

Agenda
Village Board Meeting
Tuesday, July 11, 2017 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main St
Jackson, WI 53037

1. Call to Order and Roll Call.
2. Pledge of Allegiance.
3. Any Village Citizen Comment on an Agenda Item (Please sign in).
4. Consent Agenda:
 - Approval of Minutes for the Village Board Meeting of June 13, 2017.
 - Licenses.
Operator Licenses:
Village Mart: Gabriella Bland
East Side Mart: Bobbie Jo Moore, Ashley Carlson
Latest Edition: Rani Zerkel, Molly Baron
Tattoo License:
No Good Tattoo's: Jason Batten
5. Budget & Finance Committee.
 - Review of Change Order #2 Chateau Dr. Reconstruction Project.
 - Resolution #17-15 – 2017 Budget Amendment.
 - Discuss and authorize Ehlers to proceed with the refunding of the 2007 General Obligation Promissory Notes.
 - Resolution #17-16 - Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for A.C. Tool & Machine Co., Inc. Project.
Information with respect to the job impact of the project will be available at the time of consideration of the Initial Resolution.
6. Resolution #17-12 Terminating TIF District No. 2 and Authorizing the Village Treasurer to Distribute Excess Increment to Overlying Taxing Districts.
7. Board of Public Works.
 - Resolution #17-14 – Adopting 2016 Compliance Maintenance Annual Report for Jackson Sewer Utility.
 - Cedar Run Condo Association – Agreement for the Maintenance of the Cedar Run Boulevard.

8. Licenses

- Liquor Licenses.
“Class A” Liquor
Walgreen Co., DBA Walgreens #11676, Michael Rodenkirch Agent, N168 W21330 Main Street.

Class C Wine
The Friends of Jackson Jt. Parks & Recreation, Kelly Valentino - Agent, W204 W16901 Jackson Dr., known as Jackson Park.
- Tattoo License.
Tattoo / Piercing Establishment License.
Jason Batten – No Good Tattoos

9. Park & Recreation.

- Amendment to Park Rental Agreement – Washington County Humane Society – Walk for the Animals (Paws in the Park) – September 9, 2017.

10. Ordinance #17-03 – Annexation of Paloroma Farms, LLC.

11. Presentation by Cedar Corp. – Proposed Public Safety Building.

12. Departmental Reports.

13. West Bend School District Liaison Report.

14. Greater Jackson Business Alliance Report.

15. Citizens to Address the Village Board.

16. Closed session pursuant to Wis. Stats. § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session; The topics are matters relating to the Village-Town Revenue Sharing Agreement and Cooperative Boundary Plan; Jackson Properties, LLC, and Real Estate Matters.

Reconvene into Open Session with Possible Action.

17. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

DRAFT MINUTES
Village Board Meeting
Tuesday, June 13, 2017 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call.

President Michael Schwab called the meeting to order at 7:30 p.m.
Members Present: Trustees Kruepke, Kurtz, Lippold, and Olson.
Members Absent: Trustees Emmrich and Kufahl (excused).
Staff present: John Walther, Brian Kober, Jim Micech, Kelly Valentino, Police Chief Dolnick, and Fire Chief Swaney.

2. Pledge of Allegiance.

President Schwab led the assembly in the Pledge of Allegiance.

3. Any Village Citizen Comment on an Agenda Item.

None.

4. Public Hearing:

Planned Unit Development Amendment – Sign - Premier Real Estate on Behalf of Cranberry Jackson LLC – Jackson Dr.

Pres. Schwab opened the Public Hearing. No one spoke. This item was recommended by the Plan Commission. Pres. Schwab closed the Public Hearing. Motion by Pres. Schwab, second by Tr. Olson, to approve Planned Unit Development Amendment – Sign - Premier Real Estate on Behalf of Cranberry Jackson LLC – Jackson Dr.
Vote: 5 ayes, 0 nays. Motion carried.

5. Public Hearing:

Planned Unit Development Amendment – Fence Height of Trash Enclosure – ComForCare / Just Like Home Adult Day Center – Delaney Court.

Pres. Schwab opened the Public Hearing. No one spoke. The Plan Commission recommended Denial of the Fence Height of eight foot. Mark Hertzfeldt of Design to Construct was present and had received staff comments. Mark commented that the fence is 8 foot tall due to their mistake, but he believes the mistake works. The fence is around the trash enclosure. The standard is 6 feet tall. They would be happy to cut the fence to 6 foot tall; however, there is a decorative top on the fence. Mark showed that it is at the bottom of the hill and the extra height hides the trash. The arborvitaes have been planted around the fence. Pres. Schwab closed the Public Hearing. Motion by Tr. Lippold, second by Pres. Schwab, to approve Planned Unit Development Amendment – Fence Height of Trash Enclosure – ComForCare / Just Like Home Adult Day Center – Delaney Court.
Vote: 5 ayes, 0 nays. Motion carried.

6. Consent Agenda:

- Approval of Minutes for the Village Board Meeting of May 9, 2017.
Licenses.
American Legion: Michael Riebe
Main Street Mart: Joshua Patten.
Village Mart: Chandler Avey, Jack Corr, Pamela Hornung, Amandalyn Klink.

East Side Mart: Kerri Schleif.

Walgreens: Scott Badura, Sierra Basterash, Lisa Bormann, Kathleen Brown, Joan Christian, Joy Christian, Lori Ditter, Nancy Edyvean, Roxanne Goff-Frick, David Grandinetti, Christina King, Adam Koopmann, Ann Lorge, Patrick Martin, Jennifer Matasek, Aracely Navarro, Michaela Otterstatter, Michael Rodenkirch, Nicholas Roeper, Timothy Schultz, Mark Seip, Megan Woolman - Powell.

Park & Recreation: Renee Fisher, Jessica Loomans, Angela Jeske, Emalie Ramthun, Gregg Rathke, Adam Seeger, Lisa Seeger, Kelly Valentino.

Motion by Pres. Schwab, second by Tr. Olson to approve the Consent Agenda items of the Village Board Minutes of May 9, 2017, and the Operator's Licenses.

Vote: 4 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

7. Budget & Finance Committee.

Fire Department – Use of HIPAA Funds for Additional EMT Training.

The Budget & Finance Committee recommended approval of the additional EMT Training with a budget amendment and the advanced EMT training to be part of the 2018 budget.

Motion by Pres. Schwab, second by Tr. Lippold to approve a budget amendment for the additional EMT Basic schooling and the advanced will be budgeted for with the 2018 Budget.

Vote: 5 ayes, 0 nays. Motion carried.

Fire Department – DNR Matching Grant.

The Budget & Finance Committee recommended approval of the fire chief applying for the DNR matching grant. This is a 50/50 matching grant. Motion by Pres. Schwab, second by Tr. Olson to approve the Fire Chief applying for the DNR Matching Grant. The tank and pump need to be replaced, not the entire truck.

Vote: 5 ayes, 0 nays. Motion carried.

Review of Pay Request #2 Chateau Dr. Reconstruction Project.

The Budget and Finance Committee recommended approval of Chateau Drive Pay Request #2 in an amount not to exceed \$207,458.49. The retainage is \$19,359.87.

Motion by Pres. Schwab, second by Tr. Kruepke to approve Chateau Drive Pay Request #2 in an amount not to exceed \$207,458.49.

Vote: 5 ayes, 0 nays. Motion carried.

Resolution 17-10 – Outdoor Recreation Aids for the Village of Jackson.

The Board of Public Works and the Budget and Finance Committee recommended approval of Resolution 17-10 – Outdoor Recreation Aids for the Village of Jackson.

Motion by Pres. Schwab, second by Tr. Kurtz to approve Resolution 17-10 – Outdoor Recreation Aids for the Village of Jackson.

Vote: 5 ayes, 0 nays. Motion carried.

2016 Audited Financial Statements.

Jim Frechette presented the Village 2016 Financial Audit & TID Audits.

Jim reviewed the balance sheet and other funds. The General Fund Balance was at \$1,294,155 at the end of the year and the Debt Service Fund Balance was \$214,671 at the end of the year. The Capital Projects fund is made of TIF 2, TIF 4, and other funds for a total of \$1,956,021. The Fire and Rescue Fund is at \$520,000 to be used for future items.

