. This agreement is important to provide transparent expectations for each group and the donors who support the zoo ensuring best use for donated funds and continued communications between both groups.

This MOU has been recommended for approval by the Parks and Recreation Commission, and is supported by the Friends of the Baraboo Zoo Board of Directors.

Fiscal Note: Not Required Budgeted Expenditure Not Budgeted

Comments:

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT the City of Baraboo enter into a Memorandum of Understanding with the Friends of the Baraboo Zoo to provide fundraising for future exhibit improvements at the Ochsner Park Zoo.

Offered by:

Motion:

Second:

Approved: _____

Attest: _____

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CITY OF BARABOO AND THE FRIENDS OF THE BARABOO ZOO, INC.**

THIS MEMORANDUM OF UNDERSTANDING (“AGREEMENT”) is entered into by the City of Baraboo, a Wisconsin municipal corporation with a mailing address of 101 South Blvd., Baraboo, WI 53913 (“**CITY**”), and the Friends of the Baraboo Zoo, Inc., a non-profit, 501c3 organization with a mailing address of 124 Second Street, Suite 17, Baraboo, WI 53913 (“**FRIENDS**”). The City and the Friends may be jointly referred to herein as the “**PARTIES**” or may be referred to singularly as a “**PARTY**”.

RECITALS

WHEREAS, the Friends has a mission to raise money and public awareness in support of the services and programs of the Oschner Park Zoo, located at the corner of Park Street and Zoo Lane in the City of Baraboo and which is owned and operated by the City (“**ZOO**”); and

WHEREAS, the Friends is a legally distinct entity from the City and Zoo, incorporated in 1984 as a non-profit 501(c)(3) organization; and

WHEREAS, the City recognizes that the Friends has and continues to play a critical role in the support of the Zoo and wishes to both recognize their support and strengthen the relationship between the Parties; and

WHEREAS, the purpose of this Agreement is to provide the legal and policy framework for the work done by the Friends on behalf of the Zoo and to support and encourage the dialogue between the Parties to meet mutual goals of the Friends and the Zoo.

IT IS NOW, THEREFORE, agreed between the Parties as follows:

TERMS

1. Term. This Agreement shall be valid on the date of full execution by the Parties and shall continue in full force and effect unless and until terminated pursuant to the terms contained herein.
2. City’s Responsibilities. The responsibilities of the City under this Agreement are as follows:
 - a. Point of Contact – City Liaison. For the purposes of coordination and communications required by this Agreement, the City shall appoint the Director of the City’s Parks, Recreation and Forestry Department as the City’s point of contact with the Friends (“**CITY’S LIAISON**”).
 - i. The City’s Liaison or designee will attend all Friends meetings to the best of the ability of the Liaison or designee.
 - ii. The City’s Liaison will work with the Friends’ Liaison to provide the information required pursuant to this Agreement in a timely manner.

- b. Zoo Planning. The City will inform the Friends of its short and long-term planning process for the Zoo to ensure that the Friends are aware of the goals and direction of the Zoo and, at the beginning of each fiscal year, will share with the Friends the Zoo's strategic initiatives and discuss with the Friends how their resources and support might help forward these initiatives.
 - c. Gift and Donation Acceptance. The City agrees to use any and all gifts and donations made to the City by the Friends for Zoo programs, services and other Zoo defined needs. Towards this end, the City shall provide information upon request to the Friends of how any gifts and donations made by the Friends to the City were used by the City. This term shall take precedent over the City's Donation and Gift Policy.
 - d. Promotion. The City agrees to promote the Friends to the public and potential donors by displaying information regarding Friends in selected public areas, by providing for the dissemination of information provided to the City by the Friends, educating the Friends' members and affiliates on the Zoo, and encouraging the promotion of the Friends as an option to any potential donor. Said promotion will be done in the best practices as determined by the City's Liaison and in compliance with any and all applicable Federal, State and local laws.
 - e. City Space. The City agrees to provide the Friends with space in the Civic Center free of charge for the Friends' office and meeting needs, subject to availability of said space as determined by the City's Liaison or designee.
3. Friends' Responsibility. The responsibilities of the Friends' under this Agreement are as follows:
- a. Point of Contact – Friends' Liaison. For the purposes of coordination and communications required by this Agreement, the Friends' shall appoint the _____ (Registered Agent? President?) of the Friends' as the point of contact for the City ("**FRIENDS' LIAISON**").
 - b. Internal Procedures.
 - i. The Friends agree to create and maintain rules, regulations and procedures for the necessary management of all affairs of the Friends consistent with this Agreement and with the laws and regulations described in Section 501(c)(3) of the Internal Revenue Code.
 - ii. The Friends agree to include the City's Liaison or designee as a non-voting presence at all Friends' meetings.
 - iii. The Friends will to allow room on the Friends' meeting agenda for a report by the City's Liaison or designee on the current happenings at the Zoo, any requests for gifts or donations, any planning or initiatives anticipated or being undertaken by the Zoo, and/or to discuss any Zoo related topic requested by the Friends subject to the City Liaison or designee's ability or availability to provide said information.
 - iv. The Friends agree that any and all monies raised by the Friends will be used exclusively for Zoo programs, services, and other Zoo defined needs, with the