TIF 5 has a negative balance at \$14,322. He pointed out that the Recreation Fund deficit has decreased to \$160,937.

Overall the Village did a good job of budgeting as there is an overage on revenues, and we are under budget on the expenditures. The Village General Fund was \$292,450 to the good for 2016.

The Water / Sewer Debt will be completely paid off next December 1.

Long-term debt amounts were reviewed. Jim reviewed the TID audits.

Motion by Pres. Schwab, second by Tr. Lippold, to accept the 2016 audits and place on file.

Vote: 5 ayes, 0 nays. Motion carried.

8. Resolution 17-12 Terminating TIF District No 2 and Authorizing the Village Treasurer to Distribute Excess Increment to Overlying Taxing Districts.

Motion by Tr. Pres. Schwab, second by Tr. Olson to Refer Resolution 17-12 to the next meeting.

Vote: 5 ayes, 0 nays. Motion carried.

9. Resolution 17-13 Forfeiture Schedule.

Motion by Pres. Schwab, second by Tr. Olson to approve Resolution 17-13 Forfeiture Schedule. Vote: 5 ayes, 0 nays. Motion carried.

10. Board of Public Works.

Resolution 17-11 – Accepting Sewer & Water System Cranberry Creek Phase 4.

Motion by Pres. Schwab, second by Tr. Lippold to approve Resolution 17-11 – Accepting Sewer & Water system Cranberry Creek Phase 4. Vote: 5 ayes, 0 nays. Motion carried.

11. Liquor Licenses.

Class “B” Beer and “Class B” Liquor

KHD Ltd., DBA Jimmy’s Restaurant and Bar, Constantine Demopoulos, N168 W21212 Main Street.

Class “B” Beer and “Class B” Liquor

Jon Zandi, Jackson Pub LLC, N168 W20594 Main Street.

Class “B” Beer and “Class B” Liquor

Latest Edition Saloon, Martha Nimkie, N168 W20788 Main Street.

Class “B” Beer and “Class B” Liquor

Barbara L. Holtz, Timothy Holtz, Pizza Station, N168 W22224 Main Street, Suite E.

Class “A” Beer and “Class A” Liquor

Fox Brothers Piggly Wiggly, Inc., Lori Byon Fox Agent, W194 N16774 Eagle Drive.

Class “A” Beer

Walgreen Co., DBA Walgreens #11676, Michael Rodenkirch Agent, N168 W21330 Main Street.

Class “B” Beer and Class C Wine

The Friends of Jackson Jt. Parks & Recreation, Kelly Valentino - Agent, N165 W20330 Hickory Lane, known as the Jackson Area Community Center.

Class “B” Beer

The Friends of Jackson Jt. Parks & Recreation, Kelly Valentino - Agent, W204 W16901 Jackson Dr., known as Jackson Park.

Class “A” Beer & “Class A” Liquor

The Village Mart, John H. Kruepke Agent, W213 N16770 Glen Brooke.

Class “A” Beer & “Class A” Liquor

K&A Petroleum LLC, DBA East Side Mart, Kurt H. Kruepke Agent, N168 W19490 Main Street.

Class “A” Beer & “Class A” Liquor

K&A Petroleum LLC, DBA Main Street Mart, Kurt H. Kruepke Agent, N168 W22224 Main Street.

Motion by Tr. Kurtz, second by Tr. Olson, to Approve the Liquor Licenses.

Vote: 4 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

12. Ordinance 17-03 – Annexation of Paloroma Farms, LLC.

Motion by Pres. Schwab, second by Tr. Olson to Refer Ordinance 17-03 – Annexation of Paloroma Farms, LLC to the next Village Board meeting.

Vote: 5 ayes, 0 nays. Motion carried.

13. Departmental Reports.

Friends Update on the New Hickory Lane Park Inclusive Playground.

Kelly Valentino gave an update on the New Hickory Lane Park Inclusive Playground.

Kelly reported on the fundraising efforts and upcoming fundraisers. Casey Latz distributed T-Shirts for the Village Board. A video of the playground was shown. The goal is to have the money raised by Spring of 2018 and to order the equipment in May or June of 2018.

The fundraisers include piggy banks that can be purchased for \$5 from Westbury Bank, then bring the bank to the Community Center and dump it to receive a raffle ticket. T-Shirts are available for purchase as a fundraiser. Also, memorial campaigns are coming up. One option is for businesses and or individuals to purchase specific pieces of the playground equipment; then they would get their names on the “sponsor board with a fish theme” that will be mounted near the playground, possibly to the south wall of the splash park”.

The Fire Department is backing up Hartford due to the golf outing.

14. West Bend School District Liaison Report.

Pres. Schwab reported that Superintendent Olson reported to him that the 2017-2018 strategic plan was approved. This includes the approval of architects to draw up the design for the Jackson Elementary School.

15. Greater Jackson Business Alliance Report.

Brian Heckendorf thanked the volunteers for helping at Action in Jackson.

16. Mid-Moraine Legislative Committee/Mid-Moraine Municipal Report.

No Report.

17. Citizens to Address the Village Board.

Pres. Schwab explained the rules for public comment. Individuals that have signed up will be allowed three minutes speaking time apiece.

Winter Hess of Twin Creeks Road read a prepared statement. He is a member of the JTRAA. Beth Hess of Twin Creeks Road read a prepared statement.

Tom Snyder of Creekwood Circle read a prepared statement from Tim Wilke.

Bob Seidel of Creekwood Circle read a prepared statement from Sue Zylka.

- 18. Closed session pursuant to Wis. Stats. § 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The topics are matters relating to the Village-Town Revenue Sharing Agreement and Cooperative Boundary Plan; and Jackson Properties, LLC.**

Motion by Pres. Schwab, second by Tr. Lippold to convene into closed session at 8:27 p.m. and to include the Village Board, John Walther, Brian Kober, John St. Peter, and Deanna Boldrey. Roll Call Vote: 5 ayes, 0 nays. Motion carried.

Reconvene into Open Session with possible action.

Motion by Pres. Schwab, second by Tr. Lippold to approve the revised Mediated Cooperative Plan Agreement with changes to Section #3 and the parcel map exhibits as presented by the Village Administrator.

The Village Board reconvened into open session at 9:14 p.m.

- 19. Adjourn.**

Motion by Tr. Kruepke, second by Tr. Lippold to adjourn.

Vote: 5 ayes, 0 nays. Motion carried. Meeting was adjourned at 9:15 p.m.

Respectfully submitted by Deanna L. Boldrey, Clerk/Treasurer

NAME

POLICE CHIEF
RECOMMENDATION

Gabriella Bland	Village Mart	Approval
Bobbie Jo Moore	East Side Mart	Approval
Ashley Carlson	East Side Mart	Approval
Rani Zerkel	Latest Edition	Approval
Molly Baron	Latest Edition	Approval
Jason Batton	No Good Tattoos	Approval

BUTEYN-PETERSON Construction Co., Inc.

N7337 Dairyland Drive • Sheboygan, WI 53083 • 920-565-6200 • FAX 920-565-6203

Jeff Chvosta
Gremmer & Associates, Inc.
93 S. Pioneer Road
Fond du Lac, WI 54935

June 13, 2017

RE: Request for Change Order - CO 2 – Additional Items

Jeff,

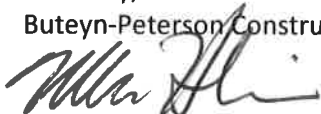
Each of the following items were specifically requested by the Village and are outside the scope of the Pay Items.

The quantities and prices for this work:

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>TOTAL</u>
Mobilization of Mini Excavator for removing additional concrete from driveways on 5/23/17 after BP had mobilized from site	1	EA	\$564.00	\$564.00
Fill in previous asphalt driveway at N169 W20189 with CAB including truck and laborer - requested 6/23/17 Pay item for restoring asphalt had been removed from contract	1	EA	\$408.00	\$408.00
Clean Up Tree Roots, Minor Grading, at N169 W20189 (Lawn Restoration Excluded) Village requested on 6/2/17 to clean up tree roots and make look nice	4	HRS	\$150.00	\$600.00
Additional Mobilization to install mailboxes that were not at curb when mailboxes were being installed. On 6/2/17, BP informed inspector and VM that BP would install mailboxes on 6/6/17. BP installed all 14 mailboxes that were visible from the street. VM called to let BP know 2 more mailboxes were available to be installed on 6/8/17. On 6/12/17 VM called BP to install one more mailbox. BP installed all 3 mailboxes the same day as requested.	2	EA	\$250.00	\$500.00
	TOTAL			\$2,072.00

Please contact me if you have any questions @ (920) 565-6200, or cell (920) 377-0428.

Sincerely,
Buteyn-Peterson Construction, Co.



Mark Haskins
Estimator/Project Manager

Buteyn-Peterson Construction Co., Inc is an Equal Opportunity Employer

DOCUMENT 00560

CONTRACT CHANGE ORDER

Order No.: 2

Date: 6/21/2017

Agreement Date: 6/21/2017

NAME OF PROJECT: **Chateau Drive
West of Wilshire Drive
Roadway & Utility Reconstruction 2017
Village of Jackson
Project No. 161031**

OWNER: Village of Jackson

CONTRACTOR: Buteyn-Peterson Construction Co., Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

1. Add mobilization of mini excavator for removing additional concrete from driveways on 5/23/17. 1 EACH @ \$564.00/EACH = \$564.00
2. Add base aggregate dense including truck and laborer to fill in driveway at N169W20189 Chateau Drive on 5/23/17. 1 EACH @ \$408.00/EACH = \$408.00
3. Add minor grading and cleaning up of tree roots at N169W20189 Chateau Drive on 6/2/2017. 4 HOURS @ \$150/HOUR = \$600.00

Justification:

1. Additional concrete was removed from specific driveways to improve slope after Buteyn Peterson had mobilized from the project.
2. Driveway needed base aggregate placed in the interim due to removal of asphalt driveway bid items from contract.
3. Additional grading and clean up work required to improve final landscaping appearance.

Change to CONTRACT PRICE:

Original Contract Price: \$ 393,277.97

Current Contract Price adjusted by Previous Change Order: \$ 394,875.97

The Contract Price due to this Change Order will be increased by: \$ 1,572.00

The new Contract Price including this Change Order will be: \$ 396,447.97

Change to CONTRACT TIME:

Chateau Drive/2017

00560-1

Contract Change Order

The CONTRACT TIME will be (increased/decreased) by 0 calendar days.

The date for completion of all work will be June 2, 2017.

Accepted By: _____ Owner

Representing: Village of Jackson

Print Name/Title: Brian Kober

Date: _____

Recommended By:  Engineer

Representing: Grenmer & Associates, Inc.

Print Name/Title: Jeff Chvosta

Date: 6/21/17

Requested By:  Contractor

Representing: Buteyn-Peterson Construction Co., Inc.

Print Name/Title: Mark Haskins

Date: 6/21/17

RESOLUTION 17-15

AMENDMENT TO THE 2017 BUDGET

WHEREAS, following a public hearing, the Village Board of the Village of Jackson Adopted the 2017 budget on November 29, 2016; and

WHEREAS, On June 13, 2017, the Village Board adopted a motion to amend the 2017 budget for the Jackson Fire Department to provide additional EMT Basic Training;

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Jackson does hereby approve the budget amendment as described below:

	Original Budget	Amended Budget	Change
Fire Dept. Education / Travel	\$ 6,000	\$ 42,600	\$36,600

The anticipated additional \$36,600 will be disbursed from the Fire & Rescue Fund which was at a level of \$520,185 at year-end 2016 as reported in the 2016 Audited Financial Statements.

Introduced by: _____

Seconded by: _____

Vote: _____ Aye _____ Nay

Passed and Approved: _____

Michael E. Schwab – Village President

Attest: _____
Deanna L. Boldrey – Village Clerk-Treasurer

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

VILLAGE BOARD OF
VILLAGE OF JACKSON, WISCONSIN

RESOLUTION 17-16

**INITIAL RESOLUTION
REGARDING INDUSTRIAL DEVELOPMENT
REVENUE BOND FINANCING FOR
A.C. TOOL & MACHINE CO., INC. PROJECT**

WHEREAS, Section 66.1103 of the Wisconsin Statutes (the “Act”) authorizes the Village of Jackson, Wisconsin (the “Issuer”), to authorize the issuance and sale of bonds by the Issuer to construct, equip, re-equip, acquire by gift, lease or purchase, install, reconstruct, rebuild, rehabilitate, improve, supplement, replace, maintain, repair, enlarge, extend or remodel industrial projects; and

WHEREAS, MFS Germantown LLC, a Wisconsin limited liability company, and/or a related entity, and/or a limited liability entity to be formed (collectively, the “Borrower”), desires to complete a project to be owned by the Borrower consisting of financing the (i) acquisition of land located on Delaney Court in the Village of Jackson, Wisconsin (the “Project Site”), (ii) construction of an approximately 40,000 square foot facility to be located at the Project Site which will be operated by A.C. Tool & Machine Co., Inc., a Wisconsin corporation, to manufacture machined parts for the food industry, and (iii) payment of certain professional costs and costs of issuance (collectively, the “Project”), all of which would contribute to the well-being of the Village of Jackson, Wisconsin; and

WHEREAS, the cost of the Project is presently estimated to be \$3,000,000 and the amount proposed to be financed with one or more issues or series of tax-exempt and/or taxable industrial development revenue bonds (the “Bonds”) issued under the Act does not exceed \$3,000,000; and

WHEREAS, it is the public interest of the Issuer to promote, attract, stimulate, rehabilitate and revitalize commerce, industry and manufacturing, to promote the betterment of the economy of the Issuer; and

WHEREAS, the Borrower has requested that the Issuer now approve an initial resolution (the “Initial Resolution”) providing for the financing of the Project in an amount not to exceed \$3,000,000; and

WHEREAS, the Issuer is a municipality organized and existing under and pursuant to the laws of the State of Wisconsin, and is authorized to enter into revenue agreements with eligible participants with respect to the Project whereby eligible participants agree to cause said Project to be constructed and to pay the Issuer an amount of funds sufficient to provide for the prompt payment when due of the principal and interest on said industrial development revenue bonds.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Jackson, Wisconsin, as follows:

1. Based upon representations of the Borrower, it is the finding and determination of the Village Board that the Project is a qualified “project” within the meaning of the Act and that the Borrower is an “eligible participant” within the meaning of the Act. The Issuer shall:

(a) Finance the Project in an amount not to exceed \$3,000,000; and

(b) Issue industrial development revenue bonds in one or more series of tax-exempt and/or taxable bonds (the “Bond(s)”), in an amount not to exceed \$3,000,000 in order to finance costs of the Project.

2. The aforesaid plan of financing contemplates, and is conditioned upon, the following:

(a) The Bonds shall never constitute an indebtedness of the Issuer within the meaning of any state constitutional provision or statutory limitation;

(b) The Bonds shall not constitute or give rise to a pecuniary liability of the Issuer or a charge against its general credit or taxing powers;

(c) The Project shall be subject to property taxation in the same amount and to the same extent as though the Project were not financed with industrial development revenue bonds;

(d) The Borrower shall find a purchaser for all of the Bonds;

(e) The Village’s out-of-pocket costs, including but not limited to legal fees and Trustee’s fees, in connection with the issuance and sale of the Bonds shall be paid by the Borrower; and

(f) A notice of public hearing required by federal law for purposes of Section 147(f) of the Internal Revenue Code, as amended, shall be published in a newspaper of general circulation in the Village of Jackson and a public hearing shall be held to provide interested individuals or parties the opportunity to testify as to the Project and the issuance of the Bonds.