exception of spending an industry standard amount on Friends' administrative costs, unless otherwise agreed to in writing by both the Friends and the City.

- v. The Friends agree to properly account for and be responsibility for all gifts and donations received and to provide an annual statement on or before July 1 to the Park and Recreation Commission detailing the principal and interest from any contributions received and, additionally, upon notice from the City's Liaison or the Parks and Recreation Commission, the Friends shall provide a financial statement of the money in all of its accounts and/or information regarding the Friends' fundraising efforts.
 - c. Gift Acceptance. The Friends agree that the City has the final say in accepting or declining any and all gifts and donations made to the Zoo, including gifts and donations made by individuals and groups other than the Friends, and that all gifts and donations made to the Zoo shall be accepted in accordance with the City's Donation Policy, except as provided for in Paragraph 2(c), above, with said Policy including, in part, the understanding that all gifts and donations shall become the sole property of the City.
 - d. Support of the Zoo. The Friends agrees to publicly support the Zoo and its policies and to engage in advocacy efforts on behalf of the Zoo under the guidance of the City's Liaison and the Parks and Recreation Commission.
 - e. Disbanding. The Friends agree that if they cease to actively fundraise, promote or support the Zoo, they will disband allowing for a new Friends group to be established. In the event of the disbanding, at or prior to the official disbandment, the Friends' Board of Directors shall transfer its assets and any accrued interest earnings to the City to be used by the City pursuant to Paragraph 2(c), above.
4. Termination.
- a. This Agreement may be terminated at any time without cause by either Party by the terminating party providing notice of the intent to terminate to the non-terminating party no less than 180 days prior to the date of termination.
 - b. Either party may terminate this Agreement upon or after the material breach of any provision of this Agreement by the other Party if the other Party has not cured such breach within thirty calendar days after receipt of express written notice thereof by the non-breaching Party.
 - c. In the event of the termination of this Agreement, either for cause or without cause, the Friends shall either refund all donations they have received or give said donations to the City as provided for and pursuant to the terms in this Agreement.
5. Notice. All notices required by this Agreement shall be deemed duly delivered on the date of delivery if delivered personally or three business days after the date of posting and mailing by certified US mail, postage prepaid return receipt requested, and addressed to the respective parties at their addresses set forth above.

6. Independent Capacity. At all times and for all purposes of this Agreement, each Party shall act in an independent capacity and not as an agent or representative of the other Party.
7. No Indemnification. Each Party shall be responsible for the actions and inactions of itself and its own officers, employees, and agents acting within the scope of their authority.
8. No Assignment. This Agreement is not assignable by either Party, in whole or in part.
9. Governing Law and Dispute Resolution. Any dispute under this Agreement not resolved by the Parties shall be submitted to mediation by a person agreed to between the Parties. If the mediation is not successful, a Party may bring action in court under this Agreement, with venue of any action hereunder shall be in the Sauk County Circuit Court.
10. Entire Agreement. This Agreement constitutes the entire agreement between the Parties, including all oral understandings, the subject of the general and overall relationship between the Parties, however, the Parties may enter into other stand-alone agreements on specific subjects. All other such agreements shall also be in writing and signed by the Parties.
11. Amendments. This Agreement may be amended at any time by mutual written consent of the Parties.
12. Signatories. The persons signing this Agreement on behalf of their respective Parties represent they have the authority to enter into this Agreement.

FRIENDS OF THE BARABOO ZOO, INC.