3. The aforesaid plan of financing shall not be legally binding upon the Issuer nor be finally implemented unless and until:

(a) The details and mechanics of the same are authorized and approved by a further resolution of the Village Board which shall be solely within the discretion of the Village Board;

(b) The Village Clerk shall cause notice of adoption of this Initial Resolution, in the form attached hereto as Exhibit A, to be published once in a newspaper of general circulation in the Village of Jackson, and the electors of the Village of Jackson shall have been given the

opportunity to petition for a referendum on the matter of the aforesaid Bond issue, all as required by law;

(c) Either no such petition shall be timely filed or such petition shall have been filed and said referendum shall have approved the Bond issue;

(d) The Village Clerk shall have received an employment impact estimate issued under Section 238.11 of the Wisconsin Statutes;

(e) All documents required to consummate the financing have been duly authorized and delivered; and

(f) The Issuer and the Borrower have resolved all land use and special use issues with respect to the affected property and the Project.

4. Pursuant to the Act, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

5. The Village Clerk is directed, following adoption of this Initial Resolution (i) to publish notice of such adoption not less than one time in the official newspaper of the Village of Jackson, Wisconsin, such notice to be in substantially the form attached hereto as Exhibit A and (ii) to file a copy of this Initial Resolution, together with a statement indicating the date the Notice to Electors was published, with the Wisconsin Economic Development Corporation within twenty (20) days following the date of publication of such notice.

6. This Initial Resolution is an "initial resolution" within the meaning of the Act and official action toward issuance of the Bonds for purposes of Sections 103 and 144 of the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder. Furthermore, it is the reasonable expectation of the Issuer that proceeds of the Bonds may be used to reimburse expenditures made on the Project prior to the issuance of the Bonds. The maximum principal amount of debt expected to be issued for the Project on the date hereof is \$3,000,000. This statement of official intent is made pursuant to Treasury Regulations §1.150-2.

Passed and adopted at a regular meeting of the Village Board of the Village of Jackson, Wisconsin this 11th day of July, 2017.

APPROVED:

Mike Schwab, Village President

ATTEST:

Deanna Boldrey, Village Clerk

EXHIBIT A

NOTICE TO ELECTORS OF THE VILLAGE OF JACKSON, WISCONSIN

TAKE NOTICE that the Village Board of the Village of Jackson, Wisconsin (the "Issuer"), at a regular meeting held at Village Hall, N168 W20733 Main Street, Jackson, Wisconsin, on July 11, 2017, adopted an Initial Resolution pursuant to Section 66.1103 of the Wisconsin Statutes, as amended, expressing the intention to issue not to exceed \$3,000,000 of industrial development revenue bonds of the Issuer (the "Bonds") on behalf of MFS Germantown LLC, a Wisconsin limited liability company, and/or a related entity, and/or a limited liability entity to be formed (collectively, the "Borrower"). The Borrower desires to complete a project consisting of financing the (i) acquisition of land located on Delaney Court in the Village of Jackson, Wisconsin (the "Project Site"), (ii) construction of an approximately 40,000 square foot facility to be located at the Project Site which will be operated by A.C. Tool & Machine Co., Inc., a Wisconsin corporation, to manufacture machined parts for the food industry, and (iii) payment of certain professional costs and costs of issuance (collectively, the "Project"). The Borrower has represented that 32 jobs are expected to transfer to the Project site, and the net number of full-time equivalent jobs which the Project is expected to create on the Project site within three years is 6.

Pursuant to the terms of Section 66.1103 of the Wisconsin Statutes, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

THE BONDS SHALL NEVER CONSTITUTE AN INDEBTEDNESS OF THE ISSUER, NOR SHALL THE BONDS GIVE RISE TO ANY PECUNIARY LIABILITY OF THE ISSUER, NOR SHALL THE BONDS BE A CHARGE AGAINST THE GENERAL CREDIT OR TAXING POWERS OF THE ISSUER. RATHER, THE BONDS SHALL BE PAYABLE SOLELY FROM THE REVENUES AND OTHER AMOUNTS TO BE DERIVED PURSUANT TO THE REVENUE AGREEMENT RELATING TO SAID PROJECT TO BE ENTERED INTO BETWEEN THE ISSUER AND THE BORROWER.

The Initial Resolution may be inspected in the office of the Village Clerk at N168 W20733 Main Street, Jackson, Wisconsin, during business hours.

TAKE FURTHER NOTICE THAT THE ELECTORS OF THE VILLAGE OF JACKSON MAY PETITION FOR A REFERENDUM ON THE QUESTION OF THE BOND ISSUE. Unless within thirty (30) days from the date of the publication of this Notice a petition signed by not less than five percent (5%) of the registered electors of the Village of Jackson is filed with the Village Clerk requesting a referendum on the question of the issuance of the Bonds, the Issuer will issue the Bonds without submitting the proposition for the electors' approval. If such petition is filed as aforesaid, then the Bonds shall not be issued until approved by a majority of the electors of the Village of Jackson voting thereon at a general or special election.

Deanna Boldrey, Village Clerk
Village of Jackson, Wisconsin

CERTIFICATION BY VILLAGE CLERK

I, Deanna Boldrey, duly sworn, hereby certify that I am the duly qualified and acting Village Clerk of the Village of Jackson, Wisconsin (the "Village"), and as such I have in my possession, or have access to, the complete corporate records of the Village and of its Village Board; that I have carefully compared the transcript attached hereto with the aforesaid records; and that said transcript attached hereto is a true, correct and complete copy of all the records in relation to the adoption of Resolution No. _____ entitled: INITIAL RESOLUTION REGARDING INDUSTRIAL DEVELOPMENT REVENUE BOND FINANCING FOR A.C. TOOL & MACHINE CO., INC. PROJECT

I hereby further certify as follows:

1. Said Initial Resolution was considered for adoption by the Village Board at a meeting held at Village Hall, N168 W20733 Main Street, Jackson, Wisconsin, at ____ p.m. on July 11, 2017. Said meeting was a meeting of the Village Board and was held in open session.

2. Said Initial Resolution was on the agenda for said meeting and public notice thereof was given not less than twenty-four (24) hours prior to the commencement of said meeting in compliance with Section 19.84 of the Wisconsin Statutes, including, without limitation, by posting on the bulletin board in the Village Hall, by notice to those news media who have filed a written request for notice of meetings, and by notice to the official newspaper of the Village.

3. Said meeting was called to order by _____, who chaired the meeting. Upon roll, I noted and recorded that the following trustees were present:

_____	_____
_____	_____
_____	_____
_____	_____

and that the following trustees were absent:

_____	_____
_____	_____

I noted and recorded that a quorum was present. Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was said Initial Resolution, which was introduced, and its adoption was moved by _____ and seconded by _____. Following discussion and after all trustees who desired to do so had expressed their views for or against said Initial Resolution, the question was called, and upon roll being called and the continued presence of a quorum being noted, the recorded vote was as follows:

AYE:

NAY:

ABSTAINED:

Whereupon the meeting chairperson declared said Initial Resolution adopted, and I so recorded it.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the Village hereto on this 11th day of July, 2017.

[SEAL]

Deanna Boldrey, Village Clerk

RESOLUTION #17-12

RESOLUTION TERMINATING TAX INCREMENTAL DISTRICT #2 AUTHORIZING THE VILLAGE TREASURER TO DISTRIBUTE EXCESS INCREMENT TO OVERLYING TAXING JURISDICTIONS

WHEREAS, the Village of Jackson passed a creation resolution creating Tax Incremental District (TID) #2 on August 11, 1992, and adopted a project plan that year; and

WHEREAS, all TID #2 projects were completed in the prescribed allowed time; and

WHEREAS, a sufficient increment is expected to be collected as of the 2017 tax roll, payable in 2018, to cover TID #2 project costs, and to escrow funds to cover the District's remaining outstanding debt and share excess revenue with TID #4; and

NOW BE IT HEREBY RESOLVED, that the Village of Jackson Board does terminate TID #2; and

BE IT FURTHER RESOLVED, that the Village Clerk shall notify the Wisconsin Department of Revenue, within 60 days of this resolution, or prior to the deadline of May 15, 2018, whichever comes first, that the District has been terminated; and

BE IT FURTHER RESOLVED, that the Village Clerk shall sign the required Wisconsin Department of Revenue final accounting form agreeing on a date by the which the Village shall send final audited information to the Wisconsin Department of Revenue; and

BE IT FURTHER RESOLVED, that the Village Treasurer shall distribute any excess increment collected after providing for ongoing expenses of the District, to the affected taxing districts with proportionate shares to be determined by the final audit by the auditors, James R. Frechette, Certified Public Accountant.

Introduced by: _____

Second by: _____

Vote: ____ Aye ____ Nay

Passed and Approved: _____

Michael E. Schwab, Village President

Attest: _____
Deanna L. Boldrey, Village Clerk-Treasurer

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

RESOLUTION #17-14

A RESOLUTION ADOPTING THE 2016 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE JACKSON WASTEWATER TREATMENT FACILITY

WHEREAS, the State of Wisconsin Department of Natural Resources requires a Compliance Maintenance Annual Report for the Village of Jackson Wastewater Treatment Plant; and

WHEREAS, the Village of Jackson Wastewater Treatment Plant Superintendent, the Village's Engineer, the Village Clerk and the Village Treasurer have completed the necessary information requested in the annual report; and

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Jackson, Washington County, Wisconsin, does hereby resolve that the Village Board has reviewed the Compliance Maintenance Annual Report, and has approved it for submission.

Introduced by: _____

Seconded by: _____

Vote: _____ Aye _____ Nay

Passed and Approved: _____

Michael E. Schwab – Village President

Attest: _____
Deanna L. Boldrey – Village Clerk-Treasurer

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:

6/19/2017

2016

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	0.6113	x	208	x	8.34	=	1,060
February	0.6408	x	222	x	8.34	=	1,186
March	0.8218	x	162	x	8.34	=	1,109
April	0.7188	x	218	x	8.34	=	1,305
May	0.6156	x	271	x	8.34	=	1,392
June	0.6227	x	327	x	8.34	=	1,697
July	0.6909	x	288	x	8.34	=	1,657
August	1.0395	x	306	x	8.34	=	2,657
September	1.3329	x	191	x	8.34	=	2,124
October	1.3198	x	210	x	8.34	=	2,308
November	1.1113	x	251	x	8.34	=	2,323
December	1.2107	x	239	x	8.34	=	2,417

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	1.875	x	90	=	1.6875
		x	100	=	1.875
Design (C)BOD, lbs/day	2980	x	90	=	2682
		x	100	=	2980

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

07/19/2016

☐ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

☒ Yes

☐ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

☐ Yes

☒ No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes

3243094 gallons

☐ No

Holding Tanks

☒ Yes

17811600 gallons

☐ No

Grease Traps

☐ Yes

0 gallons

☒ No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Holding, Septage and Septage decant is offloaded into two holding tanks (aprox 126,000 gals) then metered into the Influent stream eliminating slug loading to the process. No grease traps this year.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

☐ Yes

☒ No

If yes, describe the situation and your community's response.

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

☐ Yes

☒ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	17	15.3	4	1	0	0
February	17	15.3	5	1	0	0
March	17	15.3	9	1	0	0
April	17	15.3	8	1	0	0
May	12	10.8	9	1	0	0
June	12	10.8	7	1	0	0
July	12	10.8	5	1	0	0
August	12	10.8	4	1	0	0
September	12	10.8	3	1	0	0
October	12	10.8	3	1	0	0
November	17	15.3	4	1	0	0
December	17	15.3	5	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

• Yes

Enter last calibration date (MM/DD/YYYY)

07/19/2016

o No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

no issues

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

o Yes

• No

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	12	10.8	3	1	0	0
February	12	10.8	3	1	0	0
March	12	10.8	5	1	0	0
April	12	10.8	3	1	0	0
May	12	10.8	7	1	0	0
June	12	10.8	6	1	0	0
July	12	10.8	3	1	0	0
August	12	10.8	2	1	0	0
September	12	10.8	2	1	0	0
October	12	10.8	1	1	0	0
November	12	10.8	2	1	0	0
December	12	10.8	2	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	7		.22235294	1 0					
February	7		.85705882	4 0					
March	7		3.365	0					
April	4.3		2.28625	0					
May	5.7		.28611111	1 0					
June	3.9		.57444444	4 0					
July	3.9		.44529411	8 0					
August	3.9		.78111111	1 0					
September	3.9		.20705882	4 0					
October	4.3		.30166666	7 0					
November	7		.55529411	8 0					
December	7		.43	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.7	1	0
February	1	0.5	1	0
March	1	0.7	1	0
April	1	0.5	1	0
May	1	0.6	1	0
June	1	0.7	1	0
July	1	0.8	1	0
August	1	0.9	1	0
September	1	0.8	1	0
October	1	0.7	1	0
November	1	0.7	1	0
December	1	0.7	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
☐ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1246.50 acres

2.1.2 How many acres did you use?

130 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

☐ Yes (30 points)

☒ No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

☒ Yes

☐ No (10 points)

☐ N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - ANAEROBIC LIQUID

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75				6.13										0	0
Cadmium		39	85				.8										0	0
Copper		1500	4300		935		954			1020			1010				0	0
Lead		300	840				49.3										0	0
Mercury		17	57		1.31		.836			1.79			1.29				0	0
Molybdenum	60		75				6.89									0		0
Nickel	336		420				26.2									0		0
Selenium	80		100				<12.4									0		0
Zinc		2800	7500				1060										0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

☒ 0 (0 Points)

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

o 1-2 (10 Points)

o > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

o Yes

o No (10 points)

● N/A - Did not exceed limits or no HQ limit applies (0 points)

o N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

● 0 (0 Points)

o 1 (10 Points)

o > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

o Yes (20 Points)

● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 12/31/2016
Density:	89,244
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	89,244
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:

6/19/2017

2016

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	89,244
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	12/31/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	09/30/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

• No If yes, what action was taken?	0
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? • >= 180 days (0 Points) ○ 150 - 179 days (10 Points) ○ 120 - 149 days (20 Points) ○ 90 - 119 days (30 Points) ○ < 90 days (40 Points) ○ N/A (0 Points) 6.2 If you checked N/A above, explain why.	0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: Badger State goes a great jog managing the field sites	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

☒ Yes

☐ No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

☒ Yes

☐ No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

☒ Yes (Continue with question 2)

☐ No (40 points)

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

☒ Yes

☐ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

☒ Yes

☐ Paper file system

☐ Computer system

☒ Both paper and computer system

☐ No (10 points)

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

☒ Yes

☐ No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

☐ Excellent

☒ Very good

☐ Good

☐ Fair

☐ Poor

Describe your rating:

The Village has given the resources to maintain the plant O & M program in a efficient manner.

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

DANIEL J WAALA

Certification No:

19632

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes		X		
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural		X		
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems		X		
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2016; subclass SS is basic level only.)

- Yes (0 points)
- No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☒ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- ☐ Averaging 6 or more CECs per year.
- ☐ Averaging less than 6 CECs per year.

Advanced Certification:

- ☒ Averaging 8 or more CECs per year.
- ☐ Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Financial Management

1. Provider of Financial Information

Name:

Brian W Kober

Telephone:

(262)-677-9001

(XXX) XXX-XXXX

E-Mail Address
(optional):

dirpubwks@villageofjackson.com

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points)

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2016

● 0-2 years ago (0 points)

○ 3 or more years ago (20 points)

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2016

● 1-2 years ago (0 points)

○ 3 or more years ago (20 points)

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 909,201.26

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

+

\$ 257.43

3.2.3 Adjusted January 1st Beginning Balance

\$ 909,458.69

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 225,604.00

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

\$ 192,931.20

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 942,131.49

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Digester Mixing Project, New Vac Truck

3.3 What amount should be in your Replacement Fund? \$ 225,604.00

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

• Yes

o No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

• Yes - If Yes, please provide major project information, if not already listed below.

o No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	The plants SCADA System is being upgraded in a Two year program to allow for more effective Data collection and communication.	500000	2017

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 1

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	431	
February	383	
March	327	
April	338	
May	263	
June	260	
July	197	
August	169	
September	251	
October	248	
November	275	
December	360	
Total	3,502	0
Average	292	0

6.1.2 Comments:

Very small lift station

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☐ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☐ Variable Speed Drives
- ☒ Other:

Wet well level, Pump timers

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

none

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	106,800	18.95	5,636	32.86	3,250	5,669
February	86,400	18.58	4,650	34.39	2,512	3,315
March	80,560	25.48	3,162	34.38	2,343	1,811
April	91,040	21.56	4,223	39.15	2,325	2,104
May	90,880	19.08	4,763	43.15	2,106	728
June	53,360	18.68	2,857	50.91	1,048	107
July	33,600	21.42	1,569	51.37	654	29
August	61,600	32.22	1,912	82.37	748	158
September	68,880	39.99	1,722	63.72	1,081	507
October	83,120	40.91	2,032	71.55	1,162	503
November	84,640	33.34	2,539	69.69	1,215	930
December	104,240	37.53	2,778	74.93	1,391	2,726
Total	945,120	327.74		648.47		18,587
Average	78,760	27.31	3,154	54.04	1,653	1,549

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☐ Aerobic Digestion
- ☒ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☐ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☐ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Replacing 5 VFD and a new SCADA System

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☐ No

☒ Yes

If Yes, how is the biogas used (Check all that apply):

☒ Flared Off

☒ Building Heat

☒ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☒ No

☐ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Prevent Overflows, Promote safety by use of proper equipment and training, Rehabilitation and replacement of collection system, preventative maintenance.