_____ Date: _____
 Print: _____
 Title: _____

_____ Date: _____
 Print: _____
 Title: _____

CITY OF BARABOO

_____ Date: _____
 Mike Palm, Mayor

_____ Date: _____
 Brenda Zeman, City Clerk

The City of Baraboo, Wisconsin

Background: The property owner of 203 Badger Dr. - located on the corner of Badger Dr. and South Blvd. and adjacent to Myron Park - has the property listed for sale. A potential buyer, Larry Brown, has made a bona fide offer to purchase the property contingent upon being granted an easement by the City to install a driveway across the corner of Myron Park, between the existing driveway opening and apron on the west side of Badger Dr. along the Myron Park frontage. By being able to use this access point as a driveway, the current and future owners of the property will be able to legally park a vehicle on the South side of the property.

If an easement is granted by the City, the terms of the easement will include, but not be limited to,

- A provision that the property owner of 203 Badger Avenue will be required to install a paved driveway not more than 12 feet in width within 12 months of this agreement,
- A provision that the property owner will be required to maintain and insure the driveway, and
- A provision that the property owner will indemnify the City.

The Parks and Recreation Commission reviewed this matter at their June 10th meeting.

Fiscal Note: (check one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted Comments

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That a permanent easement for a paved driveway, not exceeding 12 feet in width is hereby granted by the City of Baraboo to the property owner of 203 Badger Drive as described in the attached Easement Agreement.

Offered by: Park & Rec Commission **Approved by Mayor:** _____

Motion:

Second:

Certified by City Clerk: _____

Document No.

**EASEMENT FOR PRIVATE DRIVEWAY
ON PUBLIC RIGHT-OF-WAY**

Return to:
Emily Truman, City Attorney
City of Baraboo
101 South Blvd.
Baraboo, WI 53913

206 3305-00000
Parcel Number

THIS EASEMENT FOR PRIVATE DRIVEWAY ON PUBLIC RIGHT-OF-WAY
("Agreement") is entered into by the City of Baraboo ("Grantor"), and _____ ("Grantee").

RECITALS

WHEREAS, Grantor is the owner of certain real property located in the City of Baraboo, Sauk County, Wisconsin, described as follows:

A PARCEL OF LAND LOCATED IN THE SW 1/4 OF THE NE 1/4 OF SECTION 2, T11N, R6E, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 27, BLOCK 2, VICTORY HEIGHTS SUBDIVISION; THENCE WEST, ALONG THE SOUTH LINE OF SAID LOT 27, 40 FEET; THENCE SOUTHEAST TO A POINT ON THE WESTERLY RIGHT-OF-WAY BADGER DRIVE; THENCE NORTHERLY, ALONG THE WESTERLY RIGHT-OF-WAY OF BADGER DRIVE, 30 FEET TO THE POINT OF BEGINNING,

And

WHEREAS, Grantee is the owner of certain real property also located in the City of Baraboo, Sauk County, Wisconsin, adjoining said right-of-way, described as 203 Badger Drive, Baraboo, WI, (CITY OF BARABOO VICTORY HEIGHTS LOT 27 BLK 2), and

WHEREAS, Grantor wishes to convey to Grantee certain easement rights as more fully set forth below.

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Grant of Easement. Grantor grants to Grantee and all their successors and assigns and their occupants, agents, guests and invitees (collectively, "Users") a perpetual easement to use a portion of the Grantor's property to construct a paved driveway, not more than 12 feet in width, that is intended to be used for vehicular and pedestrian ingress and egress over, on and across such portions of Grantor's property ("Driveway").

2. Maintenance. Grantee shall at all times maintain the driveway in good condition and repair including, but not limited to, periodic patching and resurfacing, and shall within twelve (12) calendar months from the date of this Agreement pave the driveway with either asphalt or concrete. Grantee shall also keep the driveway in a neat and safe condition free from debris, snow, overgrown vegetation, and any other unsightly, hazardous or dangerous conditions.

3. Indemnification. Grantee shall indemnify, defend and hold harmless Grantor and its officers, agents, and employees from and against all loss, costs (including reasonable attorney fees), injury, death, or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with this Agreement and/or the driveway, regardless of the cause.

4. Insurance. Grantee shall maintain in effect at all times during the terms of this Agreement a policy of general liability insurance insuring against injury to property, person or loss of life arising out of the use, occupancy, or maintenance of the driveway, with limits of coverage that are at levels customarily maintained by homeowners in the community in which the driveway is located. Insurance required under this Agreement shall be written by a company duly qualified to do business in the State of Wisconsin.