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 05/14/2009

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

☐ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	13.2	% of system/year
Root removal	0	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	9.49	% of system/year
Manhole inspections	13.9	% of system/year
Lift station O&M	2	# per L.S./year
Manhole rehabilitation	.28	% of manholes rehabbed
Mainline rehabilitation	.18	% of sewer lines rehabbed
Private sewer inspections	4.95	% of system/year

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Private sewer I/I
removal

% of private services

River or water
crossings

% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

15.82	Total actual amount of precipitation last year in inches
34.3	Annual average precipitation (for your location)
40.69	Miles of sanitary sewer
1	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
.89	Average daily flow in MGD (if available)
1.09	Peak monthly flow in MGD (if available)
2.68	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.2	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
3.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- ☐ Yes
☒ No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ☐ Yes

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

- No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Replaced 396 feet of Main line sewer line on Wilshire along with 2 complete manholes and rehab of 4 others. Televised 149 private laterals with 13 issues that need addressed.

5.4 What is being done to address infiltration/inflow in your collection system?

The Village will continue to address I/I by replacing old main line that is failing, manhole repair or replacement as needed. Replacing private laterals that are found to be failing through lateral inspection.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Grading Summary

WPDES No: 0021806

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Jackson (Village) Wastewater Treatment Plant

Last Updated: Reporting For:
6/19/2017 2016

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Village of Jackson

Date of Resolution or
Action Taken:

07/11/2017

Resolution Number:

17-14

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

Memo

To: John Walther, Village Administrator
From: Brian W. Kober, P. E., Director of Public Works
Subject: Cedar Run Drive and Oakland Avenue – Street Island Landscaping
Date: July 7, 2017
CC:

There has been a request from the Cedar Run Condo Association to remove the landscaping from the street island at the intersection of Cedar Run Drive and Oakland Avenue. The west road of the island is Hickory Lane. The following a breakdown of cost to remove the landscaping by Village staff and install grass:

Landscaping Removal Cost

12 hours of labor (including 2 people @ \$36.61 per hour)	\$439.32
6 hours of skid loader (\$23.48 per hour)	\$140.88
6 hours of one ton Truck (\$14.72 per hour)	\$ 88.32
Seeding and Straw cover	\$ 75.00
Total	\$743.52

Please note the Village placed landscaping material in the island area to reduce cost of mowing when the condo association stopped maintaining the area a few years ago. If the desire is to go back to grass and the Condo Association agrees to mow the area on regular bases, then recommend approval with the agreement if the area needs to be mowed by the Village the Condo Association would be charged for the mowing.

The cost of mowing by the Village is time consuming since a walk behind mower needs to be used. The estimated cost is one hour of time (\$36.61/hr), one mower (\$15.16/hr), and one truck (\$14.72) for a total cost of \$66.49.

If you have any questions please let me know.

Brian W. Kober, P.E.

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, June 27, 2017 –7:00 p.m.
Jackson Village Hall
N168W20733 Main Street

1. Call to Order and Roll Call.

Chairman Tr. Don Olson called the meeting to order at 7:00 p.m.

Members present: Brian Heckendorf, Tr. Lippold, Linda Granec, Scott Thielmann, and Tr. Kufahl.

Excused: Gloria Teifke.

Trustees Present: Tr. Emmrich and Tr. Kurtz

Staff present: Brian Kober, John Walther, and Deanna Boldrey.

2. Approval of Minutes for May 30, 2017, meeting.

Motion by Scott Thielmann, second by Tr. Kufahl to approve the minutes of the May 30, 2017, Board of Public Works meeting.

Vote: 6 ayes, 0 nays. Motion carried.

9. Citizens/Village Staff to Address the Board.

Brian Kober commented that there are several Village citizens at the meeting to make comments and suggested to allow individuals speak and hear their concerns.

Chairman Tr. Olson allowed citizens to speak and limited their time to three minutes.

Jennifer Bateman from Stonewall Dr. commented on the possible special assessment in their condo development. She commented that previously a resident was told the road would be completed after construction is completed. She commented that now the possible special assessment is showing up on title searches where previously it was not. They are trying to determine which properties will be in the special assessment area. Jennifer questioned the timing of why is this coming up now when there will be construction continuing?

Stephanie Egner of Willow Ridge Dr. commented that she has similar questions to Jennifer Bateman and questioned where the second lift of asphalt will be and who will be assessed?

Jack Boerger of Cedar Run Dr. commented on the boulevard on Cedar Run Drive and Hickory. He commented on the boulevard that is covered with wood chips, wild day lilies, and large weeds. This is causing a site problem. He requested for the Village to put the area back into grass and the Condo association would care for it and cut the grass. Pictures were uploaded to the laptops.

Mike Hansen of Chateau Dr. commented on the seeding on Chateau Dr. Part of his property needs reseeded.

Ron Stuebs of Stonewall Dr. commented on the title search. He commented that many of the

condo owners are not happy about the assessment. He commented that a letter should be sent to the affected property owners rather than the posted agendas. He was told to look for the postings at the Village Hall, the Post Office and Community Center as well as on-line.

Deborah Foster of Stonewall Dr. commented that she had asked about the road in 2011 or 2012 when she moved in and was told the road would be completed after the construction was completed.

Ron Stuebs added that there will be four more buildings on Stonewall Heights.

Glen Kaebisch from Cedar Run Dr. commented on the tall weeds on Cedar Run Dr.

Mike Sandeal from Chateau Dr. in regards to the driveway approaches / entrances do not line up with the driveways; they are not centered. He brought pictures.

3. Review of Storm Water Drainage Stonehedge Drive.

Brian Kober reviewed the project with TP Concrete, and the comment was that this is a major project. Everyone's storm lateral in the project area should be hooked up. The Village would have to go out to bid since the proposed cost is over \$25,000. Brian recommended doing the project with another road project next year as most contractors have their projects for the year already.

Discussion of going out to bid now ensued and see where the bids come in at depending on the market and availability.

Motion by Tr. Olson, second by Linda Granec to bid the project out prior to the July Public Works meeting, and bring results back to meeting for discussion.

Vote: 6 ayes, 0 nays. Motion carried.

4. Review of Change Order #2 Chateau Dr. Reconstruction Project.

Brian Kober reported on the item. A punch list of the project has been created. The landscaping is part of the punch list. The landscaper will "keep an eye on it". Brian is working with the contractor on the driveway approaches and landscaping. Some of the property owners had requested a wider driveway approach. Brian Kober recommended the change order of \$1,572. Brian commented that the grant paperwork will be completed on schedule.

Motion by Tr. Kufahl, second by Linda Granec to recommend approval the change order in the amount of \$1,572.

Vote: 6 ayes, 0 nays. Motion carried.

5. Review of Pay Request #3 Chateau Dr. Reconstruction Project.

Brian Kober will communicate with contractor on the punch list items.

Motion by Tr. Olson, second by Linda Grance refer pay request #3 to next meeting, and until the outstanding items are resolved.

Vote: 6 ayes, 0 nays. Motion carried.

6. Discussion on Special Assessment for final lift of asphalt.

Brian reported on the item. There has not been a special assessment issued. The discussion is how to complete the final lift of asphalt. Brian reported that he is working with BMO Harris Corporate in regards to the English Oaks final lift of asphalt and now communicating with email since phone messages were not working. Brian gave history to the item as English Oaks and Stonewall has been on the Director's Report for some time. The item was just agendaized last meeting. This is now on the title search as it is on the agendas and a possible / contemplated assessment at this point. Brian Kober commented that the approval of the remaining buildings will need to come before the Village for the rest of the development. There is not a developer's agreement for the remaining parcels. Plus, there are no approved plans or timeline for the remaining construction of buildings. Brian reviewed the possible special assessment area and potential building sites. The road will continue to deteriorate without the final lift.

Motion by Tr. Olson, second by Scott Thielmann for Brian Kober to reach out to the developers for the future plans and to look at the costs of the project and what applies to Living Word and the Truck Stop. Brian is following up with the BMO Harris Bank for the English Oaks project. Vote: 6 ayes, 0 nays. Motion carried.

7. Resolution 17-14 – Adopting 2016 Compliance Maintenance Annual Report for Jackson Sewer Utility.

Brian reviewed the report. Brian pointed out the flow and the phosphorus rates. There were no violations in the report. The overall rating is an "A".

Motion by Tr. Olson, second by Tr. Kufahl to recommend approval of Resolution 17-14 Adopting the 2016 Compliance Maintenance Annual Report for the Jackson Sewer Utility. Vote: 6 ayes, 0 nays. Motion carried.

8. Director of Public Works report.

Brian Kober gave the report. Brian talked to the Washington County Highway Commissioner on ownership of old park and ride lot. Brian has reached out to the DOT in regards to the Railroad tracks and Hwy 60. The DOT has said all projects are not being completed due to lack of funding.

Motion by Linda Granec, second by Brian Heckendorf to place the Director of Public Works report on file.

Vote: 6 ayes, 0 nays. Motion carried.

9. Citizens/Village Staff to Address the Board.

Brian Emmrich commented for future projects to have sod instead of grass seed and then give credit for the water used for watering. He questioned if there was a bond for the Stonewall project? John Walther reported that there was letter of credit but it has expired.

Unknown individual questioned the assessment process. He commented that a lot of other people use the Stonewall Roads. Tr. Olson commented that normally the developers are responsible.

Debbie Kurtz questioned if it is a letter of credit or bonds?

An unknown resident commented that he believed that the assessment would be retro.

An unknown resident commented if this is a breach of contract or considered part of the easement.

The weeds on the Cedar Run Boulevard were discussed. Brian will draft an agreement with the condo association for the Village Board Meeting.

Brian Emmrich commented to use stone instead of mulch on the Cedar Run Boulevard.

Brian Kober showed a damaged stop box valve from a water main leak.

10. Adjourn.

Motion by Linda Granec, second by Brian Heckendorf to adjourn at 8:33 p.m.

Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted by: Deanna L. Boldrey, Village Clerk-Treasurer

(*) Passed
2/14/2017

VILLAGE OF JACKSON/JT. PARKS & RECREATION DEPARTMENT
PARK RENTAL AGREEMENT

N165 W20330 Hickory Lane, Jackson, WI 53037 (262) 677-9665

FACILITY REQUESTED: Jackson Park #1 #2 & #3
(i.e.: Jackson Park - Shelter #1 or Hickory Lane Park - Volleyball Court #1)

DAY & DATE FACILITY REQUESTED: Saturday, September 9th

NAME: The Washington County Humane Society HOME PHONE #: (262) 677-4388

DATE OF BIRTH (required): ____/____/____ EMAIL: pr@wchspets.org

ADDRESS: 3650 State Road 60, Slinger - WI 53086 CELL PHONE #: (____) ____-____

EMERGENCY CONTACT: _____ PHONE #: (____) ____-____

TYPE OF ACTIVITY: ☐ Family/Friend Picnic Gathering ☐ Business/Organization Function

☐ Event or Sport Event with no charge or sales of any kind - (define activity) _____

☒ Fundraising Event or Sport Event with a charge - (define activity) Walk For The Animals (Paws in the Park)

(**REQUIRES PRE-APPROVAL

Note Park Rule #17: Only non-profit, public service organizations, with prior approval from the Jackson Jt. Parks & Recreation Committee and Jackson Village Board, are permitted to use the parks for sales, raffles, or other fund raising activities (this includes sport tournaments). As per Section III - d. Jackson Park & Hickory Lane Park Concession Stands are rentable only "for eligible, nonprofit groups services which are to be contracted out through the Jackson Joint Parks & Recreation Dept. with profit sharing.")

HOURS OF USE: 7am-3pm NUMBER OF PARTICIPANTS: 300 PROFIT: _____

*NONPROFIT: X(501c3) ADM. CHARGED: YES _____ NO _____

*NONPROFIT GROUPS: must provide a copy of the letter showing not for profit status
\$75.00 Deposit (One Check for Deposit Amount & One Check for Rental Amount) Per Facility, Field or Court
(\$75.00 per Facility/Grounds/Court will be refunded if areas are properly cleaned and secured after event)

Check here if "Additional Insured Certificate" is required. ☐

FULL PAYMENT TO INCLUDE DEPOSIT & FEE MUST BE RECEIVED TO CONFIRM RESERVATION - ALONG WITH THIS FORM COMPLETELY FILLED OUT!

The undersigned accepts full responsibility for the conduct of the above group while on Village property and agrees to indemnify and save harmless the Village of Jackson from any and all liability which might be occasioned to said Village by virtue of granting the permission in this application. If you need to contact the Village on the day of your event, 1st call Russ Krueger (414) 640-7951 and 2nd call if no response from first is Brian Kober (414) 333-9696. If you need police assistance call (262) 677-4949. In case of emergency call 9-1-1.

APPLICANT'S SIGNATURE: [Signature] DATE: 1, 5, 2017

FOR OFFICE USE ONLY

FEE PAID: _____ DATE PAID: ____/____/____ DEPOSIT REC'D BY: _____

DATE \$75.00 DEPOSIT RETURNED: _____ RECEIPT #: _____

RETURNED DEPOSIT RECEIVED BY: _____ KEY #: _____

CREDIT CARD AUTHORIZATION

Name on Card (print) _____

☐ Billing Same as above or please list _____

AMEX

____-____-____-____-____-____

Sec. Code _____

VISA/MC

____-____-____-____-____-____

CVV Code _____

or Discover

Exp. Mo. ____ Exp. Yr. ____

I authorize the Jackson Jt. Parks & Recreation Dept. to charge my credit card for the above fees. If the Jackson Jt. Parks & Recreation Dept. is unable to process my payment, I will be responsible for an alternate payment arrangement.

Signature _____

Date ____/____/____

When paying with a credit card, the cardholder agrees to pay the rental fee immediately on the provided card.

We will hold the card information on file and it will be considered and used as a security deposit.

**VILLAGE OF JACKSON
WASHINGTON COUNTY, WISCONSIN**

**AN ORDINANCE ANNEXING TERRITORY TO
THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN**

The Village Board of the Village of Jackson, Washington County, Wisconsin, does ordain as follows:

SECTION 1. Territory Annexed.

In accordance with Wis. Stat., § 66.0217(2) and the Petition for Direct Unanimous Annexation filed with the Village and signed by all the owners of the land described below, and the Village Board having determined that there are no electors residing in such territory, the following described territory in the Town of Jackson, Washington County, Wisconsin, is annexed to the Village of Jackson, Washington County, Wisconsin.

Annexation Description

All of the Southwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ and part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 29, Part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 20, Outlot 1, Outlot 4 and Outlot 5 of Twin Creeks, Outlot 10 of Twin Creeks – 3, Outlot 17 of Twin Creeks – 5, all being part of the Northwest $\frac{1}{4}$, Northeast $\frac{1}{4}$ and Southeast $\frac{1}{4}$ of the Northwest $\frac{1}{4}$ of Section 29, including parts of Jackson Drive, Maple Road and Sherman Road, all in Town 10 North, Range 20 East, in the Town of Jackson, Washington County, Wisconsin, bounded and described as follows:

See attached Annexation Exhibit

SECTION 2. Effect of Annexation.