5. Covenants Run with Land. All terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the owners and their respective successors and assigns. The party named as Grantee in this Agreement and any successor or assign to the Grantee as fee simple owner of the Property shall cease to have any liability under this Agreement with respect to facts or circumstances arising after the party has transferred its fee simple interest in the Property.

6. Non-use. Non-use or limited use of the easement rights granted in this Agreement shall not prevent the benefitting party from later use of the easement rights to the fullest extent authorized by this Agreement, unless the non-use results in a violation of paragraph 2, above, for a period of greater than one calendar year, in which case Grantor shall have the right to terminate this Agreement pursuant to paragraph 15, below

7. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.

8. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Sauk County, Wisconsin.

9. Notices. All notices to either party to this Agreement shall be delivered in person or sent

by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent.

10. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

11. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

12. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party.

13. No Public Dedication. Nothing in this Agreement shall be deemed a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

14. Effective Date. This Agreement shall become effective on the date it is signed by all of the parties.

15. Termination. Grantor may terminate this Agreement for cause by providing notice to Grantee or their successors or assigns at least thirty (30) calendar days prior to the termination date. Grantee may terminate this Agreement at any time without cause by providing written notice to Grantor at least thirty (30) calendar days prior to the termination date. In the event of the termination of this Agreement, any improvements made to the driveway by Grantee shall become the sole property of Grantor with no compensation due to Grantee for said improvements.

16. Counterparts. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

(SIGNATURE PAGES TO FOLLOW)

CITY OF BARABOO, GRANTOR

By: _____
Ed Geick, City Administrator

Date: _____

By: _____
Brenda Zeman, City Clerk

Date: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN
COUNTY OF _____

This instrument was acknowledged before me on the ____ day of _____, 2019, by Ed Geick, City Administrator, and Brenda Zeman, City Clerk, on behalf of the City of Baraboo.

Name of Notary Public: _____

Signature: _____

My Commission Expires: _____

Seal

This document was drafted by:

Emily Truman, Baraboo City Attorney
SBN: 1099535

_____, **GRANTEE**

By: _____

Date: _____

ACKNOWLEDGMENT

STATE OF WISCONSIN
COUNTY OF _____

This instrument was acknowledged before me on the ____ day of _____, 2019, by
_____.

Name of Notary Public: _____

Signature: _____

My Commission Expires: _____

Seal

DRAFT

NBR-3

RESOLUTION NO. 2019-

Dated: June 11, 2019

The City of Baraboo, Wisconsin

Background The recruitment of a new City Administrator will be handled by an outside consulting firm. Ed Geick sent out a request for proposals on May 15th and responses had to be in by May 30th to 15 companies and it was placed on our web site. The City received 4 responses to the RFP. The City received proposals from: McMahon (Integrated), Strategic Government, GovHR, and PAA. The Recruitment Committee appointed by the Mayor of: Nancy Thome, Pat Cannon, Mark Schauf, Mayor Palm, Ed Geick and Alderman Joel Petty did separate reviews and ratings on the proposals submitted. All of the reviewers came up with the same lead firm to recommend for the recruitment: GovHR.

Firm	Rating	Cost
McMahon (Integrated)	3, 2, 2, 3, 3	\$8,500
Strategic Government	4, 4, 3, 4, 4	\$26,000
GovHR	2, 1, 1, 2, 1	\$19,000
PAA	1, 3, 4, 1, 2	\$11,250

Thome: GovHR has the best overall approach
 Cannon: GovHR has best experience in Midwest. Strategic has no WI experience.
 Schauf: Lots of WI experience. Integrated has a tight schedule.
 Mayor Palm: GovHR had the best overall proposal
 Geick: GovHR has good position profile. More details than other proposals, Phases 3 and 4 meet our RFP requirements. GovHR offers testing.

Note: (√one) Not Required Budgeted Expenditure Not Budgeted
 Comments:

Resolved by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

To accept the proposal for recruitment services from GovHR for the purpose of recruiting a new City Administrator at an estimated cost of \$19,000 plus out of pocket expenses for services and to authorize the Mayor and City Clerk to sign the contract.

Offered by: Finance/Personnel Comt.
Motion:
Second:

Approved: _____
Attest: _____