From and after the date of this ordinance, the territory described in Section 1 shall be a part of the Village of Jackson for any and all purposes provided by law, and all persons coming or residing within such territory shall be subject to all ordinances, rules, and regulations governing the Village of Jackson.

SECTION 3. Temporary Zoning Classification.

The territory annexed to the Village of Jackson by this ordinance is temporarily zoned PUD, Planned Unit Development, pursuant to Wis. Stat., § 66.0217(8)(a), this temporary zoning having been recommended by the Village of Jackson Plan Commission.

SECTION 4. Ward Designation.

The territory described in Section 1 of this ordinance is hereby designated the 11th Ward of the Village of Jackson, subject to the ordinances, rules, and regulations of the Village of Jackson governing wards.

SECTION 5. Population of Annexed Area.

The population of the territory described in Section 1 of this ordinance is zero (1).

SECTION 6. Severability.

If any provision of this ordinance is invalid or unconstitutional, or if the application of his ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 7. Payment to the Town.

Pursuant to Wis. Stat., § 66.0217(14)(a)1, the Village agrees to pay annually to the Town of Jackson, for five (5) years, an amount equal to the amount of property taxes that the Town levied on the annexed territory, as shown by the tax roll under Wis. Stat., § 70.65, in the year in which the annexation is final.

SECTION 8. Effective Date.

This ordinance shall take effect upon its enactment. The Village Administrator is hereby authorized and directed to take such further action necessary to give effect to this ordinance.

Adopted by a vote of _____ for, _____ against, and _____ abstaining this 14th day of March, 2017.

VILLAGE OF JACKSON

By: _____
Mike Schwab, Village President

Attest:

Deanna Boldery, Clerk/Treasurer

ANNEXATION EXHIBIT

All of the Southwest 1/4 of the Northeast 1/4 and part of the Southeast 1/4 of the Northeast 1/4 of Section 29, Part of the Southwest 1/4 of the Southwest 1/4 of Section 20, Outlot 1, Outlot 4 and Outlot 5 of Twin Creeks, Outlot 10 of Twin Creeks - 3, Outlot 17 of Twin Creeks - 5, all being part of the Northwest 1/4, Northeast 1/4 and Southeast 1/4 of the Northwest 1/4 of Section 29, including parts of Jackson Drive, Maple Road and Sherman Road, all in Town 10 North, Range 20 East, in the Town of Jackson, Washington County, Wisconsin, bounded and described as follows:

Beginning at the Northwest corner of the Northwest 1/4 of said Section 29; thence South 89° 44' 17" East along the North line of the Northwest 1/4 of said Section 29 and the centerline of Sherman Road 38.99 feet to a point; thence North 00° 16' 44" East 40.01 feet to a point in the North line of Sherman Road; thence South 89° 44' 16" East along said North line and the existing Village Limits 140.40 feet to a point; thence South 00° 16' 44" West 40.01 feet to a point in the aforesaid centerline of Sherman Road and the North line of the Northwest 1/4; thence South 89° 44' 17" East along said centerline and said North line 785.71 feet to a point the centerline of Jackson Drive; thence South 45° 15' 44" West along said centerline 332.17 feet to a point; thence South 23° 04' 17" East 700.54 feet to a point; thence South 79° 11' 17" East 359.53 feet to a point; thence North 01° 10' 01" West 45.62 feet to a point; thence North 88° 52' 08" East 658.04 feet to a point; thence South 01° 07' 51" East 436.30 feet to a point; thence South 89° 52' 43" East 657.94 feet to a point in the West line of the Northeast 1/4 of said Section 29; thence South 89° 57' 35" East 2827.62 feet to a point in the East line of the Northeast 1/4 of said Section 29 and the Centerline of Maple Road; thence South 01° 03' 31" East along said Centerline 917.65 feet to a point; thence South 88° 58' 28" West 366.50 feet to a point; thence South 01° 03' 31" East 389.65 feet to a point in the South line of the Northeast 1/4 of said Section 29; thence South 89° 57' 58" West along said South line 2260.16 feet to the Southeast corner of the Northwest 1/4 of Section 29; thence North 01° 05' 42" West along the East line of said Northwest 1/4 Section a distance of 681.57 feet to a point in the North line of East Gate Drive; thence South 83° 32' 11" West along said North line 64.99 feet to a point; thence North 07° 36' 35" East 97.15 feet to a point; thence North 01° 05' 42" West 238.59 feet to a point; thence North 22° 42' 05" West 194.59 feet to a point; thence North 63° 09' 38" West 197.52 feet to a point; thence North 84° 48' 27" West 113.13 feet to a point; thence North 89° 52' 43" West 150.00 feet to a point; thence South 03° 43' 28" West 161.92 feet to a point in the North line of Fenceline Drive; thence Northwesterly 104.41 feet along said North line and an arc of a curve whose center lies to the South, whose radius is 283.00 feet, whose center lies to the South and chord bears North 85° 27' 16" West 103.82 feet to a point; thence South 83° 58' 35" West along said North line 5.37 feet to a point; thence North 02° 04' 28" West 111.34 feet to a point; thence North 01° 07' 51" West 99.04 feet to a point; thence North 02° 58' 17" West 163.16 feet to a point; thence North 38° 13' 57" West 173.25 feet to a point; thence North 69° 24' 08" West 177.56 feet to a point; thence North 89° 41' 37" West 121.12 feet to a point; thence South 88° 40' 57" West 134.78 feet to a point; thence South 00° 13' 42" East 136.50 feet to a point in the North line of Brookside Drive; thence South 89° 46' 18" West along said North line 85.00 feet to a point; thence North 00° 13' 42" West 139.55 feet to a point; thence North 79° 11' 17" West 293.88 feet to a point; thence South 83° 22' 11" West 185.08 feet to a point; thence South 10° 13' 51" West 159.98 feet to a point in the North line of Brookside Drive; thence North 79° 48' 09" West for a distance of 50.66 feet to a point in the Easterly line of Twin Creeks Road; thence Northwesterly 203.91 feet along said Easterly line and an arc of a curve whose radius is 533.00 feet, whose center lies to the Southwest and whose chord bears North 04° 16' 43" West 202.67 feet to a point; thence North 74° 45' 42" East 148.87 feet to a point; thence North 23° 04' 17" West 159.92 feet to a point; thence North 28° 00' 49" West 149.86 feet to a point; thence North 44° 09' 32" West 129.17 feet to a point; thence South 45° 15' 44" West 163.94 feet to a point in the Easterly line of Twin Creeks Road; thence North 44° 44' 16" West along said Easterly line 78.72 feet to a point; thence Northwesterly 13.55 feet along said easterly line and an arc of a curve whose center lies to the Northeast, whose radius is 19.00 feet, and whose chord bears North 24° 18' 19" West 13.27 feet to a point; thence Northwesterly 43.51 feet along said Easterly line and an arc of a curve whose center lies the Southwest, whose radius is 61.00 feet and whose chord bears North 24° 18' 19" West 42.59 feet to a point; thence North 44° 44' 16" West 92.00 feet to a point in the Westerly line of Jackson Drive; thence South 45° 15' 44" West along said Westerly line 521.61 feet to a point; thence Southwesterly 117.97 feet along said Westerly line and an arc of a curve whose center lies to the Southeast, whose radius is 355.00 feet, and whose chord bears South 35° 44' 33" West 117.42 feet to a point in the West line of the Northwest 1/4 of said Section 29; thence North 01° 14' 18" West along said West line 892.91 feet to the point of beginning.

Said land contains 4,005,967 square feet or 91.9843 acres.

January 31, 2017

Dittmar Realty

Drawing No. 161203-RMK

R.A. Smith National, Inc.

R.A. Smith National, Inc.
*Beyond Surveying
 and Engineering*

14245 W. Diamond Road, Brookfield WI 53005
 262-791-1800 Fax 262-792-7373 www.ra-smith-national.com
 Appleton, WI Illinois, CA Pittsburgh, PA

8/14/2004
 A0044.40101011

R.A. Smith National, Inc.

ANNEXATION EXHIBIT

